



AGENDA
CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARING AND REGULAR CITY COUNCIL MEETING - REVISED
TUESDAY, MAY 12, 2020 - 5:30 PM
CITY COUNCIL CHAMBERS - 100 EAST CAROLINA AVENUE

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4387, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, THE CITY COUNCIL CHAMBERS WILL BE OPEN AND MAINTAINING SOCIAL DISTANCING. THE YOUTUBE VIDEO WILL BE MADE AVAILABLE THE NEXT BUSINESS DAY AT

<https://www.youtube.com/channel/UCyZJVNHT8NtgJrqplYpde4w>

PUBLIC COMMENTS SUBMITTED BY NOON ON THE DAY OF THE MEETING TO city.clerk@hartsvillesc.gov WILL BE READ ALOUD FOR THE RECORD.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, MAY 8, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLES.COV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

1. CALL TO ORDER - MAYOR
2. INVOCATION AND PLEDGE
3. APPROVAL OF MINUTES
 - a. MOTION TO WAIVE READING OF AND APPROVE MINUTES OF THE APRIL 14, 2020 REGULAR CITY COUNCIL MEETING AND MAY 5, 2020 SPECIAL CITY COUNCIL MEETING.
4. PRESENTATIONS
 - a. Proclamations
5. MANAGER UPDATE
 - a. Miscellaneous Items from City Manager

CONSENT AGENDA - Received as Information Only

- a. Committee Draft Minutes/Reports
April 2020 Draft Minutes/Reports
- b. Departmental Reports
April 2020 Reports

UNFINISHED BUSINESS

6. PUBLIC HEARING AND FINAL READING ORDINANCE 4388: TO AMEND THE LEASE TO SUNCOM WIRELESS PROPERTY COMPANY LLC AS SUCCESSOR IN INTEREST TO TRITON PCS PROPERTY COMPANY LLC D/B/A T-MOBILE USA INC FOR THEIR INSTALLATION OF CELLULAR EQUIPMENT ON THE POOLE STREET WATER TOWER.
 - a. Reading by Title and Presentation
 - b. Open/Close Public Hearing (state name and address for record)
 - c. Approval of Final Reading and Waiving of Complete Reading

NEW BUSINESS

7. RESOLUTION 05-20-01: APPROVAL OF CONTRACTOR FOR HARTSVILLE REGIONAL AIRPORT TERMINAL BUILDING.
8. RESOLUTION 05-20-02: APPROVAL TO APPLY FOR A CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARÉS) GRANT FOR HARTSVILLE REGIONAL AIRPORT.
9. RESOLUTION 05-20-03: APPROVAL TO APPLY FOR FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM GRANT FOR HARTSVILLE REGIONAL AIRPORT
10. FIRST READING ORDINANCE 4389: APPROVAL TO EXTEND EMERGENCY ORDINANCE 4387 ENACTED MARCH 17, 2020.
 - a. Reading by Title and Presentation - City Manager
 - b. Approval of First Reading and Waiving of Complete Reading

EXECUTIVE SESSION

11. MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4-70(a)(1)(2) FOR DISCUSSION OF CITY MANAGER POSITION, APPOINTMENT TO COUNCIL FINANCE COMMITTEE, AND CONTRACTUAL NEGOTIATIONS INCIDENT TO BUSINESS LICENSING.
12. MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION.
13. UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.
14. RESOLUTION 05-20-04: APPOINTING A MEMBER TO THE HARTSVILLE CITY COUNCIL FINANCE, AUDIT AND BUDGET COMMITTEE.

INFORMATION ONLY

- a. Calendars and Other Items

ADJOURNMENT



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Minutes of April 14, 2020 Regular City Council Meeting and May 5, 2020 Special City Council Meeting.

IMPACT IF DENIED:

ATTACHMENTS:

Description

- ▣ April 14, 2020 Minutes
- ▣ May 5, 2020 Minutes



MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING
TUESDAY, APRIL 14, 2020 - 5:30 PM
VIA TELECONFERENCE FOR CITY COUNCIL AND
LIVE STREAM ON YOUTUBE FOR THE PUBLIC

Mayor/Council:

Mayor Pennington
Mayor Pro-Tem Andrews
Councilmember Braddock
Councilmember Caldwell
Councilmember Gammage
Councilmember Mack
Councilmember McGee

Executive Staff:

City Manager Zeigler
City Clerk Skipper
Human Resources Director Ward
Community & Economic Dev Dir. Munoz
Finance Director Caulder
Public Service Director Slatton

Attorney - None
Press

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4387, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, ALL CITY FACILITIES ARE CLOSED TO THE PUBLIC. THE REGULAR CITY COUNCIL MEETING OF APRIL 14, 2020 AT 5:30PM WILL BE LIVE STREAMED TO THE PUBLIC ON YOUTUBE CHANNEL AT <https://www.youtube.com/channel/UCyZJVNHT8NtgJrqplYpde4w> FOR ASSISTANCE, CALL 843-917-0602.

PUBLIC COMMENTS SUBMITTED BY NOON ON THE DAY OF THE MEETING TO city.clerk@hartsvillesc.gov WILL BE READ ALOUD FOR THE RECORD.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, MARCH 6, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE; AN ACCESSIBLE FACILITY, AND ON HARTSVILLES.COV.

Mayor Pennington called the meeting to order at 5:42pm and asked Councilmember Gammage to lead in the invocation and Pledge of Allegiance.

MOTION TO WAIVE READING OF AND APPROVE MINUTES OF THE MARCH 10, 2020 REGULAR CITY COUNCIL MEETING AND MARCH 17, 2020 AND APRIL 7, 2020 SPECIAL CITY COUNCIL MEETINGS – APPROVED.

Motion: Andrews; Second: McGee; Carried: All ayes.

PRESENTATIONS

Year End 6-30-19 Audit Report from Sheheen Hancock & Godwin was received as information and will be sent to the Council Finance Committee for further review.

Proclamations were presented for Sexual Assault Awareness Month, Child Abuse Prevention Month, Congenital Diaphragmatic Hernia Day on April 19, 2020, Fair Housing Month, and Mens Health Month.

MANAGER UPDATE

We are looking at how possible city furloughs would impact us for revenue reductions.

CONSENT AGENDA - Received as Information Only

UNFINISHED BUSINESS

PUBLIC HEARING AND FINAL READING ORDINANCE 4384: AN ORDINANCE TO LEASE THE PROPERTY AT 106 EAST CAROLINA AVENUE FROM SPONDULITS, LLC. – APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Gammage; Carried: with all ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4385: AN ORDINANCE TO LEASE THE PROPERTY AT 149 WEST CAROLINA AVENUE TO DARLINGTON COUNTY HUMANE - APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Mack; Second: McGee; Carried: with all ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4386: TO ANNEX AN APPROXIMATELY .91 (+/-) ACRES OF LAND OWNED BY THE CITY OF HARTSVILLE KNOWN AS TAX MAP PARCEL 056-00-01-026 LOCATED AT 1330 SOUTH MARQUIS HIGHWAY - APPROVED.

Open/Close Public Hearing: No public input.

Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Gammage; Carried: with all ayes.

NEW BUSINESS

RESOLUTION 04-20-02: APPROVAL OF APPOINTMENT OF CITY ATTORNEY – APPROVED.

Motion: Andrews; Second: McGee; Carried: All ayes.

RESOLUTION 04-20-03: APPROVAL OF APPOINTMENT OF CITY JUDGE - APPROVED.

Motion: Gammage; Second: Caldwell; Carried: All ayes.

RESOLUTION 04-20-04: APPROVAL TO APPLY FOR A SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY PROJECT SAFE NEIGHBORHOODS GRANT - APPROVED.

Motion: McGee; Second: Gammage; Mack asked for more details and Director Munoz explained that this is a 100% grant with no match and will be used for training and outreach. Carried: All ayes.

RESOLUTION 04-20-05: TO ADOPT AND APPROVE USE FEE FOR UTILITIES JET VAC - APPROVED.

Motion: McGee; Second: Mack; Carried: All ayes.

FIRST READING ORDINANCE 4388: TO AMEND THE LEASE TO SUNCOM WIRELESS PROPERTY COMPANY LLC AS SUCCESSOR IN INTEREST TO TRITON PCS PROPERTY COMPANY LLC D/B/A T-MOBILE USA INC FOR THEIR INSTALLATION OF CELLULAR EQUIPMENT ON THE POOLE STREET WATER TOWER - APPROVED.

Motion: Gammage; Second: Andrews; City Manager Zeigler informed Council that this amendment will add \$500 per month to the Utilities Fund. Carried: All ayes.

EXECUTIVE SESSION

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a) (1) FOR DISCUSSION OF MANAGER AND INTERIM CITY MANAGER - APPROVED.

Motion: Caldwell; Second: Gammage; Carried: All ayes.

MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION – APPROVED.

Motion: Andrews; Second: Gammage; Carried: All ayes.

UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

ADJOURNMENT: Without objection at 6:54pm.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA
SPECIAL CITY COUNCIL MEETING
VIA TELECONFERENCE
TUESDAY, MAY 5, 2020 – 9:00 AM
THE EDITION – 221 NORTH FIFTH STREET

Mayor Pennington
Mayor Pro-Tem Andrews
Councilmember Braddock
Councilmember Caldwell
Councilmember Gammage
Councilmember Mack
Councilmember McGee

City Clerk Skipper
HR Director Ward

Attorney – None; Press - None

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4387, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, THE EDITION, LOCATED AT 221 NORTH FIFTH STREET, IS CLOSED TO THE PUBLIC. THIS SPECIAL MEETING WILL BE HELD BY TELECONFERENCE. THE DIAL IN NUMBER FOR THIS MEETING IS 669-224-3412 AND THE USE ACCESS CODE IS 384-778-229.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS/PUBLIC BY EMAIL ON SATURDAY, MAY 2, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE, THE EDITION AT 221 NORTH FIFTH STREET, AND HARTSVILLESC.GOV.

Mayor Pennington called the meeting to order at 9:01am.

EXECUTIVE SESSION

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a) (1) FOR DISCUSSION OF MANAGER AND INTERIM CITY MANAGER - APPROVED.

Motion: Andrews; Second: Mack; Carried: All ayes.

MOTION: TO VERIFY THAT ONLY THE ITEMS STATED IN THE MOTION TO ENTER EXECUTIVE SESSION WERE DISCUSSED DURING EXECUTIVE SESSION – APPROVED.

Motion: Andrews; Second: McGee; Carried: All ayes.

UPON RETURNING TO OPEN SESSION, COUNCIL MAY TAKE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION.

ADJOURNMENT: Without objection at 8:30pm.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Peace Officers Memorial Day Proclamation

ATTACHMENTS:

Description

- ▣ Peace Officers Memorial Day Proclamation
- ▣ Building Safety Month Proclamation



Proclamation



WHEREAS, the Congress and President of the United States in 1962 designated May 15th as Peace Officers' Memorial Day; and,

WHEREAS, the members of the law enforcement agencies for the City of Hartsville play an essential role in safeguarding the rights and freedom of the citizens of our community; and,

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards and sacrifices of their law enforcement officers, and that law enforcement officers recognize their duty to serve the people of this community by protecting them against violence and disorder; and,

WHEREAS, the law enforcement officers of the City of Hartsville unceasingly provide a vital public service.

NOW, THEREFORE, I, Carl M. (Mel) Pennington IV, Mayor of the City of Hartsville in the State of South Carolina do hereby proclaim May 15, 2020 as

"PEACE OFFICERS' MEMORIAL DAY"

and as the Mayor of the City of Hartsville, in conjunction with Carolina Concerns of Police Survivors, pursuant to the legislation signed into law by President Clinton in 1994 all flags are to be flown at half-staff on all city government buildings on May 15, 2020. I also call upon the citizens, government agencies, public and private institutions, businesses and schools in the City of Hartsville, to pay tribute to local, state, and Federal Peace Officers who made the ultimate sacrifice for our community and country. We should show continual support for those Peace Officers who currently serve on the front lines of the battle against crime with courage and dedication.

IN WITNESS THEREOF, I hereunto set my hand and cause to be affixed the Seal of the City of Hartsville.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



Proclamation

Whereas, the City of Hartsville is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster; and

Whereas, our confidence in the structural integrity of these buildings that make up our community is achieved through the devotion of vigilant guardians- building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professions, laborers, plumbers and others in the construction industry – who work year-round to ensure the safe construction of buildings; and

Whereas, these guardians are dedicated members of the International Code Council (ICC), a nonprofit that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play; and

Whereas, Building Safety Month is sponsored by the ICC to remind the public about the critical role of our communities' largely unknown protectors of public safety – our local code officials – who assure us of safe, efficient and livable buildings that are essential to America's prosperity; and

Whereas, each year, in observance of Building Safety Month, Americans are asked to consider the commitment to improve building safety and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

NOW, THEREFORE, I, Carl M. (Mel) Pennington IV, Mayor of the City of Hartsville, do hereby proclaim the month of May, 2020 as:

"BUILDING SAFETY MONTH"

and encourage our citizens to join with their communities in its observance.

IN WITNESS THEREOF, I hereunto set my hand and cause to be affixed the Seal of the City of Hartsville

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Misc Items from City Manager.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Boards. Commissions and Committees Draft Minutes and Reports for April 2020.

ATTACHMENTS:

Description

- ▣ Council Admin Personnel Committee 4-21-20
- ▣ Council Admin Personnel Committee 4-28-20
- ▣ Council Finance Committee Report 4-28-20



REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL ADMINISTRATION/PERSONNEL COMMITTEE
TUESDAY, APRIL 21, 2020 AT 10:00AM
COUNCIL CHAMBERS – CITY HALL – 100 EAST CAROLINA AVENUE

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, APRIL 17, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV.

Committee Members Present: Johnny Andrews, Chair, Bob Braddock, and Mel Pennington
Committee Member Absent: None.

Staff Present: Rebecca Mejia-Ward, HR Director, Sherron Skipper, City Clerk, and Natalie Zeigler, City Manager

Chairman Andrews call the closed meeting to order at 10:02am.

CLOSED DISCUSSION:

Pursuant to the SC Freedom of Information Act Section 30-4-7(a) this committee will be in a closed session to discuss the employment of a City Manager.

Only the above item was discussed by the Committee.

Chairman Andrews closed the meeting at 11:54am.

This is our report to the full Council.

Respectfully Submitted,

Johnny Andrews, Committee Chair



REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL ADMINISTRATION/PERSONNEL COMMITTEE
TUESDAY, APRIL 28, 2020 AT 2:00PM
COUNCIL CHAMBERS – CITY HALL – 100 EAST CAROLINA AVENUE

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, APRIL 24, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV.

Committee Members Present: Johnny Andrews, Chair, Bob Braddock, and Mel Pennington
Committee Member Absent: None.

Staff Present: Rebecca Mejia-Ward, HR Director, and Sherron Skipper, City Clerk

Chairman Andrews call the closed meeting to order at 2:00pm.

CLOSED DISCUSSION:

Pursuant to the SC Freedom of Information Act Section 30-4-7(a) this committee will be in a closed session to discuss the employment of a City Manager.

Only the above item was discussed by the Committee.

Chairman Andrews closed the meeting at 3:30pm.

This is our report to the full Council.

Respectfully Submitted,



Johnny Andrews, Committee Chair



REPORT

CITY OF HARTSVILLE, SOUTH CAROLINA
COUNCIL FINANCE, AUDIT, BUDGET COMMITTEE
TUESDAY, APRIL 28, 2020 – 9:00 AM
COUNCIL CHAMBERS - CITY HALL - 100 EAST CAROLINA AVENUE
VIA TELECONFERENCE

Council Committee Members:

Chair Councilmember McGee
Councilmember Mack
Mayor Pennington

Executive Staff:

City Manager Zeigler
Finance Director Caulder
City Clerk Skipper

In Attendance Via Phone: City Auditors Shane Kirkley and Marc Wood from Sheheen, Hancock, & Godwin, LLP and Lawrence Flynn from Pope Flynn and Brian Nurick from Compass.

PURSUANT TO CITY OF HARTSVILLE EMERGENCY ORDINANCE 4387, DURING THE COVID-19 (CORONAVIRUS) PANDEMIC, ALL PUBLIC MEETINGS WILL BE HELD BY TELECONFERENCE. THE DIAL IN NUMBER FOR THIS MEETING IS 669-224-3412 AND THE USE ACCESS CODE IS 448-479-165. FOR ASSISTANCE, CALL 843-917-0602.

PURSUANT TO FREEDOM OF INFORMATION ACT SC CODE 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, APRIL 24, 2020 AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE, AN ACCESSIBLE FACILITY, AND ON HARTSVILLESC.GOV.

Chair McGee called the meeting to order at 10:00 a.m.

DISCUSSIONS:

FY 2018-2019 AUDIT SUMMARY PRESENTATION – SHEHEEN, HANCOCK & GODWIN, LLP

The City received an unmodified opinion, which is the highest to be given. The reserves are still below recommendations of 3 – 6 months on all funds. The General Fund has ½ month and Utility has 2 ½ months in reserves. Revenue is less than budgeted and expenses are more. Finance Director Caulder explained that protecting reserves is a priority but in this environment of “unknown” revenues will be budgeted lower and expenditures will be on a pre-approval basis.

