



TOWN COUNCIL REGULAR MEETING

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, AUGUST 20, 2024 at 6:00 PM

AGENDA

CALL TO ORDER

INVOCATION

1. **Invocation:** Delivered by Pastor Andre Winters of Corner Church, Moncks Corner

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

2. **Regular Meeting Minutes:** July 16, 2024

REPORTS

3. **Mayor's Report:** Thomas J. Hamilton, Jr.
4. **Administrator's Report:** Jeffrey V. Lord

NEW BUSINESS

5. **Consideration of Bids:** All Inclusive Playground for the Town of Moncks Corner
6. **First Reading By Title Only:** An Ordinance to amend Ordinance No. 2023-08 and the Budget attached thereto and to adjust certain revenues and expenditures for the Fiscal Year 2024.
7. **First Reading By Title Only:** An Ordinance to raise revenue and adopt a Budget for the Town of Moncks Corner, South Carolina, for the Fiscal Year Beginning October 1, 2024, and ending September 30, 2025

OLD BUSINESS

8. **Old Business:** There is no old business to be brought before Council

PUBLIC INPUT - Public Input will be limited to 3 minutes per individual

EXECUTIVE SESSION - Council may take action regarding matters discussed

9. **Discussion:** Appointments regarding recent Planning Commission Vacancy and Town Attorney
10. **Discussion:** Contractual Negotiations related to an Impact Fee Study
11. **Discussion:** Contractual negotiations related to roads
12. **Discussion:** Contractual negotiations related to the purchase of property for economic development
13. **Receipt of Legal Advice:** Related to the Provision of Fire Service
14. **Receipt of Legal Advice:** Related to Franchise Fees

ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (843) 719- 7900 within 48 hours prior to the meeting in order to request such assistance.



TOWN COUNCIL REGULAR MEETING

Town Council Chambers, Moncks Corner Municipal
Complex, 118 Carolina Avenue
TUESDAY, JULY 16, 2024 at 6:00 PM

MINUTES

CALL TO ORDER

The regular meeting of the Town Council was called to order by Mayor Thomas J. Hamilton, Jr. at 6:00 p.m.

Present:

Mayor Thomas J. Hamilton, Jr.
Mayor Pro-Tem David A. Dennis, Jr.
Council Member DeWayne G. Kitts
Council Member James N. Law, Jr.
Council Member Latorie S. Lloyd
Council Member Chadwick D. Sweatman
Council Member James B. Ware, III

Staff Present:

James E. Brogdon, Town Attorney
Jeffrey V. Lord, Town Administrator
Marilyn M. Baker, Administrative Services Director/Clerk to Council
Justine H. Lovell, Finance Director
Elizabeth B. Rentz, Recreation Director
R. Logan Faulkner, Public Service Director
Robert L. Gass, III, Fire Chief
Stephen G. Young, Police Chief
Lee W. Mixon, Jr., Police Captain
Justin S. Westbrook, Community Development Director
Rebecca Walker, Business Development Manager
Mohamed A. Ibrahim, Technology Manager

INVOCATION

Invocation was delivered by Jeremy Colley.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Council Member James Law, Jr.

PRESENTATIONS

1. **Presentation:** 2023 DYB Ozone Division I State Championship - Represented South Carolina in the 2023 DYB Ozone World Series in Rustin, La.

Recreation Director Libya Rentz introduced each player of the 2023 DYB Ozone Division 1 State Championship. Mayor Hamilton presented each player with their Championship Ring and presented Coach Landy Cox with a plaque that will be placed on the Tower at the Recreation Complex. Mayor Hamilton and Council congratulated the team for their historical achievement.

2. **Proclamation:** Berkeley High School Beta Club Champions

Recreation Director Libya Rentz read the Proclamation honoring and recognizing the Berkeley High School Beta Club Champions for their outstanding achievement that advanced them to the State and National Convention. Mayor Hamilton presented the Proclamation to Brittany Colley and congratulated them on their historical achievements.

APPROVAL OF MINUTES

3. **Regular Meeting Minutes:** June 18, 2024

Motion was made by Council Member Law to approve the regular meeting minutes of June 18, 2024. Motion was seconded by Council Member Sweatman and approved unanimously as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Kitts, Council Member Law, Council Member Lloyd, Council Member Sweatman, Council Member Ware.

REPORTS

5. **Mayor's Report:** Thomas J. Hamilton, Jr.

