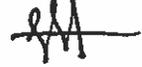


APPROVED

12/17/17



Town of McCormick, SC  
Regular Town Council Meeting  
Tuesday, November 14, 2017 – 7:00 PM

McCormick One Stop Conference Room, 109 W. Augusta St., McCormick, SC

---

**Attendance:**

**Mayor:** Roy Smith, Jr.

**Council Members Present:** Nathan Jones  
J. Calvin Chiles  
Eric T. Butler  
Ann Seymour

**Council Members Absent:** Dolly Franklin  
Alvin Jennings

**Staff Present:** Police Chief W.D. Bo Willis  
Fire Chief Mike Barron  
Town Clerk/Treasurer Sandra McKinney  
Deputy Town Clerk/Treasurer Judy Foster

**Town Attorney:** John D. Compton, III

**Guests:** Ann Skinner, Workforce Development  
Upper Savannah COG  
Adam Hedden, General Manager, CPW  
Rick Green, Government Services Director,  
Upper Savannah COG  
Thessa Smith, ED, McCormick County  
Chuck Cook, Corporate Secretary &  
Liaison, Public Affairs Committee –  
Savannah Lakes Village, Inc.  
(along with his wife)  
Kathy Stokes, Resident  
Charlotte Tallent, Chamber of Commerce  
Dr. and Mrs. John Compton

**News Media:** Rodney Creswell, McCormick Messenger

**Appearance of Citizens:** No Written Requests

---

**Public Notification:**

November 8, 2017 - News Media notified of the meeting by e-mail

November 8, 2017 - Posting to the Town's website, [townofmccormicksc.org](http://townofmccormicksc.org).

November 8, 2017 - All other parties requesting notification either by fax, e-mail or correspondence

November 9, 2017 - Agenda Packages delivered to Council Members

November 8, 2017 - Public notice posting - Town's Kiosk outside of the Town Hall area

---

**Welcome:**

Mayor Smith thanked everyone for their attendance, stating that the Town Attorney – Mr. Compton was back with Council from his recent accident and injuries. He stated that there were several guests present – Adam Hedden, CPW, and Rick Green, Upper Savannah. He also stated that Council Members Alvin Jennings and Dolly Franklin would be absent due to other obligations and continuing illness.

**1. Call to Order:**

At approximately 7:04 pm, Mayor Smith called to order the McCormick Town Council's regularly scheduled meeting for November 8, 2017.

**2. Pledge of Allegiance:**

Mayor Smith asked all present to stand and offer the Pledge of Allegiance; all did so in a patriotic manner.

**3. Invocation:**

Mayor Smith called for Council Member Mr. Butler to offer the invocation; Council Member Mr. Butler did so, being grateful for the day, life, strength, and health; seeking intervention and direction of the meeting; for the continuing health issues of Council Member Mrs. Franklin, and for the return of the Town's Attorney and his continuing healing.

**4. Approval of Agenda as Written:**

Mayor Smith called for any discussion regarding the Approval of Agenda as Written, and receiving none, called for a motion; Council Member Mrs. Seymour offered the motion to approve the agenda as written, said motion being duly seconded by Council Member Mr. Jones, and unanimously approved.

Mayor Smith stated Adam Hedden was present and called upon Mr. Hedden.

Mr. Hedden thanked Council for allowing him to attend the meeting, stating he was the CPW General Manager, having been hired in May. He stated that he previously worked with Abbeville in utilities and was formerly with SCDOT in Laurens. He stated that CPW was moving forward, making changes, and the utilities were in good shape. He stated he looked forward to working with the Town.

Mayor Smith thanked Mr. Hedden, stating that the Town and CPW had a good working relationship, with the CPW being called upon in helping with the Town's lights, water issues, assisting with Christmas decorations and banners, and looked forward, as well, to a good

working relationship with CPW.

Mayor Smith stated Rick Green, Upper Savannah, was present and called upon Mr. Green.