FINANCIAL ADVISOR AND BOND COUNSEL PRESENTATION – BRIAN NURICK & LAWRENCE FLYNN

Brian with Compass and Lawrence Flynn from Pope Flynn Attorneys were brought in explore financing options with interest rates low to help build up of reserve positions. Brian presented the city’s current Lease/Bond Payments and a restructured Lease/Bond Payments option. This option would not be to bring in revenue, but give the City flexibility to review indebtedness on an annual basis and would give the City more options to shift payments and banks like that. It also would not negatively impact the City’s credit rating. Lawrence explained that these are not considered debt for state law purposes and would look to free up operating budgets on the revenue side. Chair McGee stated that this restructured plan would give us flexibility and add value in the “unknown”. Caulder explained that the payment would be due each June and we would have the opportunity to review and change debt service millage if needed. Brian stated that it would be a six-week process and would take two readings of City Council. City Manager asked if

the attorney if he saw any issues with holding a public hearing on budget or loans during the pandemic closures. Flynn stated that the City's emergency ordinance allows for meetings with Public Hearings to be held over electronic means. Zeigler explained that any refinancing savings would go into fund balance.

Caulder explained to Committee that a friendly letter will be going out to utility customers in regard to bills growing since disconnections are not occurring during the pandemic. Pennington asked for statistical information on this.

Caulder presented a rate update from Raftelis, which does not recommend a change in current water/sewer rate structure already approve by Council.

FY 2020-2021 BUDGET REVIEW

Caulder stressed to committee that in order to keep from furloughing employees hard work has been done by her, the city manager and the HR Director along with the cooperation of dept heads, to find funds through freezing spending, reducing capital items, cutting training (except for when mandatory for certifications), etc. Any budget passed now will have a major amendment ahead of us.

QUESTIONS AND ANSWERS

Chair McGee asked if adjusting or eliminating Council's salaries could be considered.

Adjourned at 12:20p.m.

This is our report and recommendations to the full Council.

Bobby McGee, Chair

Date



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

City Departmental Reports for April 2020

ATTACHMENTS:

Description

- ▣ Animal Control
- ▣ Business Navigator
- ▣ Code Enforcement Activity
- ▣ Code Enforcement - Issues Map
- ▣ Development
- ▣ Development - Permit Map
- ▣ Environmental Services
- ▣ Financial
- ▣ Financial Revenue
- ▣ Fire Incidents
- ▣ Fire Incidents by Zone
- ▣ Fire Recovery
- ▣ Grants
- ▣ Human Resources
- ▣ Main Street Hartsville
- ▣ Museum
- ▣ Parks & Recreation
- ▣ Police Statistics
- ▣ Tourism & Events

City of Hartsville Fire Department

Hartsville, SC

This report was generated on 5/6/2020 8:13:39 AM



Personnel and Events for Event Type for Event Category for Date Range

Event Categories: Animal Control | Event Type(s): Animal Control | Start Date: 04/01/2020 | End Date: 04/30/2020

DATE	EVENT NAME	CATEGORY	LOCATION	HOURS
04/02/2020	German Shepard	Animal Control	Erwin dr	0.25
	Jeffrey Burr, Thomas Catoe Jr			
04/02/2020	Dog on McNair	Animal Control	400 McNair St	0.25
	Jason Bell, Thomas Catoe Jr			
04/08/2020	Wilks Cir Stray dog	Animal Control	Wilks Cir	0.5
	Jeffrey Burr, Thomas Catoe Jr			
04/12/2020	Hurt owl 1805 W Carolina	Animal Control	1805 W Carolina Ave	0
	Thomas Catoe Jr			
04/27/2020	317 Bell Ave 3Pit Bulls	Animal Control	317 Bell Ave	1.75
	Thomas Catoe Jr			
04/29/2020	Black and white puppy (raceway ford)	Animal Control	Raceway Ford	28
	Holdon Moore, Thomas Catoe Jr			

List of events in chronological order for given Category and Type. Displays participants, location, and duration.

Monthly Departmental Report: Navigator 2020

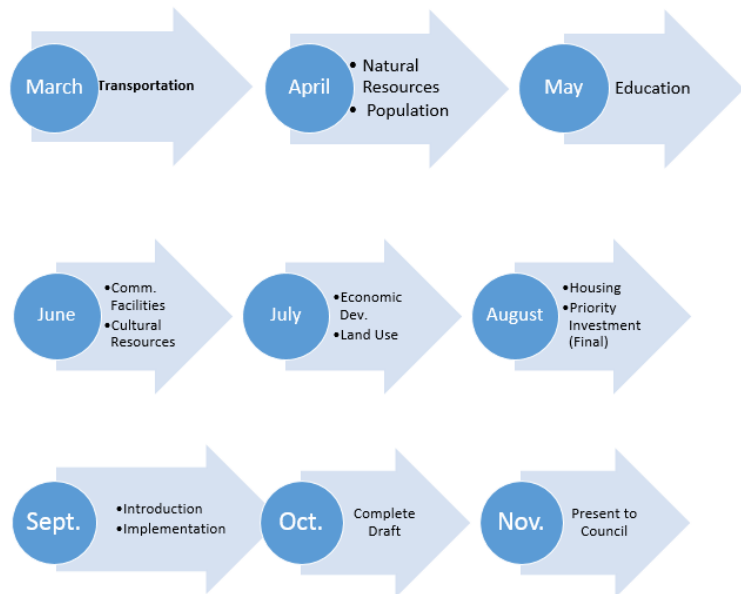


Comprehensive Plan

January 2020: Staff continues work on the Priority Investment element concerning capital improvements for the city and future projects. Statistical information is still being gathered and the Natural Resources & Transportation Elements are almost complete. Below are the elements slated for each month (estimated that Vision 2030 will be ready for city council Nov. 2020).

March 2020: Planning Commission met via teleconference and discussed the Transportation Element. PC asked that more information be provided within the Bicycle & Pedestrian Infrastructure section along with a GIS map illustrating where they are needed. Under the Truck Routes section include FedEx and UPS.

April 2020: Planning Commission did not meet but the Natural Resources & Population elements were emailed to the commission for review and input.



Ordinance Revision

January 2020: Planning Commission did not meet in January. The Planning Commission meet February 24th, no ordinances were revised. Tiny House presentation was made and discussion ensued.

Historic Butler District Neighborhood Revitalization Strategy

The City of Hartsville will be a partner in the Historic Butler EPA Brownfield grant utilized by Butler for asbestos removal/demo. The city will contribute and partner through technical assistance provided by staff for permitting and redevelopment activities. Per Mr. Heatley, Brownfield grant announcements should be made in April 2020.

Great American Cleanup

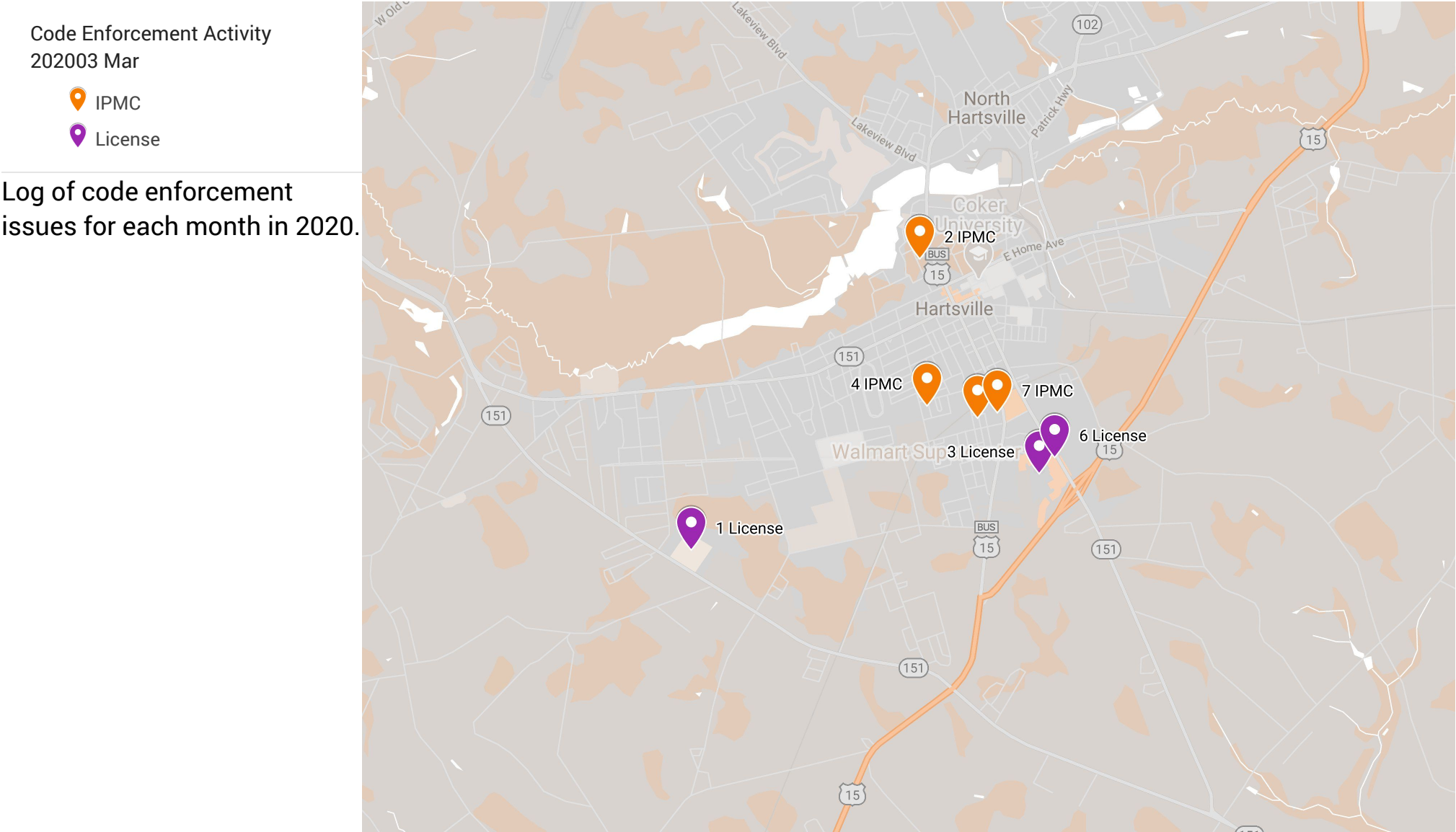
The Great American Cleanup will be postponed due to COVID-19.

CODES ENFORCEMENT ACTIVITY							
TIME STAMP	TYPE ACTIVITY	SUBJECT PROPERTY	PROPERTY OWNER NAME	OWNER'S ADDRESS	TAX MAP #	Letter/ Report sent? Date	Disposition: Open or Closed
10/19/17	IPMC	810 Butler St., Hartsville, SC	Brockington, Joseph	206 Howard ST., Hartsville, SC	057-02-01-113	6-4-19	OPEN
2/26/18	IPMC	313 Lincoln ave., Hartsville, SC	Dorothy, Samuel	1210 Robinson Street, Hartsville,	057-02-01-083	2/26/18	OPEN
2/26/18	IPMC	1310 Robinson St., Hartsville,	Alsbrooks, Parolee	1310 Robinson St.,	057-06-03-071	2/26/18	OPEN
4/12/18	IPMC	315 Tillotson Ave., Hartsville,	Forfeited Land Commission			4/11/18	OPEN
4/12/18	IPMC	322 Tillotson Ave., Hartsville,	Forfeited Land Commission			4/11/18	OPEN
4/13/18	IPMC	411 Howard st., Hartsville, SC	Forfeited Land Commission			4/12/18	OPEN
5/8/19	IPMC	813 W. Home Ave., Hartsville,	Kirven, Jaqueline & Joel Pollard	813 W. Home Ave., Hartsville,	035-12-01-079	5/8/19	OPEN
7/18/19	IPMC	2307 Myrtle St., Hartsville, SC	Anderson, Cora	4311 Queen Ann Ave., Lorain,	057-06-02-008	7/24/19	OPEN
7/29/19	IPMC	117 W. Washington St.,	Flo-Rose LLC, Bieneta Johnwon	1776 Brookshire Court,	057-03-01-018	7/29/19	OPEN
7/29/19	IPMC	204 Jasper Ave., Hartsville, SC	Jackson, Carrie	PO Box 381, Timmons ville,	056-14-03-093	7/29/19	OPEN
9/17/19	IPMC	505 S. Sixth St., Hartsville, SC	Florence County Habitat	1354 Celebration Blvd., Florence,	056-10-03-100	3/5/20	OPEN
9/26/19	IPMC	546 Poole St., Hartsville, SC	Dickey, James	44 Broad St. NW #601, Atlanta,	056-14-04-031	2/27/20	OPEN
10/11/19	IPMC	1003 Robinson St., Hartsville,	Mims, Emma C.	PO Box 637, Hartsville, SC	057-02-02-088	10/11/19	OPEN
10/24/19	IPMC	908 Tuskegee St., Hartsville,	Davis, Ikeybra & Brian c/o	705 Clinton Ave., Hartsville, SC	057-02-02-036	10/24/19	OPEN
11/5/19	IPMC	412 Bell Ave., Hartsville, SC	Robinson, Wendell	229 West 29th St., Norfolk, VA	056-09-03-045	2/27/20	OPEN
12/11/19	IPMC	IPMC	Barbara Johnson	118 Rogers Ave., Hartsville,	056-02-01-012	12/11/19	OPEN
1/2/19	IPMC	429 Marlboro Ave., Hartsville,	Blakeney, Alexander Gaye	429 Marlboro Ave., Hartsville,	056-09-03-029	1/2/20	OPEN
1/21/20	IPMC	Corner of Cooley & Robinson	Stokes, Mirah % Rhuel S. Brown	5836 Ludlow St., Philadelphia, PA	057-06-03-055	1/21/20	OPEN

1/21/20	IPMC	Lincoln Ave.	Reid, Creola C.	200-19 120 Av., St. Alban's, NY	057-02-01-005, 057-02-01-004	1/21/20	2/27/20	CLOSED
1/22/20	IPMC	1321 Robinson St., Hartsville,	Mahew, Edwin	140 Middleboro Cir., Franklin, TN	057-06-03-034	1/22/20		OPEN
2/27/20	License	312 Dahoon, Hartsville, SC	CAH		036-02-02-021	2/27/20	2/28/20	CLOSED
2/27/20	IPMC	316 Laurel Oak, Hartsville, SC	Bush, Nicolette	4080 Highway 324, Rock Hill,	056-02-02-060	2/27/20		OPEN
3/1/20	IPMC	District 1,2	Routine Patrol					
3/2/20	License	1304 W. Bobo Newsome Hwy.,	RSG			3/3/20	3/3/20	CLOSED
3/2/20	IPMC	District 4,5	Routine Patrol					
3/4/20	IPMC	425 Law, Hartsville, SC	Gold Coast Pool			3/4/20	3/4/20	CLOSED
3/5/20	License	1150S. Fourth St., Hartsville,	GMS			3/5/20	3/9/20	CLOSED
3/5/20	IPMC	District 6	Routine Patrol					
3/5/20	IPMC	708 Pitt St., Hartsville, SC	Keitt, Barbara Estelle%Barbara	PO Box 26425, Jacksonville, FI	056-14-06-058	3/5/20		OPEN
3/5/20	IPMC	818 Hampton st., Hartsville, SC	Howard, Benjamin	PO Box 99, Lydia, SC 29079	057-02-02-107	3/5/20		OPEN
3/9/20	License	1140S. Fourth Street, Hartsville,	TWC			3/9/20		OPEN
3/10/20	IPMC	District 4	Routine Patrol					
3/11/20	IPMC	District 1,2,3	Routine Patrol					
3/12/20	IPMC	District 5						
3/12/20	IPMC	842 S. Fifth St., Hartsville, SC	Piggly Wiggly	842 S. Fifth St., Hartsville, SC	057-03-01-015	3/12/20		OPEN
3/12/20	IPMC	Sixth Street, Hartsville, SC	Josey, Donnie	220 Beechwood Drive, Hartsville,	057-02-02-140	3/12/20		OPEN
3/17/20	IPMC	District 4	Routine Patrol					
3/18/20	IPMC	District 1,2,3	Routine Patrol					

3/19/20	IPMC	District 5,6	Routine Patrol						
3/20/20	IPMC	District 1,6	Routine Patrol						
3/23/20	IPMC	District 4	Routine Patrol						
3/24/20	IPMC	District 1	Routine Patrol						
3/25/20	IPMC	District 2,3	Routine Patrol						
3/26/20	IPMC	District 4	Routine Patrol						
3/24/20	IPMC	District 5	Routine Patrol						
3/30/20	IPMC	District 6	Routine Patrol						