Mayor Hamilton reported the following:

- Thursday, June 20th - Habitat for Humanity- Celebration of the owners getting the keys to the home. Councilman Dennis was also in attendance.
- Friday – Sunday, June 21st-23rd - He attended 3 days of the Girls State Softball Tournament. Our recreation staff worked diligently to make this event run smoothly.
- Monday, June 24th – He participated in a ribbon cutting ceremony for the Closet of Hope at the DSS office. This organization ensures that children going into foster care have clothes and other items. Councilman Sweatman was also in attendance.
- Thursday, June 27th – He participated in a ribbon cutting ceremony at Swig and Swine Restaurant and the Marina Store. Councilmembers Law, Sweatman and Dennis were also in attendance.

- Friday, June 28th- He participated in a food giveaway at the Farmers Market Pavilion.
- Friday, June 28th- He attended a luncheon for the nonprofit Healing Farms to learn about the programs they offer and want to bring to Moncks Corner.
- Saturday, June 29th- The Town held the 4th of July Celebration at the Recreation Complex. We had a great crowd that kept the vendors very busy. Councilmen, Dennis, Sweatman and Law were in attendance. He extended a heartfelt thank you to everyone that worked so hard to make this happen. It was a total team effort.
- Friday, July 5th – He attended the sendoff for our 9 – 10 year old All Star Minors and our 13 – 14 year old Dixie Boys. He thanked the Fire and Police Departments for their assistance and support.
- Throughout the month of July – The Moncks Corner Police Department will sponsor a school supply drive. Items can be dropped off at the Police Department, located at 118 Carolina Avenue. Items being collected are pens, pencils, paper, folders, binders, crayons, backpacks, glue, tape, calculators, scissors, paints.
- Thursday, July 11th – He recently attended a luncheon hosted by the Moncks Corner Rotary Club, where he had the privilege to introduce himself and address the attendees. During the event, he provided an update on the current and upcoming activities in our Town, as well as highlighting some of the exciting future events on the horizon.

Future Events:

- Saturday, August 17, 2024 – The Moncks Corner Police Department will be sponsoring a Car & Bike Show from 9 a.m. – 12 p.m. at the Moncks Corner Regional Recreation Complex, 418 East Main Street. Proceeds will go to the Kennedy Center. This is free admission. Car/Bike entry is \$20 per vehicle.
- Throughout the month he answered many texts, e-mails and phone calls.

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

Administrator Lord reported the following:

- Park master plan for Lacey Park and the Pickle Ball Courts are close to being finalized. We will be bidding that out soon.
- The project for the Inclusive Playground is out for bid. We had a pre-bid meeting last week and 6 contractors attended. Bids are due August 6th.
- The contract has been signed for the Foxbank Mast Arms Project. It is an 18 month build because of the time it takes to get the mast arms. We hope to see some work on this project in the next couple of months.
- We have a draft budget for Council's review. He plans to schedule a budget workshop in the next couple of weeks.

Community Development Director Justin Westbrook introduced Jamie Baker as the new Deputy Building Official for the Town. He is a native of Berkeley County and Moncks Corner. He comes to the Town from the City of Charleston. Prior to his employment with the City of Charleston, he was a journeyman lineman with the Department of Defense for about 3 years and before that he was employed with Sumter Utilities for approximately 6 years. Prior to that he served with the United States Marine Corps with the rank of Sergeant. He received 8 certifications within one year during his employment with the City of Charleston. Plans are to begin the certification process for Mr. Baker to obtain his Certified Building Official soon.

NEW BUSINESS

7. New Business:

There was no new business to be brought before Council.

OLD BUSINESS

8. Old Business:

There was no old business to be brought before Council

PUBLIC INPUT:

There were no comments from the public.

EXECUTIVE SESSION:

9. Discussion: Negotiations for a proposed contractual agreement related to roads.

Motion was made by Mayor Pro-Tem Dennis to go into executive session to discuss negotiations for a proposed contractual agreement related to roads. Motion was seconded by Council Member Law and unanimously approved as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Law, Council Member Lloyd, Council Member Kitts, Council Member Sweatman, Council Member Ware.

Out of Executive Session and Reconvene:

Motion was made by Council Member Law to go out of executive session and to reconvene to the regular meeting of Council. Motion was seconded by Council Member Ware and unanimously approved as follows:

Voting Yea: Mayor Hamilton, Mayor Pro-Tem Dennis, Council Member Law, Council Member Lloyd, Council Member Kitts, Council Member Sweatman, Council Member Ware.

Mayor Hamilton had nothing to report out of executive session.

ADJOURNMENT

Motion was made by Mayor Pro-Tem Dennis, seconded by Council Member Ware to adjourn the regular meeting of Council. Motion was approved unanimously as follows.

