



**REGULAR CITY COUNCIL MINUTES  
TUESDAY, FEBRUARY 12, 2019  
CITY COUNCIL CHAMBERS – JUDICIAL CENTER  
202 KELLEY STREET  
7:00 P.M.**

**MAYOR/CITY COUNCILMEMBER PRESENT**

Councilmember Sondra Fleming-Crosby  
Mayor Pro Tem Billy Brown, Jr  
Councilmember Richard Cook

Councilmember Wilhelmena W. Scott  
Councilmember Peggy Sebnick  
Councilmember Nicole Singletary

**STAFF**

Stephany Snowden	Daniel Driggers	Cynthia Mallette	Ricky Sims
John Kelley	Randy Driggers	Tonya Huell	Kipp Coker
Gilleon Frieson	Amy Pringle	Troy Nelson	Teresa K. Benjamin

**OTHERS**

Press – Shamira McCray

Coach Matt Apicella	Michelle Daniels	Margaret Jones	Mattie Thomas
Yamekia Robinson	Brenda Montgomery	Emma Cooper	Rosalind McFadden

The City Council Meeting agenda was emailed on Friday, February 8, 2019 to members of the media and posted on the bulletin board at the Lake City Municipal Complex.

**CALL TO ORDER**

Mayor Pro Tem Billy Brown Jr called the meeting to order at 7:00 p.m.

**INVOCATION/PLEDGE OF ALLEGIANCE**

Councilmember Wilhelmena W. Scott gave the Invocation. Councilmember Sondra Fleming-Crosby led the Pledge of Allegiance to the American Flag.

City Clerk Teresa K. Benjamin polled the Council and found a quorum present.

**MOTION TO ADOPT THE AGENDA**

Mayor Pro Tem Billy Brown Jr requested a motion to adopt the Agenda as published.

A motion was made by Councilmember Sondra Fleming-Crosby and seconded by Councilmember Richard Cook to adopt the agenda as published. The motion carried unanimously.

**APPROVAL OF MINUTES FROM THE REGULAR CITY COUNCIL MEETING MINUTES FROM THE TUESDAY, JANUARY 8, 2019 - APPROVED.**

A motion was made by Councilmember Sondra Fleming-Crosby; Seconded: Councilmember Nicole Singletary to approve Minutes from the Regular City Council Meeting held on Tuesday, January 8, 2019; Motion carried: Unanimously.

**PRESENTATIONS**

Special Recognition to Coach Matt Apicella and the Lake City High School Students – City Administrator Snowden and Mayor Pro Tem Billy Brown Jr presented a proclamation to Coach Matt Apicella and the students from Lake City High School for their community service. These students give up their time to ensure our community is clean. Under the leadership of Coach Apicella, each year, they have over 100+ hours of community service and partners with the City during the City-wide Cleanups. They also take the initiative to do their own community cleanups throughout the year. Coach Apicella stated in closing, “this program began about six years ago and since then they have over 10,000 hours of community service. He appreciates the opportunity that this event allows the youth to give back because we have great kids. This gives them the opportunity to engage the citizens in their community and gives them direction in how to take care of our community”.

Employee Recognitions – City Administrator Snowden and Mayor Pro Tem Brown presented an Employee Recognition certificate to the City’s Public Works employee Troy Nelson. Mr. Nelson, under the leadership of Public Works Director Ricky Sims, has contributed countless hours assisting in his department to ensure the City of Lake City operates effectively with a good attitude.

**PUBLIC COMMENT PERIOD**

Michelle Daniels (resides at 558 Winky’s Drive) – she came to address Mayor and Council about the following:

- The Annual Winky Taskforce Cancer Support Group cordially invited everyone to their event that was held on Saturday, February 16, 2019 at Saint Mark Believers

Holiness Church (310 Delano Street). The Guest Speaker was the Honorable Mayor Lovith Anderson Jr. and Ms. Viola McKenzie Wilson offered free information for citizens who receives Medicare or Medicaid.

- She thanked everyone for their continued support.

## **LEGISLATIVE**

### **ORDINANCES**

#### **Ordinance 2018.496 – Second and Final Reading**

An Ordinance of the City of Lake City, South Carolina, authorizing the City of Lake City to enter into a Law Enforcement Assistance and Support Agreement with the Darlington County Sheriff's Office; and other matters thereto – APPROVED AS PRESENTED.

