

CITY OF LIBERTY COUNCIL MEETING
October 8, 2018 6:00 PM
ROSEWOOD CENTER

AGENDA

Welcome and Call to Order (Mayor Petersen)
Invocation
Pledge of allegiance
Mayor's Announcements

Discussion – Sale of City Owned Property
Strategic Planning Session

Public Session (Speakers are allowed 3 minutes) (sign in sheet)

Approval of minutes – September 10, 2018

Action Item 1 – Appoint Bruce Evilsizor as Interim City Administrator

Action Item 2 –Appointment to Planning Commission – Peggy Edwards

Department Head Reports/Discussion

Police Department	(Adam Gilstrap)
Fire Department	(Chris Rowland)
Public Works/Utility Department	(Tim Moore)
Recreation Department	(Tony Boiter)
Building Official	(Mayor)

City Administrator (Shirley Hughes)

Budget activity for September

City Council Reports/Discussion

Chris Carroll
Brad Dover
Josh Harrison
Archie Newberry
Lavant Padgett
Chuck Powell

Motion to adjourn:

CITY OF LIBERTY COUNCIL MEETING
6:00 PM, September 10, 2018
Rosewood Center
Minutes
(Minutes are not typed verbatim)

The Liberty City Council meeting was held Monday, September 10, 2018 at 6:00 pm at the Rosewood Center @ 419 E. Main St. The agenda was emailed to Mayor & Council and the Pickens Courier & Kasie Strickland @CIVITAS Media on Thursday September 6, 2018 and was posted in the window at City Hall and on the City's website.

Present: Mayor Brian Petersen presiding, Council members; Chuck Powell, Chris Carroll, Brad Dover, Archie Newberry and Josh Harrison. Council member Padgett was absent. A quorum was represented.

COUNCIL MEETING CALL TO ORDER

Mayor Petersen called the council meeting to order at 6:00 p.m.

Mayor Pro Tem Powell delivered the invocation & the Pledge of Allegiance.

Discussion – Graffiti Clean-up

Cancel November 6 Work Session (Election Day)

Vacancies – 1 each Planning Commission and Zoning Board of Appeals

Proclamation – Constitution Week – Ann Kilpatrick

Presentation: Sarlin Branch Library – Margaret Holder

Public Session (Speakers are allowed 3 minutes) (sign in sheet)

Approval of minutes – July 16, 2018 – Motion by Carroll, second by Harrison to approve the minutes from August 13 meeting. Vote was unanimous.

Department Head Reports/Discussion

Police Department	(Adam Gilstrap)
Fire Department	(Mayor)
Public Works/Utility Department	(Tim Moore)
Recreation Department	(Mayor)
Building Official	(Mayor)

City Administrator (Shirley Hughes)

Budget activity for August

City Council Reports/Discussion

Chris Carroll – Nothing

Brad Dover – Question about Mobile Homes

Josh Harrison – Nothing

Archie Newberry – Status of Recreation Grant from County

Lavant Padgett – absent

Chuck Powell – nothing

Motion by Powell, second by Dover to adjourn. Vote was unanimous.

Shirley D Hughes, City Clerk

Approved by: Mayor _____
Brian Petersen

Date: _____



City of Liberty
206 West Front Street
P.O. Box 716
Liberty, SC 29657
(864) 843-3177
(864) 843-9400

**APPLICATION FOR CONSIDERATION OF APPOINTMENTS
 TO BOARDS AND COMMISSIONS**

Applicant must live inside town limits.

This application must be filled out by the applicant.

APPLICATION FOR: City of Liberty Planning Commission
 DATE AVAILABLE: Immediately
 DATE APPLICATION: Sept 28, 2018

PERSONAL INFORMATION:

NAME: Peggy Edwards
 ADDRESS: 406 Davis Rd
Liberty, SC 29657
 PHONE NUMBERS: Home Cell 850-368-2654 Cell _____

Work: _____ Other: _____

EDUCATION:

Email: _____

USAF Aerospace / Uni of Maryland Political Science

CURRENT EMPLOYMENT:

FIRM: PAE, Inc POSITION: SR Quality/ESH Manager

Peggy Edwards
NAME

EMAIL Peggy.edwards@pae.com

HOW DID YOU HEAR OF POSITION?

Newspaper: _____

Web-Page _____

Town Hall Bulletin Board: _____

Other: City Council Meeting

Personal Referral: _____

PROFESSIONAL ORGANIZATIONS:

MEMBERSHIP: Liberty Festivals
FROM: & Events

POSITION: Board Member
TO: 2018

MEMBERSHIP: _____
FROM: _____

POSITION: _____
TO: _____

CIVIC ORGANIZATIONS:

POSITION HELD: VFW / Disabled ~~War~~ Veterans
FROM: 2007 TO: Present

POSITION HELD: _____
FROM: _____ TO: _____

ARE YOU RELATED TO A CITY EMPLOYEE OR ELECTED OFFICIAL?