Mr. Green stated that it was time to review and update the Town's Comprehensive Plan. He stated that the law requires the Plan to be reviewed and updated every five years, and a major overhaul be done every ten years. He stated that Council would begin this process in January, looking at the Plan, getting the Planning & Zoning Commission involved in meetings, with a public hearing needing to be held. He stated that it was important, legally, to ensure the Plan update included current information such as housing, transportation, subdivision regulations, and other statistics. He stated he looked forward to working with the Town to facilitate this update.

Mayor Smith thanked Mr. Green, stating the Town also looked forward to working with him and Upper Savannah to update the Town's Comprehensive Plan.

Mr. Green was then excused from the meeting.

#### **5. Appearance of Citizens:**

Mayor Smith stated that no written requests had been received for appearance of citizens and no requests or comments were offered from those present.

---

#### **6. Regular Town Council Business Items:**

Mayor Smith stated Council had received copies of the Minutes of the regular meeting of Council for October 10, 2017 and the Workshop held on October 24, 2017, a copy of the Bills for October, and the monthly Financial Statement for October, all for review prior to the meeting, and called for any discussion or action regarding the regular Town Council business items as presented.

No discussion being offered, Council Member Mrs. Seymour made a motion that the Minutes be approved as written, that the Bills be paid in the usual manner, and that the Financial Statement be approved as information; said motion was duly seconded by Council Member Mr. Butler, and unanimously approved.

---

#### **7. Legislation:**

Mayor Smith stated under **Legislation**, Council had received for review prior to the meeting, one **Ordinance - O-2017-11-14-01**, One Stop Lease & Contract for discussion, introduction, and first reading.

Mayor Smith stated the One Stop was a valuable asset to the community; it being local, citizens didn't have to travel for assistance. In working with Mrs. Skinner, and Workforce Development, Council had for review the proposed lease for consideration.

Mrs. Skinner stated that a portion of the rent could be paid, and she was asking that the Town assist with the janitorial. She stated that they would like to stay in the One Stop location, contribute to maintenance, and seek others, such as the Literacy Association, to move into

the building to help offset costs.

Calling for other discussion, and receiving no further comments, Mayor Smith called for a motion.

Council Member Mrs. Seymour made a motion to give first reading to the Ordinance, said motion was duly seconded by Council Member Mr. Butler, and unanimously approved.

Mayor Smith stated there were no **Resolutions** for Council action.

Mayor Smith stated two **Proclamations – World AIDS Day and Holy Springs Baptist Church – upon occasion of their anniversary** – had been issued.

---

### **8. Reports:**

Mayor Smith stated Council had received copies of the Departmental Reports – Police, Fire, Town Clerk/Treasurer, and Deputy Town Clerk/Treasurer - prior to the meeting for review.

Mayor Smith called for questions regarding each report as presented.

Council Member Mr. Chiles directed questions to the Fire Chief regarding the number of alarms listed, asking nature of alarm, home, commercial, and wasn't there a number of alarms before action was taken.

Fire Chief Barron stated that the majority of the alarms were residential, and at some point, the home security systems would need to be asked to check, if alarms continued to be reported. He also stated that the Town did have a number, that being after three, that action would be taken to address.

Council Member Mr. Chiles asked how were residents to know the rules regarding false alarms and recommended that an article be published giving this information to the citizens.

It was stated that this information had been published in the Messenger some time back, and Mayor Smith asked Chief Barron to include this information in his December Keeping You Informed article.

No further questions, comments, or discussion being offered, Mayor Smith called for a motion from Council to approve all reports as presented.

Council Member Mr. Chiles offered the motion to approve the departmental reports, said motion being duly seconded by Council Member Mr. Butler, and unanimously approved.

---

### **9. Old Business:**

Mayor Smith stated no items were listed under Old Business.

---

### **10. New Business:**

Mayor Smith stated one item was listed under New Business, and that Council had received a

draft copy of the Employee Handbook & Resolution, for information; consideration and adoption to be held in December. Mayor Smith called upon the Clerk/Treasurer for comment.