City of Hartsville Codes Enforcement 2020



MONTHLY DEVELOPMENT REPORT

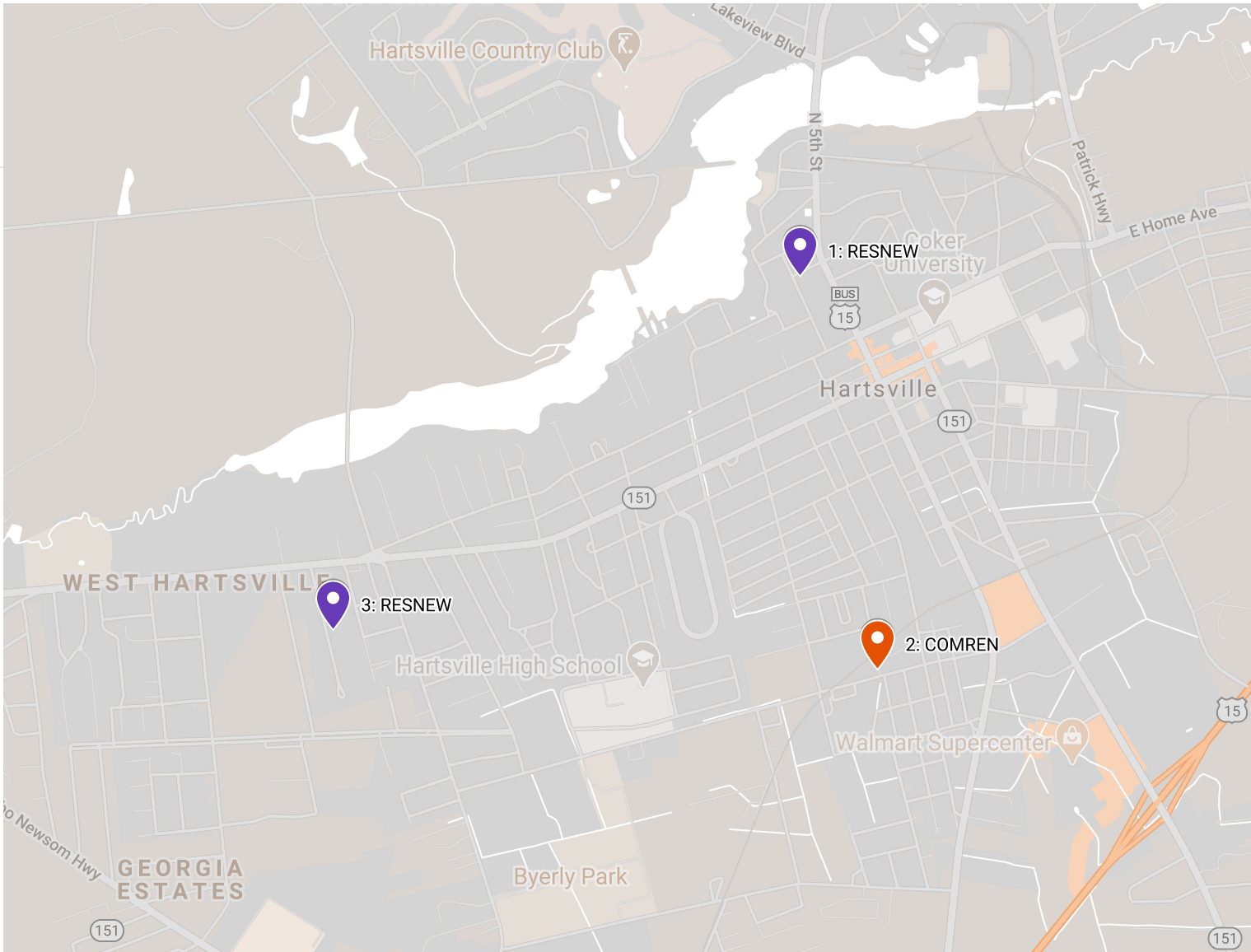
PERMITS ISSUED		Mar-20					
			Number	Est. construction		Fees	
			of permits	cost	YTD	paid	YTD
	Building		10	\$ 307,911.00	\$ 12,333,803.59	\$ 1,822.50	\$ 42,820.50
	Electrical		5	\$ 5,700.00	\$ 648,792.00	\$ 245.00	\$ 8,030.00
	Gas		0	\$ -	\$ 3,578.90	\$ -	\$220.00
	Mechanical		1	\$ 34,546.00	\$ 776,252.51	\$ 317.00	\$ 7,152.00
	Plumbing		4	\$ 10,358.12	\$ 452,622.63	\$ 155.00	\$ 2,565.00
	TOTAL		20	\$ 358,515.12	\$ 14,215,049.63	\$ 2,539.50	\$60,787.50
PLAN REVIEWS							
	Number	5					
	Fees paid	\$ 78.00					
AD ZBOA	Number	8					
	Fees paid	200					
ZONING PERMITS (signs)		2					
	Total	\$50.00					
ZONING PERMITS(building)							
	Total issued						
Demolition		2	\$ 140.00				
Well		1	\$ 25.00				
Re-inspection fees		1	\$ 25.00				
Maps		0	\$ -				

City of Hartsville Monthly New Permits 2020

Permits 20203 Mar

RESNEW
COMREN

New residential and commercial construction permits issued each month in 2019.



Monthly Departmental Report: Environmental Services



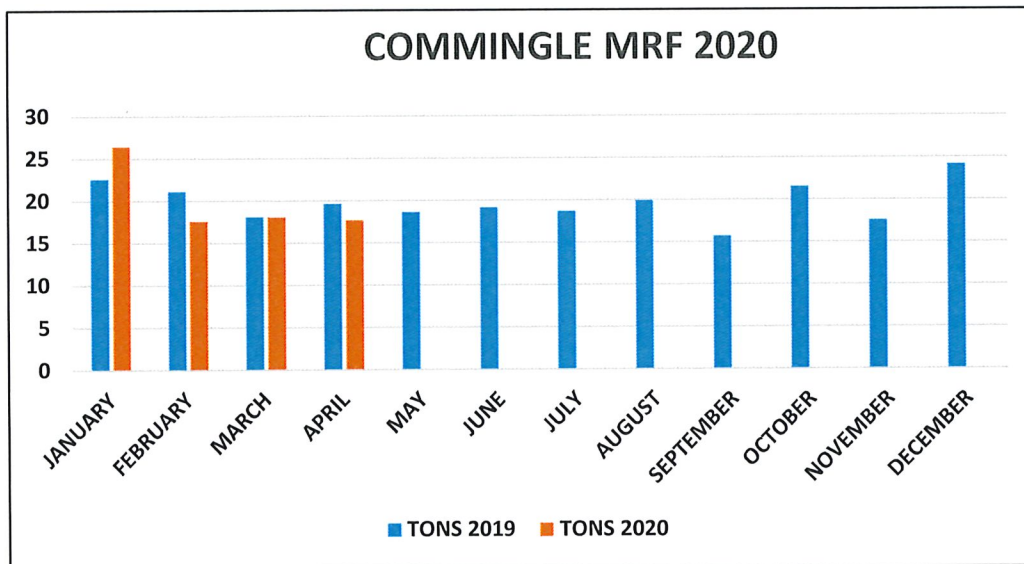
April

2020

Departmental Report: Environmental Services

COMMINGLE MRF 2020

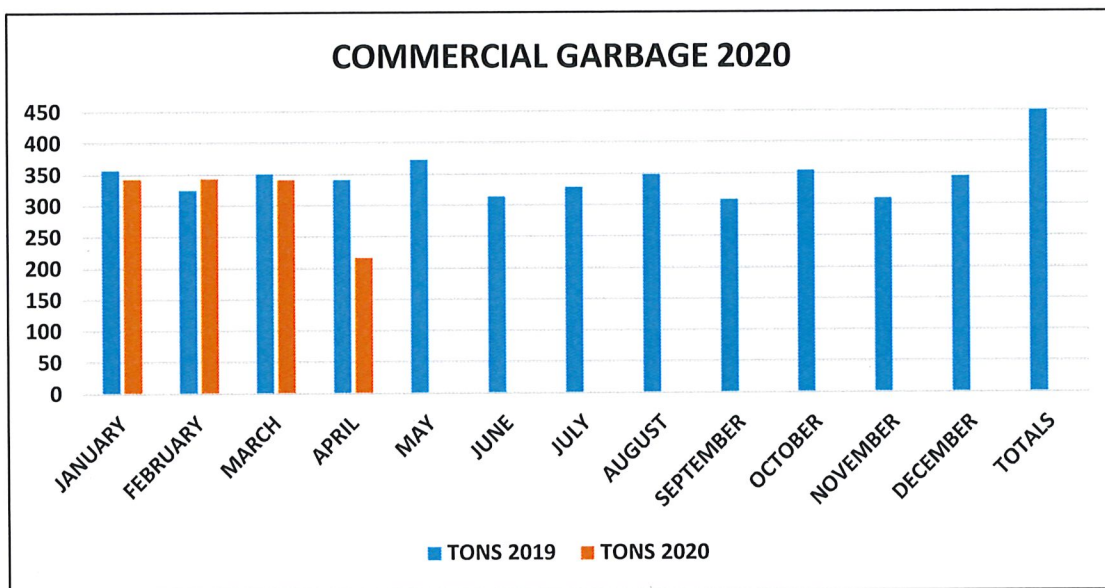
<u>MONTH</u>	<u>TONS 2019</u>	<u>TONS 2020</u>	<u>GAIN/LOSS</u>
JANUARY	22.55	26.37	3.82
FEBRUARY	21.1	17.53	-3.57
MARCH	18.06	18.02	-0.04
APRIL	19.63	17.65	-1.98
MAY	18.58		
JUNE	19.13		
JULY	18.67		
AUGUST	19.91		
SEPTEMBER	15.68		
OCTOBER	21.52		
NOVEMBER	17.52		
DECEMBER	24.11		
TOTALS	236.46		



Departmental Report: Environmental Services

COMMERCIAL GARBAGE 2020

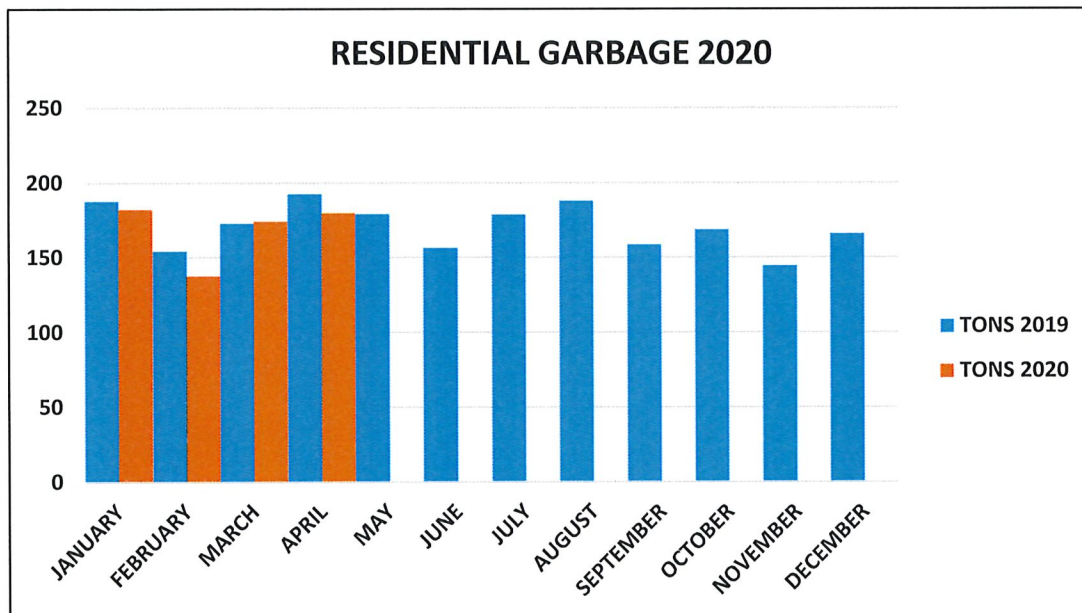
<u>MONTH</u>	<u>TONS 2019</u>	<u>TONS 2020</u>	<u>GAIN/LOSS</u>
JANUARY	356.77	342.49	-14.28
FEBRUARY	324.76	343.24	18.48
MARCH	350.73	341.15	-9.58
APRIL	340.93	216.02	-124.91
MAY	372.8		
JUNE	313.93		
JULY	328.67		
AUGUST	348.77		
SEPTEMBER	308.13		
OCTOBER	354.27		
NOVEMBER	310.12		
DECEMBER	344.85		
TOTALS	4054.73		



Departmental Report: Environmental Services

RESIDENTIAL GARBAGE 2020

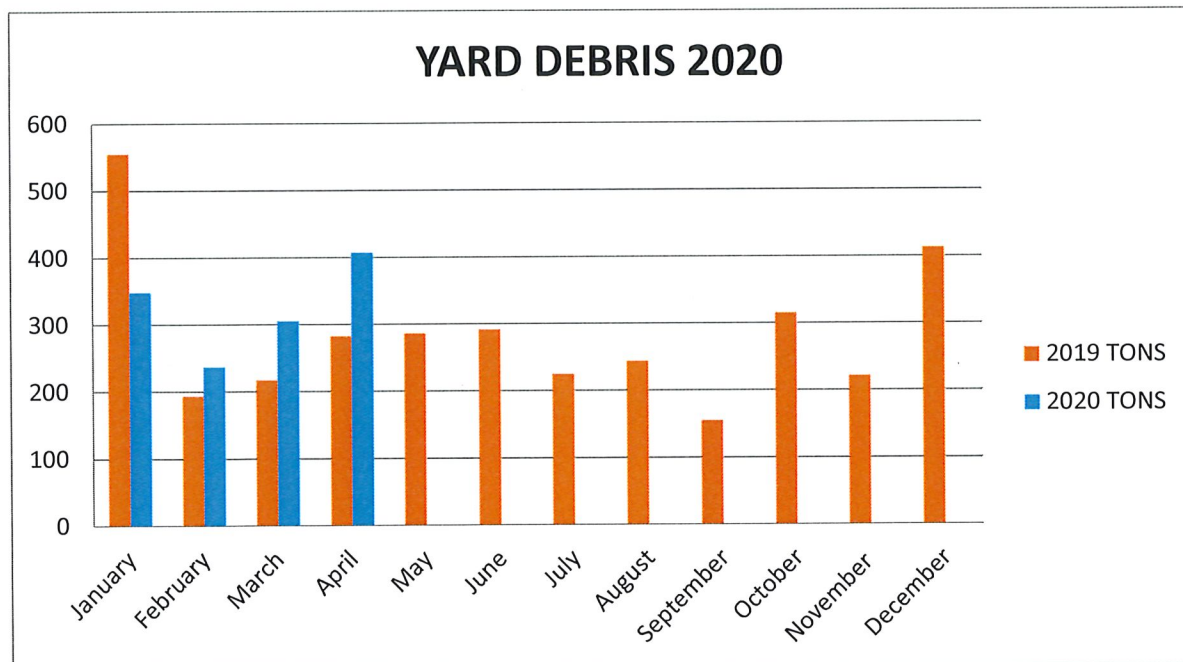
<u>MONTH</u>	<u>TONS 2019</u>	<u>TONS 2020</u>	<u>GAIN/LOSS</u>
JANUARY	187.67	182.04	-5.63
FEBRUARY	154.32	137.52	-16.8
MARCH	172.97	174.27	1.3
APRIL	192.61	179.81	-12.8
MAY	179.04		
JUNE	156.51		
JULY	178.67		
AUGUST	187.94		
SEPTEMBER	158.58		
OCTOBER	168.55		
NOVEMBER	144.47		
DECEMBER	165.89		
TOTALS	2047.22		



Departmental Report: Environmental Services

Yard Debris 2020

					TONNAGE	TRIPS
MONTH	2019 TONS	2019 TRIPS	2020 TONS	2020 TRIPS	GAIN/LOSS	GAIN/LOSS
January	554.81	118	348.44	54	-206.37	-64
February	193.48	55	236.79	42	43.31	-13
March	217	48	305.3	60	88.3	12
April	282.45	56	407.06	78	124.61	22
May	286.45	59				
June	291.64	61				
July	224.63	45				
August	243.91	51				
September	154.72	38				
October	315.09	58				
November	221.26	40				
December	412.55	58				
TOTALS	3397.99	687				