No

If yes, who _____

OTHER PERSONAL INFORMATION:

US Air force. ~~Retiree~~ Retiree

Peggy Edwards
SIGNATURE OF APPLICANT

PLEASE RETURN THE COMPLETED APPLICATION TO:

LIBERTY POLICE DEPARTMENT

Adam C. Gilstrap
Chief of Police
agilstrap@libertypd.org

P.O. Box 716
147 Kay Holcombe Road
Liberty, SC 29657
Phone (864) 843-3956 Fax (864) 843-2612

Victor C. Tetter
Captain
vtetter@libertypd.org

Monthly Totals

September 2018

Warnings Issued- 191

Citations Issued- 156

Total Arrested- 15

One for Driving Under Influence and Child Endangerment

One for Theft of Electrical Current

One for Public Intoxication and Drinking in Public

One for Domestic Violence 1st Degree and Kidnapping

One for Domestic Violence High and Aggravated and Possession of Weapon During Violent Crime

One for Driving Under Suspension and Operating Uninsured

One for Domestic Violence 1st Degree and Grand Larceny

One for Shoplifting

One for Domestic Violence 2nd Degree

One for Shoplifting Enhancement

One for Domestic Violence 3rd Degree

One for Domestic Violence 1st Degree

One for Breach of Peace and Assault and Battery

One for Open Container and Driving Under the Influence

One for Assault and Battery 3rd Degree

Speeding- 21

DUI- 2

Drug Paraphernalia- 8

Drivers license violation- 11

Other- 114



Liberty Area Fire District

206 W. Front Street, Liberty SC 29657
(864)843-2321 (Phone) (864)843-4402
Chief Chris Rowland

Total Calls for month of September 2018: 63

<u>Breakdown of calls:</u>	<u>District</u>	<u>Outside of district</u>
Structure/Box	2	1
MVA	18	
Medical	16	1
Fire Alarm	4	
Outside	5	1
Service	11	
Vehicle Fire	1	
Haz-Mat		1
Weather related Damage	2	
	<u>Total</u>	<u>Total</u>
	59	4

Chris Rowland
Fire Chief
Liberty Area Fire District

PWD/Utility report for the month of September

Trash pick up

tons 101

Cardboard pick up

tons 6.5

Brush pick up

loads 0

Brown Goods pick up

tons 1

Water

Locates

112

Main breaks

2

Meter replacements

0

New taps

1

Sewer

Main breaks

0

New taps

1

Misc Items

tons	101
tons	6.5
loads	0
tons	1
	112
	2
	0
	1
	0
	1

Liberty Parks & Recreation

**City Council Report
Monday—October 8, 2018**

- 1. Fall league baseball & volleyball head into the 5th week of games tonight. The Tri-County League is at the mid-way point of the regular season, which will run through October 26. The end of season Palmetto Tournament will start up Saturday, October 27.**
- 2. The parts for the playground equipment that was vandalized, came in last week. The handlebars for the bumble bee ride at the Mills Ave. location and the bounce button for the Freedom Park location have now been repaired.**
- 3. The irrigation control panel that was hit by lightning at the maintenance building has been replaced. Once installed, all irrigation heads functioned properly and no other damage was detected in the field connections.**
- 4. The new mower to replace the antiquated, broken down mowers, was ordered last Monday, 10-01 and was scheduled for delivery on Wednesday, 10-03.**

SAFEbuilt[®]

Town of Liberty, SC Building Official Report
September 2018

Building & Zoning Information Calls	19
Stamping Plats	2
Plan Reviews	1
Government Reports	1
Building Inspections w/ Fire Dept	0
Building Inspections	4
Misc. Code Enforcement w/ Police Dept	8 INVESTIGATIONS – DUKE ENERGY notified to remove utilities at Monroe Dr & Johnson Dr – old dilapidated mobile homes. Three property maintenance letters sent out. 209 S. Peachtree St., 208 Old Norris Rd. & 108 Byrnes St.
Zoning Inspection Requests	2 - Mills Ave properties – Neighborhood Commercial

	PERMITS ISSUED	INSPECTIONS
Commercial		
Single family	1 new construction	1
Multi Family		
Electrical		2
Plumbing	2	1
HVAC		
MH/MISC/STORAGE/SOLAR		

CONSTRUCTION VALUATION -\$162,800.00
FEES COLLECTED -\$1,244.00

9/30/2018

ACTUAL

FY2019

FY2019

GF

Revenue	2,360,918	144,913
Expense	2,360,918	421,354
	-	(276,441)

W/SF

Revenue	1,529,449	431,368
Expense	1,529,449	216,413
	-	214,955

GF - Salaries & Benefits

Admin	191,800	35,948
Police	902,827	167,952
PWD	429,408	82,486
Rec	123,487	22,132
	1,647,522	308,518

