

**TOWN OF ANDREWS MONTHLY COUNCIL MEETING
SHERIFF'S DEPARTMENT SUB-STATION COURTROOM**

**110 NORTH MORGAN AVE.
ANDREWS, SC 29510
THURSDAY, APRIL 21, 2016 @ 6:00 PM**

AGENDA

- 1. CALL TO ORDER**
- 2. INVOCATION**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ROLL CALL**
- 5. APPROVAL OF MINUTES**
 - A. THURSDAY, MARCH 17, 2016 TOWN COUNCIL MEETING
 - B. THURSDAY, MARCH 31, 2016 SPECIAL CALLED TOWN COUNCIL MEETING / BUDGET WORKSHOP
 - C. TUESDAY, APRIL 5, 2016 BUDGET FINANCE COMMITTEE MEETING
 - D. TUESDAY, APRIL 12, 2016 SPECIAL CALLED TOWN COUNCIL MEETING / BUDGET FINANCE COMMITTEE WORKSHOP
- 6. MONTHLY BANK STATEMENTS: FOR INFORMATION ONLY**
- 7. FINANCIAL REPORT: KENNETH COBB AND COMPANY; MRS. BRENDA JACKSON. CPA**
- 8. CITIZENS COMMENTS (Three (3) minutes only)**
- 9. NEW BUSINESS**
 - A. Fair Housing Resolution No. 2016-01: April is Fair Housing Month
 - B. Revize Software Systems: Superior Web Design and Content Management
- 10. ADMINISTRATOR'S REPORT**
- 11. DEPARTMENT HEAD REPORTS**
- 12. COUNCIL'S REPORTS**
- 13. MAYOR'S REPORT**
- 14. ADJOURNMENT**

Town of Andrews

Monthly Town Council Meeting Thursday, April 21, 2016 6:00p.m.

Sheriff's Substation

110 N Morgan Ave. Andrews, SC

The Town of Andrews met for their Monthly Town Council Meeting on Thursday, April 21, 2016 at 6:00 p.m. Mayor Frank McClary presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:03 p.m.

Invocation was rendered by Pastor Edward Hardee.
Pledge of Allegiance was recited by everyone present.

Town Officials Present:

Mayor Frank McClary
Council Member David Tisdale
Council Member Eddie Lee
Council Member Sudha Patel
Council Member Terrance Middleton
Council Member Marva Session
Council Member Mack E. Watford, Sr.

Motion was made by Council member Sudha Patel and second by Council member David Tisdale to approve the minutes from Thursday, March 17, 2016 Town Council Meeting; Thursday, March 31, 2016 Budget Workshop; Tuesday, April 5, 2016 Town Council Budget Finance Committee Meeting; and Tuesday, April 12, 2016 Town Council Special Called Budget Finance Committee Meeting as read.

Mayor Frank McClary; Yes, Council Member David Tisdale; Yes, Council Member Eddie Lee; Yes, Council Member Sudha Patel; Yes, Council Member Terrance Middleton; Yes, Council Member Marva Session; Yes, Council Member Mack E. Watford; Yes, All in favor, motion carried.

The monthly financial statements were included in the Council's packet for informational purposes only.

Financial Report

Mrs. Brenda Jackson, CPA presented Council with a summary of the Town of Andrews' revenues, expenditures and payroll payments for the month of March 2016. She explained that it is her goal to present Council with a budget statement rather than an income statement during future meetings.

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Citizens Comments

Jacita Filmore 107 Canterbury Drive: Ms. Filmore addressed Council with a concern relating to her recent discovery that her sewer line was tied into her neighbors' line when her home was built in 2006. Ms. Filmore stated that she has been paying sewer charge monthly to the Town of Andrews, yet she has no sewer tap. It is the belief of Ms. Filmore that the Town is at fault in her case because it was indeed a Town employee who approved and issued her a home occupancy clearance and final home inspection report stating that water & sewer were installed at her home when in fact the Town didn't check to see if it was or required her to connect to the Town's sewer system before moving into her home. Mayor McClary responded to Ms. Filmore by stating that Town employees do not perform any plumbing or installation on personal property as that responsibility relies solely with the construction company that is constructing the homes. Mayor McClary also stated to Ms. Filmore that by Town Ordinance home owners dwelling within the Town limits of Andrews who are within 300 feet of a water and sewer line are required to pay water and sewer charges along with a sanitation fee for garbage collection. Mayor McClary informed Ms. Filmore that her concern would not be resolved tonight, but that he and his staff will follow up with her soon and work diligently towards a resolution.

Greg Bennett 7 West Oakland Street: Mr. Bennett reported to Council that the American Legion recently hosted a clean-up project and he along with Mr. David Reddick cleaned up near the Town of Andrews welcome sign and removed all kinds of debris. Mr. Bennett stated that he is still working to secure a sanitation truck from New York City and he is in need of a letter from the town of Andrews.

