



TOWN COUNCIL

Regular Meeting

Minutes

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Monday, 19 December 2016

6:30 PM

Council Chambers

This meeting's notice was published in the Post and Courier newspaper.

I. Call to Order

This meeting was called to order by Mayor Heyward at 6:30 PM.

II. Roll Call

In attendance were Councilmembers Dunmyer, III, Sausser, Scott, Smalls, Sr., **Townsend**, Attorney Austen, Planner/Zoning Administrator Holton and Clerk-Treasurer White. Councilmember Salters was absent.

Mayor Heyward offered prayers for Councilmember Salters who is in the hospital due to an automobile accident.

III. Invocation/Pledge of Allegiance

Invocation was given by Councilmember Smalls, Sr., followed by the Pledge of Allegiance.

IV. Adoption of Agenda

Councilmember Sausser made the motion to approve the agenda as prepared; Councilmember Scott seconded and all voted in favor.

V. Public Comments

None

VI. Minutes

Councilmember Sausser made the motion to accept the Regular Council minutes of November 14, 2016 as prepared; Councilmember Scott seconded and all voted in favor.

VII. Committee Reports

Finance: Councilmember Sausser made the motion to accept the Finance Report as information; Councilmember Dunmyer, III seconded. Councilmember Townsend commented that several issues were brought up in previous meetings regarding un-cleared check charges. He said there are a lot of blank areas in the report which is affecting the balance. He has spoken with Clerk-Treasurer White about his concerns and went through the list with her. All voted in favor to accept the Finance Report as information.

Planning/Zoning: Planner/Zoning Administrator Holton mentioned that Council had received an incorrect report. He went on to explain the BZA and Planning Commission cases that were heard on December 8, 2016. He also mentioned that the Town was given a grant; an 80/20_match, of \$125,000 for improvements at Hollywood Trails at the SAP. Councilmember Sausser commented

on one of the cases heard before the Planning Commission regarding a parking/landscape plan where the applicant is unable to produce a plat. The property is the former Reynolds Tires, located adjacent to the intersection of the railroad tracks and Highway 162. The sketch provided by the applicant does not show property lines or dimensions; therefore, the quantity of trees and shrubs cannot be determined. Councilmember Sausser said she sometimes feel the Town is being a little too picky. Councilmember Dunmyer, III said that he wants businesses like this in Hollywood. He has seen much improvement with this property and a lot of money has been invested in its improvement. He recommended that the applicant be given the help she needs for what is required of her. Planner/Zoning Administrator Holton said that he has been working very hard to help the applicant. Councilmember Scott asked what will happen if the applicant is not able to produce a plat. Planner/Zoning Administrator Holton said that her parking/landscape plan would be denied. Councilmember Sausser said she has spoken with the applicant and met with her several times and the applicant explained that it would be very costly to have this done; and she does not have the money. Councilmember Sausser noted that the applicant needs help and this is what we're here for. Attorney Austen said the Planner is doing his job and following the ordinances. He said that Council can change the parking/landscape plans; or the way businesses are set up and he could help with this process. Mayor Heyward said she has met with the applicant and they both agreed that it is very costly to have a survey done. The applicant has done a lot of what was required and this is why the Planning Commission has allowed her to remain open. Mayor Heyward said the Town will be glad to help in any way that we can. We are not trying to make things harder for anyone; we are enforcing the ordinance as it is written. She noted, perhaps, we should look at the ordinance and come up with something less stringent if Council thinks that is what is needed. Councilmember Townsend voiced concern about a travel trailer behind the tire shop on Salters Hill Road and asked that someone check into it. Councilmember Smalls, Sr., made the motion to accept the Planner's reports as information; Councilmember Sausser seconded and all voted in favor.

VIII. Presentation

Representative Brown said he was very pleased to be here, and after 14 years is honored to make this presentation. He congratulated the Town on the wonderful Christmas parade that took place on Sunday, December 11th. He enjoyed it and heard a lot of great comments from the community. He mentioned that Senator Margie Bright was invited to attend this meeting with him but may be running late. He said the check that he is going to present is the result of requests from Mayor Heyward and Council to help with Hollywood's sewer system. Representative Brown presented a check from DHEC's Water Quality Department for \$400,000. Mayor Heyward thanked Representative Brown for listening to the requests from her and Council and for the support that he has given the community. She said the funds will definitely be used to improve the sewer system. Representative Brown thanked Mayor Heyward and said he will be working with her and Councilmember Townsend on affordable housing. He has made some contacts and is looking forward to creating affordable housing in the Town of Hollywood. He said this is the first of many checks to come.