Monthly Financial Reports & Update

For the Month Ended April 30, 2020

Council Meeting 05/12/2020

City of Hartsville
General Fund Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Property Taxes	105,877.49	2,752,086.06	3,064,000.00	10.18%
Payments in Lieu	141,049.51	264,843.35	90,000.00	-194.27%
Franchise Fees	-	505,835.17	647,000.00	21.82%
Penalties & Interest - Taxes	-	11,983.84	30,000.00	60.05%
Business Licenses	326,446.56	736,799.58	1,852,900.00	60.24%
Permits	4,486.00	90,458.50	79,200.00	-14.22%
Main Street Grant Revenue	-	-	6,296.00	100.00%
Tax Revenues - State	-	1,346,390.78	1,586,000.00	15.11%
Public Safety Fees	122,159.59	835,914.95	840,100.00	0.50%
Parks & Recreation Fees	-	20,089.49	23,000.00	12.65%
Fines	3,543.51	70,669.13	122,000.00	42.07%
Special Assessments	11,150.00	122,170.00	130,000.00	6.02%
Investment Earnings	-	653.22	-	0.00%
Rents	400.00	11,280.00	30,600.00	63.14%
Contributions & Donations	13,000.00	64,500.00	79,500.00	18.87%
Other Financing Sources	3,127.58	44,762.37	41,900.00	-6.83%
Interfund Transfers	83,938.68	137,020.97	1,810,281.52	92.43%
Sale of Assets	-	1,957.46	50,100.00	96.09%
Extraordinary Items	-	-	-	0.00%
	815,178.92	7,017,414.87	10,482,877.52	33.06%
Expenditures				
General & Administrative	49,181.69	950,227.71	1,358,506.60	30.05%
Mayor & Council	17,657.61	160,065.32	221,697.95	27.80%
Court Operations	15,975.74	166,119.96	201,069.29	17.38%
City Manager	19,352.77	231,395.12	255,516.98	9.44%
Information Technology	31,168.31	302,566.19	315,000.00	3.95%
Finance	30,831.35	338,724.82	412,184.29	17.82%
Legal	9,706.40	41,273.70	55,000.00	24.96%
Human Resources	13,944.56	182,250.38	204,632.48	10.94%
Mainstreet	4,369.00	70,314.21	84,149.02	16.44%
Business Navigator	25,953.14	361,972.94	412,371.08	12.22%
Police Department	264,737.87	2,675,690.45	3,092,659.64	13.48%
Fire Department	115,242.42	1,590,090.06	1,725,259.26	7.83%
Victims Advocate	3,069.62	36,242.92	45,059.60	19.57%
Marketing/Tourism	8,752.76	129,658.90	177,050.20	26.77%
Operations Maintenance	11,097.95	105,377.66	120,062.27	12.23%
Parks & Recreation	40,687.87	578,516.12	676,424.80	14.47%
Streets & Grounds	57,261.27	610,180.88	783,323.98	22.10%
Museum Operations	9,069.57	116,193.34	146,760.08	20.83%
Cemetery Operations	10,061.76	94,077.30	104,400.00	9.89%
Airport Operations	11,918.69	79,618.25	91,750.00	13.22%
School Crossing Guards	3,213.23	33,868.14	-	0.00%
	753,253.58	8,854,424.37	10,482,877.52	15.53%
Net Revenue (Expenditures)	61,925.34	(1,837,009.50)	-	

**City of Hartsville
Utility Funds**

Water/Sewer Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Charges for Services	188,821.16	1,899,497.23	2,430,975.00	21.86%
Fees	191,077.39	1,891,687.26	2,452,184.00	22.86%
Investment Earnings	-	21,309.99	27,000.00	0.00%
Rents	-	141,251.00	125,000.00	-13.00%
Waterpark Services	957.34	895,453.33	1,626,100.00	44.93%
Other Financing Sources	150.00	17,065.49	1,000.00	0.00%
Accumulated Surplus	-	176,879.05	-	0.00%
	<u>381,005.89</u>	<u>5,043,143.35</u>	<u>6,662,259.00</u>	<u>24.30%</u>
Expenditures				
Water Expenditures	60,238.82	1,144,267.37	2,137,078.36	46.46%
Sewer Expenditures	95,238.12	1,255,578.60	2,588,187.69	51.49%
Waterpark Expenditures	52,951.39	1,340,588.95	1,626,100.00	17.56%
	<u>208,428.33</u>	<u>3,740,434.92</u>	<u>6,351,366.05</u>	<u>41.11%</u>
Net Revenue (Expenditures)	<u>172,577.56</u>	<u>1,302,708.43</u>	<u>310,892.95</u>	

Stormwater Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Stormwater Fees and Interfund transfers	5.00	15.00	122,354.48	99.99%
	<u>5.00</u>	<u>15.00</u>	<u>122,354.48</u>	<u>99.99%</u>
Expenditures				
Total Expenditures	6,189.02	91,146.47	122,354.48	25.51%
	<u>6,189.02</u>	<u>91,146.47</u>	<u>122,354.48</u>	<u>25.51%</u>
Net Revenue (Expenditures)	<u>(6,184.02)</u>	<u>(91,131.47)</u>	<u>-</u>	

**City of Hartsville
Misc Funds**

Environmental Services Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Fees	115,544.81	1,148,070.45	1,372,290.00	16.34%
Investment Earnings	-	379.63	-	0.00%
Other Financing Sources	-	-	-	0.00%
Interfund Transfers in	-	130,354.13	127,000.00	0.00%
Extraordinary Items	-	-	-	0.00%
	<u>115,544.81</u>	<u>1,278,804.21</u>	<u>1,499,290.00</u>	<u>14.71%</u>
Expenditures				
Total Expenditures	70,855.15	1,186,317.22	1,492,068.26	20.49%
	<u>70,855.15</u>	<u>1,186,317.22</u>	<u>1,492,068.26</u>	<u>20.49%</u>
Net Revenue (Expenditures)	<u>44,689.66</u>	<u>92,486.99</u>	<u>7,221.74</u>	

Infrastructure Park Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Payments in Lieu of Taxes	21,500.00	652,936.91	515,000.00	-26.78%
Investment Earnings	-	-	-	0.00%
Other Financing Sources	500.00	5,000.00	6,000.00	16.67%
Extraordinary Items	-	-	-	0.00%
	<u>22,000.00</u>	<u>657,936.91</u>	<u>521,000.00</u>	<u>-26.28%</u>
Expenditures				
Total Expenditures	6,113.09	491,508.68	507,416.72	3.14%
	<u>6,113.09</u>	<u>491,508.68</u>	<u>507,416.72</u>	<u>3.14%</u>
Net Revenue (Expenditures)	<u>15,886.91</u>	<u>166,428.23</u>	<u>13,583.28</u>	

Debt Service Fund

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Property Tax Revenues	9,402.32	151,370.51	165,000.00	8.26%
	<u>9,402.32</u>	<u>151,370.51</u>	<u>165,000.00</u>	<u>8.26%</u>
Expenditures				
Total Expenditures	-	-	164,542.47	100.00%
	<u>-</u>	<u>-</u>	<u>164,542.47</u>	<u>100.00%</u>
Net Revenue (Expenditures)	<u>9,402.32</u>	<u>151,370.51</u>	<u>457.53</u>	

**City of Hartsville
Special Revenue Funds**

Hospitality Taxes Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Taxes	70,011.83	776,394.89	900,000.00	13.73%
Penalties & Interest - Taxes	-	2,638.33	3,000.00	12.06%
Investment Earnings	-	-	-	0.00%
Interfund Transfers	-	-	92,500.00	100.00%
	<u>70,011.83</u>	<u>779,033.22</u>	<u>995,500.00</u>	<u>21.74%</u>
Expenditures				
Total Expenditures	443.88	521,199.29	995,500.00	47.64%
	<u>443.88</u>	<u>521,199.29</u>	<u>995,500.00</u>	<u>47.64%</u>
				0%
Net Revenue (Expenditures)	<u>69,567.95</u>	<u>257,833.93</u>	<u>-</u>	

Accommodations Taxes Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Taxes	7,450.43	145,387.51	200,000.00	27.31%
Investment Earnings	-	-	-	0.00%
	<u>7,450.43</u>	<u>145,387.51</u>	<u>200,000.00</u>	<u>27.31%</u>
Expenditures				
Total Expenditures	456.67	4,566.70	200,000.00	97.72%
	<u>456.67</u>	<u>4,566.70</u>	<u>200,000.00</u>	<u>97.72%</u>
Net Revenue (Expenditures)	<u>6,993.76</u>	<u>140,820.81</u>	<u>-</u>	

**City of Hartsville
Recreation Enterprise Funds**

Recreation Concessions Budget to Actual

	<i>Apr-20</i>	<i>YTD</i>	<i>Budgeted</i>	<i>% Budget Remaining</i>
Revenues				
Concessions Revenue	(446.27)	34,642.66	65,000.00	46.70%
Extraordinary Items	-	369.08	-	0.00%
	(446.27)	35,011.74	65,000.00	46.14%
Expenditures				
Total Expenditures	723.68	33,542.13	60,000.00	44.10%
	723.68	33,542.13	60,000.00	44.10%
Net Revenue (Expenditures)	(1,169.95)	1,469.61	5,000.00	

Monthly Departmental Report: Finance



Monthly Revenue Report

Month of: April 2020

Hospitality taxes collected:	\$67,550.54
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	
Accommodation taxes collected:	\$8,648.37
(taxes are collected on the revenue of the previous month and are due on the 20th of the next month)	
Revenue collected for Cemetery Lots:	\$5,000.00

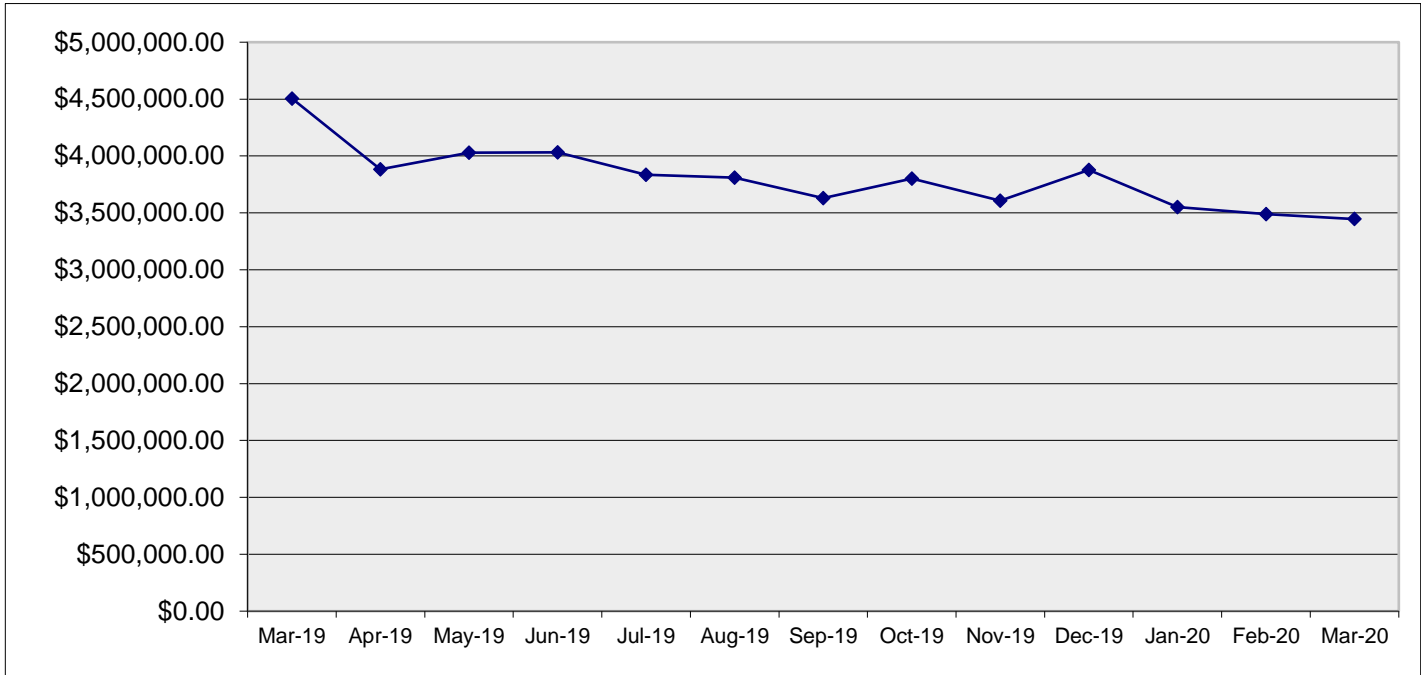
Hospitality Tax Recap

	Net Taxable Sales	X .02	Discount	Penalty	Total Paid	
Mar-19	\$4,505,737.23	\$	90,114.93	\$ (1,776.56)	\$ 6.00	\$ 88,344.30
Apr-19	\$3,882,498.39	\$	77,649.97	\$ (1,526.54)	\$ -	\$ 76,130.42
May-19	\$4,029,248.21	\$	80,584.97	\$ (1,589.78)		\$ 79,007.37
Jun-19	\$4,031,640.70	\$	80,626.69	\$ (1,575.35)	\$ 40.47	\$ 79,092.61
Jul-19	\$3,835,432.41	\$	76,708.71	\$ 1,505.86	\$ 7.60	\$ 76,589.50
Aug-19	\$3,809,863.02	\$	76,197.25	\$ (1,568.32)		\$ 74,637.33
Sep-19	\$3,629,186.26	\$	72,495.72	\$ (1,393.94)	\$ 205.78	\$ 71,374.78
Oct-19	\$3,800,242.85	\$	76,004.90	\$ (1,492.51)	\$ 55.62	\$ 74,577.00
Nov-19	\$3,606,820.43	\$	72,139.45	\$ (1,423.05)	\$ 13.76	\$ 70,727.14
Dec-19	\$3,878,368.57	\$	77,567.39	\$ (1,530.90)	\$ 7.60	\$ 76,043.09
Jan-20	\$3,551,675.20	\$	71,033.57	\$ (1,400.29)	\$ 16.00	\$ 69,649.11
Feb-20	\$3,488,186.74	\$	69,762.38	\$ (1,371.42)		\$ 63,390.95
Mar-20	\$3,445,721.52	\$	68,914.45	\$ (1,257.39)		\$ 67,550.54
TOTAL	\$24,094,419.96	\$	481,882.52	(\$6,530.69)	\$6.00	\$ 967,114.14

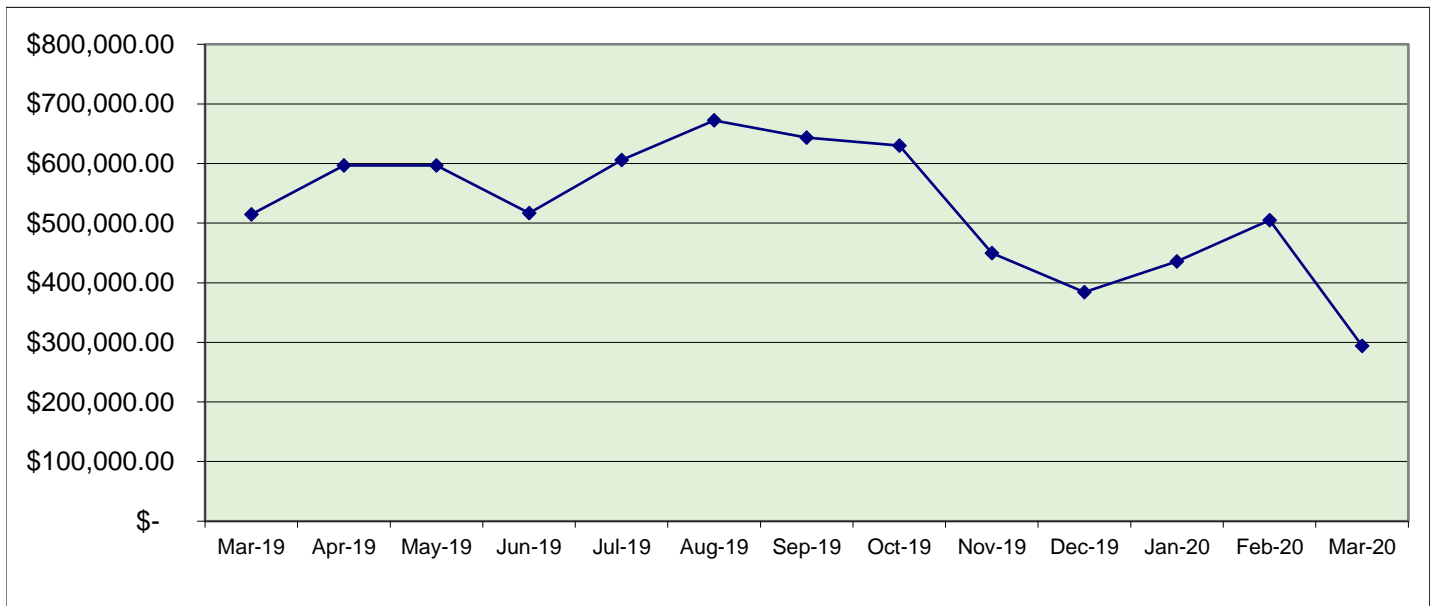
Accommodations Tax Recap

	Net Taxable Sales	X .03	Discount	Penalty	Total Paid
Mar-19	\$ 514,550.09	\$ 15,436.53	\$ (303.82)		\$ 15,132.71
Apr-19	\$ 596,910.40	\$ 17,907.32	\$ (355.37)		\$ 17,551.95
May-19	\$ 596,568.74	\$ 17,897.07	\$ 354.82		\$ 17,542.25
Jun-19	\$ 516,827.72	\$ 15,504.84	\$ (305.84)		\$ 15,199.00
Jul-19	\$ 605,883.73	\$ 18,176.52	\$ 360.57		\$ 17,815.96
Aug-19	\$ 672,198.19	\$ 20,165.94	\$ (400.14)		\$ 19,765.80
Sep-19	\$ 643,198.46	\$ 19,295.96	\$ (382.09)		\$ 18,913.87
Oct-19	\$ 629,788.18	\$ 18,893.64	\$ (364.63)	\$ 42.48	\$ 18,571.49
Nov-19	\$ 449,614.99	\$ 13,488.15	\$ (266.48)		\$ 13,221.68
Dec-19	\$ 384,101.52	\$ 11,523.05	\$ (192.90)	\$ 176.24	\$ 11,506.40
Jan-20	\$ 435,464.35	\$ 13,063.93	\$ (257.87)		\$ 12,806.06
Feb-20	\$ 504,983.54	\$ 15,149.50	\$ (301.60)		\$ 14,847.91
Mar-20	\$ 294,162.00	\$ 8,824.86	\$ (176.49)		\$ 8,648.37
TOTAL	\$3,502,938.87	\$105,088.22	(\$649.78)	\$129.52	\$ 103,007.67

