

Walterboro City Council  
Public Hearing and Regular Meeting  
January 26, 2010

### **MINUTES**

A Public Hearing and Regular Meeting of Walterboro City Council was held at City Hall on Tuesday, January 26, 2010 at 6:15 P.M. with Mayor Bill Young presiding.

**PRESENT WERE:** Mayor Bill Young, Council Members: Dwayne Buckner, Randy Peters, Charles Lucas, Ted Parker, Franklin Smalls and Tom Lohr. City Manager Jeff Lord, City Clerk Betty Hudson, City Attorney George Cone and Attorney Ashley Amundson were also present. There were approximately 35 persons present in the audience at the meeting.

There being a quorum present, the Mayor called the meeting to order. He stated that the City was sad to learn of the death of Virginia "Buddy" Shaffer who was a long time City Clerk and Finance Director for the City. He then asked the audience to stand for a moment of silence in honor of her memory.

Council Member Smalls gave the invocation and Council Member Parker led the Pledge of Allegiance to our flag.

### **PUBLIC INPUT ON AGENDA ITEMS:**

Mr. Travis Godley, a city resident, told Council that he did not have a problem with what is on the agenda, but what is not on the agenda. He reminded Council that about two months ago, we pledged we would not continue business as usual, but would address the violence in Walterboro. Mr. Godley asked if he could hear tonight from the City Manager what has been done. Mayor Young replied that the matter was not an agenda item for our meeting tonight.

No further comments were given.

### **PRESENTATION:**

An Officer of the Year Award was given by Mr. Bill Cook of Burger King Corp. to Police Officer Robert Cook of the Walterboro Police Department.

### **PUBLIC HEARING:**

The Mayor then opened the floor to receive public comments on two public hearings, which were advertised. A copy of the sign-in sheet for these hearings is attached as part of these minutes.

1. CDBG Needs Assessment Hearing - by Michelle Knight of Lowcountry Council of Governments.
2. Project Amendment - Lincoln Apartments Water Extension CDBG Project - conducted by Michelle Knight, Lowcountry Council of Governments.

The Mayor then introduced Ms. Michelle Knight of the Lowcountry Council of Governments to conduct the CDBG Needs Assessment Hearing. With the assistance of a Power Point presentation, Ms. Knight briefly described the CDBG Program. The highlights of this presentation were as following:

- 1) In order for the city to participate in the state's Community Development Block Grant Program, it is required to conduct a needs assessment public hearing that outlines a description of programs for the coming year through the South Carolina Department of Commerce. This hearing will give the

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public: 1) information on the programs, 2) information about the city, 3) identify what the city has previously identified as needs, 4) a chance to comment pro or con on things that they want to add to that needs list. Council will then be asked at this meeting or a subsequent meeting to rank those things based on the comments made during the public hearing.

- 2) The State CDBG Program was implemented in 1982 and it is under Title I of the Housing Community Development Act of 1974. This program is administered through the South Carolina Department of Commerce. South Carolina has been allotted \$22,169,273 in CDBG funds for 2010. This allocation will be divided under basically two set asides:

- A) Community Development Program - **\$16,904,195**  
B) Business Development - **\$4,000,000**

Under the Community Development , there are several subsets which includes:

Community Infrastructure	\$7,404,195
Community Enrichment	\$4,000,000
Village Renaissance	\$1,500,000
"Ready to Go" Public Facilities Programs	\$4,000,000

Business Development receives \$4,000,000 and the remaining funds are used for:

Regional Planning Program	\$500,000
State Technical Assistance	\$221,000
State Administration	\$543,385

- 3) In order to submit an application for a project, it must meet one of three national objectives, which are:
- A) Benefit a majority of low-to-moderate income people.  
B) Prevent slum or blight areas.  
C) Meet an urgent health threat.
- 4) As an example of an LMI household in Colleton County, a family of four with an annual income of less than \$38,700 year would qualify as LMI (Low-to-moderate) household. These numbers are based on census data.
- 5) Ms. Knight told the audience that the City of Walterboro does not discriminate against people in regard to the sale or rental of housing, residential real estate business transactions or in the provision of brokerage services. She said, if you feel you have been a victim of discriminatory housing practices, we ask that you call Lowcountry Council of Governments, phone number 843-726-5536, and we will deal with those issues.
- 6) **Community Development Program - \$16,904,195 set aside**  
The Community Development Program is designed to promote projects that involve or improve the citizens quality of life and create competitive environments for jobs and investments by addressing community needs. A community development application can go under any of one of four subsets:
- A) Community Infrastructure  
B) Community Enrichment  
C) Village Renaissance or  
D) Ready to Go Project