Councilmember Sondra Fleming-Crosby made the motion to approve Ordinance 2018.496 as presented, authorizing the City of Lake City to enter into a Law Enforcement Assistance and Support Agreement with the Darlington County Sheriff's Office; and other matters thereto; Seconded: Councilmember Wilhelmena Scott; Motion Carried: All Ayes.

#### **Ordinance 2019.497 – First Reading**

An Ordinance of the City of Lake City, South Carolina, authorizing the City of Lake City to enter into a Law Enforcement Assistance and Support Agreement with the Timmons ville Police Department; and other matters thereto – APPROVED AS PRESENTED.

Councilmember Sondra Fleming-Crosby made the motion to approve Ordinance 2019.497 as presented, authorizing the City of Lake City to enter into a Law Enforcement Assistance and Support Agreement with the Timmons ville Police Department; and other matters thereto; Seconded: Councilmember Richard Cook; Motion Carried: All Ayes.

### **RESOLUTIONS**

#### **Resolution 2019.337 – Approved**

A Resolution of the City of Lake City, South Carolina, to approve the negotiate and award of construction services for fence around two retention ponds at Blanding Street Park to the most responsive and responsible vendor. The recommendation was for the bid be awarded to Contractor 7 in the amount of \$24,300.00 (Twenty-Four Thousand, Three Hundred Dollars); and other matters thereto – APPROVED AS PRESENTED.

Councilmember Wilhelmena Scott made the motion to approve Resolution 2019.337 as presented, authorizing the City of Lake City to award the bid to Contractor Fence In in the amount of \$24,300.00 (Twenty-Four Thousand, Three Hundred Dollars); and other matters thereto; Seconded: Councilmember Peggy Sebnick; Motion Carried: All Ayes.

**Resolution 2019.338 – Approved**

A Resolution of the City of Lake City, South Carolina, authorizing the City of Lake City to enter into a four (4) month temporary professional agreement between the City of Lake City and SAFEbuilt, Carolinas, LLC in an amount not to exceed \$6,000.00 (Six Thousand Dollars); and other matters thereto – APPROVED AS PRESENTED.

Councilmember Peggy Sebnick made the motion to approve Resolution 2019.338 as presented, authorizing the City of Lake City to enter into a four (4) month temporary professional agreement between the City of Lake City and SAFEbuilt, Carolinas, LLC in an amount not to exceed \$6,000.00 (Six Thousand Dollars); and other matters thereto; Seconded: Councilmember Sondra Fleming-Crosby; Motion Carried: All Ayes.

**CITY ADMINISTRATOR REPORTS**

**ANNUAL/QUARTERLY REPORTS** – City Administrator Stephany Snowden asked each Department Head to present information pertaining to their departments to Mayor and Council.

**Lake City Staff**

Public Works – Ricky Sims (this report is for the month of January 2019)

- Water Installation – 8 water installations (new customers) and they repaired 32 leaks/other related water problems.
- Sewer – 38 blockages and other related issues; they responded and worked on 2 cave-ins: replaced 112' of 8" sewer on Emily Drive located in Martha Law. They repaired 3 services a 20' of 12" main on Lincoln Avenue. They had to reach out to contractors due to the depth of some of these.
- Water Tank – replaced altitude valve at Wallace elevated tanks and installed 10" Main Shut-off valve; sand blasted and painted.

- Pump Stations – they made repairs at two pump stations: Ron McNair Nursing Home – replaced 1 pump and on Palm Circle, they replaced two 3HP motors.
- Clean Ditch – they cleaned areas between Valley Street and Lake Street.
- Catch Basin – they cleaned a 15” drain on Elm/Spruce Streets and two catch basins. They installed 15” storm drain and catch basin at Deep River and Johnson Streets.
- Pot Holes – they have made several repairs to numerous streets due to the weather. The repairs were made with crush and run because the place where they were getting asphalt from in Florence, South Carolina, is not producing any at this time. The place in Florence, South Carolina is looking to start back up making asphalt, latter part of February 2019. South Carolina Department of Transportation has used therma patch on their roads located in the City. Councilmember Crosby stated that potholes on Carver Street are back and requested that they come back out for repairs. Public Works Director Sims stated that he would submit a request with them. Councilmember Richard Cook stated that the State was out Saturday doing some patch work and Public Works Director Sims stated that yes, that are doing patchwork with the termatch match material.
- Landfill – 1,305 (One Thousand, Three Hundred and Five) cubic yards received of yard debris that they picked up.
- Well Production – 45,358,650 (Forty-Five Million, Three Hundred, Fifty-Eight Thousand, Six Hundred and Fifty) gallons that was treated.
- Wastewater – 135,414,000 (One Hundred Million, Four Hundred, Fourteen Thousand) gallons that was treated.