Hospitality Tax Chart for past 12 months



Accommodation Tax Chart for past 12 months



City of Hartsville Fire Department

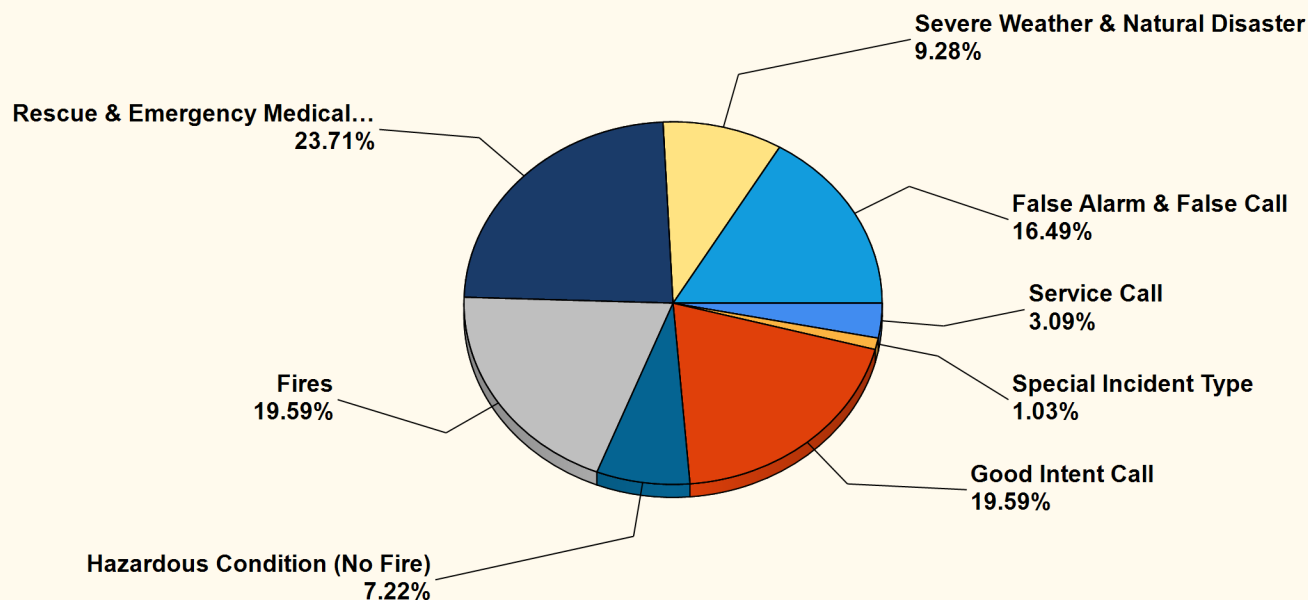
Hartsville, SC

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 04/01/2020 | End Date: 04/30/2020



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	19	19.59%
Rescue & Emergency Medical Service	23	23.71%
Hazardous Condition (No Fire)	7	7.22%
Service Call	3	3.09%
Good Intent Call	19	19.59%
False Alarm & False Call	16	16.49%
Severe Weather & Natural Disaster	9	9.28%
Special Incident Type	1	1.03%
TOTAL	97	100.00%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	2	2.06%
118 - Trash or rubbish fire, contained	3	3.09%
141 - Forest, woods or wildland fire	6	6.19%
142 - Brush or brush-and-grass mixture fire	1	1.03%
150 - Outside rubbish fire, other	1	1.03%
151 - Outside rubbish, trash or waste fire	5	5.15%
161 - Outside storage fire	1	1.03%
311 - Medical assist, assist EMS crew	14	14.43%
322 - Motor vehicle accident with injuries	4	4.12%
324 - Motor vehicle accident with no injuries.	2	2.06%
342 - Search for person in water	1	1.03%
352 - Extrication of victim(s) from vehicle	2	2.06%
412 - Gas leak (natural gas or LPG)	3	3.09%
440 - Electrical wiring/equipment problem, other	1	1.03%
444 - Power line down	2	2.06%
445 - Arcing, shorted electrical equipment	1	1.03%
510 - Person in distress, other	1	1.03%
551 - Assist police or other governmental agency	1	1.03%
561 - Unauthorized burning	1	1.03%
611 - Dispatched & cancelled en route	11	11.34%
622 - No incident found on arrival at dispatch address	2	2.06%
651 - Smoke scare, odor of smoke	6	6.19%
711 - Municipal alarm system, malicious false alarm	1	1.03%
733 - Smoke detector activation due to malfunction	1	1.03%
736 - CO detector activation due to malfunction	1	1.03%
743 - Smoke detector activation, no fire - unintentional	7	7.22%
745 - Alarm system activation, no fire - unintentional	5	5.15%
746 - Carbon monoxide detector activation, no CO	1	1.03%
800 - Severe weather or natural disaster, other	1	1.03%
815 - Severe weather or natural disaster standby	8	8.25%
911 - Citizen complaint	1	1.03%
TOTAL INCIDENTS:	97	100.00%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

City of Hartsville Fire Department

Hartsville, SC

This report was generated on 5/6/2020 9:53:15 AM



Incident Type per Zone for Incident Status for Date Range

Incident Status(s): All Incident Statuses | Start Date: 04/01/2020 | End Date: 04/30/2020

INCIDENT TYPE	Incident Status	# INCIDENTS
Zone: City Limits - City Limits		
141 - Forest, woods or wildland fire	Reviewed	2
151 - Outside rubbish, trash or waste fire	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	6
322 - Motor vehicle accident with injuries	Reviewed	2
412 - Gas leak (natural gas or LPG)	Reviewed	3
444 - Power line down	Reviewed	1
445 - Arcing, shorted electrical equipment	Reviewed	1
510 - Person in distress, other	Reviewed	1
551 - Assist police or other governmental agency	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	4
622 - No incident found on arrival at dispatch address	Reviewed	1
651 - Smoke scare, odor of smoke	Reviewed	4
733 - Smoke detector activation due to malfunction	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	2
745 - Alarm system activation, no fire - unintentional	Reviewed	4
746 - Carbon monoxide detector activation, no CO	Reviewed	1
815 - Severe weather or natural disaster standby	Reviewed	2

Zone: Darlington Co. - Darlington County		
111 - Building fire	Reviewed	2
118 - Trash or rubbish fire, contained	Reviewed	3
141 - Forest, woods or wildland fire	Reviewed	4
142 - Brush or brush-and-grass mixture fire	Reviewed	1
150 - Outside rubbish fire, other	Reviewed	1
151 - Outside rubbish, trash or waste fire	Reviewed	4
161 - Outside storage fire	Reviewed	1
311 - Medical assist, assist EMS crew	Reviewed	8
322 - Motor vehicle accident with injuries	Reviewed	2
324 - Motor vehicle accident with no injuries.	Reviewed	2
342 - Search for person in water	Reviewed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



EMERGENCY REPORTING

emergencyreporting.com

Doc Id: 384

Page # 1 of 2

INCIDENT TYPE	Incident Status	# INCIDENTS
352 - Extrication of victim(s) from vehicle	Reviewed	1
440 - Electrical wiring/equipment problem, other	Reviewed	1
444 - Power line down	Reviewed	1
561 - Unauthorized burning	Reviewed	1
611 - Dispatched & cancelled en route	Reviewed	7
622 - No incident found on arrival at dispatch address	Reviewed	1
651 - Smoke scare, odor of smoke	Reviewed	2
711 - Municipal alarm system, malicious false alarm	Reviewed	1
736 - CO detector activation due to malfunction	Reviewed	1
743 - Smoke detector activation, no fire - unintentional	Reviewed	5
745 - Alarm system activation, no fire - unintentional	Reviewed	1
800 - Severe weather or natural disaster, other	Reviewed	1
815 - Severe weather or natural disaster standby	Reviewed	6
Zone: Out of District - Out of District		
352 - Extrication of victim(s) from vehicle	Reviewed	1
911 - Citizen complaint	Reviewed	1

This report gives a count of each incident type for the Incident Status or Statuses selected.



Fire Recovery for July 2019 - April 2020

Status	Run Date	Run Number	NFIRS	Paid Date	Insurance	Invoiced	Received	FD%
Payment Received	06/21/2019	19-578	111	07/09/2019	AutoOwners	\$ 896.00	\$ 500.00	\$ 400.00
Payment Received	06/26/2019	19-592	322	07/17/2019	Nationwide	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	05/02/2019	19-359	733	07/18/2019	Coker College	\$ 200.00	\$ 192.00	\$ 153.60
Payment Received	06/11/2019	19-532	322	07/28/2019	Geico	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	06/03/2019	19-496	322	07/30/2019	Progressive	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	06/03/2019	19-493	463	08/08/2019	USAA Insurance	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	10/23/2018	18- 1091	324	08/09/2019	Geico	\$ 495.00	\$ 250.00	\$ 200.00
Payment Received	07/15/2019	19-657	322	08/20/2019	Travelers	\$ 1,037.00	\$ 487.00	\$ 389.60
Payment Received	03/11/2019	19-204	463	08/28/2019	Geico	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	03/25/2019	19-245	322	09/04/2019	Auto Owners Insurance	\$ 2,848.00	\$ 2,848.00	\$ 2,278.40
Payment Received	07/23/2019	19-684	324	09/10/2019	State Farm	\$ 554.00	\$ 250.00	\$ 200.00
Payment Received	07/14/2019	19-645	745	10/04/2019	Thad Saleeby Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	07/22/2019	19-680	730	10/04/2019	Thad Saleeby Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	07/30/2019	19-717	743	10/04/2019	Thad Saleeby Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	09/13/2019	19-847	322	10/08/2019	Safeco	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	09/07/2019	19-830	463	10/08/2019	Geico	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	07/14/2019	19-643	743	10/14/2019	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/15/2019	19-549	733	10/14/2019	Southside Early Childhood Center	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/23/2019	19-582	735	10/14/2019	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00

Payment Received	06/07/2019	19-519	745	10/14/2019	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	06/23/2019	19-581	745	10/14/2019	Darlington County School District	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	05/06/2019	19-379	730	10/14/2019	Southside Early Childhood Center	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	08/17/2019	19-759	322	10/22/2019	Geico	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	10/06/2019	19-939	324	10/25/2019	Safeco	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	09/16/2019	19-856	734	10/25/2019	Coker University	\$ 200.00	\$ 192.00	\$ 153.60
Payment Received	07/26/2019	19-700	322	10/30/2019	OOIDA Risk	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	09/17/2019	19-862	733	10/30/2019	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	09/24/2019	19-886	743	10/30/2019	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	09/23/2019	19-880	743	10/30/2019	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	05/23/2019	19-438	463	11/13/2019	State Farm	\$ 487.00	\$ 487.00	\$ 389.60
Payment Received	08/04/2019	19-733	322	12/27/2019	Owners	\$ 1,058.00	\$ 1,058.00	\$ 846.40
Payment Received	08/26/2019	19-788	322	01/05/2020	Geico	\$ 487.00	\$ 250.00	\$ 200.00
Payment Received	10/17/2019	19-970	324	01/19/2020	Atlantic Casualty	\$ 739.00	\$ 739.00	\$ 591.20
Payment Received	10/27/2019	19- 1006	733	01/20/2020	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	10/17/2019	19-968	324	01/21/2020	Geico	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	12/25/2019	19- 1184	745	02/04/2020	Darlington County School District	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	12/02/2019	19- 1107	324	02/10/2020	State Farm	\$ 554.00	\$ 250.00	\$ 200.00
Payment Received	01/02/2020	20-8	322	02/27/2020	Nationwide Insurance	\$ 2,060.00	\$ 2,060.00	\$ 1,648.00
Payment Received	10/23/2018	18- 1094	324	02/27/2020	Stuckey & Alexander Inc	\$ 635.00	\$ 635.00	\$ 508.00
Payment Received	02/11/2019	19-135	463	03/02/2020	Athens	\$ 1,747.00	\$ 1,747.00	\$ 1,397.60
Payment Received	02/19/2020	20-142	324	03/06/2020	State Farm	\$ 487.00	\$ 250.00	\$ 200.00

Payment Received	11/03/2019	19- 1020	743	03/25/2020	Carriage House Community of Hartsville LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	12/14/2019	19- 1153	743	03/25/2020	Carriage House Community of Hartsville LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	12/19/2019	19- 1174	733	03/25/2020	Carriage House Community of Hartsville LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	10/23/2019	19-991	745	03/25/2020	Carriage House Community of Hartsville LLC	\$ 300.00	\$ 300.00	\$ 240.00
Payment Received	10/11/2019	19-950	735	03/25/2020	Carriage House Community of Hartsville LLC	\$ 200.00	\$ 200.00	\$ 160.00
Payment Received	01/25/2020	20-71	322	03/31/2020	Dairyland	\$ 554.00	\$ 554.00	\$ 443.20
Payment Received	07/15/2019	19-651	324	04/01/2020	Duke Energy Corp & Subsidiaries	\$ 554.00	\$ 531.84	\$ 425.47
Payment Received	01/18/2020	20-50	322	04/07/2020	Nationwide	\$ 487.00	\$ 487.00	\$ 389.60
					Grand Total:	\$ 27,171.00	\$ 24,859.84	\$ 19,887.87

MAY 2020

COUNCIL GRANT REPORT

Active Projects:

- FAA Infrastructure & Design Grant
- SC Aeronautics Infrastructure & Design Grant
- SC Aeronautics Terminal & Access Road Grant
- SC Department of Commerce, CDBG South Hartsville Sewer Improvements
- SC Department of Public Safety – Highway Safety 2019
- SCEMD Recovery/FEMA: South Hartsville Drainage Study
- SCEMD Recovery/FEMA: Generators for Pump Stations & Wells
- The Byerly Foundation Projects:
 1. Comeback Campaign (May 8th kickoff)
 2. Fire Training Equipment (purchased)
 3. Façade Program (underway)
 4. Wayfinding Signage (almost complete)
 5. Police Youth Academy (ongoing)
 6. Business Builder (on hold)

Applications Awarded June 2019 - May 2020:

- The Byerly Foundation – All America City “Comeback” Campaign **\$150,000**
- SC PARD – Basketball Court Lighting **\$12,400**
- SC Aeronautics – Terminal & Access Road Construction **\$500,000**
- SC Aeronautics – Infrastructure & Design Matching - **\$8,328**
- SC Department of Public Safety – Highway Safety 2020 - **\$63,594**
- CDBG South Park Neighborhood Sewer Upgrades **\$750,000**
- FAA Infrastructure Grant **\$149,900**
- SCDPS Office of Highway Safety & Justice for Body-Worn Cameras **\$9,428.08**
- Byerly Foundation: HFD Extinguisher Training **\$13,084**
- Byerly Foundation: Main Street Façade Program **\$10,000**

Future Applications/Award Notification:

(0 – 6 months lead time & application contingent upon council approval)

- SCDPS – Highway Safety Grant Program (Submitted)
- PARD project for Restroom & Fountain. (Submitted)
- AARP Communities Challenge Grant (May 15th)
- SCEMD/FEMA - Generator for City Hall (May 28th)
- RIA Well with Potential SRF Forgivable & Loan Project (August)
- CDBG Neighborhood Revitalization (September)

Should you have any questions regarding this report, please contact me at 843.383.3015 ext. 2010, 843.858.0699, or shannon.munoz@hartsvillesc.gov.