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A public safety component is expected to be incorporated in all projects this year. This is a change from last year. Any project, whether it's infrastructure, enrichment, village renaissance or whatever, is expected to have a "public safety component". This could be something that we use CDBG funds to cover, or it could be something that's done under local resources. It could be something as simple as a crime watch in a low income neighborhood, or something more involved, such as security lighting, putting up call boxes or having a more formalized program. .

A. **Community Infrastructure**

In the Community Infrastructure projects, the City would have to address water, sewer, roads drainage or improve existing infrastructure in order to address one of the three priorities:

1. Documented public health threat through DHEC in areas that are near a business center.
2. Regional infrastructure solutions.
3. Access to significantly improved public facilities that meet required quality standards.

B. **Community Enrichment**

This project is designed to fund facilities that will strengthen existing communities and support a high quality of life. There are basically three priorities under this set aside that were set by the state.

1. **Workforce Development** - examples are libraries, building an addition to a library that has a technology component where you are providing broad band internet service and computer labs into a library, or the construction of a facility in a low income area. Another example is workforce quick jobs training programs or training centers. The facility that will be built in the Industrial Area is a recipient of funding through this set aside. Basically, we can use the money to actually add an addition to a structure there or build a new structure if the collaboration of your local technical college or to purchase equipment for that facility.
2. **Safe and Healthy Communities**. Examples are:
  - a. Health Clinic Facilities or Equipment. This is in areas that are not served by health clinics.
  - b. Firefighting Facilities or Equipment to improve services in town if you have a growing town or a growing business center in your service area, or a substation where there is LMI persons.
  - c. Public Safety Facilities in LMI Neighborhoods. This could be police substations, multi-service centers, security lighting or cameras in low-income areas and call boxes. You can also use 15 percent of that money to establish services within that low income neighborhood, be it a crime watch or maybe a drug or gang education awareness program. You can't use more than 15% of what you requested for that and you have to commit to keep the program in place after the grant is closed. So, at the end of your 24- month grant period, you will still have that service in that neighborhood.
3. **Obstacles to Economic Competitiveness**. This is for developing energy efficiencies for public facilities. This could be improving your air and heating systems, windows, things which would help lower electric bills in public facilities. They have to be public facilities that would serve a low income clientele. It could

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not be for general government. Thereby, you couldn't necessarily use it for city hall, but if you had a service center in a low income area, you could do that.

Other examples are:

- Brownfield projects or demolition of obsolete buildings.
- Building reuse or conversion.
- Downtown streetscape infrastructure. This is only in the case where you have significant money that you have already put into a street scape project, so you can finish your project out. For example, if you had an area that you were doing a streetscape project and it was a major LMI or the City as a whole was a majority LMI. You have a DOT grant, but it did not help do everything like complete the streetscape, then you could pursue money under this priority.
- Planning of regional infrastructure/smart growth or sustainable development. Those are basically studies that would have to have a reasonable cost. A study for a \$500,000 grant would have to be in the neighborhood of \$25,000-\$50,000 or less.

C. **Village Renaissance**

This set aside is designed to assist in the development of sustainable communities by revitalizing in-town residential neighborhoods. These projects would need to incorporate comprehensive strategies that would link commercial revitalization with improvements with adjacent neighborhoods. The idea behind this is to work in neighborhoods that are within a half mile of your town's business center. So, you would have to look at things close to the heart of your town. Each of the projects has to involve a 5-year three phased plan. The three phases involve: 1) a comprehensive neighborhood revitalization study and phases two and three would be taking the results of the study and developing projects.

