

MINUTES
Town of Lexington

COUNCIL WORK SESSION

November 15, 2010

Town Council held a Special Council Meeting followed by a Council Work Session on November 15, 2010 in the Eli Mack Sr. Room. Both meetings were attended by: Mayor Randy Halfacre, Mayor Pro-Tem Hazel Tyndall, Council Members Richard Thompson, Kathy Maness, Ted Stambolitis and Danny Frazier. Councilmember Todd Shevchik was absent due to illness. Staff members present were: Town Administrator Britt Poole, Assistant Town Administrator Stuart Ford, Municipal Attorney Brad Cunningham, Police Chief Terrence Green, Community and Economic Catalyst Johnny Jeffcoat, Utilities and Engineering Director Allen Lutz, Finance Director Kathy Roberts, Director of Parks, Streets and Sanitation Dan Walker, Planning, Building and Technology Director Leah Youngblood, Grants Administrator Wesley Crosby, and Municipal Clerk Becky Hildebrand.

There were thirteen (13) citizens present and two (2) reporters from the news media.

INVOCATION, PLEDGE AND CALL TO ORDER: Councilmember Thompson gave the invocation and Councilmember Stambolitis led in the Pledge of Allegiance at the Special Council Meeting. Mayor Halfacre called the Work Session to order at 6:04 p.m. and welcomed everyone to the meeting.

ADDITIONS/DELETIONS

Mayor Halfacre requested that item #5 (Appointment to the Accommodations Tax Advisory Committee) be added to the Work Session agenda.

There being no objections, the item was added as requested.

APPROVAL OF MINUTES: A motion was made by Councilmember Maness and seconded by Councilmember Thompson to approve the minutes from the October 18, 2010 Council Work Session with one correction on page 5. The motion was unanimously carried by all those present.

PRESENTATIONS

1. **Past Chamber Chairs “Think Tank” Group –Bill Hatfield:** Mr. Hatfield and previous Chamber Chairmen recently formed a group to help give back to Lexington. He stated that they are a non-partisan group with many years of experience and ideas that may be called on to help resolve issues or address questions in the Lexington area. They have met with the County Council, Lexington Chamber, hospitals and other groups to offer services as needed. They

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have approximately 25 members who meet regularly to address any issues presented to them. Present from the group was Hugh Rogers and Scott Adams. Each agreed that they want to continue to help Lexington grow and continue to address issues as they arise. Mr. Rogers stated that the common thread that ran through the groups original discussions were concerning economic growth and how to compete with the up state and the lower state such as with the recent airport issue. Mr. Adams stated that the group is not there to step on any toes at a state, county or local level, but to offer a great cross section of ideas and suggestions. He added that The Lexington Chronicle will soon run an article about the group and their efforts.

2. **Navigating from Good to Great Team –Grant Jackson:** Mr. Jackson, Sr. Vice President Community Development, Greater Columbia Chamber of Commerce, introduced the Community Development and Prosperity Initiative formed to help unify the region as one community. A separate 501c3 was formed under the Columbia Chamber with a separate Board. He named several of the Board members including Mayor Halfacre. He stated that the Navigating from Good to Great concept was taken from Jim Collins 2007 book which illustrated how to move a company from good to great. The regional concept is if you can move a company from good to great, why not a community. He summarized the primary eight issues of the group and gave Council a copy of “The Greater Columbia Business Retention and Expansion Report”. (Copy attached.) Mr. Jackson stated that the foundation has an opportunity fund which can help spur projects proposed in the region such as the recent proposed airport expansion. Currently the fund has approximately \$2.9 million and has been privately funding. He confirmed that they were not asking for money tonight, but he wanted to explain the program to Council and the importance of a unified regional community.
3. **Lexington County Law Enforcement Memorial – Matt Johnson, Police Chief Springdale:** Chief Johnson announced the plans for the proposed Lexington County Law Enforcement Memorial to be placed at the Westbrook Judicial Center on East Main Street to honor fallen police officers. To date there are 14 dating back to 1934. He also recognized the project Board Members including Town of Lexington’s Police Chief Green. He asked Council to be a part of the project through their financial support. He showed a video about the project and the fallen police officers and distributed a brochure to Council. (Copy attached.) He confirmed that the cost of the monument would be approximately \$65,000. Chief Johnson also confirmed that the initial project was for fallen police officers but would eventually include firefighters.

