

In compliance with the Freedom of Information Act, the news media and the public was notified of the time, date, and place along with a copy of the agenda of this meeting and a notice was posted on the outdoor bulletin board at the Batesburg-Leesville Town Hall and the Town's website no later than twenty-four hours prior to the meeting.

PUBLIC HEARING

DECEMBER 12, 2016

Mayor Pro Tem Simpkins opened the first Public Hearing at 7:00 P. M. to receive citizen input on the *Ordinance to Annex 45.18 Acres Along North Lee Street and Bryan Street into the Town Limits of Batesburg-Leesville, Lexington County, TMS #006000-01-003 and TMS #006000-01-007*. Patricia Saeed, Zoning Administrator, addressed Council briefly. Since no one else addressed Council, Mayor Pro Tem Simpkins closed the Public Hearing at 7:02 P. M.

Mayor Pro Tem Simpkins opened the second Public Hearing at 7:02 P. M. to receive citizen input on the *Ordinance to Rezone Property Located at 459 North Lee Street from R-1 "Single Family Residential" to R-2 "Two Family Residential" Lexington County TMS #006000-01-006*. Patricia addressed Council briefly. Since no one else addressed Council, Mayor Pro Tem closed the Public Hearing at 7:03 P. M.

REGULAR COUNCIL MEETING

The Regular Council Meeting for the Town of Batesburg-Leesville, held in Building B of the Town Hall Complex, was called to order at 7:04 P. M. Members present were Mayor Pro Tem Simpkins, Council Members Taylor, O'Dell, Penick, Spradley and Ricard. Mayor Crapps, Council Members Cain and Wiszowaty were absent.

INVOCATION

The invocation was given by Mayor Pro Tem Simpkins.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was held.

APPROVAL OF AGENDA

A motion was made by Council Member Taylor with a second by Council Member O'Dell to approve the agenda. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

ADOPTION OF MINUTES

Adoption of the minutes from the November 14, 2016 Regular Council Meeting was held. A motion was made by Council Member O'Dell with a second by Council Member Penick to adopt. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

Adoption of the minutes from the November 21, 2016 Special Council Meeting was held. A motion was made by Council Member O'Dell with a second by Council Member Penick to adopt. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

MAYOR PRO TEM'S REPORT

Mayor Pro Tem Simpkins reported the next Regular Council Meeting is January 9, 2017 at the same location.

CENTRAL MIDLANDS - Council Member O'Dell

Council Member O'Dell stated he had no report.

ENVIRONMENTAL PLANNING & ADVISORY COMMITTEE (E. P. A. C.) Council Member Penick

Council Member Penick stated they have not met in the last year at all.

JOINT MUNICIPAL WATER/SEWER COMMISSION - Council Member Penick

Council Member Penick stated the only meeting in the month of December was the Christmas Party which was held December 1, 2016 to which all of Council was invited.

ECONOMIC DEVELOPMENT - Mayor Pro Tem Simpkins

Mayor Pro Tem Simpkins reported the EDC met and had a year-end review with no business being transacted.

PUBLIC COMMENT REGARDING ITEMS ON THE AGENDA - None

UNFINISHED BUSINESS

A. Second Reading on the *Ordinance to Annex 45.18 Acres Along North Lee Street and Bryan Street into the Town Limits of Batesburg-Leesville, Lexington County, TMS #006000-01-003 and TMS #006000-01-007* was held. A motion was made by Council Member Penick with a second by Council Member Spradley to approve. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

B. Second Reading on the *Ordinance to Rezone Property Located at 459 North Lee Street from R-1 "Single Family Residential" to R-2 "Two Family Residential" Lexington County TMS #006000-01-006* was held. A motion was made by Council Member O'Dell with a second by Council Member Spradley to approve. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

NEW BUSINESS

A. Presentation of Fiscal Year 2015/2016 Financial Audit by Dooley & Co.

Amy Ely, Dooley & Company, presented the audit report for the Town of Batesburg-Leesville for the year ending June 30, 2016. She stated the Town received an unqualified opinion which is the best opinion that a Town can receive. This means that in our opinion the financial statements of the Town are fairly presented in all material respects. She stated that every 3 years their firm is subject to a peer review, which is an in-depth review of our work and qualifications, to ensure that we are doing good work. During this peer review process, the Town of Batesburg-Leesville's audit was one of the ones selected. You can be assured that not only have we audited your books, but in essence, someone else has audited our audit of you. We also received a good opinion.

- During the year ending June 30, 2016, the Town became obligated for a capital lease. The proceeds of this lease were used to purchase a variety of vehicles and equipment for the Town. The Town did not issue any new bonds during the year, but payments did begin on the bonds that were issued during the previous year.

Presentation of Audit Cont'd.