Phase I - Comprehensive Neighborhood Revitalization Program includes strategies that:

- 1) Active involvement of the neighborhood and encourage interaction.
- 2) Provide sense of safety and neighborhood pride.
- 3) Address pressing infrastructure and public facilities needs.
- 4) Identify in-fill affordable housing opportunities.
- 5) Improve the overall physical appearance and property values
- 6) Promote sustainability and conservation.

If you don't have a neighborhood revitalization plan, the state will allow you this year to apply for up to \$25,000 to put that plan in place. That has to be done inside of a year's time. You can then take the results of that plan and apply for a II and III phase of the project without necessarily having to compete in a funding round. Your application will be scored, but you wouldn't have to compete. If you do that with a phase II project and you meet your time constraints, then you can go ahead and apply for a phase III project. So, you would have the potential of the one application for getting million dollars of grant money in to do an overhaul of a neighborhood.

Phase II and Phase III Activities could include things like water, sewer, roads and draining infrastructure, sidewalks, security lighting, cameras,

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substations, homework centers, trails and green space, housing whether it is construction of rental, single family affordable housing, or workforce housing or renovation of housing if it's a minor renovation, demolition and clearance of vacant or uninhabitable properties and having neighborhood planning and citizen involvement in what you are doing. You can also look in those same activities to do some public service work that addresses a public safety issue as well.

D. **Ready to Go Public Programs**

Under this program, you can take any project that would qualify as Community Infrastructure or Community Enrichment and apply for it through a non-competitive set aside, which is a Ready to Go Program. In order to do this, the project has to meet all eligibility requirements and you must complete all project activities up to the point of bidding a project before the submission of an application. Those things include:

- Project Design
- Environmental Review
- Acquisition of and permits

7) **Business Development Program Set aside - \$4,000,000**

These projects do not have a funding deadline or cycle. These projects are economic development projects. Basically, you would have a company who is either new or expanding and they are committing to a significant investment and creating jobs. With this money, you could provide certain public infrastructure, like water, drainage, roads - things that would stay in a location even if a company were to leave. Typically, you could get up to \$10,000 per every job that a company would commit to creating.

8) **Application Request Deadlines:**

1. "Ready to Go" Project - On-going
2. Community Infrastructure - March 19, 2010 at 5:00 PM.
3. Community Enrichment & Village Renaissance - August 20, 2010 at 5:00 P.M.

- 9) There is a change in performance thresholds this year. Communities can now have up to three active projects. For years and years, we were told you can only have two open projects at one time. Once that first project closes, you can still apply for two projects this year if you wanted to. Once the Lincoln Water Project closes, if it closed before the end of the calendar year, you can go for a third project if it were a non-competitive project.

Also, with the performance threshold, they are allowing communities to have up to 30 months to get a project done instead of 24 months. Walterboro is not in any danger of that, your projects are ahead of schedule right now.

At this point, Ms. Knight noted that downtown streetscapes have now been added to Community Infrastructure, so if the City wants to pursue a streetscape project, this will have to be done in the spring round with the infrastructure projects.

10) **Application Deadlines:**

1. Community Infrastructure - April 19, 2010 at 5:00 PM.
2. Community Enrichment & Village Renaissance - September 20, 2010 at 5:00 PM.
3. Ready to Go and Business Development Projects are due 30 days after a request is made.

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11) **MINIMUM AND MAXIMUM AMOUNTS TO APPLY FOR:**

	Minimum	Maximum
Community Infrastructure	\$50,000	\$500,000
Community Enrichment		
-Facilities	\$50,000	\$500,000
-Services Other		
Activities	\$50,000	\$300,000
Village Renaissance	\$50,000	\$500,000
"Ready to Go"	\$50,000	\$500,000
Economic Development	\$50,000	\$500,000

12) Ms. Knight pointed out that with the Community Enrichment and Community Infrastructure Projects, if you have a project that has a compelling need and does not have a cost per household over \$10,000, you can apply for up to \$1,000,000. You would need to ask for a waiver for a \$1,000,000 project. For example for a water and sewer project. If you had a \$700,000 or \$800,000 water project in a low income neighborhood that you wanted to do, as long as that cost per house in that neighborhood is less than \$10,000 per house, you could ask for a waiver of the \$500,000 maximum and go for the full project rather than have to phase something and do it over two projects.

