

PLANNING AND DEVELOPMENT COMMITTEE

REPORT for
January 11, 2021
5:30 PM
Virtual Meeting

The Planning and Development Committee of Town Council met on January 11, 2021 at 5:30 PM. The meeting was held virtually via Zoom. Committee members present included Bill McIntosh, Council District 4, Bob Jackson, Council District 6, and Terry Jenkins, Council District 2. Staff members present included Jessi Shuler, AICP, Director of Planning; and other Town staff.

The meeting was called to order at 5:30 PM by Mr. McIntosh.

Site Plan for Summerville Elementary School Bus Loop/Parking and District Office Parking Areas:

Ms. Shuler introduced the only item on the agenda, and explained that since the school property was zoned PL, Public Lands, the site plan approval including setbacks, buffers, etc. was under the authority of Town Council. Ms. Shuler provided a brief overview of the project, and stated that they had addressed or were in the process of addressing all items from the Technical Review Committee. She also noted that since this property was in the Historic District, the project would also need a Certificate of Appropriateness. Mr. Jenkins made a motion to recommend approval to full Council, and Mr. Jackson made the second. Mr. McIntosh called for the vote, and the motion passed unanimously.

Following no additional business or discussion, the meeting was adjourned at 5:34 PM on a motion by Mr. Jenkins, and a second by Mr. Jackson.

Respectfully submitted,



Jessi Shuler, AICP
Director of Planning

January 12, 2020

TOWN OF SUMMERVILLE
PUBLIC SAFETY COMMITTEE MEETING
MINUTES – JANUARY 11, 2021

The Public Safety Committee of Council met on Monday, January 11, 2021 electronically via Zoom, and the meeting was livestreamed from the Town's web site. Present were Councilmembers Terry Jenkins and Walter Bailey, along with Chairman Aaron Brown, Police Chief Jon Rogers, and Fire Chief Richard Waring. Members of the press and public were duly notified. The meeting was called to order at 5:34pm by Chairman Aaron Brown.

Chief Rogers requested to amend the agenda to add an update on Covid-19 vaccines.

Chief Rogers then presented a proposed amendment to the Town's tow ordinance. Some discussion followed. Mr. Jenkins made a motion, seconded by Mr. Bailey, to move the item to full Council for a first reading with the caveat that Mr. Bailey will be amending the ordinance to delete a paragraph. The motion carried unanimously.

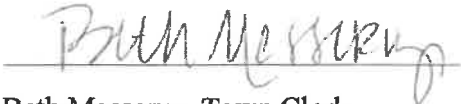
Chief Rogers presented a proposed amendment to the Town's noise ordinance to make it more enforceable. Some discussion followed. Mr. Jenkins made a motion, seconded by Mr. Bailey, to move the item to full Council for first reading. The motion carried unanimously.

Chief Rogers reported that the Police Department is starting Covid-19 vaccinations this week on a voluntary basis. The vaccines at this point are only for Police and Fire.

Chief Waring gave an update on Station 6 on Miles-Jamison Road. Chief Waring showed the construction and site plans. Town Administrator Rebecca Vance stated that the fire facilities impact fee of \$838,000 can be used toward construction, and then the project can be put out for bid.

Mr. Jenkins made a motion, seconded by Mr. Bailey, to adjourn. The motion carried unanimously, and the meeting adjourned at 6:05pm.

Respectfully submitted,



Beth Messervy, Town Clerk

Mayor
Ricky Waring

Council Members:
Bob Jackson
Walter Bailey
Aaron Brown
Terry Jenkins
Kima Garten-Schmidt
William McIntosh



Town Administrator
Rebecca Vance

Town Clerk
Beth Messervy

Town Attorney
G.W. Parker

Town of Summerville

MINUTES – PUBLIC WORKS COMMITTEE MEETING January 11, 2021

The meeting was called to order at 6:06pm by Chair Kima Garten-Schmidt. Committee members Bill McIntosh and Walter Bailey were also present. Also in attendance was Director of Public Works Russ Cornette. Press and public were duly notified of the meeting. The meeting was held virtually and livestreamed from the Town.

Mr. Cornette presented updates on the following projects:

a. **Public Works Project Updates**

1. **2020 Fall Resurfacing.** The contractor mobilized and began work in November. The remaining roads below were completed in December 2020.