Shannon J. Munoz, Director of Community & Economic Development

Human Resources Monthly Report - April 2020

Home Department**	March Headcount	April Hires / Transfers In	April Terms	April Transfers Out	April Headcount	DIVERSITY				
						Asian	Black or African American	Hispanic or Latino	White	2 or More Races
000411 / Mayor Council Clerk	8	0	0	0	8	0	3	0	5	0
000412 / Court Operations	5	0	0	0	5	0	1	0	4	0
000413 / City Manager	1	0	0	0	1	0	0	0	1	0
000415 / Finance	6	0	0	0	6	0	1	1	4	0
000417 / Human Resources	3	0	0	0	3	0	0	1	2	0
000418 / Main Street Hartsville	1	0	0	0	1	0	0	0	1	0
000419 / Business Navigator	4	0	0	0	4	0	2	1	1	0
000421 / Police Department	43	0	0	0	43	0	4	0	39	0
000422 / Fire Department	32	1	0	0	33	0	3	0	30	0
000423 / Victim's Advocate**	0	0	0	0	0	0	0	0	0	0
000426 / Tourism	2	0	0	0	2	0	0	0	2	0
000431 / Maintenance	2	0	0	0	2	0	0	0	2	0
000432 / Sanitation Dept.	12	0	2	0	10	0	6	0	4	0
000452 / Parks & Recreation	7	0	0	0	7	0	2	0	5	0
000453 / Streets & Grounds	12	0	0	0	12	0	9	0	3	0
000454 / Museum Operations	3	0	0	0	3	0	0	0	3	0
000500 / Water Utilities	8	0	0	0	8	0	2	0	6	0
000600 / Sewer Utilities	4	0	0	0	4	0	2	0	2	0
000700 / School Crossing Guards	9	0	0	0	9	0	5	0	4	0
000800 / Storm Water Utilities	1	0	0	0	1	0	0	0	1	0
000900 / Water Park	3	0	0	0	3	0	0	0	3	0
Totals:	166	1	2	0	165	0	40	3	122	0

**Based on Home Departments/does not reflect employees with dual departments; Victim's Advocate headcount reflected in 421 / No seasonal or interns

Completed Events/Campaigns

April COVID-19 Training, Precautions Check, Employee Support

Upcoming Events

May City Reopening with implemented COVID-19 Precautions 5/11/19
Distribution of Hurricane Preparedness Data & Employee Training
Neptune Island delayed opening preparations post COVID-19 suspension of activities



Date: May 6, 2020
To: City of Hartsville
From: Suzy Moyd,
Executive Director,
Main Street Hartsville
Re: **Monthly Status Report for April**

Status Report & Updates

Calendar:

Work From Home due to COVID-19
Zoom Meetings, GoToMeetings, and webinars...

Current Social Media Stats:



Facebook: 5067 Followers
Twitter: 1349 Followers
Instagram: 1539 Followers
MailChimp: 844 Subscribers

New businesses opening and Ribbon Cuttings soon:

Sully Blair State Farm
Shear Hairapy
Wild Heart Brewing
Belles & Beaus Boutique

Closed businesses:

Tommi Mack

Working on:

Zoom and GoTo Webinars, conference calls & group texts with SCFEA, SCRLA, SBA, SC Chamber and Senator Lindsey Graham re: EIDL SBA Loans and PPP local lending loans.

Blog post on Tales From The Sidewalk: Essentially Speaking

Discounted gift certificate promotion.

Drive-Thru Farmers Market, offering farmers-choice vegetable boxes, pasture-raised pork, local honey, potatoes, and bread. Writing new rules and regulations and order forms,

Bless Your Neighbor's Porch was developed as an online gift registry, or wish list, where our community can post what they would like from local, downtown stores - instead of Amazon.



Calling, texting, and emailing merchants during shutdowns. Counseling and listening. Planning what re-opening will look like. Sourcing supplies and signage. Staffing issues with people making more money on unemployment than normal, no daycares open, and still growing fear of virus.

Cancelling all spring events: block parties and farmers markets, and local and national Main Street meetings.

Processing Main Street Hartsville Gift Certificates.

Updates to Main Street's website and social media.

New Partnerships, current Partnership Renewals & Thank You's.

Processing Façade Grant Applications.



Monthly Departmental Report – APRIL 2020

Visitor Demographics 2020

MONTH	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total	Website	Facebook
January	8	14	8	21	24	7	82	357	1,743
February	18	10	11	6	70	21	136	350	1,744
March	3	11	6	63	12	7	102	261	1,746
April	0	0	0	0	0	0	0	261	1.804
May									
June									
July									
August									
September									
October									
November									
December									
YEAR TO DATE	29	35	25	90	106	35	320		

*Sunday

Visitors Signing Guest Book came from:

Museum News:

- Museum Manager, Andrea Steen, was a guest speaker for Rotary via Zoom. Wonderful opportunity to meet with Rotary members and share good news about the Hartsville Museum and how we're operating and moving forward during the COVID-19 pandemic.
- During this time of quarantine Museum staff is making great progress in Accessioning previous donations. These donations have now been cataloged, given an Object ID#, physically numbered, tagged, photographed and given a condition report and storage location.
- Asst. Museum Manager, Matt Winburn has continued to work on inventorying museum collections and updating records kept in PastPerfect to include location and photographs of all artifacts and reorganizing collections for easier management.
- Fun Fact: Over 1,100 pictures of artifacts have been uploaded to PastPerfect.

Amid the COVID-19 pandemic the Hartsville Museum is closed, but Museum staff is still working and following all safety procedures set in place by HR. Separately we are working at the museum and our Collections Storage room at the Edition. During this time we are making headway on some much needed back logged work including cataloging, inventory, photographing, condition reports, and conservation. We are also exploring new creative ways to engage visitors, through Facebook and other platforms.



April 2020

Monthly Departmental Report

Coach TB Thomas Sports Center

- Painted main office and added painted logos throughout the building.
- Continuing with the cleaning of exercise equipment, handles, counters , and floors.

Byerly Park

- Cancelled Top Gun tournament on April 4 & 5.
- Cancelled Tier 1 tournament on April 18 & 19.
- Cancelled USSSA tournament on April 25 & 26.
- Installed new monkey bars in the park.
- The bases for the lights at the basketball court have been installed. We are currently waiting for the pole to be delivered.

Covid-19 Precautions:

- Closed down TB Thomas on March 16th to all citizens. We remained closed to the citizen through the month of April.
- Went through the building and cleaned the building to help prevent potential virus spread.
- All employees are coming in to TB Thomas to answer phones and continue to spot clean the building.
- Parks and Recreation started a YouTube channel for at home exercises and do it yourself crafts.
- Locked the baseball and softball fields and removed the outdoor basketball rims to discourage large group activities during this time.
- Placed signs throughout the park discouraging people to do activities in large groups such as playing on the playgrounds and encouraging social distancing during this time.
- All grounds staff are coming in to clean the bathrooms and mow grass at the park.

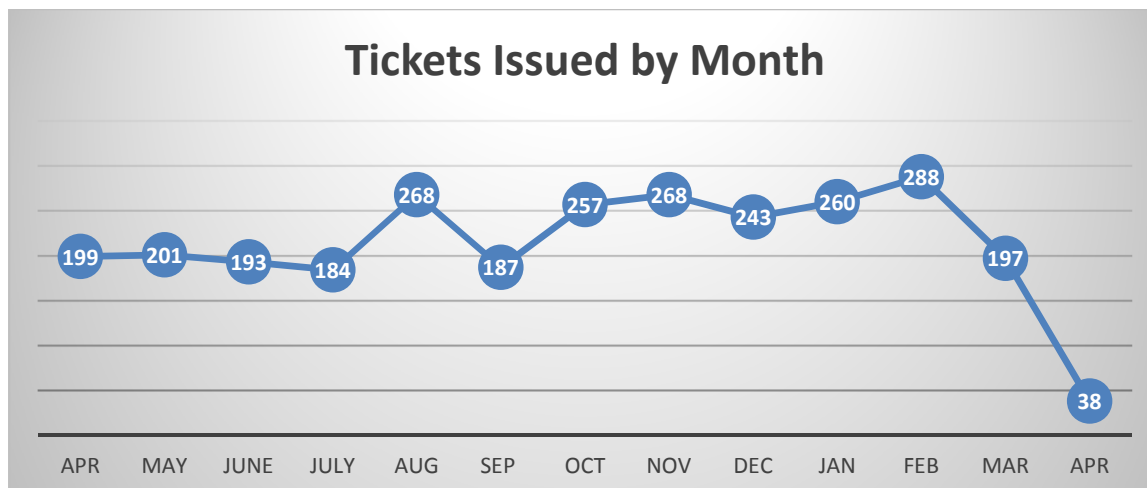
Hartsville Police Department



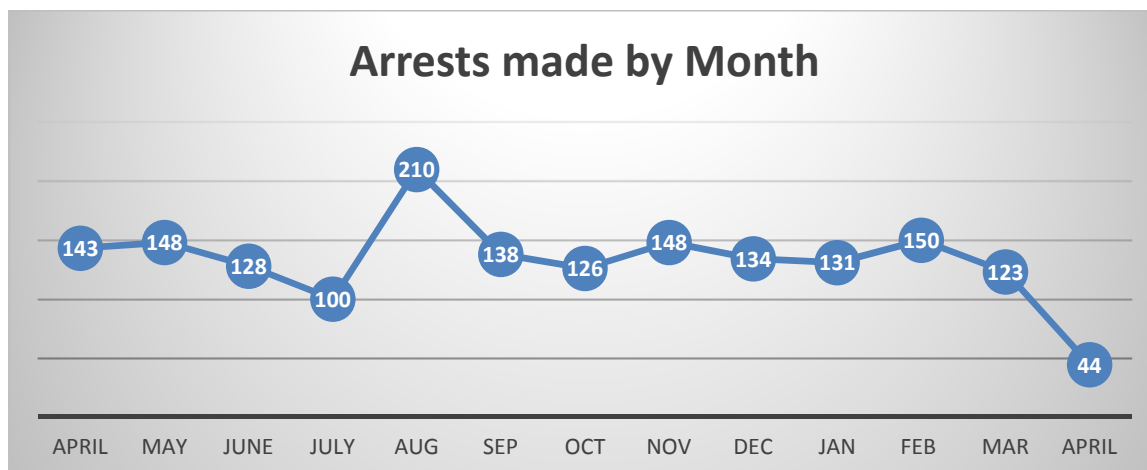
Monthly Report

April 2020

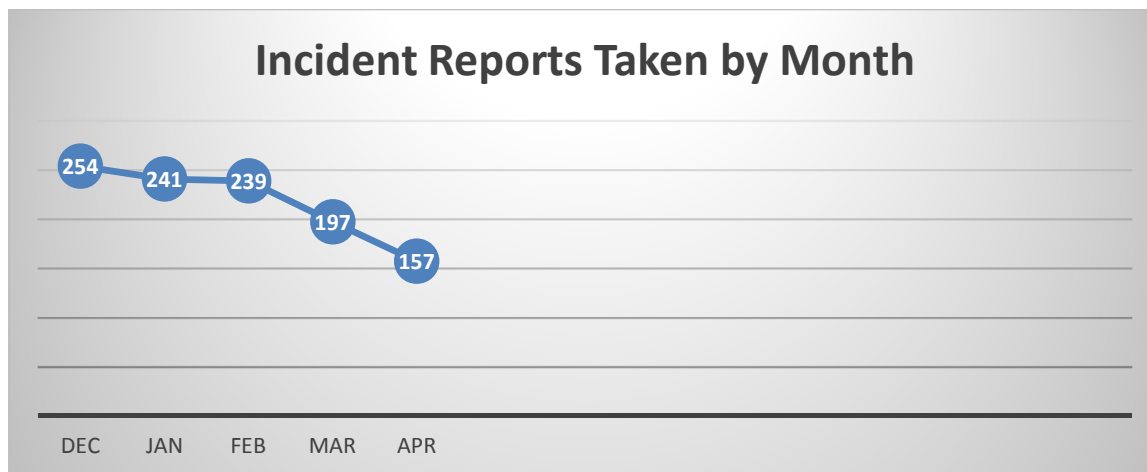
Prepared by Mark Blair



February 2020 showed our highest rates of ticket issuance for the previous 12 months, Following a general upward trend for the quarter. Although March looked like a mild slump, the Wuhan Virus Pandemic has had a severe impact on citations. Although the first half of March was active, the last two weeks in March account for only 30% of tickets. April showed a severe drop in numbers as officers were ordered to limit traffic stops to the most severe/reckless/drunk violators.



July 2019 showed the lowest number of arrests in a normal operational period, of the past 12 months. However there was a jump in August due in part to Operation Summer Freeze. The 45 arrests from Operation Summer Freeze, we would have been at 165 Arrests, which is closer to the average. Arrests and citations have stabilized around 135 Arrests/Month, judging by the last quarter. Arrests look average until the first of March. Arrests plummeted in April due to less people being out, businesses being closed, and stores taking aggressive distancing measures. Officers are also issuing more summons where possible, due to orders from the Court Administration and precautionary measures to avoid COVID-19.



Incident Reports taken are a reflection of reports actually written. A report is not written for every call. This chart is new for 2020. Calls for service data is directly related to arrests and citations. March showed a slump due to the COVID-19 Emergency, with more incidents during the first half of the month. April continued the decrease in reports, due to people being home, less stores open, fewer traffic stops.

Arrestees and Victims

On average, between 50-65% of arrested persons come from outside the city limits, showing that we serve many more people than our in-town population.

In April there were 44 arrests, including 0 Juveniles.

Crime Types

Arrests consisted of the following: (Major categories, not inclusive of all arrests):

Robbery -	1	(100% from outside city)
Shopliftings –	8	(75% from outside city)
Assaults –	4	(0% from outside city)
Thefts -	2	(50% from outside city)
Drug Offenses –	6	(66% from outside city)
DUI/Drunkeness-	5	(60% from outside city)
Burglary -	1	(0% from outside city)
Non-Reported State	5	(20% from outside City)*

*Non-Reported to State offenses are generally offenses like Driving Under Suspension, Operating Uninsured, Possession of Controlled Substance, and other crimes that are outside the typical violent/property crime classifications

Totals for all arrests (including those not listed above)

27 of 44 people arrested (61%) live outside the city limits.



Date: May 5, 2020
To: City of Hartsville
From: Samantha Altman, Special Events Coordinator
Re: Tourism and Events Report- April

Status Report & Updates

Current Projects

All city events through May 12th have been cancelled to follow CDC event regulations.

All events at The Pavilion at Lawton Park and The Edition through May 12th have been cancelled or rescheduled to follow CDC event regulations.

No special event or yard sale permits are being approved until after May 12th to follow CDC regulations.

The Key store is still closed but offering curbside pickup.

Finalized the 2020 City of Hartsville events calendar to create a master list for scheduling events.

2020 City of Hartsville Events:

- Screen on the Green
 - Saturday, June 13, 2020 – “Moana” sponsored by Carolina Pines
 - Saturday, June 27, 2020 – “Jumanji – The Next Level” sponsored by The Children’s Group
 - Saturday, August 1, 2020 – “The Incredibles 2” – National Night Out
- National Night Out from 6:30-8:30 pm
 - Saturday, August 1, 2020
- Downtown Holiday Open House & Centennial Tree Lighting
 - Thursday, November 19, 2020 from 6:00-9:00 pm
- 2020 Hartsville Christmas Parade
 - Saturday, December 12, 2020 at 3:00pm

Current Social Media & Website Stats

Visit Hartsville, SC

Facebook- 3,054

Instagram (@visithartsvillesc) - 1,221 followers

Twitter (@visithartsville) - 322 followers

VisitHartsvilleSC.com- 3650 views

Current Key Sales

April 2020

Net Sales: \$107.64

Tax Collected: \$8.63

Total: \$116.27

Top Selling Items:

1. Gillespie's Chocolate Covered Peanuts - Gillespie's Peanuts
2. Gillespie's Spicy Sriracha Peanuts - Gillespie's Peanuts
3. Gillespie's Sea Salt and Pepper Peanuts - Gillespie's Peanuts

Future Projects

Adding new items to the gift shop at The Key.

Working with Parks and Recreation to put together Tourism packets for tournament attendees.

Creating and distributing Hartsville field trip opportunities with local schools.



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: 4388 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Ordinance for a first amendment to a T-Mobile cell tower lease on Poole Street water tower.

BACKGROUND SUMMARY:

Original lease date July 18, 2002.

IMPACT IF DENIED:

Cell service for T-Mobile will continue with current communication equipment on tower.

IMPACT IF APPROVED:

Cell service for T-Mobile will continue with additional upgraded communication equipment on tower.

FINANCIAL IMPACT:

Rental Fee will increase by \$500 per month.

ATTACHMENTS:

Description

- ▣ Ordinance 4388
- ▣ Ordinance 4388 - Agreement
- ▣ Ordinance 4388 - Exhibit

ORDINANCE 4388

TO AMEND THE LEASE TO SUNCOM WIRELESS PROPERTY COMPANY LLC AS SUCCESSOR IN INTEREST TO TRITON PCS PROPERTY COMPANY LLC D/B/A T-MOBILE USA INC FOR THEIR INSTALLATION OF CELLULAR EQUIPMENT ON THE POOLE STREET WATER TOWER.