13) Match requirements are still 10% of the grant request. However, additional leveraging for Community Development projects will make your project more competitive.

14) The following statistics are for the City of Walterboro from the 2000 census data:

City Population - 5,153

The City of Walterboro is 50.25% Low to Moderate Income (LMI)

- So, we cannot do a city-wide project based on low-to-moderate income data

Total Population - 5,153 of which 50% is Caucasian, 48% African American with remainder split among American Indians and Asian races.

Total Households - 2,084, of which 1,322 is owner-occupied and 762 are rentals.

Median Housing Values - roughly \$75,000

Median Rent - \$450.00 per month

Ms. Knight reminded Council of the identified priority needs that were set for the City last year, which were:

1. Water and sewer in adjacent areas near the city.
2. Community facilities.
3. Economic Development.
4. Downtown Revitalization.
5. Housing issues.

Ms. Knight stated that this list does not have to stay the same, it can be completely different this year based on public comments or questions. She then asked for questions and comments from the public. The Mayor then asked if there were any questions or suggestions for uses of CDBG funds.

Mr. Travis Godley, a city resident, then suggested using funds for things such as neighborhood watches, gangs and crime awareness, etc. He suggested that these items be put on the list.

Ms. Marsha Johnson noted that neighborhood watches are being facilitated by the Police Department all the time. She then asked Chief Rhodes how much of the

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budget is being utilized for neighborhood watches. Are we utilizing all our funds for that, she asked? City Manager Lord responded that there was not a separate budget item for working with neighborhood groups or any other groups.

City Manager Lord then asked Ms. Knight if the City would need to identify Village Renaissance as a project. Ms. Knight stated that this is a set aside, and if the City wanted to pursue projects in that area then you will need to talk about revitalization of your neighborhoods. If you want to do that sort of project, then you will need to specify "revitalization of your neighborhoods" as a priority.

Mayor Young suggested looking at North Lemacks Street and Doodle Hill neighborhood for the future.

Mr. Horace Simmons suggested adding the Blanchard Line area as part of the neighborhood revitalization.

Ms. Knight pointed out that if the City picked "neighborhood revitalization" as a priority, and nailed it down to a specific neighborhood, but ended up going with another neighborhood, then the City would have to go through another public hearing process. She suggested also adding to the list, "neighborhood revitalization public safety issues". On a question from Mayor Young, Ms. Knight stated that the city is not limited to five priority needs. She clarified by stating, if there is something that Council and the City thinks they want to pursue in the next 12 months, those things need to be in the top three, but you are certainly not limited to only 3 or 5 things. There have been some meetings I have attended where people had a list of 10 or 11.

On a question raised by Attorney Cone, Ms. Knight stated that Council does not have to decide on a ranking list of priority needs tonight, but you need to do it shortly because if there is a need you want to pursue in the Spring, you need to have your ranking in place before we make any application request. You could theoretically take this back and think about it over the next two weeks and then rank your priorities at your next Council Meeting if you wanted to.

The Mayor and Council agreed by consensus to defer the ranking of priorities to the next Council Meeting. The Mayor stated, we can talk about it at the retreat too, if we needed to. The identified priority needs discussed were: crime watch, neighborhood revitalization and look at North Lemacks Street, Blanchard Line and Doodle Hill neighborhoods.

Council Member Parker asked about the ½ mile rule. Ms. Knight explained that the idea is that it needs to be within walking distance of your business center. Whether you want your business center downtown for the purpose of a project or one of these areas. I know where Lemacks Street is, but I am not sure about Doodle Hill and Blanchard Line. The idea is that somebody in one of these areas could go out their door and walk down the street to the grocery store or something like that to be able to shop and live.

This public hearing was closed and a second public hearing began.

**SECOND PUBLIC HEARING:** Project Amendment - Lincoln Apartments Water Extension CDBG Project - conducted by Michelle Knight, Lowcountry Council of Governments.

