



REGULAR MEETING OF COUNCIL

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, APRIL 19, 2022 at 6:00 PM

MINUTES

CALL TO ORDER

The regular meeting of Town Council was called to order by Mayor Michael Locklear at 6:00 p.m.

Present:

Mayor Michael A. Locklear
Mayor Pro-Tem David A. Dennis, Jr.
Councilmember DeWayne G. Kitts
Councilmember James N. Law, Jr.
Councilmember Latorie S. Lloyd
Councilmember Chadwick D. Sweatman
Councilmember James B. Ware, III

Staff Present:

Jeffrey V. Lord, Town Administrator
John S. West, Town Attorney
Marilyn M. Baker, Clerk to Council
Justine H. Lovell, Finance Director
Douglas R. Polen, Community Development Director
Rebecca T. Ellison, Recreation Director
R. Logan Faulkner, Public Service Director
Mohamed A. Ibrahim, Technology Manager
Stephen G. Young, Acting Police Chief

Absent: Robert L. Gass, III, Fire Chief

INVOCATION

The invocation was delivered by Kent Wilson, Associate Pastor of Wassamassaw Baptist Church

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Councilmember DeWayne G. Kitts.

APPROVAL OF MINUTES

2. Regular Meeting Minutes: March 15, 2022

Motion made by Mayor Pro-Tem Dennis, to approve the regular meeting minutes of March 15, 2022, seconded by Councilmember Law. Motion was approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

REPORTS

3. **Mayor's Report:** Michael A. Locklear

Mayor Locklear was excited to report that construction began on the Home Telecom Miracle League Field. The Groundbreaking Ceremony was held on Wednesday, March 30th. This has been a 6-year process and we are super excited that construction has finally begun. We will be monitoring progress and will be providing updates.

4. **Proclamation:** Underage Drinking Prevention and Awareness Week 2022

Mayor Locklear reported that he signed on March 22nd a 2022 Underage Drinking Prevention and Awareness Month Proclamation. Acting Police Chief Steve Young added that each year there are so many tragic and unfortunate stories of teenagers losing their lives or becoming seriously injured because of alcohol related automobile collisions. During the week of May 9th, Berkeley High School students will participate in field sobriety tests, a driving course and other activities that will help discourage underage drinking. In addition, students will participate in an assembly that will include guest speakers and a presentation from the Moncks Corner Police Department. The Proclamation is to help spread awareness across the state of SC as students prepare for "Prom Week".

5. **Administrator's Report:** Jeffrey V. Lord

Administrator Lord reported that the Administration office renovations are substantially complete.

He asked Acting Police Chief Steve Young to introduce three new officers recently added to the agency. He introduced the following:

- Joseph P. Denton, Certified Police Officer. Joe worked previously for MCPD and we are happy to have him return. He has a bachelor's degree in Criminal Justice and a Platoon Leader in the SC Army National Guard. We are very fortunate to have him back and to serve our community.
- William G. Minor, Uncertified Police Officer, Officer Minor comes from a local Sheriff's Department where he worked in a Corrections and Detention Facility. He honorably retired from the US Army and has a degree in Business Administration. He will begin at the Academy on May 1st to begin the process of becoming a certified officer. He has already used his previous experiences to help the agency in various areas. We are very fortunate to have him.
- Officer Rudolph Johnson, III, Certified Police Officer, He came from a large agency in the Midlands and has a master's degree in Human Services. We are also very fortunate to have Officer Johnson join our agency.

NEW BUSINESS

6. **Appointment:** Consider appointment of one member to the Planning Commission for a term ending January, 2024.

Motion was made by Mayor Pro-tem Dennis to appoint Charlotte A. Cruppenink as a member of the Planning Commission to serve a term ending January 2024. Motion was seconded by Councilmember Sweatman and approved unanimously.

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

7. ARPA Funding: Moncks Corner Business Assistance Program Proposal - Community Development Director Doug Polen

Community Development Director Polen reported that we have three different programs we are promoting through the ARPA Program to help small businesses. These three projects are designed to aid local businesses with the assistance of contractors to grow, prosper and improve their appearance.