Voting Yea: Mayor Pro-Tem Dennis, Council Member Law, Council Member Lloyd, Council Member Kitts, Council Member Sweatman, Council Member Ware

The meeting was adjourned at 7:09 p.m.

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 the Town Website at least 24 hours prior to the meeting.

Minutes Approved and Adopted:

Marilyn M. Baker/Clerk to Council

August 20, 2024
DATE



Stantec Consulting Services Inc.
4969 Centre Pointe Drive Suite 200, North Charleston SC 29418-6952

August 14, 2024
File: 234300001

Mr. Jeffery Lord
Town Administrator
Town of Moncks Corner
118 Carolina Ave
Moncks Corner, SC 29461

Dear Jeff,

Reference: All Inclusive Playground for the Town of Moncks Corner

This letter represents the recommendation of Stantec concerning the award of a construction contract by the Town of Moncks Corner for the referenced project.

Bids for the project were received at 2:00 pm on August 13th, 2024, at the town Administration Building located at 118 Carolina Ave, Moncks Corner, South Carolina. Each of the sealed bids were publicly opened and read aloud. A total of five (5) bids were received ranging from a low Base Bid of \$3,447,000.00 to a high Base Bid of \$4,350,287.00, with various alternate pricing. Please reference Certified bid tab for a complete breakdown of bids received to include alternates. The low bid was submitted by Trident Construction, LLC, located in North Charleston, SC. We feel that the bids were competitive.

Based on our investigation, it appears that Trident Construction, LLC, has the experience and resources to complete the project. It is therefore our recommendation that a construction contract be awarded to Trident Construction, LLC.

Enclosed is the Certified Bid Tabulation.

If you should have any questions, please do not hesitate to call.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink, appearing to read "Josh Lilly".

Josh Lilly, PE
Civil Engineer
Phone: (843) 740-6332
Josh.Lilly@stantec.com

U:\234300001\bid\cert_recommendation



Stantec Consulting Services Inc.
4969 Centre Pointe Drive Suite 200, North Charleston SC 29418-6952

August 13, 2024
File: 234300001

Attention: All Bidders

**Reference: All Inclusive Playground – Town of Moncks Corner
Moncks Corner, South Carolina**

Certification

The attached tabulation of bids is certified to be an accurate tabulation of bids received for the above referenced project.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink, appearing to read "Josh Lilly".

Josh Lilly, PE
Civil Engineer
Phone: (843) 740-6332
Josh.Lilly@stantec.com

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**Public Bid for The Town of Moncks Corner – All Inclusive Playground
August 13th, 2024**

Plan Holder	Grand Total	Alternate #1 - Additional Playground Equipment	Alternate #2 – Additional Parking	Alternate #3 – Remove all Landscaping and Sod	Alternate #4 – Restripe Existing Parking Lot
Trident Construction	\$3,447,000.00	\$46,564.40	\$357,000.00	\$-66,000	\$26,000.00
Monteith Construction	\$3,726,000.00	\$44,397.00	\$400,000.00	\$-49,826.00	\$15,523.00
Brantley construction	\$3,899,000.00	\$47,510.40	\$395,800.00	\$-94,000.00	\$4,730.00
J Davis Construction	\$4,350,287.00	\$47,205.00	\$672,683.00	\$-61,859.00	\$4,782.00
Ben Cox Company, LLC	Incomplete Bid				

ORDINANCE NO. 2024 - ____

AN ORDINANCE TO AMEND ORDINANCE NO. 2023-08 AND THE BUDGET ATTACHED THERETO AND TO ADJUST CERTAIN REVENUES AND EXPENDITURES FOR THE FISCAL YEAR 2024.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Governing Body of the Town of Moncks Corner, County of Berkeley, State of South Carolina, as follows:

SECTION 1. Ordinance No. 2023-08 and the prepared budget attached thereto is amended to increase General Fund revenues in the amount of three million, six hundred sixty-five thousand two hundred thirty-eight dollars (\$3,665,238) and increase General Fund expenditures in the amount of six hundred eighty thousand seven hundred and forty-three dollars (\$680,743).