Ms. Knight opened this hearing and stated that this is an amendment request to be submitted to the State to amend a grant application that you have. In July of 2008, the City was awarded \$206,000 to extend or loop water lines along Witsell

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Street in front of Lincoln Apartments to increase water pressure to serve the residents in that community. The bids came in on that project significantly under budget. The construction budget was originally \$189,000. With the contract and one change order, there was only \$53,641 obligated to do that project. So, there is \$141,000+ remaining on that grant. What the project amendment request is to extend an 8-inch water line along Francis Street and 6-inch water lines along some of the extensions off Francis Street in order to do some water looping in that area, rather than having to return that money to the State, and having to reapply for funds for a separate project. The state is agreeable to doing things like this because it is the same type activity as the original project. Typically, they won't like you to do sewer work in a water project. It has to be the same type activity. That meets the requirement here.

Ms. Knight reported that the City has already started looking at the environmental review on this, as well. We are anticipating that the cost of this additional work will be roughly \$189,000+, so it's a little more than the \$141,000 that we have. This project will serve an additional 66 people, of which 78% is low to moderate income.

At the request of the Mayor, Utilities Director Crosby gave a brief summary of the proposed water project. Mr. Crosby stated that this will be a water looping project down Francis Street. It will actually be in conjunction with two other projects to continue the looping that we have set as a priority over the last several years to provide fire protection and increase pressure in those areas. This project will provide fire protection, new fire hydrants and replacement of fire hydrants that are not meeting ISO standards.

Council Member Peters asked if the City had run out of money that it could not finish the North Lemacks Revitalization Project. City Manager Lord replied no. He said now you can have 3 projects open at a time. When the application came due for the fall, which is when that can happen, we still had two projects open. At the time of the North Lemacks St. Revitalization Project, we still had two projects open and at that time two projects were all we could have open.

Council Member Peters then asked whether the city received money to finish the North Lemacks Street Project. Ms. Knight responded that the City did not apply for funds for the North Lemacks Street project, because at the time (in September 2009), the city had two grant projects. Under the 2009 rules, all the city could have was two grant projects. So, we couldn't meet the threshold to put a third project in. However, this year the State is allowing us to have three projects. Council Member Peters then asked if the remaining project funds (\$143,000) could be used for the North Lemacks project before we start something else. Ms. Knight replied "no", you would have to be doing the same type activity. The work that has been discussed for the North Lemacks Street project, as I understand it, is streetscaping, paving, housing, demolition and some cosmetic work to the exterior of houses. There is no water work in that type project.

Finance Director Bill Floyd added that the City is using some old CDBG monies that we have on our books as Program Income from prior years to do some work in the North Lemacks Street area. So, we still have some ongoing work in that area, in preparation for the fall rounds.

Councilman Buckner then asked what size is the water line currently now on Francis Street. Utilities Director Wayne replied that the majority of Francis Street, the phase I portion of this project does not have a main. There are dead-end mains on Chaplin, Warren, Bailey, and Haynes Streets. This project will connect each one

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of those dead-end lines. Ms. Knight added that those dead-end lines are smaller than 8-inch.

The Public Hearing was then closed and the regular meeting began.

**APPROVAL OF MINUTES:**

The Minutes of the January 12, 2010 Public Hearing and Regular Meeting were approved on the motion of Council Member Peters, seconded by Council Member Lucas and passed unanimously.

**There was no Old Business before Council.**

**NEW BUSINESS:**

**1. Proclamation No. 2010-01**, designating February 8, 2010 as Boy Scouts of American Centennial Celebration was approved on the motion of Council Member Parker, seconded by Council Member Smalls and passed unanimously. Mayor Young read the proclamation in its entirety. A copy of the proclamation is attached as part of these minutes.

**2. Resolution No. 2010-R-01**, to Authorize the Mayor of the City of Walterboro, or his Designee, to Sign an Agreement with Coastal Electric Corporative, Inc., for the Purpose of Accepting Wastewater from an Industrial Site on I-95 was before Council.

A motion was made by Council Members Peters to approve the Resolution # 2010-R-01. Council Member Lucas seconded the motion. In discussing the motion, Council Member Buckner asked the City Manager for background information on this contract and to identify what the city hopes to benefit or profit. Mr. Lord responded that a rural development act allows utilities to receive a tax credit for money they give for infrastructure for either business or industrial development infrastructure, water and sewer projects. This is the third year that they (Coastal Electric Cooperative) has promised to give this money to the city to offset the cost of two pump station upgrades, which is the Safari Pump Station and the Exxon Pump Station. We had to do an upgrade to those two pump stations in order to be able to handle the additional service load out there, and to allow for future growth. So, Coastal agreed to give the City this money in order to receive their tax credits. This is the third year of three that they (Coastal) agreed to give the City this money.