Road Name	Subdivision
Sagebrush	Corey Woods
Jasmine Drive	Corey Woods IV
Duchess Court	Newington Gardens
Freeport Street	Newington Gardens
Princess Court	Newington Gardens
Westmoreland Street	South Pointe
Smithfield Avenue	Brandy Mill
Harley Hall Court	Brandy Mill II
West Carolina Avenue	Historic District

2. **Maple Street.** Michael Baker, Inc is currently conducting right-of-way acquisition for Maple Street. Only one property is left to be acquired. Final construction documents are prepared and was submitted to SCDOT for review in April. SCDOT provided minor comments in October. Baker is currently working on addressing these comments. Project is expected to be ready to bid the first quarter of 2021 if funding is available. Staff is currently reviewing proposals from CEI firms. Some discussion followed with the committee and staff.
3. **Cedar Street Extension.** Cedar Street Extension is in the preliminary design and permitting phase. The wetland Jurisdictional Determination was signed and submitted to the Army Corps of Engineers in August. All wetlands were deemed

non-jurisdictional. Baker began working on right-of-way plans and is schedule to complete those by January 15, 2021.

4. **Central Avenue Sidewalk Project.** J. Bragg Consulting, Inc was selected to design and permit the sidewalk project. Final plans for Phase 1 are currently being worked on and will be finalized soon to be ready to submit for permitting
5. **West 5th South St Sidewalk.** The Town has a design contract with a consultant to design on this sidewalk project. Survey work has been completed, and preliminary design work is completed and was presented. Final construction plans are being prepared now.
6. **Lee Street Sidewalk Project.** The Town has a design contract with a Mattern & Craig Consulting Engineers to begin design on this sidewalk project. Survey work has been completed and design work is completed. SCDOT encroachment permit application was submitted in November.
7. **North Hickory Street Sidewalk.** Design is completed and has been submitted for permitting and railroad coordination.
8. **Shepard Park/Germantown Drainage.** Final design work is completed and the pond portion of the project is fully permitted. The Peters Street diversion portion of the project has secured permitting with SCDOT. Staff submitted the grant application for the State Rural Infrastructure Grant for \$1,409,482, but the grant was not approved by the RIA office. The Stormwater Department will begin gathering quotes on materials to work on the Peters Street portion of the project in late February or early March. Staff will begin compiling a bid package for the clearing, grubbing, excavation and hauling for the pond site.
9. **US-78 North Summerville Drainage Study.** The final report was submitted in December 2020 and forwarded to council. The report's recommendation is to purchase the property being flooded as all other solutions were not financially feasible compared to the buyout option. Some discussion followed between the committee and staff. The committee authorized Mr. Cornette to get three appraisals on the Mr. Sign property.
10. **Springview Lane Oakbrook Drainage Study.** Survey was completed and submitted for this project in June. The Preliminary report was received in June 19. Recommendations are to acquire drainage easements and construct a detention pond behind the SC Department of Mental Health facility on Springview Lane. Final report was submitted in late August. A design proposal was submitted in early January to produce construction documents.
11. **Stormwater Department Project Updates**
 - a. **Robynwyn Drainage.** Stormwater crews have been regrading roadside and outfall ditches as well as replacing driveway pipes in Robynwyn for several months. This project consisted of addressing each road in the Robynwyn subdivision to ensure the ditches flow properly reducing standing water and localized flooding.
 - b. **Sawmill Branch Canal Repairs.** Crews mobilized to repair the large washout area on Sawmill Branch canal this week near East Richardson

Avenue and the trailhead. This repair will be completed in the next week or two depending on weather.

- c. **Corey Woods Drainage.** Staff identified areas in Corey Woods Subdivision that needed significant maintenance. Two undersized pipes were removed from the canal in Hurricane Branch several months ago. A new upgraded driveway pipe has been ordered to be installed at the end of Longleaf Drive upstream of the two pipes that were removed. Crews have cleaned ditches around Six Iron Drive and Five Iron Drive. This work will significantly improve the drainage in Corey Woods. A tree contractor began to remove trees from ditches this weekend around Four Iron Drive. Tree work will continue through the rest of the week and possibly into next week. Stormwater crews will come behind the tree contractor and clean these ditches in the coming weeks. This work will significantly improve the drainage situation in Corey Woods when completed.
- d. **Salisbury Drive Drainage.** Staff recently acquired drainage easements from three properties near Salisbury Drive. Crews plan to install a new pipe in these easements that will address an ongoing drainage issue. This work will be completed by early February.