The following line-item accounts will be adjusted accordingly:

GENERAL FUND REVENUES

Account No.	Description	FY 24 ADOPTED	FY 24 REVISED	FY 24 Budget Adjustment
10.3000.0101	Business License	3,478,000	4,150,000	672,000
10.3000.0103	Building Permits	508,800	1,200,000	691,200
10.3000.0105	Plan Review	246,900	560,000	313,100
10.3000.0106	Inspection Fee Receipts	6,000	32,000	26,000
10.3000.0305	Sanitation Fees	857,836	897,337	39,501
10.3000.0306	Roll Cart Fees	24,000	41,000	17,000
10.3000.0309	Concession Receipts	115,000	120,000	5,000
10.3000.0310	Class/ Camp Receipts	15,000	27,010	12,010
10.3000.0324	Miracle League Sponsorship/donation	-	46,345	46,345
10.3000.0325	Special Event Receipts	38,000	11,360	(26,640)
10.3000.0406	Federal Housing in Lieu of	-	8,000	8,000
10.3000.0804	Berkeley Co Schools SRO Grant	407,481	368,029	(39,452)
10.3000.0806	PD Athletic Events / BC Schools	45,000	25,000	(20,000)
10.3000.0808	FEMA Grant Revenues	291,164	171,400	(119,764)
10.3000.0810	MASC Grant Revenues	100,000	50,000	(50,000)
10.3000.0822	Hwy Safety Traffic Grant	18,680	39,886	21,206
10.3000.0903	Miscellaneous Income	15,000	70,000	55,000
10.3000.1225	Bond/ Loan Proceeds	-	2,014,732	2,014,732
	Total Revenues			\$ 3,665,238

ORDINANCE NO. 2023 - ____ CONTINUED

TOWN OF MONCK'S CORNER

GENERAL FUND EXPENDITURES

Account No.	Description	FY 24 ADOPTED	FY 24 REVISED	FY 24 Budget Adjustment
10.4120.0201	Legal Services	40,000	55,000	15,000
10.4120.0206	Tax Increments	45,000	51,713	6,713
10.4120.0706	Liability Insurance	525,000	690,517	165,517
10.4120.1004	Personnel Increases	92,179	-	(92,179)
10.4122.0712	Computer Expense	348,805	355,565	6,760
10.4122.0705	Capital Outlay	141,500	138,500	(3,000)
10.4122.0761	Contract Labor	4,000	7,000	3,000
10.4125.0101	Salaries & Wages	373,127	401,928	28,801
10.4125.0705	Capital Outlay	-	36,148	36,148
10.4125.0719	Fuel	7,500	9,000	1,500
10.4310.0104	Overtime Wages - Police	40,000	69,000	29,000
10.4310.0713	Vehicle	62,500	92,000	29,500
10.4310.0715	Uniform	29,000	42,000	13,000
10.4310.0725	PD Summer Camp	7,500	13,000	5,500
10.4310.0750	Insurance Claims	5,000	7,000	2,000
10.4310.0755	Risk Management Impact	-	16,000	16,000
10.4315.0104	Overtime Wages - Police	2,000	13,000	11,000
10.4315.0713	Vehicle	3,500	12,000	8,500
10.4315.0719	Fuel	7,000	11,000	4,000
10.4317.0101	Salaries & Wages	62,080	64,132	2,052
10.4317.0103	Law Enforcement Retirement	12,565	14,013	1,448
10.4317.0107	Workers Compensation	2,136	-	(2,136)
10.4317.0701	Other	7,190	-	(7,190)
10.4317.0705	Equipment/Capital	-	2,635	2,635
10.4317.0708	Supplies	-	750	750
10.4340.0101	Salaries and Wages	1,288,755	1,298,660	9,905
10.4340.0103	Law Enforcement Retirement	279,809	292,189	12,380
10.4340.0104	Overtime Wages - Fire Dept	102,500	115,000	12,500
10.4340.0602	Equipment and Maintenance	51,050	44,290	(6,760)
10.43400715	Uniform	13,825	17,500	3,675
10.4340.0760	Contractual Agreements	177,000	184,500	7,500
10.4450.0105	Health Insurance	118,417	106,298	(12,119)
10.4450.0111	Deferred Comp Emplr Match	8,112	10,156	2,044
10.4450.0401	Professional Development	1,500	10,000	8,500
10.4450.0601	Facilities Maintenance	40,000	52,000	12,000
10.4450.0708	Supplies	3,000	5,000	2,000
10.4450.0755	Risk Management Impact	-	3,000	3,000
10.4452.0111	Deferred Comp Emplr Match	416	6,086	5,670
10.4452.0713	Vehicle	4,500	7,000	2,500
10.4454.0101	Salaries and Wages	499,459	357,295	(142,164)
10.4454.0602	Equipment and Maintenance	90,000	140,000	50,000
10.4454.0705	Capital Outlay	45,000	203,176	158,176
10.4454.0713	Vehicle	40,000	46,000	6,000
10.4454.0760	Contract Labor - Sanitation	-	115,000	115,000
10.4500.0705	Capital Outlay	32,458	34,075	1,617
10.4500.0739	Officials	62,000	65,000	3,000
10.4500.0760	Instructor Fees	5,000	10,000	5,000
10.4500.0761	Contract Labor	40,000	74,000	34,000
10.4500.1006	Miracle League	15,000	118,000	103,000
	Total Expenditures			\$ 680,743

SECTION 2. All ordinances or parts of ordinances in conflict with the provisions of this amendment and ordinance are hereby repealed.