Mr. Buckner then asked, what is the industrial site on I-95 that the City will be accepting wastewater from? Mr. Lord responded that this is the piece of property that is south of the Cracker Barrel restaurant. Currently, this is vacant property.

**The motion passed with a vote of 6/1**, with Council Members Peters, Lucas, Parker, Smalls and Lohr and Mayor Young voting in favor. Council Member Buckner voted against the motion for adoption. A copy of the resolution is attached.

**3. Consideration of Bids Received for Public Safety Department In-Car Computers**

Major Ken Dasen informed Council that this item was a continuation from the Recovery Act JAG Grant Program. This will actually update the police in-car computers to enable wireless connections to the police stations to access and run vehicle tags directly. The funding is 100% from the JAG Grant program. It has already been pre-approved. As noted on the bid summary sheet, the bids received varied from \$12,000 to \$63,000. The low bidder (Diversified Computer Systems

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(DCS) is the same company that dispatch center currently uses now to run tags and license plates, so the training will be minimum.

A motion was made by Council Member Parker to accept the low bidder, Diversified Computer Systems (DSC), in the amount of \$12,042.05 for the in-car computer systems as submitted. Council Member Smalls seconded the motion that passed unanimously. In discussing the motion, Council Member Lucas asked what was the difference in the \$62,000 bid and the \$12,000 bid. He said, a \$50,000 difference is a lot, is there something one bidder is doing and the other not? Major Dasen responded that the 10 vendors on the bid list were certified by the State Law Enforcement Division. Some of them have additional software that they will not separate from the NCIC Program, and I believe that is where the cost variances are, along with their maintenance schedules.

Council Member Lucas asked if the City already has its software? Major Dasen stated, we haven't purchased it. We have the same software that is in our Dispatch Center being used just by the dispatchers. This new software will allow the officer in the car to actually run tags without having to call the dispatcher. Responding to another question by Council Member Lucas, Major Dasen affirmed that the software is included in the \$12,000 price.

**The motion then passed with all members voting in favor.**

**4. Request for Street Closings and Use of Parking Lot for Annual Downtown Walterboro Criterium Pro Cycling Classic**

Council briefly discussed the letter submitted by Mr. Dewey Griggs of the Downtown Walterboro Criterium regarding the Pro Cycling Race to be held on April 28, 2010. Council Member Buckner moved to grant the street closing request and to allow use of the parking lot for the Criterium Classic on April 28 as submitted. Council Member Lucas seconded the motion. In discussing the motion, Council Member Parker asked if this was okay with the merchants. Mayor Young asked if the merchants had been notified. City Manager Lord responded that notification comes after approval, this is the same request as made each year.

The motion for approval passed unanimously.

**5. Request to Close Street for Cubmobile Race on February 27, 2010**

Mr. Chris Cook told Council that he was informed today that the date of the Cubmobile race would need to be moved from February 27, 2010 to March 20, 2010. He asked if his request could be amended to reflect the new date. The City Manager and Mayor Young agreed to consider the date change from Saturday, February 27 to Saturday, March 20. Mayor Young asked if the March 20<sup>th</sup> date would conflict with the Great America Cleanup Day. Mr. Cook stated, if there is a conflict, I will resubmit a request to the City Manager.

A motion was made by Council Member Peters to approve the street closing request for the Cubmobile Race on March 20. Council Member Parker seconded the motion that passed unanimously.

**There were no Committee Reports given.**

There being no further business, a motion to adjourn was made by Council Member Parker, seconded by Council Member Lucas and passed unanimously. The Mayor adjourned the meeting at 7:15 P.M. Notice of this meeting was distributed to

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all local media and posted on the City Hall bulletin board at least twenty-four hours prior to meeting time.

Respectfully,

Betty J. Hudson  
City Clerk