#### Utility Billing -Tonya Huell

- Provided the numbers in a report included in their packets; she explained that what the Public Works Director Sims explained them, pertains to the work on the outside. She explained what happened on the inside.
- She went through their process for submitting a work order(s) for their water, sewer or sanitation problems and asked that the customer(s) allow up to 72 hours for them to address and resolve the issue(s).

- Sewer back-ups are addressed immediately but if repairs require them to do some digging; this takes a little more time because locates must be conducted.
- Leaks and adjustments mainly discovered for most customers because of a high water bill. They will do a work order, so they verify the meter id number, transmitter id number, read data and they have the right location. If the leak is on the City side, adjustments will be made but if the leak is on the customer side; they will need to address it. The City allows for a one-time adjustment of 1/3 of their bill and repairs are made. If it's the customer's side, then they will send out a certified letter, followed up with a phone call and they will provide a report to show when this increase of the usage took place. A payment arrangement can be made.
- Coins for Care is only used for hardships and is to be used as help. Five days before or during cut-offs, no referrals are issued. Referrals go over to the Pee Dee Community Action Agency; the customers have seven days to go in to continue the process. If the customer(s) miss this date, they can call or come to start the process again of re-writing their referral voucher. There was an information notice about this program was included in their bill and some customers opt-out.
- Account set-up process: customer(s) who want new service will need to bring in a lease/renter's agreement, and they will to fill out an application. There is a service fee and this process is the same for resident or commercial. Disconnection, the customer will need to come in and sign off on a work order to disconnect services. If the customer(s) fail to do this then the account will continue to accumulate charges.
- Set-Off Debt Program – debts that are owed to the City, it's collected when they fill their taxes. The Utility Billing Department will mail out letters to those customers who left an outstanding balance informing of this and gives them thirty days to make payment arrangements or they can come in pay it off. These letters are sent out in the first week October of each year.

Recreation - Cynthia Mallette: her report that she presented began at Fiscal Year July 2018 to present.

- Summer Day Program – 30 (thirty participants)

- Youth Football Program – (102 participants) the season began in September 2018 and ended in November 2018. The 12 and under Allstars made it to the 2<sup>nd</sup> round playoffs but was defeated in Hartsville, ending their season.
- Fall Halloween Carnival that was held at the R.O.B. on Wednesday, October 31, 2018. They had 1,065 adults and children. She thanked staff and the people in the community who joined in to help make this event successful.
- Phase 1 of the Blanding Street Project – two fields have been completed, installation of the fencing for two of the fields, and lighting has been installed. They have bids out for the dugouts and the fencing around the retention pond.
- Basketball League – this program began January and will continue through March 2019 and consists of seven teams. They have partnered with the Lake City Boys and Girls Club to ensure that all the teams will have a place to practice and have games. There will be 5 teams that will advance to the playoffs with games being held on Saturday, March 2, 2019 at the Lake City High School gymnasium.
- New employee, the Assistant to the Parks and Recreation Director Eugene Holmes. He is originally from Mississippi and recently from Florence, South Carolina. He is a graduate of Alcorn University and has experienced with scheduling and planning recreation programs for the Florence Correction facility. He joined our team in February 4, 2019.
- We are need of volunteers.

#### Judicial – Judge Gilleon Frieson

- Due to the sensitive nature of the cases they preside over, he gave an oral presentation
- He became the Chief Judicial Judge in 2015
- No complaints have been submitted since he has been in this position
- They continue to keep up with updated changes in the law, with progressive leadership.
- Renewal of his appointment is scheduled for this year.

#### Police Department – Chief Kip Coker

- He provided three years of statistical information mostly on investigative cases that he handed out to Mayor and Council

- 2016 – they responded to 10,615 calls, 2017 – they responded to 14, 223 calls and 2018 they responded to 9,989 calls
- The graph shows that out of eleven + agencies in this area, we're number 3 in high call volume. We are behind Florence County Sherriff Office and the City of Florence responding to various calls
- 1.7 Million Dollars of stolen goods: 368,677 was recovered over three years
- CSC – 45 cases and arrested 45, we are at 100 %
- Domestic Violence case – over the past three years, 136 reported and arrested 47
- Assaults (simple and aggravated) – page 2 shows total of 190 aggravated assaults and 414 simple assaults with 162 was arrested
- Homicides – 2 reported and arrested suspects dealing with these cases
- Robberies - 49 reported cases and 12 arrests
- Vandalism – 469 reported cases 37 arrests
- Larcenies – 989 reported cases and 255 arrests
- Checkmate Program - 42 participants and gave credit to Officer Amy Pringle efforts in making this program a success and community involvement
- The month of February, an initiative of Zero Tolerance Program, captured 9 fugitives and 24 arrested from warrants from other areas, violations and some pursuits that was captured without incident

