



## MINUTES

CITY OF HARTSVILLE, SOUTH CAROLINA  
PUBLIC HEARINGS AND REGULAR CITY COUNCIL MEETING  
TUESDAY, SEPTEMBER 12, 2023 – 5:30 PM  
CITY COUNCIL CHAMBERS – 100 EAST CAROLINA AVENUE

### Mayor/Council:

Mayor Hancock  
Mayor Pro-Tem Andrews  
Councilmember Braddock  
Councilmember Caldwell  
Councilmember DeLaine  
Councilmember Mack  
Councilmember McGee

### Executive Staff:

City Manager Moore  
Assistant City Manager/CFO Caulder  
City Clerk Crenshaw  
Special Projects Director Skipper  
Fire Chief Burr  
Parks and Recreation Director Bedard  
Public Service Director Bethea  
Business Services Director Brown  
Tourism & Communications Dir Brown  
Planning & Zoning Manager Kelley

Attorney – None

Press – Bob Sloan, The Messenger

PURSUANT TO SOUTH CAROLINA FREEDOM OF INFORMATION ACT CODE SECTION 30-4-80: WRITTEN NOTICE WAS DELIVERED TO THE PRESS BY EMAIL ON FRIDAY, SEPTEMBER 8, 2023, AND DULY POSTED AT CITY HALL LOCATED AT 100 EAST CAROLINA AVENUE AND ON HARTSVILLESC.GOV. CITY HALL IS AN ACCESSIBLE FACILITY, FOR ASSISTANCE CALL 843-383-3018.

Mayor Hancock called the meeting to order at 5:31pm and asked Councilmember Mack to lead in the invocation, Pledge of Allegiance and Civility Pledge.

MOTION TO WAIVE READING OF AND APPROVE THE MINUTES OF THE AUGUST 8, 2023 REGULAR CITY COUNCIL MEETING – APPROVED.

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

### PRESENTATIONS

Mayor Hancock presented a proclamation in honor of Michael Webb 50 Years of Service as a Volunteer Firefighter and declared Tuesday, September 12, 2023 as Michael Webb Day. The Hartsville Fire Department presented Michael Webb with a Service Award Plaque. Mayor thanked his father and grandfather for bringing him into the service through their service and thanked him for fifty years of dedicated service.

Mayor Hancock presented a proclamation declaring Firefighters Memorial Day as October 8-9, 2023 and Fire Prevention Week as October 8-14, 2023 to the Hartsville Fire Department.

September was proclaimed Library Card Sign-Up Month by presenting the proclamation to Jimmie Epling, Director of Darlington County Library System. Mr. Epling thanked Mayor and Council. The Hartsville Library sees 55% of the total library system usage in Darlington County. He encouraged everyone to sign up for a library card.

A proclamation declaring September 10-16, 2023 as Direct Services Professional's Week was presented to David McFarland, Day Program Manager, Darlington County Disabilities and Special Needs Board. Mr. McFarland was recognized by Councilmember Mack as the son of former Mayor David McFarland.

September was proclaimed National Voter Registration Month in Hartsville and everyone was encouraged to register to vote.

### Public Comments

Craig Weber, 205 Greenwood Avenue – requested Council have city staff review checklists and procedures relating to new business licenses, permits and building inspections for new businesses. A clear and streamlined process would help businesses get up and running and relieve frustration for those starting a new business in the City of Hartsville.

### MANAGER UPDATE

House of Hope – Bryan Braddock, Executive Director of House of Hope of the Pee Dee, explained House of Hope provides emergency shelter to 2,000 people each year in the Pee Dee Region. There is a need in the region for emergency shelters in cases of storms, cold weather and power events. Currently there is a unique opportunity as House of Hope purchases the nine individual FEMA buildings previously used by Williamsburg Hospital. House of Hope is looking to partner with municipalities to set the units set-up as a resource for people to go to for emergency shelter. Each unit can be purchased, moved and set-up for approximately \$100,000 each. The units are ADA compliant and DHEC approved. House of Hope would like to set up the units on a site with access to public transportation in each municipality. House of Hope would manage, staff and be responsible for running each unit after the first year. Staff would be able to help those who utilize the shelter to link to the resources they need and put them on a path to independence through the Case Management Services. House of Hope would need community buy-in and volunteers to help during emergencies. Hopes to partner with Hartsville to utilize this unique opportunity. Council expressed interest in partnering and City Manager Moore will explore options.

ARPA Funds Recap – The City of Hartsville was allocated \$3.75 million dollars in American Rescue Plan Act funds. All the funds must be allocated by December 2024 and utilized by December 2026. Mayor and Council were provided with a summary outlining projects obligated to ARPA fund use to date. Projects included premium pay for employees, FEMA drainage grant match, FEMA generators grant match, CDBG South Park sewer grant match, security camera upgrades and the SCIIP grant match. The remaining funds to be obligated are \$1.486 million dollars. A meeting will be scheduled for a future date for review of potential uses for the funds.