WHEREAS, SunCom Wireless Property Company, LLC d/b/a T-Mobile USA Inc. has made a proposal for a First Amendment to the original lease agreement dated July 18, 2002; and,

WHEREAS, the proposal conforms to the guidelines listed in article VI (D) of the City Zoning Code which regulates the placement of towers for communications use within the city limits; and,

WHEREAS, the amendment would allow for additional equipment, modifications at Licensee expense, and an increase in the rental fee of Five Hundred Dollars (\$500) monthly, which fees will be deposited in the Utility Fund.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the City of Hartsville that SunCom Wireless Property Company, LLC d/b/a T-Mobile USA Inc. is hereby granted First Amendment to lease.

NOW, THEREFORE BE IT FURTHER ORDAINED, that the City Manager is hereby authorized to execute the negotiated lease agreement document.

NOW, THEREFORE BE IT FINALLY ORDAINED IN MEETING DULY ADVERTISED AND ASSEMBLED on the ____ day of _____, 2020 and to become effective upon final reading.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

First Reading: April 14, 2020
Public Hearing:
Final Reading:

FIRST AMENDMENT TO LICENSE AGREEMENT

THIS AMENDMENT TO LICENSE AGREEMENT ("Amendment") is made and entered into by and between the City of Hartsville, South Carolina ("Landlord"), and SunCom Wireless Property Company, LLC, as successor in interest to TRITON PCS PROPERTY COMPANY LLC, a Delaware limited liability company ("Tenant").

Recitals

The parties hereto recite, declare and agree as follows:

A. Landlord and Tenant (or as applicable, their respective predecessors in interest) entered into a License Agreement dated July 18, 2020 (including any prior amendments, the "Lease"), with respect to Premises located at water tower (the Tower) on Poole Street.

B. Landlord and Tenant desire to enter into this Amendment in order to modify and amend certain provisions of the Lease.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Landlord and Tenant covenant and agree as follows:

1. Effective as of _____, 20__, (a) Tenant will have the right to modify its Antenna Facilities as described and depicted on Exhibit A, which is attached hereto and by this reference incorporated herein, and Landlord hereby consents to and approves of the modifications described and depicted on Exhibit A in all respects, and (b) the Rent that Tenant pays Landlord will be increased by Five Hundred Dollars (\$500.00) per month.

2. The parties' notice addresses in the Lease are deleted in their entirety and replaced with the following:

If to Tenant:

T-Mobile USA Inc
Attn: Lease Compliance/Site No.
12920 SE 38th Street
Bellevue, WA 98006

If to Landlord:

City of Hartsville
Attn: City Manager
PO Drawer 2497
Hartsville SC 29551

3. The terms and conditions of the Lease are incorporated herein by this reference, and capitalized terms used in this Amendment shall have the same meanings such terms are given in the Lease. Except as specifically set forth herein, this Amendment shall in no way modify, alter or amend the remaining terms of the Lease, all of which are ratified by the parties and shall remain in full force and effect. To the extent there is any conflict between the terms and conditions of the Lease and this Amendment, the terms and conditions of this Amendment will govern and control.

4. Landlord represents and warrants to Tenant that the consent or approval of no third party, including, without limitation, a lender, is required with respect to the execution of this Amendment, or if any such third party consent or approval is required, Landlord has obtained any and all such consents or approvals.

IN WITNESS WHEREOF, the parties have executed this Amendment effective as of the date of execution by the last party to sign.

The City of Hartsville

T-Mobile South LLC

By: _____
Name: _____
Title: _____
Date: _____

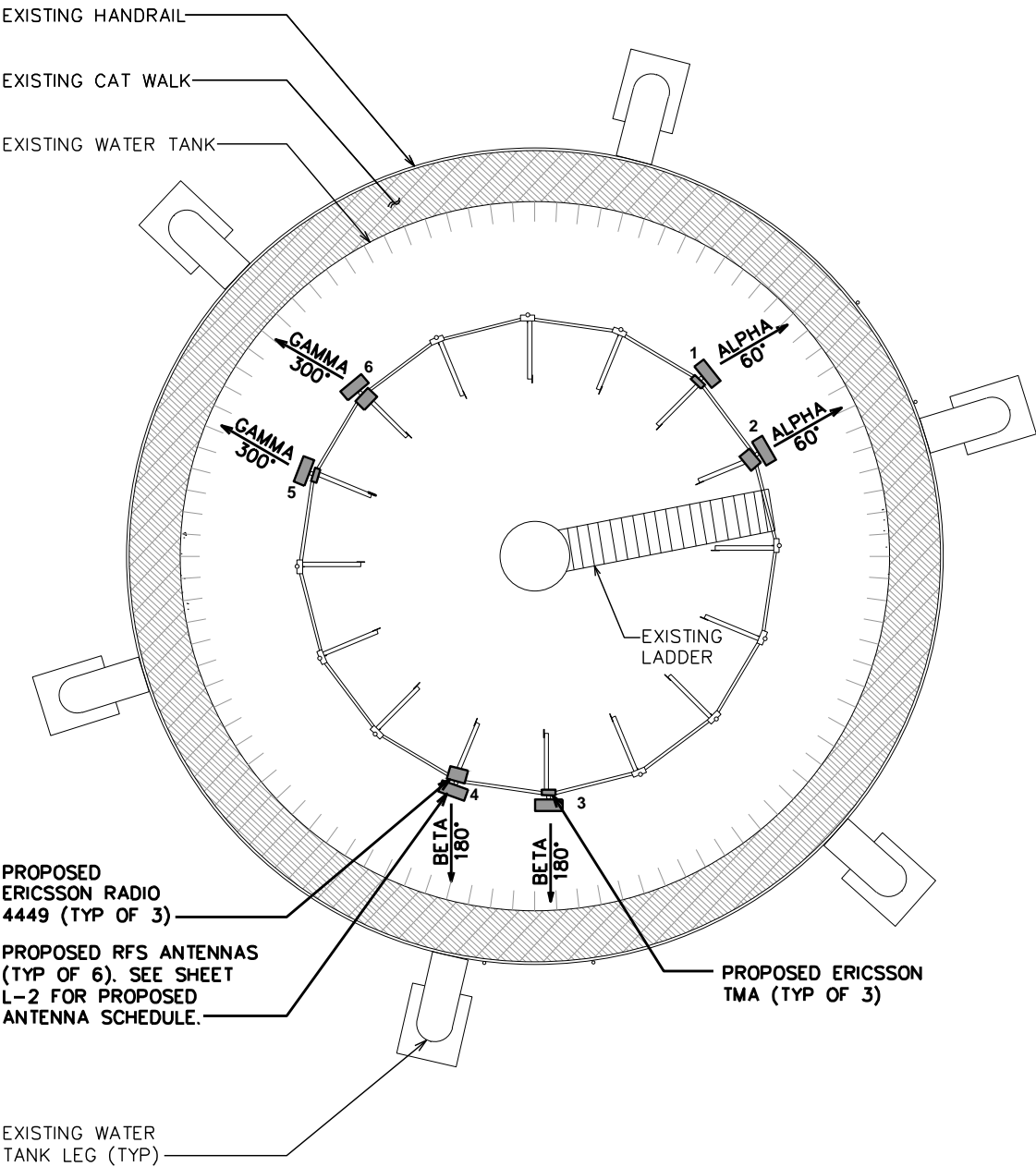
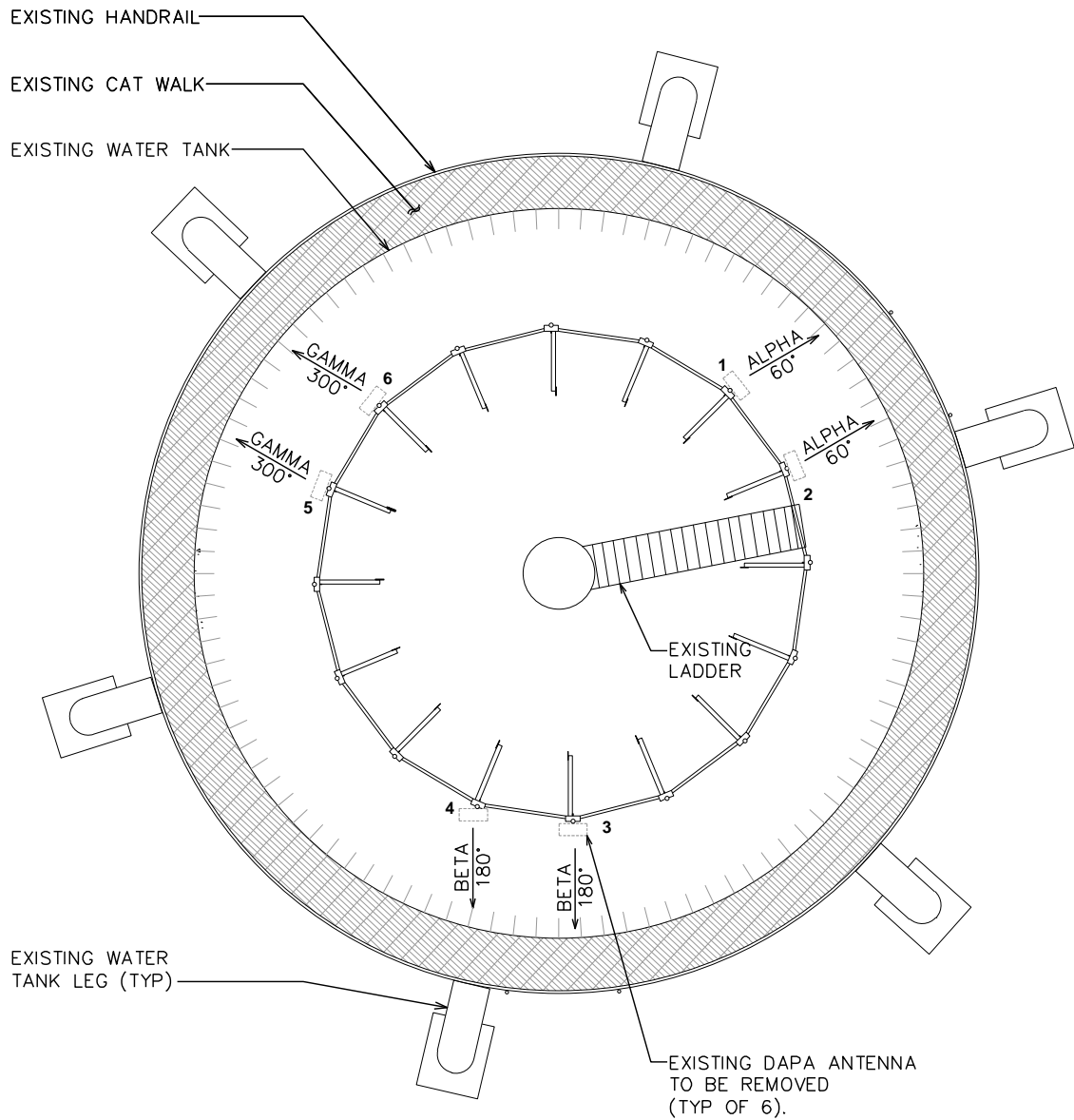
By: _____
Name: _____
Title: _____
Date: _____

NOTE:

1. TEP HAS NOT VERIFIED ANY EXISTING ANTENNA CONFIGURATION OR MOUNT CONFIGURATION. CONTRACTOR TO VERIFY MOUNT CONFIGURATION HAS SUFFICIENT SPACE FOR PROPOSED LESSEE EQUIPMENT (I.E. CLEARANCES, MOUNT PIPE OR SUFFICIENT LENGTH, ETC.). TEP DID NOT ANALYZE ANTENNA MOUNT TO DETERMINE ADEQUATE STRUCTURAL CAPACITY FOR ANY LESSEE LOADING.
2. T-MOBILE'S EXISTING LEASE AREA IS 20'X30'.

NOTES:

1. TEP HAS NOT VERIFIED ANY EXISTING ANTENNA CONFIGURATION OR MOUNT CONFIGURATION. CONTRACTOR TO VERIFY MOUNT CONFIGURATION HAS SUFFICIENT SPACE FOR PROPOSED LESSEE EQUIPMENT (I.E. CLEARANCES, MOUNT PIPE OR SUFFICIENT LENGTH, ETC.). TEP DID NOT ANALYZE ANTENNA MOUNT TO DETERMINE ADEQUATE STRUCTURAL CAPACITY FOR ANY LESSEE LOADING.
2. CONTRACTOR TO VERIFY PROPOSED LOADING WITH PASSING TOWER STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION.
3. T-MOBILE'S EXISTING LEASE AREA IS 20'X30'.



EXISTING ANTENNA PLAN

SCALE: N.T.S.

PROPOSED ANTENNA PLAN

SCALE: N.T.S.

PLANS PREPARED FOR:



1001 PINNACLE POINT DR.
COLUMBIA, SC 29223

PROJECT INFORMATION:

T-MO #: 8FL0441D
HARTSVILLE

221 POOLE ST
NORTH CHARLESTON, SC 29550
(DARLINGTON COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351

SEAL:



0	08-14-19	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: ER CHECKED BY: RST

SHEET TITLE:

EXHIBIT A

SHEET NUMBER: L-1	REVISION: 0 TEP#: 42131.228941
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NOTES:

1. CONTRACTOR TO REFERENCE TMO ISSUED RFDS AND GIVE PRECEDENCE TO INFORMATION PROVIDED IN RFDS OVER INFORMATION PROVIDED IN THIS TABLE.
2. VERIFY LOADING WITH PASSING STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION.
3. IF STRUCTURAL ANALYSIS AND RFDS DO NOT MATCH, CONTRACTOR IS TO CONTACT T-MOBILE OR AMERICAN TOWER CORPORATION IMMEDIATELY.

PROPOSED EQUIPMENT IN BOLD>

PROPOSED ANTENNA/CABLE SCHEDULE							
POS.	SECTOR	MANUFACTURER (MODEL #)	MOUNTING HEIGHT	CABLE SIZE	AZIMUTH (TN)	COAX LENGTH	RRU/TMA [MODEL #]
1	ALPHA	RFS APXV18-206517S-C-A20	Ⓢ 122'-0"±	(6) 1½"Ø COAX (1) 6X12 HCS 4AWG HYBRID (2) 6X12 HCS 6AWG HYBRID	60°	230'±	(1) ERICSSON TMA [KRY 112 489/2]
2	ALPHA	RFS APXVAARR24_43-U-NA20	Ⓢ 122'-0"±		60°		(1) ERICSSON RRUS [RADIO 4449 B71+B12]
3	BETA	RFS APXV18-206517S-C-A20	Ⓢ 122'-0"±		180°		(1) ERICSSON TMA [KRY 112 489/2]
4	BETA	RFS APXVAARR24_43-U-NA20	Ⓢ 122'-0"±		180°		(1) ERICSSON RRUS [RADIO 4449 B71+B12]
5	GAMMA	RFS APXV18-206517S-C-A20	Ⓢ 122'-0"±		300°		(1) ERICSSON TMA [KRY 112 489/2]
6	GAMMA	RFS APXVAARR24_43-U-NA20	Ⓢ 122'-0"±		300°		(1) ERICSSON RRUS [RADIO 4449 B71+B12]

PROPOSED ANTENNA SCHEDULE

SCALE: N.T.S.

PLANS PREPARED FOR:



1001 PINNACLE POINT DR.
COLUMBIA, SC 29223

PROJECT INFORMATION:

T-MO #: 8FL0441D
HARTSVILLE

221 POOLE ST
NORTH CHARLESTON, SC 29550
(DARLINGTON COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351

SEAL:



0	08-14-19	LEASE EXHIBIT
REV	DATE	ISSUED FOR:

DRAWN BY: ER CHECKED BY: RST

SHEET TITLE:

EXHIBIT A

SHEET NUMBER: L-2	REVISION: 0 TEP#: 42131.228941
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**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 05-20-01 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

SELECTION OF CONTRACTOR FOR HARTSVILLE REGIONAL AIRPORT TERMINAL BUILDING

BACKGROUND SUMMARY:

We have been proceeding with gathering funds and planning for the construction of a terminal building for the Harstville Regional Airport.

IMPACT IF DENIED:

We will not be able to meet the FAA deadline of 18 May 20 and may be difficult to secure funding for the project in the future.

FINANCIAL IMPACT:

This project will be funded 100% by state and federal funding.

ATTACHMENTS:

Description

- ▣ Resolution 05-20-01
- ▣ Bid Sheet

RESOLUTION 05-20-01

APPROVAL OF CONTRACTOR FOR HARTSVILLE REGIONAL AIRPORT TERMINAL BUILDING.

WHEREAS, the City has decided to build a terminal building; and,

WHEREAS, the City has advertised, received, and reviewed five bids from contractors; and,

WHEREAS, the lowest bidder in the amount of One Million Seventy Eight Thousand Two Hundred Eighty-Two Dollars (\$1,078,282.00) is Mashburn Construction Company Inc., 1820 Sumter Street, Columbia, South Carolina; and,

WHEREAS, Mashburn Construction Company Inc. is considered to have appropriate technical experience, adequate equipment and personnel, adequate liability and worker's compensation insurance coverage, and suitable financial resources to perform the work properly and expeditiously.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Mashburn Construction Company Incorporated is hereby awarded the bid in the amount of (\$1,078,282.00) for construction of the Hartsville Regional Airport terminal building.