#### Senior Center - Cynthia Mallette

- Partnership with the Florence County Senior Citizens Association
- 300+ members and offer classes (painting, knitting, crocheting, bible study, art and craft, computer, exercises and Spanish classes) for our seniors
- Annual Picnic at the new Lake City Lake and there were over 175 seniors attended
- The Thanksgiving Blessing - served 150+ seniors
- The Christmas Celebration - served 200 seniors and a visit from Santa Claus



- The year-end birthday party, they celebrate all the birthdays at this event with 94 seniors in attendance
- January – Dr. Martin L. King Birthday and Dr. Ron E. McNair Celebrations
- Superbowl 53 with a Superbowl party 86 seniors in attendance
- Provides 5,798 hot meals served, 1776 home delivered meals and she asked that if anyone know of any seniors who needs to get out and enjoy
- Alzheimer class are held on Tuesday from 6 – 7 p.m., contact Ms. Fannie Kennedy
- Arthritis Nutrition Class and exercises, please contact Ms. Minnie Brown, who is certified in this area and can show you different exercises to help alleviate this pain
- They have some supplies to assist those who need them, please contact the Lake City Senior Center

#### **Fire Department/Building Services - Chief Randy Driggers**

- February 1, 2018 ISO rating was reduced to a 2 which lower insurance premiums in our area
- Response times – average response time 2 minutes and 4 seconds
- Dispatch times – 16 seconds in route
- Arrival time within the City limits – 3 minutes 31 seconds
- 911 to arrival – 3 minutes 48 seconds, this is the best in Florence County, they have responded 740 calls
- Home safety check and installed smoke alarms 675 installed in over 150 homes
- No fatalities
- He thanked all the City staff: City Administrator Snowden, Deputy City Administrator Driggers, City Clerk Benjamin and other staff members together we can and are moving the City forward.

#### **Building Official**

- Building Official - 300+ permits were issued out of this, 14 permits were issued for solar panels
- Some commercial improvements

**Wrap-up:** City Administrator Snowden stated that these reports will be presented every 6 months or at least twice a year, to give an overview to Mayor and Council.

- She reminded Mayor and Council of the Strategic Planning Training that took place on Tuesday, February 26, 2019 between 5 – 7 p.m. at the Senior Center. Mr. Charlie Barrineau was the facilitator for this training session; he is with the Municipal Association of South Carolina. She asked them to bring their top 5 goals or the top items that they are hearing from the citizens in their communities.

**FINANCIAL SUMMARY** – Deputy City Administrator Daniel Driggers went through the monthly financial report and directed Mayor and Council to Item 6B on the agenda:

- General Overview - In all three funds, he reported that in Revenue, we are up over where we were this time last year and Expenditures are flat
- General Fund Revenues – the prior year to date amount shows \$7,237,078  
Current Year to Date: \$2,637,668 in comparison to \$3,010,571 in year 2018  
Excluding: in the amount of \$600,000 (Six Hundred Thousand), that has been delayed from the State Treasurer’s Office
- General Fund Expenditures – the prior year to date \$7,425,578  
Current Year to Date in the amount of \$4,536,336 compared to the prior year in the amount of \$4,867,494  
Spending patterns are down in comparison to the prior year  
Excluding Grants: we spent \$3,351,210 compared to \$3,505,847 in the prior year, which is 53% of the budget.  
Our trend is consistent to the prior year
- Water Fund Revenue - the prior year to date in the amount \$1,466,000  
Current Year to Date in the amount of \$1,096,915 compared to \$1,844,129 in 2018  
Excluding Grants: 1% Penny Tax from Florence County
- Water Fund Expenditures - the budgeted amount \$1,466,000, Revenue year to date is \$1,096,918 compared to \$1,844,129 in 2018 prior year
- Sewer Fund Revenue - the budgeted amount \$2,658,875, the year to date amount \$2,225,095 compared to \$1,759,164 in 2018  
Sewer collections are up in comparison to the previous year.