AND IT IS SO ORDAINED.

DONE IN COUNCIL, ASSEMBLED THIS 17th DAY OF SEPTEMBER 2024.

FIRST READING:

August 20, 2024

Thomas J. Hamilton, Jr Mayor

Council:

SECOND READING:

September 17, 2024

ATTEST:

Marilyn M. Baker, Clerk to Council

APPROVED AS TO FORM:

Jim Brogdon, Town Attorney

STATE OF SOUTH CAROLINA)
COUNTY OF BERKELEY) ORDINANCE 2024 –
TOWN OF MONCK'S CORNER)

AN ORDINANCE TO RAISE REVENUE AND ADOPT A BUDGET FOR THE TOWN OF MONCK'S CORNER, SOUTH CAROLINA, FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025

WHEREAS, Sub-section 3 of Section 5-7-260, and Section 5-21-110 of the Code of Laws of South Carolina, 1976, as amended, provide that municipalities have the authority to adopt budgets and levy taxes.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Moncks Corner in Council duly assembled and by the authority of the same as follows:

SECTION 1. That the prepared budget and estimated revenue for payment of the same is hereby adopted and is made a part hereof as fully as if incorporated herein and a copy thereof is hereto attached.

SECTION 2. That a tax to cover the period from the first day of October 2024, to the last day of September 2025, both inclusive, for the sums and in the manner hereinafter mentioned, is and shall be levied, collected and paid into the treasury of the Town of Moncks Corner for the use and services thereof; i.e., a tax of six and 45/100 (\$6.45) Dollars (64.5 Mills) on every One Hundred and No/100 (\$100.00) Dollars in assessed value of real estate and personal property of every description owned and used in the Town of Moncks Corner except such as exempt from taxation under the Constitution and laws of the State of South Carolina, is and shall be levied and paid into the Town treasury for the credit of the Town of Moncks Corner for the corporate purposes, permanent improvements, current expenses and the payment of interest and retirement of outstanding bonds and debts of said municipality. The total tax levy of sixty-seven point five (67.5) mills is apportioned as follows: Sixty-four point five (64.5) mills for general operation of the Town and three (3) mills for outstanding bonds and debt service.

SECTION 3. Local Option Sales Tax anticipated collections in the amount of three million twenty thousand dollars (\$3,020,000) derived from the Local Option Sales Tax (LOST) Fund shall be distributed as follows: one million four hundred twenty thousand dollars (\$1,420,000) plus eighty-six thousand, two hundred thirty-three dollars (\$86,233) from prior year collections for a total of one million, five hundred six thousand, two hundred thirty three dollars (\$1,506,233) of Local Option Sales Tax will be used for property tax relief. Tax Credits are based on 0.000737 (ratio) as applied to the total appraised values of two billion forty-four million two hundred sixty-three thousand nine hundred seventy dollars (\$2,044,263,970). One million seven

hundred thousand dollars (\$1,700,000) of Local Option Sales Tax Revenues will be used for general operating purposes.

SECTION 4. The Administrative Services Director - Clerk to Council shall be responsible for the collection of delinquent taxes from Berkeley County.

SECTION 5. Annual residential sanitation fees will be set at \$166.92 on the property tax bills. Sanitation fees for commercial customers will be \$19.61 per month.

SECTION 6. Annual residential stormwater fees will be set at \$36.00 for all single-family residential units and all annual non-residential property fees will be set at \$36.00 per ERU for all other properties on the property tax bills.

SECTION 7. The Mayor shall administer the budget and may authorize the transfer of appropriate funds within and between departments as may be necessary to achieve the goals of the budget.

SECTION 8. If for any reason any sentence, clause or provision of this Ordinance shall be declared invalid, such shall not affect the remaining provisions thereof.

SECTION 9. This Ordinance shall take effect upon final reading and approval of Town Council.

Adopted and APPROVED, this 17th day of September 2024.

Thomas J Hamilton, Mayor

First Reading: August 20, 2024
Second Reading: September 17, 2024

Council:

Attest:

Marilyn Baker, Clerk Treasurer

Viewed by Town Attorney and approved as to form.

Jim Brogdon, Town Attorney