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the City of Hartsville that the City Manager is authorized to execute all necessary documents.

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled the 12th day of May, 2020.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

BID FORM - HARTSVILLE REGIONAL AIRPORT FBO

	Dempsey Construction Co, Inc. 1121 Lakeview Blvd, Hartsville, SC 29550	FBI Construction Inc, P.O.Box 4507, Florence SC 29502	Gilbert Construction Co., Ltd, 615 South Coit Street, Florence, SC 29501	Mashburn Construction Company, INC, 1820 Sumter Street, Columbia, SC 29201	Montgomery Construction Group LLC, 1919 Augusta Hwy, Lexington, SC 29072	Average				
GENERAL CONTRACTOR										
CSI DIVISION										
DIV 01 GENERAL REQUIREMENTS	\$124,730.00	\$168,263.00	\$159,433.00	\$117,895.00	\$73,038.00	\$128,671.80				
DIV 02 EXISTING CONDITIONS	\$0.00	\$0.00	\$0.00	\$5,724.00	\$28,251.00	\$6,795.00				
DIV 03 CONCRETE	\$56,622.00	\$48,083.00	\$35,453.00	\$45,580.00	\$29,230.00	\$42,993.60				
DIV 04 MASONRY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
DIV 05 METALS	\$49,252.00	\$44,325.00	\$175,202.00	\$50,705.00	\$80,276.00	\$79,952.00				
DIV 06 WOOD, PLASTICS AND COMPOSITES	\$2,900.00	\$55,944.00	\$113,215.00	\$21,996.00	\$99,593.00	\$58,729.60				
DIV 07 THERMAL AND MOISTURE PROTECTION	\$206,500.00	\$298,862.00	\$87,126.00	\$62,327.00	\$130,665.00	\$157,096.00				
DIV 08 OPENINGS	\$90,920.00	\$94,824.00	\$91,408.00	\$84,660.00	\$127,234.00	\$97,809.20				
DIV 09 FINISHES	\$323,574.00	\$93,293.00	\$155,669.00	\$275,407.00	\$256,483.00	\$220,885.20				
DIV 10 SPECIALTIES	\$11,361.00	\$9,531.00	\$10,454.00	\$8,462.00	\$9,074.00	\$9,776.40				
DIV 11 EQUIPMENT	\$1,704.00	\$0.00	\$1,787.00	\$1,783.00	\$1,353.00	\$1,325.40				
DIV 12 FURNISHINGS	\$26,451.00	\$4,632.00	\$2,388.00	\$2,421.00	\$5,235.00	\$8,225.40				
DIV 13 SPECIAL CONSTRUCTION	\$0.00	\$4,675.00	\$0.00	\$0.00	\$0.00	\$935.00				
DIV 22 PLUMBING	\$41,659.00	\$29,843.00	\$29,975.00	\$31,894.00	\$16,595.00	\$29,993.20				
DIV 23 HVAC	\$41,837.00	\$39,290.00	\$39,654.00	\$38,562.00	\$29,703.00	\$37,809.20				
DIV 26 ELECTRICAL	\$95,163.00	\$77,182.00	\$102,160.00	\$95,844.00	\$81,544.00	\$90,378.60				
DIV 27 COMMUNICATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
DIV 28 ELECTRICAL SAFETY AND SECURITY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				
DIV 31 EARTHWORK	\$137,533.00	\$146,287.00	\$156,207.00	\$127,951.00	\$144,248.00	\$142,445.20				
DIV 32 EXTERIOR IMPROVEMENTS	\$59,424.00	\$51,484.00	\$52,802.00	\$40,121.00	\$34,562.00	\$47,678.60				
ALLOWANCES										
NO. 1 SIGNAGE	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00				
NO. 2 ACOUSTIC PANELS	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00				
NO. 3 ELEC. & TELECOM SITE UTILITIES	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00				
NO. 4 PERMIT REVIEW FEES	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00				
TOTAL BASE BID	\$1,306,630.00	\$1,203,518.00	\$1,249,933.00	\$1,048,332.00	\$1,184,084.00	\$1,198,499.40	0	0	0	0
ADDITIVE ALTERNATES										
NO. 1 SUN SCREEN	\$15,235.00	\$17,312.00	\$15,512.00	\$29,950.00	\$16,819.00	\$18,965.60				
TOTAL BASE BID WITH ALTERNATES	\$1,321,865.00	\$1,220,830.00	\$1,265,445.00	\$1,078,282.00	\$1,200,903.00	\$1,217,465.00	0	0	0	0
Total DBE %	17.80%	0.00%	0.00%	0.00%	25.80%	8.72%				



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 05-20-02 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

APPROVAL TO APPLY FOR A CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES) GRANT FOR HARTSVILLE REGIONAL AIRPORT

BACKGROUND SUMMARY:

FAA received funding from the CARES Act and distributed funds to each airport in the U.S. Our share of the funding was \$30,000. We do not have to pay any match or pay any portion of the grant back.

IMPACT IF DENIED:

We don't receive free funds.

FINANCIAL IMPACT:

Will use the \$30,000 to pay for personnel costs, FBO, which in turn will free up \$30,000 from the general fund to be used to off set any losses due to the pandemic.

ATTACHMENTS:

Description

- ▣ Resolution 05-20-02

RESOLUTION 05-20-02

APPROVAL TO APPLY FOR A CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES) GRANT FOR HARTSVILLE REGIONAL AIRPORT.

WHEREAS, the City of Hartsville desires to apply for a CARES grant on May 13, 2020, for Fixed Based Operator expenses; and

WHEREAS, the city seeks a grant in the amount of approximately Thirty Thousand Dollars (\$30,000), with no city matching funds; and,

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the application for the Coronavirus Aid, Relief, and Economic Security Act Grant is hereby approved.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to execute all required documents.

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled this 12th day of May, 2020.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 05-20-03 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Approval to apply for a Federal Aviation Administration Airport Improvement Program Grant for Hartsville Regional Airport.

BACKGROUND SUMMARY:

Have have been coordinating the design and construction of a Terminal Building. The last step is to submit a grant application to FAA.

IMPACT IF DENIED:

Will not be able to construct a new terminal building.

FINANCIAL IMPACT:

None, there is no funds from the city required for the project.

ATTACHMENTS:

Description

- ▣ Resolution 05-20-03

RESOLUTION 05-20-03

APPROVAL TO APPLY FOR A FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM GRANT FOR HARTSVILLE REGIONAL AIRPORT.

WHEREAS, the City of Hartsville desires to apply for a Federal Aviation Administration Airport Improvement Program grant on May 13, 2020, to address the Terminal Construction Project; and

WHEREAS, the city seeks a grant in the amount of approximately Six Hundred and Ninety-Five Dollars (\$600,095.00).

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the application for the Federal Aviation Administration Airport Improvement Program Grant is hereby approved.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to execute all required documents.

NOW, THEREFORE BE IT HEREBY FINALLY RESOLVED, in meeting duly advertised and assembled this 12th day of May 2020.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: 4389 Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Due to the COVID-19 pandemic and in accordance with orders from Governor McMaster, the emergency ordinance enacted in March will expire on May 16, 2020. This extension will expire in 61 days or such time as the state of emergency expires.

BACKGROUND SUMMARY:

IMPACT IF DENIED:

IMPACT IF APPROVED:

FINANCIAL IMPACT:

ATTACHMENTS:

Description

- ▣ Emergency Ordinance 4389

EMERGENCY ORDINANCE

Ordinance 4389

WHEREAS, on March 13, 2020, Governor Henry McMaster issued Executive Order No. 2020-08 related to 2019 Novel Coronavirus (“**COVID-19**”) and declared that a state of emergency exists in South Carolina; and

WHEREAS, on March 17, 2020, Governor Henry McMaster issued Executive Order No. 2020-10 directing local governing bodies to “utilize any available technology or other reasonable procedures to conduct such meeting and accommodate public participation via virtual or other remote or alternate means”; and

WHEREAS, on March 23, 2020, Governor Henry McMaster issued Executive Order No. 2020-13 restricting gatherings of people in groups of three or more outside of private homes if, in the discretion of law enforcement, such gatherings pose, or could pose, a threat to public health; and

WHEREAS, on March 31, 2020, Governor Henry McMaster issued Executive Order No. 2020-17 directing that certain “non-essential” businesses, venues, facilities, services, and activities be closed to the public, including recreational and athletic facilities and activities; and

WHEREAS, on April 6, 2020, Governor Henry McMaster issued Executive Order No. 2020-21 directing citizens to not leave their residences unless they are engaging in essential activities or essential businesses; and

WHEREAS, on April 20, 2020, Governor Henry McMaster issued Executive Order No. 2020-28, modifying and extending prior executive orders, to authorize certain businesses, venues, facilities, services and activities to reopen in order to begin the process of safely, strategically, and incrementally reopening businesses and facilitating economic recovery and revitalization; and

WHEREAS, notwithstanding the provisions of Executive Order No. 2020-28, individuals are still subject to the remaining provisions of prior executive orders, including Executive Order Nos. 2020-13, as extended by Executive Order No. 2020-23, prohibiting gatherings outside of homes of groups of three or more people, and Executive Order No. 2020-21, ordering residents of South Carolina to limit their movements outside of their residence; and

WHEREAS, on April 28, 2020, Governor Henry McMaster issued Executive Order No. 2020-29, finding that an effective response to the ongoing COVID-19 pandemic represents a new and distinct emergency within South Carolina and declaring that a state of emergency continues to exist; and

WHEREAS, pursuant to Section 25-1-440(a)(1) of the Code of Laws of South Carolina 1976, as amended, when an emergency has been declared, proclamations and regulations issued by the Governor possess the force and effect of law as long as the emergency exists; and

WHEREAS, the South Carolina Freedom of Information Act, which is codified at Title 30, Chapter 4 of the Code of Laws of South Carolina 1976, as amended, defines a “Meeting” as “the convening of a quorum of the constituent membership of a public body, whether corporal *or by means of electronic equipment*, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction or advisory power” (emphasis added); and

WHEREAS, on March 17, 2020 the City Council (the “**Governing Body**”) enacted Emergency Ordinance No. 4387 (the “**Ordinance No. 4387**”) permitting the implementation of electronic meetings in response to the above-mentioned Executive Orders and the State of Emergency related to COVID-19; and

WHEREAS, South Carolina law provides that an emergency ordinance shall expire automatically on the sixty-first day following its enactment, therefore, Ordinance No. 4387 shall expire on May 17, 2020; and

WHEREAS, the evolving public health threat posed by COVID-19 requires that the Governing Body extend Ordinance No. 4387 in order to protect the health and safety of local government officials, staff, and citizens; and

WHEREAS, due to the continuation of the public health threat posed by COVID-19, the Governing Body finds that it is additionally necessary to amend Ordinance No. 4387 to make provisions for conducting public hearings using electronic means in order that the Governing Body may receive public comment as needed and conduct public hearings as required by law;

WHEREAS, it is hereby determined that a public emergency affecting life, health, and safety does still exist, and therefore, it is appropriate and necessary to enact this Ordinance as an emergency ordinance.

NOW THEREFORE, be it hereby ordained in this meeting of the Governing Body, as follows:

Section 1. Extension of Ordinance No. 4387. The Governing Body hereby extends the provisions of Ordinance No. 4387, as amended by the provisions of Section 2 hereof, during such time as the state of emergency with respect to COVID-19 continues or this Ordinance expires pursuant to Section 4 hereof.

Section 2. Amendment of Ordinance No. 4387. Section 1(g) of Ordinance No. 4387 is hereby amended to read, in its entirety, as follows:

(g) With respect to any electronic meeting, any public comment periods provided for by local ordinance, resolution, policy, or bylaws are hereby suspended. Members of the public may submit written public comments to the City Clerk no later than noon prior to any regular meeting, which shall be distributed to the members of the Governing Body at such meeting. With respect to any public hearing that is required by law to be held in connection with any proposed action of the Governing Body, electronic public hearings shall be permitted. Individuals wishing to provide written comments for any such public hearing may email comments to the City Clerk no later than noon on the day scheduled for such public hearing, and the Mayor shall read such comments aloud during the public hearing. Individuals wishing to speak at the public hearing shall sign up with the City Clerk no later than one hour prior to the scheduled time for the public hearing. The City Clerk shall contact those who wish to speak at the public hearing by phone, in the order the requests were received, to admit them to the public hearing. Public hearings shall otherwise be conducted in accordance with all other Council Rules and Procedures. Notices of public hearings shall include detailed instructions regarding the manner in which the public hearing shall be held.

Section 3. Suspension of Local Provisions. During the period of effectiveness of this Ordinance, any ordinance, resolution, policy, or bylaw of the Governing Body that conflicts with the provisions hereof is suspended and shall be superseded hereby.

Section 4. Effective Date; Expiration. The provisions hereof shall be effective upon a single hearing and two-thirds vote of the Governing Body and shall expire on the sixty-first day following the effective date hereof.

[Remainder of Page Left Blank]

DONE AS AN EMERGENCY ORDINANCE/RESOLUTION and approved at a meeting duly assembled by no less than an affirmative vote of two-thirds of the members of the Governing Body present, this 12th day of May, 2020.

**CITY OF HARTSVILLE, SOUTH
CAROLINA**

(SEAL)

Carl M. (Mel) Pennington IV, Mayor

ATTEST:

Sherron L. Skipper, City Clerk



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Motion to enter Executive Session to discuss the City Manager position, appointment for Council Finance Committee and contractual negotiations incident to business licensing..

BACKGROUND SUMMARY:

Council will be discussing a process moving forward for these two positions.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Verifying Executive Session Items discussed.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

Council may take action on matters discussed in Executive Session.



REQUEST FOR
COUNCIL AGENDA
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: 05-20-04 - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

To appoint a member to fill an unexpired term on the Council Finance, Audit and Budget Committee.

ATTACHMENTS:

Description

- ▣ Resolution 05-20-04

RESOLUTION 05-20-04

APPOINTING A MEMBER TO THE HARTSVILLE CITY COUNCIL FINANCE, AUDIT AND BUDGET COMMITTEE.

WHEREAS, the City Council has determined that a Council committee structure will benefit the entire body by allowing no more than three members, with one being appointed as Chair, to serve and report findings to the full body; and,

WHEREAS, all terms are up in January of even number years; and,

WHEREAS, a vacancy has occurred on the Finance, Audit and Budget Committee.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that Councilmember Bryson Caldwell is appointed to fill this vacancy with term ending January 2022.

Committee Structure and Scheduled Meetings

Finance, Audit & Budget Committee – Staff: Karen Caulder – Meet: As Needed

This committee reviews matters related to City finances, internal and external audit and budget.

Chair – Councilmember Bobby McGee

Member – Mayor Pennington

Member - Councilmember – {vacant}

NOW, THEREFORE BE IT HEREBY RESOLVED, in meeting duly advertised and assembled the 12th day of May, 2020.

Carl M. (Mel) Pennington IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk



**REQUEST FOR
COUNCIL AGENDA**
The City of Hartsville

Agenda Date:
5/12/2020

To: City Council
From: City Manager

Ordinance Number: Resolution Number: - REGULAR MEETING

ORDINANCE/RESOLUTION CAPTION:

City Council and Hartsville Events Calendars.
<https://www.hartsvillesc.gov/calendar>

ATTACHMENTS:

Description

- ▣ May Council Calendar
- ▣ June Council Calendar

May 2020

May 2020							June 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
3	4	5	6	7	8	9	1	2	3	4	5	6	7
10	11	12	13	14	15	16	7	8	9	10	11	12	13
17	18	19	20	21	22	23	14	15	16	17	18	19	20
24	25	26	27	28	29	30	21	22	23	24	25	26	27
31							28	29	30				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 26	27	28	29	30	May 1	2
3	4	5 5:30pm Council Worksession - Chambers	6	7	8	9
10	11	12 5:30pm Council Regular Mtg - Chambers	13	14	15	16
17	18 5:30pm Planning Comm - Chambers	19	20 5:15pm ARB Mtg - Chambers	21	22	23
24	25 Memorial Day - Offices Closed (United States)	26 10:00am HHA - S. Park Apts 3:00pm Cemetery 4:00pm Community	27	28	29	30
31	Jun 1	2	3	4	5	6

June 2020

June 2020							July 2020						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 31	Jun 1	2 5:30pm Council Worksession - Chambers	3	4	5	6
7	8 5:30pm Airport Advisory Bd - PS Conf Rm - City Council	9 5:30pm Council Regular Mtg - Chambers	10 5:00pm Parks Comm Mtg - PS Conf Rm	11	12	13
14	15	16	17 5:15pm ARB Mtg - Chambers	18	19	20
21	22	23	24	25	26	27
28	29 5:30pm Planning Comm - Chambers	30 3:00pm Cemetery Comm - Chambers 4:00pm Community Engagement Comm - Chambers	Jul 1	2	3	4

Sherron Skipper

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5/8/2020 12:23 PM