- Sewer Fund Expenditures - what was budgeted \$2,658,875, the year to date amount \$1,179,766 compared to \$1,170,070 in 2018
- Page 2, the graphs is the General Funds and it shows the trends (Revenues and Expenditures) and Page 3 Water Funds (Revenues and Expenditures) trends and Page 4 Sewer (Revenues and Expenditures) trends
- Councilmember Sebnick asked if what was presented on these graphs showing a desirable trend? Deputy City Administrator Driggers stated yes that the bands show a positive trend in all three funds. All the expenditures and all the departments are within their budgets.

**APPROVAL OF BILLS** – Item 6C Approved as presented

February 2019 Bill List

Bill List items 1 thru 6 – APPROVED AS PRESENTED

A motion to approve items 1-6 was made by Councilmember Richard Cook and seconded by Councilmember Sondra Fleming-Crosby; Motion Carried; All Ayes.

**EXECUTIVE SESSION** – Entered at 8:04 p.m.

Pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(1) to discuss an employment, compensation or appointment.

Councilmember Richard Cook made the motion to approve to enter Executive Session pursuant to the South Carolina Freedom of Information Act Section 30-4-70 (a)(1) to discuss an employment, compensation or appointment; Seconded: Councilmember Wilhelmena Scott; Motion Carried: All Ayes.

**ACTION AS NEEDED WITH RESPECT TO MATTERS DISCUSSED IN EXECUTIVE SESSION** – Exited 8:15 p.m.

Councilmember Sondra Fleming-Crosby made the motion to exit Executive Session, no action was taken for discussion only; Seconded: Councilmember Richard Cook; Motion Carried: All Ayes.

**CITY COUNCILMEMBERS' REPORTS**

**Councilmember Richard Cook** – He thanked everyone for coming out and he asked everyone to please come back next month.

**Councilmember Nicole Singletary** – She thanked everyone for coming out and she hopes to see everyone next month.

**Councilmember Sondra Fleming-Crosby** – She thanked everyone for coming out

- Streets: McClam and Lattimore Street, residents who live in these areas, she asked that they stay on her about the problems and concerns that they have brought to her attention. There are problems and we need solutions. One thing pertains to the removal household items from some of the land/home owners' properties. It looks like a Third World Country in some areas because citizens will just put their household items out for the City to pick up. This stuff just piles up and raise undesirable insects and rodents. The citizens need to know that the City do not pick up household goods and they should not just throw out items, potholes and dilapidated buildings. She asked the citizens in these areas to stay on her, so she can bring these items to the City Administrator Snowden's attention. Councilmember Cook stated that it's the homeowner/land owner's responsibility to take these items to the dump. Councilmember Crosby stated that she is not sure if it's the homeowner/land owners who is putting these items out there; it could be renters and the land/home owners are not aware. Randolph Street has potholes, Carver Street there are apartments with trash all along this area, dogs running all through these neighborhoods, signs turned around and abandoned homes that was damaged during the storms. Scott, Forest, Cedar and Carver Streets are areas of concerned.

**Councilmember Wilhelmena Scott** – She thanked everyone for coming out.

- They need to make people aware that it's not the City's responsibility to pick up household goods; they need to stop placing their household items outside because the City do not pick these items up.
- We are responsible for our own stuff and we need to come together to help get these streets clean up.
- ArtFields is coming up and we want our City to look good.
- Graham Road, they spoke to Representative Roger Kirby and Senator Ronnie Sabbs about putting cameras there to get control of the illegal dumping.

**Councilmember Peggy Sebnick** – She thanked everyone for coming out.

- She stated that she appreciated the Department Heads presenting their departmental reports and wished that more people would attend these meetings, so they could be informed as well. She stated she was impressed about how Parks and Recreation Director Cynthia Mallette keeps up with all that they have going on.
- Happy Valentine's Day and she hopes to see everyone at the March Regular City Council Meeting

**Mayor Pro Tem Billy H. Brown, Jr.** – He thanked everyone for coming out and he stated that Mayor Anderson Jr was under the weather. He appreciates everyone’s patience.

- He thanked all the citizens for coming to the meeting and letting them know what their concerns are.
- He thanked the Department Heads.
- City-Wide Cleanup scheduled for Saturday, April 6, 2019, we need to get the word out.

**ADJOURNMENT**

A Motion to Adjourn was made by Councilmember Sondra Fleming-Crosby and seconded by Councilmember Nicole Singletary. With there being no further business, the meeting adjourned at 8:29 p.m. The motion carried unanimously.



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Billy Brown Jr  
Mayor Pro Tem