New Business

Fair Housing Resolution No. 2016-01: The motion was made by Council member Terrance Middleton and second by Council member Sudah Patel to adopt the Fair Housing Resolution No. 2016-01. **Mayor Frank McClary; Yes, Council Member David Tisdale; Yes, Council Member Eddie Lee; Yes, Council Member Sudha Patel; Yes, Council Member Terrance Middleton; Yes, Council Member Marva Session; Yes, Council Member Mack E. Watford; Yes, All in favor, motion carried.**

Revize Software Systems; Superior Web Design and Content Management: Mayor McClary explained to Council a proposal presented by Revize Software System to provide the town of Andrews with Web Design and Management for an initial set up cost of \$950.00 and a \$800.00 annual cost. Council member Sudah Patel suggested that Council take a look and review other options for Web related Designs and Management before making a final decision on just one proposal.

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Administrator's Report

Mrs. Dorsey announced that Hanna Engineering Company will begin conducting a survey on the Town's manholes to identify areas of concerns within our sewer systems. Also, the Town is working on obtaining a report from Davis and Brown who previously conducted a survey and generated a report identifying the location of all of the water meters within the Town. S.C. Rural Water Association will be in town this summer to conduct smoke tests on our water system. Mrs. Dorsey encouraged citizens to visit the St. James Family Medical Center when in need of medical attention. She announced Relay for Life will be held on May 6, 2016 at the Andrews Footfall Stadium from 7:00 p.m. until 12:00 a.m.

Department Head Reports

Police Department: Lieutenant Melvyn Garrett stated that the department is in the process of completing annual training courtesy of Chief Paul Gardner and the Georgetown City Police Department. Officer Carlos Castillo has accepted employment with the Horry County Police Department. On Wednesday April 20th, police, fire, and school officials met to discuss critical incident planning for Georgetown County Schools.

Fire Department: Mr. William Stockton reported that the Fire fighters have responded to 68 calls since January 1, 2016. He added that the volunteers enjoy and love what they do. They all give more than they receive and ask nothing in return.

Public Works Department: No, report. Mayor McClary commented that he is very proud of the work that the department has been doing. The department is lacking in equipment and employees. However, they are diligently working to repair water leaks and respond to other calls. Council member Eddie Lee has worked to get several vehicles within the department online. Mayor McClary stated to Council that during their upcoming Budget Planning process they will have to address securing funds to equip this department with the necessary equipment and staff to operate efficiently and effectively.

Council's Report

Council Member Eddie Lee: Council member Lee gave a very detailed report of his involvement with the Public Works staff over the past month. In his report Council member Lee listed several major jobs and job sites that he physically visited and worked with the Public Works Department to make repairs. He also outlined various activities that he was instrumental in helping the Town save money: he located outside vendors to repair property and perform vehicles repairs. In conclusion he also highlighted and shared important points that he learned from classes he recently took offered by the MASC of SC for Elected Officials.

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Council Member Mack E. Watford, Sr.: Council member Watford apologized that he hasn't been available and that he doesn't have a report prepared for tonight due to him being required to work long hours for Santee Cooper.

Council Member Marva Session: Council member Session suggested that Council come together and prepare a strategic plan outlining the goals and objectives of Council. She informed the body that she made contact with Georgetown County in reference to the Jones Avenue Park and was informed that the County doesn't have any interest in the park.

Council Member Sudha Patel: Council member Patel thanked all of the citizens for their presence and encouraged them to continue coming out and supporting Council meetings. She stated that the Budget Finance Committee and members of Council have been meeting weekly to prepare the fiscal year 2017 budget for the Town. She announced that Mayor McClary has appointed her as project manager for the New Proposed Municipal Complex Building.

Council Member Terrance Middleton: Council Member Middleton made the motion and it was second by Council Member Marva Session that the Town of Andrews make the provision and assume all responsibility to place a sewer tap at the resident of Ms. Jacita Filmore at 107 Canterbury Drive. **Mayor Frank McClary; No, Council Member David Tisdale; No, Council Member Eddie Lee; No, Council Member Sudha Patel; No, Council Member Terrance Middleton; Yes, Council Member Marva Session; No, Council Member Mack E. Watford; No, motion failed.** Council Member Middleton suggested that Council instruct Mrs. Dorsey to send a letter to Chief Capers in response to his letter requesting a grievance hearing on his behalf thus informing him that when the sled investigation on him is over he will be notified and then he may file for a grievance hearing as stated by Mayor Frank McClary.

Council Member David Tisdale: Council Member Tisdale voiced his opinion in the case of Ms. Jacita Filmore a resident of 107 Canterbury Drive he stated that the Town of Andrews is responsible to some degree because it was a Town Employee who was acting as a agent of the Town when he signed and approved the letter of occupancy for Ms. Filmore. In addition, Ms. Filmore has been paying sewer charges for over nine years without receiving any sewer services.

Mayor's Report

Mayor McClary informed Ms. Jacita Filmore that he is willing to schedule a meeting with her and the pertinent individuals to include the Town's Building Inspector who can assist in resolving the issues surrounding the sewer concerns at 107 Canterbury Drive.

Adjournment

Council Member Eddie Lee made the motion to adjourn the meeting at 7:38 p.m. and was second by Council Member Terrance Middleton.

Council Meeting minutes submitted by Chaconas Parson, Town Clerk.