Mrs. McKinney stated that the review process began in August with the Labor Hotline Attorney, Mr. Sturm, reviewing the Handbook. Mrs. McKinney stated the major change had to do with health insurance; in the past, the Town paid 100% coverage for fulltime employees. She stated with the increase in costs for health coverage, the Handbook had been revised to reflect that the Town would pay 75% of the coverage and that employees would pay 25% of the costs. She stated that there were other minor changes, stated that the Handbook provided for how employees were to be paid, the holidays to be taken, and conditions where employees could be released. She stated that this was an at-will policy, the employee being able to resign and the Town being able to release under conditions.

Mrs. McKinney stated that this would be brought to Council in December and would need to be adopted by Resolution.

Council Member Mrs. Seymour asked if the employees would be allowed to cover families under insurance.

Mrs. McKinney stated yes, employees would be allowed to elect family coverage with the employee paying any additional premiums.

---

**Mayor's Comments:**

Mayor Smith stated Thanksgiving Holidays for the Town would be Thursday and Friday, November 23 and 24.

Mayor Smith stated that he and Council Member Mr. Chiles had attended the Veterans Day Program and the First Steps dinner, both events being very well planned.

---

**12. Adjournment**

Council Member Mrs. Seymour made the motion to adjourn, said motion being duly seconded by Council Member Mr. Butler and unanimously approved.

Council adjourned at approximately 7:20 pm.

Respectfully submitted,

  
\_\_\_\_\_  
Sandra McKinney  
Town Clerk/Treasurer

M11142017



## **Agenda**

Regular Town Council Meeting  
**Tuesday, November 14, 2017 - 7:00 PM**  
McCormick One Stop Conference Room  
109 W. Augusta St., McCormick, SC

### Welcome & Comments

---

1. Call to Order
2. Pledge of Allegiance
3. Invocation
- \*4. Approval of Agenda as Written

### **Adam Hedden, McCormick CPW**

### **Rick Green, Government Services Director, Upper Savannah Council of Governments – Comprehensive Plan Update for 2018**

5. Appearance of Citizens, Public Comments; No Written Requests:
  - \*6. Regular Town Council Business Items:
    - A) **Minutes**, October 10 (Regular Council Meeting); Workshop 10/22
    - B) **Bills**, October
    - C) **Financial Statement**, October
  - \*7. Legislation:
    - A) **Ordinances** – one:  
O-2017-11-14-01 – One Stop Lease & Contract  
Discussion, Introduction/First Reading
    - B) **Resolutions** – none
    - C) **Proclamations** – two:  
**World AIDS Day**  
**Holy Springs Baptist Church**
-

**Agenda**  
Regular Town Council Meeting  
**Tuesday, November 14, 2017 - 7:00 PM**  
McCormick One Stop Conference Room  
109 W. Augusta St., McCormick, SC - Page #2

---

\*8. Reports:

- A) **Police**
- B) **Fire**
- C) **Clerk/Treasurer & Deputy Clerk/Treasurer**

9. Old Business:

10. New Business:

- A) **Draft - Employee Handbook & Resolution, for Information; consider adoption in December (reviewed by Labor Attorney, as required by law)**

**Mayor's Comments**

**Thanksgiving Holidays: Thursday/Friday, November 23 & 24**

\*11. Adjournment

\*\*\*

**Agenda**  
Regular Town Council Meeting  
**Tuesday, November 14, 2017 – 7:00 PM**  
McCormick One Stop Conference Room  
109 W. Augusta St., McCormick, SC – Page #3

---

**Distribution Schedule**

Mayor	Roy Smith, Jr.
Council Members	Dolly Franklin Nathan Jones Calvin Chiles Eric Butler Alvin Jennings Ann Seymour
Attorney	John D. Compton, III
Department Heads	Police Chief W.D. (Bo) Willis Fire Chief Mike Barron
News Media	McCormick Messenger The Index-Journal
Town Website	TownofMcCormickSC.org
Agencies Requesting Notice	McCormick County Arts Council-MACK Chamber of Commerce SC Wilds Heritage/Plantation Quilts SCE&G Chuck Cook, Corporate Secretary & Liaison, Public Affairs Committee-SLV
For Presentations	Adam Hedden, McCormick CPW Rick Green, Upper Savannah COG
For Appearance of Citizens	
Public Posting	Town Kiosk, 117 W. Augusta St.