

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

110 NORTH MORGAN AVE.

ANDREWS, SC 29510

THURSDAY, DECEMBER 18, 2014 @ 6:00 PM

AGENDA

- 1. INVOCATION**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. APPROVAL OF MINUTES**
- 5. MONTHLY BANK STATEMENTS: FOR INFORMATION ONLY**
- 6. CITIZENS COMMENTS (THREE (3) MINUTES ONLY)**
- 7. NEW BUSINESS**
- 8. OLD BUSINESS**
- 9. APPEARANCE(S):**
 - Wanda Charping, CPA: Accountant for the Town of Andrews
- 10. ADMINISTRATOR'S REPORT**
- 11. DEPARTMENT HEAD REPORTS**
- 12. COUNCIL'S REPORT**
- 13. MAYOR'S REPORT**
- 14. ADJOURNMENT**

Town of Andrews

**Regular Town Council Meeting
Thursday, December 18, 2014**

Sheriff's Substation

110 N Morgan Ave. Andrews, SC

The Town of Andrews met for their Monthly Town Council Meeting on Thursday December 18, 2014 at 6:00 pm. Mayor Rodney Giles presiding in compliance with the Freedom of Information Act, called the meeting to order at 6:00 p.m.

Invocation was rendered by Mr. Samuel Marsh
Pledge of Allegiance was recited by everyone present.

Town Officials Present:

Council Member Patsy Green
Council Member Angela Anderson
Council Member Sudha Patel
Council Member David Tisdale
Council Member Eddie Lee
Council Member Mattie McGee
Mayor Giles

After roll call, motion was made by Council Member David Tisdale and seconded by Council Member Sudha Patel to approve the minutes from the November 20, 2014 Council Meeting. All in favor, motion carried.

The monthly financial statement was included in the Council's packet for information purposes only.

Citizen's Comment

There were no citizen comments at this time.

New Business

There was no New Business to discuss at this time.

Old Business

Council Member Sudah Patel came before mayor and council stating that the Comprehensive Plan that was recently submitted should go before mayor and council for discussion and possibly move forward to the next step. Mayor Giles stated that the first option on the table is putting in a grant for \$10,000.00 from Williamsburg County to help assist with the legalities of the Comprehensive Plan. Council Member Patsy Greene wanted to know the status on the repairs for the copier machine located at Town Hall. Administrator Mauretta Dorsey stated that they are very short-handed and after several complaints and even contacting headquarters we are still at a standstill. Mrs. Dorsey handed out a quote from Docusystems who is one of our current copier specialist and if they take over the lease from Ricoh we will be able to see savings in the amount of \$72.48 to switch out and do a service agreement with them. Mayor Giles asked how long will it take to make the switch and Mrs. Dorsey stated that it should be by the end of the year before we see any changes. Council Member Angela Anderson wanted to know have we been having water pressure issues lately. Mrs. Dorsey stated that we had a recent event on today in which someone reportedly ran over a service line with a tractor trailer and she was in hopes that Jackie Shaw from Public Works would be available to give some insight on what really went on and where we currently stand. Council Member Anderson wanted to know rather council members were planning a workshop in January or in the month of January. Council Member David Tisdale stated that the committee worked hard to get the Comprehensive Plan together and they should receive some type of feedback. Mayor Giles stated that before they move forward to the next item could everyone please agree on a date to have the next workshop. Everyone agreed that the next workshop will be held on Thursday January 8, 2015 at 1:00pm. Council Member Mattie McGee wanted to know the status of the issue with water in regards to a customer located on Ashland Avenue. Council Member Eddie Lee stated that it has since been handled but wanted to know what took so long. Council Member Green stated that Jackie is only one person and we can't expect him to fix everything at one time, and that is why there was supposed to be cross training so the other gentlemen can step in when needed to address some of these issues. Council Member Sudha Patel wanted to know the status on the hiring of a Public Works Supervisor and she believes it will substantially help the department. Council Member Eddie Lee stated that until we can get some

sufficient help in Public Works nothing is going to get done, because we just do not have the man power to handle all the complaints. Council Member Sudha Patel reiterated what she discussed at previous council meetings about contracting the work out to locals who will get the work done. Mayor Giles stated that he has been in touch with 2 waste companies in regards to them coming in and handling our garbage collections and that way that will free up 3-4 other gentlemen who can help in Water/Sewer. He continued that they plan to appear before council in the January regular scheduled meeting. Council Member David Tisdale stated that work orders should not wait for Jackie there are other gentlemen who should be able to carry out some of the tasks that come through the office on a day to day basis.