- General revenues of the Town, which include property taxes, state revenue, licenses and permits, account for around \$3.5 million in revenue. This is about 52% of the revenue of the Town. Program revenue, which includes, grants and payment for services, account for around \$3.2 million in revenue. This is about 48% of the revenue of the Town. Total revenue of the Town and Utility Department was approximately \$6.7 million.
- The Town and Utility Department had total expenses of approximately \$6.3 million and as you can see, revenues were adequate to cover expenses.
- As of June 30, 2016, the Town had assets of \$18 million and liabilities of \$7.1 million. Included in the total liabilities is something fairly new that is required by governmental accounting standards..net position liability. This accounts for \$4.2 million. The net pension liability is basically the Town's proportionate share of the State and Police Retirement System's pension liability.
- The net position of the Town was approximately \$10.6 million. The net position is, over time, a useful indicator of a government's financial position. The Town's financial position is the product of several financial transactions including revenue and expenses, issuance and payment of debt and acquisition and disposal of capital assets. The net position of the Town and Utility Department increased by \$432,000. This is about a 4% increase from fiscal year 2015 to fiscal year 2016. That is a clear indicator that financially the Town is in a much better position as of June 30, 2016 than it was at that time the previous year.
- Since the Town is continually looking for ways to improve its financial position, we would like to recommend that the Town consider implementing a **cash reserve policy**. Good financial management dictates that both the Town and Utility Department each maintain a certain level of cash reserves in the case of an emergency. We recommend that Council consider implementing a policy to establish a cash reserve around 25% or 3 months of average expenses.
- Ms. Ely stated you are encouraged to review all the various financial reports included in the audit report and to review the notes as they provide valuable information concerning the numbers included in the statements.

Ms. Ely congratulated the Mayor and Town Council on improving the overall net financial position of the Town and look forward to seeing great things to come from the Town of Batesburg-Leesville.

Presentation of Audit Cont'd.

Since there were no questions from Council, a motion was made by Council Member Penick with a second by Council Member O'Dell to accept the audit as presented. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

B. Approval of Bid and Contractor for "C" Fund Sidewalk Repair Project

Manager Luckadoo stated the Town requested and received \$20,000 in C-Funds to repair broken existing sidewalks throughout Town. These funds were allotted by the County Transportation Committee in an effort to repair old, broken sidewalks, and sections that have deteriorated due to settling. Once SC DOT permits were secured, staff solicited bids through a Request for Proposal process and posted on the SC Business Opportunities website and also the Town's website. Interested parties were required to attend a mandatory pre-bid conference and submit bids by the closing date, which was Friday, November 18th and 12:00 P. M. Two bids were received; JRC Specialty, Inc. - \$16,100; C & W Septic & Construction - \$40,882.50. Given the large difference between the two bids, staff reached out to JRC Specialty, Inc. to confirm the scope of work. The superintendent confirmed his bid and the firm's ability to complete the project as described in the scope of work. There should be grant fund balance of \$3,900 if all goes well and therefore requests the use of those funds and the recommended contractor to repair additional sections of sidewalks within the same SC DOT permitted area up to the full grant award of \$20,000. Upon Council's approval work will commence in January 2017 and completed within 60-90 days weather permitting. A motion was made by Council Member Spradley to approve the bid for the contractor for the "C" Fund sidewalk repair project with a second by Council Member Taylor. After discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

C. Approval of Regular Council Meeting Dates for 2017

Mayor Pro Tem Simpkins stated the Regular Council Meetings are held the 2nd Monday of each month. A motion was made by Council Member Penick with a second by Council Member O'Dell to approve. With no discussion, a vote was taken.

VOTE: 6 Approved 0 Denied

Regular Council Meeting
December 12, 2016
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MANAGER'S REPORT - Ted Luckadoo

Manager Luckadoo gave a detailed report on the following:

- Batesburg-Leesville Fire Department Assistance in Upstate Wildfire
- Utility Department Smoke Testing
- SCE&G 2017 Tree Trimming Locations
- Employee & Department of the Year Award Winners

EXECUTIVE SESSION - NO


POSSIBLE ACTIONS BY COUNCIL IN FOLLOW UP TO EXECUTIVE SESSION

POTENTIAL AGENDA ITEMS FOR JANUARY 9, 2017 MEETING

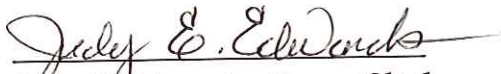
ADJOURNMENT

A motion was made by Council Member Taylor with a second by Council Member Spradley to adjourn at 7:33 P. M. All members were in favor.

Approved this 9th day of January 2017.


Marguerite J. Crapps, Mayor

ATTEST:


Judy E. Edwards, Town Clerk