A motion was made by Councilmember Frazier and seconded by Councilmember Stambolitis to place the request on Council’s December 6, 2010 agenda for approval for a \$5,000 donation. Town Administrator Poole was instructed to verify the funding source since the amount was not budgeted. Councilmember Maness confirmed that the Lexington County Law Enforcement Association had committed to \$5,000. Chief Green stated that

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the memorial was planned for completion in May, 2011 and the fountain may be finished in February or March. He added that due to a tight deadline, funding could not be split between fiscal years as suggested by Mayor Halfacre. Chief Green stated that the group would accept any amount that the Town felt they could afford. Mayor Pro-Tem Tyndall confirmed that all municipalities would be asked for a donation with the Town of Lexington being first. Mayor Halfacre stated that the hallmark of our community is the safety of it. The motion was unanimously carried.

- 4. American Red Cross of Central South Carolina – Lauren Johnson, Major Gifts Manager:** Ms. Johnson stated that she was from Lexington and the Red Cross is proud to serve in the Lexington area. She added that one in three people will be touched by the American Red Cross. In 2010 they served 170 individuals in Lexington, many were victims of home fires and some were in need of blood. They prepare emergency kits for soldiers and train volunteers for CPR and disaster response. Ms. Johnson stated that Red Cross cannot serve communities without the help of municipalities because they do not receive Federal funding and assistance from the United Way was cut by 80%. Cash donations, blood donations and volunteers are always needed and she urged everyone to help get the word out.

Mayor Halfacre thanked Ms. Johnson for coming on behalf of Red Cross. He added that the Town's Channel 2 could be used to help get the word out regarding assistance for the Red Cross. Mr. Walker stated that everyone could participate in the USC/Clemson blood drive.

BUSINESS ITEMS: (For Discussion and Recommendation for Council Meeting on December 6, 2010.)

- 1. Acceptance of Donation of Property at Caroline Springs Subdivision – Municipal Attorney Brad Cunningham:** NKD Development (Nick Leventis) is interested in donating a parcel of property to the Town. The parcel is approximately 20.08 acres, and is located in the Caroline Springs Subdivision off US Highway 378. It is several miles outside of Town. The majority of the parcel (15.59 acres) is wetlands, but a portion (4.49 acres) may be buildable. Due to time being of the essence, Council gave First Reading to the proposed donation on November 1, 2010. It was been directed to the Work Session for further discussion in the interim period between readings. The property will require maintenance and upkeep.

A motion was made by Councilmember Frazier and seconded by Councilmember Maness to place the request on Council's December 6, 2010 agenda for Final Reading and approval. Town Administrator Poole confirmed that the Town no longer receives "credit" for wetlands, therefore the Town would not receive any benefit from accepting the donation of land. He added that units must now be purchased for wetland mediation and can cost \$10,000 to \$15,000 per unit. He also confirmed that the property is not 20 acres as

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originally thought, but is 6.3 acres. Municipal Attorney Cunningham confirmed that the practice changed recently. Mayor Halfacre stated that the practice could be changed back at some point and that they were not making any more dirt. Councilmember Frazier stated that the area off US Highway 378 was not currently in Town, but may be one day then the wetlands may benefit the Town. The motion was unanimously carried by all those present.

2. **Grant for Lexington Greenways Alliance for 14 Mile Creek Trailhead – Director of Parks, Streets and Sanitation Dan Walker:** The Town owns a parcel of land on 14 Mile Creek that was proposed by Lexington Greenways Alliance to build a trailhead. They applied for a SCPRT trail Grant and have been awarded the grant. The grant is in the amount of \$100,000 with a 20% match. The estimated cost of the project according to Lexington Greenways is \$141,250.00. In March of 2010 the Town agreed to the 20% match of the grant. The match can be cash or in-kind. Council requested that the Director of Parks, Streets and Sanitation find answers to questions they had and bring it to the November Work Session. Ms. Sue Green of Lexington Greenways Alliance supplied answers to outstanding questions as attached. (Copy attached.)