12. **Discussion of One-Way Waring Street.** At the November public works committee meeting the committee tasked staff to conduct a poll of residents in the area of Waring Street if there was support to convert it to a one-way street between Simmons Avenue at Classic Street, or between Tallow Street and Classic Street. Staff sent letters to over 100 residences in the area and provided them a link to a poll on the Town website. There were 32 responses. Seven voted to convert Waring Street on way between Simmons Avenue and Classic Street. There were 19 votes to convert Waring Street one way between Tallow Street and Classic Street. There were six votes to keep Waring Street as it is with no change. At the December 2020 public works committee meeting, the committee requested the police and fire chief to review the subdivision plan being proposed on the Rhett property adjacent to Waring Street and Germantown Road. Both, the police and fire chief found nothing unsafe about the subdivision layout that was approved by the Panning and Engineering Departments. Both chiefs also recommend converting Waring to one-way between Classic Street and Tallow Street. At the November Public Works committee meeting, staff recommended converting Waring Street one way between Tallow Street and Classic Street. That recommendation still stands. Mr. Bailey made a motion, seconded by Mr. McIntosh, to send the item to full Council for their meeting on Thursday, January 14, 2021. The motion carried unanimously.

13. **Discussion for 633 Central Avenue Drainage.** The Mayor, Ms. Weatherford and I visited the site late last year and met with the property owner that has a drainage issue and property owners across Central Avenue. The issue is the ditch across Central Avenue from the address is unmaintained and no easement exist on the ditch. The drainage from 633 Central Avenue is supposed to flow under Central Avenue to the ditch. This ditch

flows from Central Avenue to Briarwood Lane through unincorporated Dorchester County. Dorchester County staff contacted property owners around 2013 with letters requesting drainage easements on this ditch so it could be maintained. There are trees, sheds, and other improvements in very close proximity to the ditch that would be impacted and need to be removed in order to properly clean the ditch. The Mayor's office has had conversations with property owners on acquiring easement since the site visit. Staff has not been involved in these conversations. Some discussion followed between the committee and staff.

Mr. Bailey made a motion, seconded by Mr. McIntosh, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 6:55pm.

Respectfully submitted,

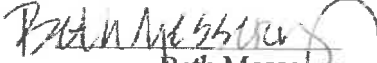

Beth Messervy, Town Clerk

TOWN OF SUMMERVILLE
FINANCE COMMITTEE REPORT
January 11, 2021

The Finance Committee met on Monday, January 11, 2021. Present were Mayor Waring and Committee members Bob Jackson, Aaron Brown, Walter Bailey, Kima Garten-Schmidt, Terry Jenkins and Bill McIntosh. Also present were Town Clerk Beth Messervy and Town Attorney G.W. Parker. Other staff members, members of the press and members of the public were duly notified. The meeting was held virtually; it was livestreamed and recorded.

Welcome	Mayor Waring called the meeting to order at 6:55pm.
Presentation of Financial Report	Andrew Shelton presented the December 2020 financial report. The report was accepted as information.
ADP Finance and Human Resources Software	Mr. Jenkins made a motion, seconded by Mr. Bailey, to authorize staff to purchase software from ADP for finance and human resources functions. The motion carried unanimously.
Covid-19 Grant	Mr. Brown made a motion, seconded by Mr. Jenkins, to accept a Coronavirus Emergency Supplemental Funding Program Grant in the amount of \$37,827. This is for protection supplies and overtime costs for the Police Department that are associated with COVID-19. The motion carried unanimously.
MOU	Mr. Jenkins made a motion, seconded by Mr. McIntosh, to authorize the Town Administrator to sign an MOU between the Police Department and the Isle of Palms Police Department. The motion carried unanimously.
Adjourn	There being no further business, Mr. Jenkins made a motion, seconded by Mr. Bailey, to adjourn the meeting. The motion carried unanimously, and the meeting adjourned at 7:04pm.

Respectfully submitted,


Beth Messervy
Town Clerk