Short Term Rentals – The Planning Commission is reviewing options to make sure short term rental owners pay fair share and address safety issues. We need to figure out what works best for Hartsville by looking at current issues and how we solve them. Need the opinions and feedback of Council and the community.

Mayor Pro Tem Andrews feels anytime the state is looking at restricting something, municipalities should look at it under home rule to potentially enact regulations which would be grandfathered. If a property will be used as a short-term rental, the neighboring property owners should be aware. There have also been safety issues with these type rentals. The owners of short-term rental units should be required to get a business license and accommodations tax should be paid.

Councilmember Caldwell noted that some people rent a room in their house, which gets more in the weeds of the issue.

Councilmember Mack feels any regulations on short-term rentals should be the same for long-term rental properties.

City Manager Moore will review and refer the issue back to the Planning Commission for a recommendation.

Building Incentives – City Manager Moore explained staff is looking at the fee structure for residential permit fees. The goal is to make sure citizens get a fair process and cost while sustaining the department but remaining revenue neutral. Currently reviewing the International Code Council structure with a regional

modifier of construction cost. This allows the City to make sure houses are safe but is also pro-business, pro-growth and pro-City.

Councilmember Mack asked if this is similar to when Council approved waiving fees for Habitat for Humanity houses. Now Habitat is building houses on slab foundations in low lying areas prone to flooding.

City Manager Moore explained Council approved waiving those fees years ago but Habitat still must go through the application process and the City still issues a Certificate of Occupancy.

Councilmember Braddock asked if the land value is included in the cost of the permit.

City Manager Moore explained the permit fee is not based on land value. The fee is based on the construction value of the building's square footage.

Assistant City Manager Caulder explained in reviewing the difference in numbers with the regional modifier it is not such a big drop that we cannot operate. The potential change encourages builders to build.

Signage Regulations for Commercial and Residential Zones – City Manager Moore explained the Planning Commission is looking at three requests for electronic reader and in-lit signs for churches and a business.

Currently these are only allowed in the B-3 zone.

Councilmember Caldwell stated to be mindful of new businesses who can see a competitor's sign and don't understand the zoning regulation. To businesses out of sight is out of mind.

Mayor Pro Tem Andrews reminded everyone to keep in mind bright signs flashing all night in areas with residential homes could be an issue.

Councilmember DeLaine visited a LED sign shop and suggested businesses fully investigate this type of signage before using it.

#### CONSENT AGENDA - Received as Information Only

#### UNFINISHED BUSINESS

PUBLIC HEARING AND FINAL READING ORDINANCE 4457: TO PROVIDE FOR THE ESTABLISHMENT AND AMENDMENT OF FEES AND RATES THAT ARE NECESSARY FOR THE OPERATION OF THE CITY OF HARTSVILLE – APPROVED.

Reading by Title and Presentation –City Manager Moore: this is the annual update to the Master Fee Schedule. Open/Close Public Hearing (State name and address for record) – Mayor – None.

Approval of Final Reading and Waiving of Complete Reading: Motion: Caldwell; Second: Mack; Carried: All ayes.

PUBLIC HEARING AND FINAL READING ORDINANCE 4458: TO AMEND HARTSVILLE CODE OF ORDINANCES CHAPTER 78 - TRAFFIC AND VEHICLES, ARTICLE V - STOPPING, STANDING AND PARKING, SECTION 78-352 - FINES AND SECTION 78-356 - PROHIBITED BY YELLOW CURB – APPROVED.

Reading by Title and Presentation –City Manager Moore: the ordinance cleans up language in the code and includes the fines in the Master Fee Schedule.

Open/Close Public Hearing (State name and address for record) – Mayor – None.

Approval of Final Reading and Waiving of Complete Reading: Motion: Andrews; Second: Mack; Carried: All ayes.

#### NEW BUSINESS

RESOLUTION 09-23-01: TO AUTHORIZE A LEASE-PURCHASE FINANCING IN AN AMOUNT NOT EXCEEDING TWO MILLION TWO HUNDRED FIFTY-FIVE THOUSAND DOLLARS (\$2,255,000), AND OTHER MATTERS RELATING THERETO – APPROVED.

Mayor Hancock reminded Council these purchases were approved in the budget process.

Councilmember McGee confirmed this purchase includes a fire truck, police vehicles and garbage truck which are all good things Mayor and Council approved in the budget.

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

RESOLUTION 09-23-02: APPROVAL FOR HARTSVILLE POLICE DEPARTMENT TO ENTER INTO A MUTUAL AID AGREEMENT WITH THE DARLINGTON COUNTY SHERIFF'S OFFICE - APPROVED.

City Manager Moore explained this renews the mutual aid agreement between the Hartsville Police Department and the Darlington County Sherriff's Department so they can work together. Thanked Sherriff Hudson for attending.

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

RESOLUTION 09-23-03: APPROVAL TO APPLY FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA (MASC) HOMETOWN ECONOMIC DEVELOPMENT GRANT - APPROVED.