It was the concensus of Council to bring the item back to the January Work Session for further details and discussion. Mayor Halfacre asked how the project grew from \$120,000 to \$167,000. Ms. Green responded that the project included more amenities than the PRT grant or the Town's match, but it also included funds from fundraisers and other sources. She added that the picnic tables were needed but could be added later. She stated that the grant was primarily for the first phase of the project which was just enough to cover construction of the trails, some lighting and emergencies call boxes. Town Administrator Poole confirmed that the project is approximately \$32,000 short if you include additional picnic shelters, designing, planning and project management. Ms. Green expects that the 2011 Tour-de-Midlands will have 300 riders compared to last year's 184, which raised \$1,700. Mr. Walker read questions #1 - #9 along with the answers provided by Ms. Green. Town Administrator Poole confirmed that for the Town to be involved in the grant, contractors must be hired using the Town's procurement policy which gives some preference to local vendors during the bidding process. Councilmember Frazier requested that everything possible be done to make sure that the money was spent in Lexington County, unless it could not be helped. Ms. Green stated that the Exxon station had offered 24 parking spaces and a small directional and ADA sign may be needed. She added that the wetlands are scattered throughout the property and they hope to avoid them which may eliminate the need to purchase wetland units. Ms. Green stated that the boardwalk could be raised a couple feet off the ground, or it could be designed to be eight inches off the ground with stoppers, or they could limit ADA access within the trails park. Ms. Green added that it may not cost \$35,000 to put the asphalt down and the focus was to get the trail down. She further suggested that lighting could be put in place at a later time but it would cost more later.

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Chief Green opposed the trails without lights for safety reasons. Mayor Pro-Tem Tyndall confirmed that the project would be stopped if they did not receive \$25,000 from the Town. Councilmember Stambolitis did not want to see the project die but suggested that it proceed in a “bare bones” capacity and build to it over time. He recommended that the Town start with the originally agreed \$20,000 for now, trim down the proposed project budget and review the project later. Finance Director Roberts stated that the match funding was not budgeted. Ms. Green suggested that the trail could be shortened for now. She added that originally they had only looked at the right side of the stream with the sewer line easement, but the left side may be easier and has a natural elevated path that runs through it. She stated that she signed off on the grant because it was due two months ago which would leave 18 months to work on the project and put it in. Mayor Pro-Tem recommended that Council commit to \$20,000, then Ms. Green could move forward and in the meantime the Town Administrator and staff can figure out how to split up the costs. She would also like to have the plan presented to the public for input. Grants Administrator Crosby confirmed that there are no other non-matching grants available at this time. He added that he could ask SCPRT for a 6 month extension on the trailhead project. Mayor Halfacre agreed to allow staff to determine the split for \$20,000 between cash and in-kind and to possibly pay the \$20,000 over the next two fiscal years. He confirmed that the project would not be in jeopardy if more work is done on the project concept and brought back to Council at the January 2011 Work Session.

3. **Park Road Sidewalks – Finance Director Kathy Roberts:** The Town has been involved in applying for a grant to construct sidewalks for Park Road since 2005. This is a South Carolina Department of Transportation (DOT) Enhancement Grant. The total project cost is \$579,111.50. The maximum that DOT will pay is \$284,040 which is 49% of the cost. The Town will be responsible for the other 51% or \$295,072.50. It is now time to complete the contract. The Town must pay half of our portion before DOT will begin work. DOT has agreed that the Town can pay our other half in FY 2012. In FY 2009 the Town set aside \$300,000 for the match, but because DOT postponed the project the funds lapsed. Council approval is now requested to use \$100,000 from Streets and Infrastructure designated funds plus \$47,536.25 from Road Improvement designated funds for the grant match.