Appearing before Council

Town Accountant Wanda Charping appeared before mayor and council stating that the big revenues come in during the months of January to June so if the numbers look confusing it's because we are not reflecting any of the income coming in at this time. She continued that right now all departments are coming in under budget so that is good for right now. Ms. Charping stated that Water & Sewer depends on the sale of the land. Mayor Giles stated that everything that needs to be done on the Towns side is done and that we are currently waiting on their attorneys to respond to us.

Administrator's Report

Town Administrator Mauretta Dorsey stood before Mayor and Council in regards to the employee handbook and the info that was passed out is just for your review and records. She continued that the 2013 Audit has been passed along to the State Treasures office, USDA, and our Bond Attorney. McNair Law firm suggested that we do our 1st and 2nd reading in January so we can continue to move forward. She continued that at a previous meeting she issued out a list of bond items for review so we can continue to move expeditiously. Mrs. Dorsey gave a warm thank you to our Andrews High School JROTC team who volunteered their services to help put up a big majority of the Christmas Decorations. She also thanked all the volunteers and everyone who assisted with the Tree Lighting Ceremony, especially the volunteer fire department who helped public works in getting all lights throughout the town put up. In addition Mrs. Dorsey stated that

as we all know we had an officer involved in an accident but he is recuperating and we are expecting him to return within the first few months of 2015. Lastly she stated that a shooting occurred during the first week in December and the suspect was eventually apprehended a couple days later. Council Member Patsy Greene wanted to know rather the money that was put into the copier be refunded since there was no activity or use on it. Mrs. Dorsey stated that it is something that will be checked on.

Department Head Report

Mr. Rob Stamper with the fire department stood before mayor and council stating that everything is ok concerning the fire department. He stated that besides a few calls in regards to water pressure issues all his been well. Mr. Stamper continued that the tanks needs to be kept filled at all times in case of a major structure fire. He made a suggestion of cutting the towers on during the day to fill up the tanks and turning them off during the night where water consumption is at its lowest. The discussion of training a few members of the fire department who can help assist public works when needed especially when the tanks drop low. Mr. Tisdale stated that it's best to look into the legalities of having a few members of the fire department help public works out when the wells go out and the tanks drain quickly. Mrs. Dorsey stated that she does know they will have to be licensed at a level D to administer the wells and any other information she will discuss at that time.

Councils Report

Council Member Eddie Lee wanted to wish everyone a Merry Christmas and a Happy New Year and he just wants to continue having a good working relationship with the Mayor and the rest of the council members.

Council Member Sudha Patel came before mayor and council stating that she is working with the Andrews Business Association in regards to planning a Heritage Festival within the Town of Andrews. Ms. Patel stated that they are still in the early planning process and the dates are not finalized as of yet. She continued that the Martin Luther King celebration is scheduled for January 19, 2015 at 1:00pm. Ms. Patel thanked everyone for their support and services rendered during this holiday season and she wishes everyone would have a very Merry Christmas and a Happy New Year.

Council Member Greene stated that she wish everyone a Merry Christmas and a Happy New Year and to not forget about the Christmas Eve dinner held at Trinity Church starting at 11:00pm.

Mr. David Tisdale would like to wish everyone a Merry Christmas and a Happy New year.

Council Member Anderson suggested moving the Christmas tree lighting to the first Thursday in December and the Christmas parade to the second week in December. She continued that we need to work on getting the website up and running as well as paying bills online. She finished by saying that she wishes everyone a Merry Christmas and a Happy New Year.

Mayors Report

Mayor Giles stated that we need to work on getting the website updated and back to normal operations even if it means obtaining a whole new domain. He continued that a few churches within the community suggested moving the Christmas parade to a Saturday and that way there will be more involvement from local churches and organizations.

Mayor Giles finished by stating that we amend the agenda to include Executive Session to discuss contractual and personnel matters.

Executive Session

Council Member Angela Anderson made a motion to enter into Executive Session, the motion was seconded by Council Member Sudha Patel.

Adjournment

Council Member Angela Anderson made a motion to adjourn, the motion was seconded by Council member Sudha Patel

Council Minutes submitted by Keeya Cumbee