IX. Old Business

Discussion/Input for Code Enforcement Officer, Mayor Heyward said Council was asked to give input for the Code Enforcement Officer position. This position is budgeted for fiscal year 2016-17 to hire someone at the beginning of the year if Council feels it is appropriate to begin the solicitation process. We would like to post the job opening after this meeting if we can identify what we are looking for. She stated that Clerk-Treasurer White went online and pulled a generic job description from another municipality that is very similar to what we are looking for. She mentioned that Councilmember Sausser added that the person should report to the Mayor. Mayor Heyward said Council needed to be very clear about this. Councilmember Townsend commented that this person should report to someone on staff and follow-up must be done. He spoke briefly about the lack of follow-up that is a requirement for code enforcement. Council discussed the nature of the position; its structure and how violations will be handled. Attorney Austen said the way the ordinance is written the position is structured to work under the Planner/Zoning Administrator. Council also discussed whether the position should be part-time or full-time.

Councilmember Dunmyer, III suggested that the required knowledge and abilities of the position be more specific. He said that the person hired should be certified and bring credentials with them during the interview process. He noted that it is not realistic for the Code Enforcer to report to the Mayor, but to a department head. Councilmember Smalls expressed that all citizens should be treated fair and equal across the board. Councilmember Dunmyer, III asked if a violation goes to court, who will be responsible for the court costs. Attorney Austen answered that the Magistrate is a public court and a filing fee will be required. As a court of lower jurisdiction he was uncertain if you could get away with not having a lawyer but will research this. He agreed with Councilmember Smalls, Sr., about treating everyone fairly. He said you cannot be selective with whom the ordinances are enforced. Mayor Heyward said she thinks a lot of the issues are designed not to get to the point of going to court. The Town does not want to be consumed with taking citizens to court and the way we approach it with everyone will make a difference -- we will have to be consistent and follow through. Councilmember Townsend said his concern was of the position being part-time and asked what happens when the person is not in the office and someone has a complaint. This is why he feels it is important that the person is supervised by a full-time staff person. He has spoken with the Code Enforcement Officer in Ravenel and this is how it is done. Councilmember Dunmyer, III and Councilmember Scott expressed interests in being a part of the interview team.

Utilization of Hollywood Trails at the SAP, Mayor Heyward stated this park has a few more features than the other parks in Hollywood. Equestrian, trails and hunting are some of those features. She would like input from Council as to whether they want to develop the park more towards equestrian activities, and if so, how will it be controlled and how do we create funds for this. Councilmember Sausser said she has visited Mullet Hall and they have horse shows, and educational workshops. A minimal fee is charged and some of the proceeds go towards maintaining the park. She has done some research and has given the Mayor some rules and regulations of other equestrian parks in the area. Councilmember Sausser also mentioned camping and the renting of stalls as other ways the Town could bring in funds to maintain the park. Councilmember Dunmyer, III mentioned using the park for camping for the Boy Scout and said he will initiate this. He also provided a list of activities/events that can be held at the park. Mayor Heyward would like Council to look at establishing policies for the park, such as its hours of operation (opening/closing),

whether or not a gatekeeper will be needed, and utilization of the house. She stressed that help will be needed from the community for fundraising events.

X. New Business

New Road Extension Water Project, Mayor Heyward stated that we are utilizing a company to write the grant to secure funding for New Road water. The grant has to be submitted by February. We should know by April whether we have been approved for the funding necessary to proceed with this project. Residents have been contacted in the area to see if they would be interested. A 75% commitment is needed by the residents to tie in once the lines are there.

Match for New Home Project Resolution, The Town has been awarded a grant to build another unit in Holly Grove. Mayor Heyward asked for a motion to put aside the 25% match for the New Home Project. Councilmember Sausser made the motion; Councilmember Dunmyer, III seconded and all voted in favor.

XI. Mayor's Update

Mayor Heyward thanked everyone that volunteered and participated to make the parade a success. She mentioned that she had a visit from Charleston County Parks and Recreation and we are a serious contender for a pool in Hollywood. This is something that we have been praying about for a long time. She mentioned that the new park is located in the Town of Meggett and she would like for the property to be annexed into the Town of Hollywood. This will possibly require a referendum where the residents will have to sign a petition or have a vote. She would like to proceed with this.

XII. Comments from Council/Mayor

Councilmember Smalls, Sr., thanked everyone for a wonderful Christmas parade and wished everyone a Merry Christmas and Happy New Year!

XIII. Adjournment

The meeting was adjourned at 7:59PM.

**Prepared by:
Tynetta White
Clerk-Treasurer**