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

FIRST READING ORDINANCE 4459: AN ORDINANCE AMENDING THE CITY OF HARTSVILLE CODE BY AMENDING CHAPTER 54 "NUISANCES", BY THE ADDITION OF CHAPTER 54 "NUISANCES" ARTICLE VI "NUISANCES AFFECTING PUBLIC PEACE", BY THE ADDITION OF CHAPTER 54 "NUISANCES" ARTICLE VII "NUISANCES AFFECTING PUBLIC ORDER", BY AMENDING AND RESTATING CHAPTER 58 "OFFENSES AND MISCELLANEOUS PROVISIONS" ARTICLE II "OFFENSES AGAINST PROPERTY" AND BY AMENDING CHAPTER 10 "BUILDING AND BUILDING REGULATIONS" ARTICLE II "TECHNICAL CODES" SECTION 10-38 "INTERNATIONAL PROPERTY MAINTENANCE CODE" AND BY AMENDING THE CITY OF HARTSVILLE PROVISIONS TO THE INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE ASSOCIATED MASTER FEE SCHEDULE SECTIONS – APPROVED.

Reading by Title and Presentation - City Manager Moore explained this gives staff the ability to deal with public nuisances and gives HPD and HFD ability to do something for criminal activity and code violations. Also include Bee City language to ensure pollinator gardens are not declared a nuisance when done correctly.

Approval of First Reading and Waiving of Complete Reading: Motion: Andrews; Second: Mack; Carried: All ayes.

FIRST READING ORDINANCE 4460: TO AMEND THE CITY OF HARTSVILLE OFFICIAL ZONING MAP BY REZONING TWO PROPERTIES ON SONOCO ROAD, IDENTIFIED AS TAX MAP NUMBERS 055-11-01-087 AND 055-15-01-094, FROM RESIDENTIAL (R-1) TO INDUSTRIAL (M-2) – APPROVED.

Reading by Title and Presentation - City Manager Moore explained Sonoco is expanding and will need truck access. The rezoning requires a buffer area from the nearby houses. Sonoco will be utilizing their two empty lots across from the machining and manufacturing buildings.

Approval of First Reading and Waiving of Complete Reading: Motion: McGee; Second: Mack; Carried: All ayes.

FIRST READING ORDINANCE 4461: AMENDING THE BUSINESS LICENSE ORDINANCE OF THE CITY OF HARTSVILLE, SOUTH CAROLINA TO UPDATE THE CLASS SCHEDULE AS REQUIRED BY ACT 176 OF 2020 – APPROVED.

Reading by Title and Presentation - City Manager Moore explained this is the update to the class schedule required in the new state business license law.

Approval of First Reading and Waiving of Complete Reading: Motion: McGee; Second: Caldwell; Carried: All ayes.

FIRST READING 4462: TO APPROVE LEASING THE PROPERTY ON THE CORNER OF MARLBORO AVENUE AND SEVENTH STREET TO THE HARTSVILLE RESCUE SQUAD – APPROVED.

Reading by Title and Presentation - City Manager Moore explained this approves the annual lease to the Hartsville Rescue Squad.

Approval of First Reading and Waiving of Complete Reading: Motion: Caldwell; Second: Mack; Carried: All ayes.

FIRST READING ORDINANCE 4463: TO LEASE A PORTION OF TAX MAP NUMBER 056-06-02-087 LOCATED AT 114 SOUTH FOURTH STREET TO BRANDY STELLINGWORTH – APPROVED.

Reading by Title and Presentation - City Manager Moore explained this approves renewal of the annual. The City plans to sell the property to ensure she owns the portion of the property that allows access to the business.

Approval of First Reading and Waiving of Complete Reading: Motion: McGee; Second: Mack; Carried: All ayes.

EXECUTIVE SESSION

MOTION: TO ENTER EXECUTIVE SESSION PURSUANT TO SC CODE FOIA SECTION 30-4- 70(a)(1)(2) FOR DISCUSSION OF APPOINTMENT TO THE HOUSING AUTHORITY OF HARTSVILLE BOARD AND FOR DISCUSSION OF LEGAL ADVICE INVOLVING MATTERS PROTECTED BY ATTORNEY-CLIENT PRIVILEGE RELATING TO PENDING, THREATENED, OR POTENTIAL CLAIMS - BUSINESS LICENSES – APPROVED.

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

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

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

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

RESOLUTION 09-23-04 - APPOINTMENT TO THE HOUSING AUTHORITY OF HARTSVILLE BOARD – APPROVED.

Motion to appoint Gina Easterling to the Housing Authority of Hartsville Board: Andrews; Second: McGee; Carried: All ayes.

INFORMATION ONLY

Calendars and Other Items

ADJOURNMENT without objection at 7:34pm.

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Casey Hancock, Mayor

ATTEST: \_\_\_\_\_  
Andrea D. Crenshaw, CMC  
City Clerk