- Individualized social media and marketing assistance to local businesses: A consultant will help with branding and/or help with improving their website.
- Façade and Landscaping assistance to local businesses to design façade and landscape improvements: The RFP is for Phase 1 of the project, with Phase 2 being construction of the improvements.
- Community and Business Development Video Series of approximately twelve five-minute videos designed to teach a new business everything they need to know to build and operate in Moncks Corner: Topics include rezoning/annexation, planned and negotiated development, site plans and traffic analysis, stormwater, building a new commercial building, new businesses in an existing building, landscaping, signage, business licensing and town services after opening.

Staff is also recommending that Council appoint a committee of 5-7 people to help review applications. Hopefully by next month we can have a committee named and get started on this. The committee will be made up of people who either live, work or own a business in Town. A sample of the application and sample brochure are included in the Council packets.

Motion was made by Mayor Pro-Tem Dennis to approve the project and to appoint a committee to review applications and make recommendations regarding funding. Motion was seconded by Councilman Law and approved unanimously.

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

8. ARPA Economic Development Contracts: Contracts for three economic development projects to be funded by the American Rescue Plan Act. - Community Development Director Doug Polen.

- Individualized social media and marketing assistance to local businesses: Staff recommends awarding the bid to Creative Consulting. They are a local firm out of Summerville, allowing hands on assistance to businesses that may not be tech savvy. The costs will be based on the projects approved by the ARPA Committee and the needs of the businesses. The overall costs have been estimated at \$70,000.
- Façade and Landscaping assistance to local businesses to design façade and landscape improvements: The RFP is for Phase 1 of the project, with Phase 2 being construction of the improvements. Staff recommends awarding the bid to Coast

Architects and Wood & Partners. The Town has worked closely with Coast in the past, while Wood is currently engaged in the Town's downtown revitalization project. The cost will be based on the projects approved by the ARPA Committee, but the overall costs of Phase 1 & 2 is estimated at \$700,000.

- **Community and Business Development Video Series:** Staff recommends awarding the bid to eBizUniverse, with a contract of \$22,450.

Motion was made by Councilman Sweatman to approve the bids regarding contracting services for the ARPA Economic Development Project. Motion was seconded by Mayor Pro-Tem Dennis and approved unanimously.

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

9. ARPA Funding Proposal: Moncks Corner Town Square Project - Administrator Jeff Lord

Administrator Lord explained that this project will be in the downtown area on Town owned property East Main Street between White Street, Behrman Street and Heatley Street. The proposal submitted by Wood & Partners is for pre-designed services, design, procurement & construction phase services, permitting and 10% estimated reimbursable expenses. Total contract \$419,600. Staff recommends awarding the bid to Wood & Partners, Inc.

Motion was made by Councilman Law to award the bid to Wood & Partners, Inc. regarding contracting services for the Town Square Project in the amount of \$419,600. Motion was seconded by Councilman Sweatman and approved unanimously.

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

10. Ordinance First Reading: Consider an application to rezone property at 209 Metts Street, TMS 142-11-01-025, from R-2, Single Family Residential, to C-2, General Commercial.

Motion made by Mayor Pro-Tem Dennis to approve for first reading. Motion was seconded by Councilmember Ware. Motion was approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

OLD BUSINESS

11. Ordinance for Second Reading & Public Hearing: An Ordinance to Consider amendments to Articles 5, 6, 7 & 12 of the Zoning Ordinance.

Public Hearing: There were no comments from the public.

Motion made by Councilmember Law to approve for adoption. Motion was seconded by Councilmember Ware. Motion was approved unanimously as follows:

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

PUBLIC INPUT – There were no comments from the public during public input.

ADJOURNMENT

Motion was made by Mayor Pro-Tem Dennis, seconded by Councilmember Kitts to adjourn the regular meeting of Council. Meeting was adjourned at 6:16 p.m. Motion was approved unanimously as follows.

Voting Yea: Mayor Pro-Tem Dennis, Councilmember Kitts, Councilmember Law, Councilmember Lloyd, Councilmember Sweatman, Councilmember Ware.

A copy of this meeting's agenda was e-mailed to the Post and Courier, The Berkeley Independent, Live 5 News, Channel 4, Channel 2, and The News Journal Scene. As required, the agenda was posted on the Municipal Complex bulletin board and Town Website at least 24 hours prior to the meeting.

Minutes Approved and Adopted:

Marilyn M. Baker/Clerk to Council

May 17, 2022
DATE