

**MINUTES OF A
A REGULAR MEETING
OF THE
MANNING CITY COUNCIL**

**Tuesday, February 21, 2023
6:30 p.m.**

**Council Chambers
Manning City Hall**

Members Present:

Mayor Nelson
Mayor Pro-tem Davis
Councilmember Dukes
Councilmember Pack
Councilmember Welle

Excused-E/Unexcused - U

Councilmember Georgia- E
Councilmember Gordon- E

I. Welcome/Introductory Remarks.....Mayor Julia A. Nelson

Mayor Nelson welcomed all in attendance to the February 2023 meeting.

II. Invocation..... Mr. Scott Tanner, Administrator

III. PledgeCouncilmember Julius Dukes, Jr.

IV. Approval of Agenda:

Mayor Nelson asked for Council’s permission to amend the agenda to add under New Business, Item E. Council approval to purchase two new police cruisers discussed during Council’s workshop in February.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Dukes to amend the agenda to add under New Business, Item E. Council approval to purchase two new police cruisers. There was no discussion. All favored the motion.

V. Minutes:

Minutes of a Regular Meeting of City Council, January 17, 2023.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to approve the Minutes of a Regular Meeting of City Council, January 17, 2023. There was no discussion. All favored the motion.

VI. Presentation:

1) Employee Service Awards.....Mayor Julia Nelson

Mayor Nelson thanked each employee for their years of dedicated service and presented each one with a certificate and pin.

5 Years of Service

Sean R. Briley
 Randall O. Davis
 Natalie Dingle

10 Years of Service

William T. Floyd
 Patrina Space
 Carrie Trebil
 Claude Wheeler

15 Years of Service

Tina M. Mack

20 Years of Service

Lawrence Billups

30 +Years of Service

James Pringle
 Mitchell McElveen
 Allen Dupree
 Carroll Harrington

VII. Finance Director’s Report: Mrs. Prince stated that we have completed 7 months of the budget year, which is 58% of the budget.

Next, Mrs. Prince presented her report for the month of January, 2023.

Report for the month ending January, 2023

REVENUES

Type of Fund	Percent Collected
General Fund	73 %
Utility Fund	56 %

EXPENDITURES

Type of Fund	Percent Spent
General Fund	66 %
Utility Fund	55%

Bank Balances and Notes Payables Balances

General Fund Unrestricted	Balances
Checking (A/R, A/P, Payroll, Cemetery)	\$ 7.2 million
Interest	\$ 5,200
GENERAL FUND RESERVE- Police, Juror, Drug, Equitable, Fire Farmers Market, Reserve	\$ 189,000
Fire Department Extension CD	\$ 52,000
Retiree Insurance Reserve CD	\$ 202,000
General Fund Notes Payable Balance	\$ 785,000
UTILITY FUND UNRESTRICTED	
Checking (A/R & A/P)	\$ 5.7 million
Interest	\$ 5,200
UTILITY FUND RESTRICTED ACCOUNTS CD's	\$ 1.6 million
Utility Fund Notes Payable Balance	\$ 16.3 million
Special Fund Reserve (Victim's Rights, DBG, Disaster Recovery)	\$ 83,000

Mrs. Prince asked if there were any questions. Mayor Nelson asked Mrs. Prince if the city receives the penalties paid on property taxes. Mrs. Prince confirmed that we do and they are received as delinquent taxes. Mayor Nelson thanked Mrs. Prince for her report.

VIII. Mayor's Report:

Mayor Nelson thanked Ms. Carrie Trebil for coordinating Main Street Manning's Sweets Stroll in the downtown area to acknowledge Valentine's Day. Mayor Nelson stated that the downtown area was very vibrant and that she appreciates Ms. Trebil's work on this event.

Mayor Nelson stated that Councilmember Georgia had an excused absence to perform duties at school. In addition, Mayor Nelson stated that Councilmember Gordon had outpatient surgery last week and is at home recuperating and doing well.

IX. Administrator's Report:

- 1) Sewer line repair at Brooks and Boyce Streets. Mr. Tanner stated that the contractor did an efficient job in getting the sewer line repaired. Once the road is asphalted and patched, it will be re-opened for traffic sometime around 10 am or 10:30 am tomorrow.

- 2) Highway 301 Tank refurbishment is progressing. The first coat of paint is on the tank. The project should be complete within the next couple of weeks. Then the contractor will come in to do the well repair on the Hwy. 301 Well at a cost of approximately \$65,000.
- 3) Mr. Tanner stated that he was approached by a representative of Provalus about resurfacing the parking lot in the back of the building. Mr. Tanner stated that he would look at contacting Duke Energy and Santee-Lynches COG to see if funding is available for resurfacing the parking lot.
- 4) Mr. Tanner stated that he has applied for the Municipal Association Achievement Award using Provalus as a partnership. The results of the application should be received within the first couple of weeks in March.
- 5) Cameras that were approved as part of the ARP Funding can be put on Duke Energy poles. The city would need to sign an agreement. The application fee is \$700 for the initial pole and an additional \$150 for each additional pole(s). The vendor that will be putting the cameras up will save the city about \$40,000. Mr. Tanner stated that he is waiting for a proposal from Spectrum and from FTC on getting Wi-Fi at the city parks.
- 6) Mr. Tanner stated that he had a meeting with a Duke Energy representative to discuss lighting on Pocotaligo and getting lights on the poles across the river. Mr. Tanner stated that he will bring back cost estimates to Council once they are received.