A motion was made by Councilmember Stambolitis and seconded by Councilmember Maness to place the request on Council’s December 6, 2010 agenda. Finance Director Roberts confirmed that the funds were returned to the General Fund when not appropriated (not as a line item). Mayor Halfacre stated that he has heard more comments about sidewalks than the road plan and people love sidewalks so he encouraged staff to build as many as they could, as fast as they could. The motion was unanimously carried by all those present.

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4. **Pilgrim Point Subdivision Street Lights – Finance Director Kathy Roberts:** In October 2009 the Town agree to pay a portion of the street light bill for Pilgrim Point residents. In accordance with the Town’s Residential Street Light Ordinance, the Pilgrim Point Homeowner’s Association requested that the Town again pay a pro rata share of their street light bill. There are 48 lots in Pilgrim Point and the Town Ordinance states that the Town would be responsible for one (1) street light per six (6) lots, which equals eight (8) lights. The average cost of a residential light is \$18.60 per month. The total requested amount is \$1,785.60 (\$18.60 x 8 x 12). Funds would come from Parks, Streets and Sanitation budget, account #100-60-5520. (Copy of letter attached.)

A motion was made by Councilmember Frazier and seconded by Mayor Pro-Tem Tyndall to place the request on Council’s December 6, 2010 agenda. The motion was unanimously carried by all those present.

5. **Appointment to the Accommodations Tax Advisory Committee – Municipal Clerk Becky Hildebrand:** At the request of Grants Administrator Wesley Crosby, John Bailey submitted a Talent Bank application to be appointed to the Accommodations Tax Advisory Committee. Mr. Bailey is the owner of Schlotzsky’s Deli in Lexington and would be replacing a former Board member who was a restaurateur. It is required by law that at least one member be in the restaurant business.

A motion was made by Councilmember Stambolitis and seconded by Mayor Pro-Tem Tyndall to place the item on Council’s December 6, 2010 agenda. Councilmember Maness confirmed that Mike Tucker, Chic-fil-A is still on the Board. The motion was unanimously carried by all those present.

COUNCIL COMMENTS

Mayor Randy Halfacre requested an update on the Town entrance projects. Grants Administrator Crosby responded that he and Jewitte Dooley had discussed the project and there may be an opportunity through the DOT Enhancement Grants known as the Interchange Beautification Grant. He confirmed that the grant required a 20% match which would be a combination of in-kind and cash and it also carried a maintenance agreement for several years. He added that Irmo used the grant for enhancements at the I-26 interchange. Mayor Pro-Tem Tyndall asked if some of the funds, possibly \$25,000, could come from the Beautification Foundation. Mr. Jeffcoat was to confirm if the Town entrances would qualify since they are not right at the interchange entrances. He stated the entrances could cost up to \$400,000 including irrigation and SCDOT would help with engineering. He added that any trees would have to remain in place. He hoped the Town could get on the list by next year.

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STAFF COMMENTS

Mr. Johnny Jeffcoat stated that the Vision Plan Steering Committee would invite the public for feedback on the Town of Lexington's Vision Plan on December 7, 2010 and Boards and Commissions would be invited to view the plan on December 8, 2010. He invited everyone to attend. Councilmember Stambolitis suggested that Jennifer Dowden help get the word out about the meetings including the use of Channel 2. Mayor Pro-Tem Tyndall requested that Mr. Jeffcoat send a summary to the Council members following each meeting held by the Vision Plan Steering Committee.

PUBLIC COMMENTS: None.

QUESTIONS FROM THE NEWS MEDIA

Ms. Vickie Shealy, Lexington County Chronicle, confirmed the location of Caroline Springs.

ADJOURNMENT: There being no further comments or questions, a motion was made by Councilmember Maness and seconded by Councilmember Frazier to adjourn the Council's Work Session at 7:29 p.m. The motion was unanimously carried by all those present.

Respectfully submitted,

Becky P. Hildebrand, CMC
Municipal Clerk

APPROVED:

T. Randall Halfacre
Mayor