Next, Mr. Tanner introduced new employees to the City of Manning: Mrs. Tonya Evans, Zoning/Business License Coordinator; Ms. Terenesha Felder, Police Officer; Ms. Kathryn Hudson, Police Officer; Mr. Tanner stated that Ms. Keonta Moore is the new Utility Billing Assistant, who is unable to attend the meeting tonight.

Mayor Nelson asked Council if there were any questions. Councilmember Welle asked Mr. Tanner if there were any updates about the landscaping at the Welcome to Manning Sign on Highway 301. Mr. Tanner stated that for the plant replacement, the city will need to provide drawings for the flower bed itself and the area will need irrigation installed. Next, Councilmember Welle asked Mr. Tanner if he received feedback from Duke Energy about possibly paying for some of it. Mr. Tanner stated that he has not and that he would follow up with her.

Departmental Reports: Included in Council's Packet.

X. New Business:

A. A Resolution to Amend the Manning City Council Rules of Procedure Concerning Meeting Dates and Time.

Mr. Tanner stated that Council had discussed and agreed to move the regular

scheduled Council meetings to the second Tuesday of the month at 6:00 pm. Councilmember Davis and Pack asked if it was the second Tuesday or the third Tuesday. Mr. Tanner stated that it was the third Tuesday of the month.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to approve the Resolution to change the meeting dates for the Manning City Council from the 3rd Mondays at 6:30 pm to the 3rd Tuesdays, at 6:00 pm, Council Chamber, City Hall. There was no discussion. All favored the motion.

B. A Resolution to Amend the City of Manning Police Department Policy and Procedure Manual to Update and Mandate a Set of Minimum Standards for Law Enforcement Agencies Under the General Assembly Act 218.

Mr. Tanner stated that this update is mandated for all law enforcement agencies in the state of South Carolina.

A **motion** was made by Councilmember Pack and was seconded by Mayor Pro-tem Davis to approve Resolution to Adopt the amended City of Manning Police Department Policy and Procedure Manning as presented. There was no discussion. All favored the motion.

C. Council Approval of expenditure of American Recovery Plan Funds in the amount of \$1,200 per employee as hazard pay during COVID-19 Pandemic.

Mr. Tanner stated that the funds will be taken out of our allocation of American Recovery Plan funds. The total amount for this expense will be approximately \$78,000.00 Each full-time employee hired over 6 months or longer will receive \$1,200.00 after deductions. Part-time employees and those hired 6 months will or less receive \$500 after deductions.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Pack to approve the expenditure of American Recovery Plan funds in the amount of \$1,200 per employee as hazard pay during COVID-19 Pandemic. There was no discussion. All favored the motion.

D. Council Approval to the purchase of a VAC Truck in the amount of \$55,000.00.

Mr. Tanner stated that this is the 2007 VAC truck discussed in Council's workshop last week. Mr. Tanner asked Council's approval for the purchase.

A **motion** was made by Councilmember Dukes and was seconded by Councilmember Welle to approve the purchase of a 2007 VAC truck in the amount of \$55,000.00. There was no discussion. All favored the motion.

E. Council approval to purchase two new Dodge Chargers and associated equipment in the amount of \$105,000 for the Police Department.

A **motion** was made by Councilmember Welle and was seconded by Councilmember Dukes to purchase two new Dodge Chargers in the amount of \$105,000 for the Police Department. There was no discussion. All favored the motion. Following, Mayor ‘ Nelson stated, for the record, that it may seem like she’s just reading items on the agenda and Council is just approving them. Mayor Nelson stated that Council has workshops to discuss major purchases prior to Council meetings to get more in-depth information. This helps Council to be prepared to take action in public.

XI. Councilmembers’ Comments:

Councilmember Welle-asked Mr. Tanner for an update on putting locks on gates at the city parks. Mr. Tanner stated that he will take care of it.

Councilmember Dukes

Councilmember Dukes stated that city signs are down. Mr. Tanner stated that there is a list that he is working on. Mr. Tanner stated that he spoke to the County to make replacement signs. Councilmember Dukes also stated that on Nelson Circle the “Drive Slow” sign is lying in the ditch and needs to be put back up.

Councilmember Pack

Councilmember Pack asked Mayor Nelson for an update on litter pick up. Mayor Nelson stated that the weather is still cold in the mornings and that she is monitoring the weather so that a litter pick up can be re-scheduled. Councilmember Pack also asked Mr. Tanner for orange trash bags. Ms. Trebil stated that they have the green ones.

XII. Executive Session:

No Executive Session was needed.

XIII. Possible action following Executive Session for items discussed in Executive Session.

No action was taken.

XIV. Adjournment:

A **motion** was made by Mayor Pro-tem Davis and was seconded by Councilmember Welle to adjourn. There was no discussion. All favored the motion.

Time: 6:58 pm

Respectfully submitted,

Daun Davis
Deputy Administrator/Clerk