CITY OF LIBERTY
REVENUE BUDGET FISCAL YEAR 2018-2019

	9/30/2018
	ACTUAL
	FY2019
	BUDGET
	BUDGET
10-041-4101	331,500
10-041-4103	(138)
10-041-4105	4,583
10-041-4110	(152)
10-041-4112	10,135
10-041-4114	22,900
10-041-4116	-
10-041-4118	-
10-041-4120	1,662
10-041-4122	-
10-041-4124	-
	895,408
	38,990
10-042-4201	98,250
10-042-4203	4,203
10-042-4210	-
10-042-4212	10,000
10-042-4214	-
10-042-4216	152,000
10-042-4220	53,500
10-042-4222	-
	10,000
	1,848
	100
	55
	589,602
	6,106
10-043-4306	24,103
10-043-4310	-
10-043-4312	147,475
10-043-4320	45,000
	-
	-
	-
	-
	216,578
	-
10-044-4450	6,500
10-044-4451	53,000
10-044-4452	2,000
10-044-4453	19,400
10-044-4475	259,456
	-
	14,745
	-
	-
	48,309

10-044-4602	PARKS & REC RENTALS	3,000	130
		343,356	63,184
10-045-4501	POLICE FINES REVENUE	95,842	33,180
		95,842	33,180
10-046-4606	CELL TOWER	11,616	1,936
		11,616	1,936
10-047-4402	ELECTION FILING FEES	-	-
10-047-4700	MISCELLANEOUS INCOME	7,000	1,517
		7,000	1,517
10-049-4902	TRANSFER FROM UTILITY FUND	201,516	-
		201,516	-
	GL REVENUE	2,360,918	144,913

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

9/30/2018
 ACTUAL
 FY2019
BUDGET

10-400-5001	REGULAR	123,149	20,771
10-400-5002	City Administrator/Clerk, Treasurer, PT Clerk COUNCIL Mayor, 6 Council Members	23,700	5,925
		146,849	26,696
10-400-5020	RETIREMENT	18,717	3,251
10-400-5024	FICA	11,234	1,940
10-400-5028	GROUP HEALTH INSURANCE	10,800	2,492
10-400-5032	WORKERS' COMPENSATION	400	1,446
10-400-5034	OTHER EMPLOYEE BENEFITS	4,200	123
		45,351	9,253
10-400-5101	PROFESSIONAL	54,000	6,285
10-400-5102	OTHER PROFESSIONAL VC3 plus hardware upgrade, Website Financial Software Annual License	78,773	19,490
		132,773	25,775
10-400-5301	MAINTENANCE FACILITIES	23,000	2,949
10-400-5302	MAINTENANCE EQUIPMENT	-	-
10-400-5305	MAINTENANCE GROUNDS	-	-
		23,000	2,949
10-400-5501	INSURANCE	18,000	13,878
10-400-5502	COMMUNICATIONS	9,200	930
10-400-5506	ELECTION EXPENSE	-	-
10-400-5507	POSTAGE	1,000	354
10-400-5509	PUBS SUBS DUES FEES	3,000	440
10-400-5510	TRAVEL & TRAINING	12,000	2,930
		43,200	18,531
10-500-5603	EQUIPMENT/SMALL TOOLS	-	1,498
10-400-5607	JANITORIAL	-	215
10-400-5609	UTILITIES	10,000	3,268
10-400-5610	OFFICE	11,000	680
10-400-5611	OTHER	24,350	878
		45,350	6,540
	ADMN TOTAL	436,523	89,743

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

9/30/2018

ACTUAL

FY2019

BUDGET

118,541

BUDGET

633,675

10,417

8,000

652,092

124,188

116,336

53,351

75,048

6,000

-

250,735

43,764

5,000

7,800

1,750

14,550

1,778

500

-

16,700

17,200

1,288

1,395

18,939

18,939

15,000

700

500

1,600

17,800

3,062

5,200

22,800

300

5,000

3,000

8,300

7,000

51,600

6,788

REGULAR

Chief, Lieutenant, 3 Corporals, 9 Officers, 4.5 Dispatchers, Victims Adv

WAGES JUDGES

OVERTIME

EMPLOYEE RETIREMENT

FICA

GROUP HEALTH INSURANCE

WORKERS' COMPENSATION

OTHER EMPLOYEE BENEFITS

PROFESSIONAL

OTHER PROFESSIONAL

TESTING/ANALYSIS FEES

MAINTENANCE FACILITIES

MAINTENANCE EQUIPMENT

MAINTENANCE VEHICLES

LEASE

COMMUNICATIONS

POSTAGE

PUBS SUBS DUES FEES

TRAVEL & TRAINING

EQUIPMENT/SMALL TOOLS

FUEL

JANITORIAL

UTILITIES

OFFICE

OTHER

UNIFORMS

POLICE TOTAL

1,022,916

180,975

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

9/30/2018

ACTUAL
 FY2019
BUDGET

10-600-5001	REGULAR	292,832	60,343
	Director, Customer Svc Supvr, 1 PT Clerk, 6 Maintenance Workers		
10-600-5010	OVERTIME	5,500	466
		<u>298,332</u>	<u>60,809</u>
10-600-5020	EMPLOYEES RETIREMENT	43,437	9,121
10-600-5024	FICA	22,822	4,403
10-600-5028	GROUP HEALTH INSURANCE	37,800	7,477
10-600-5030	UNEMPLOYMENT	-	-
10-600-5032	WORKERS' COMPENSATION	3,000	676
10-600-5034	OTHER EMPLOYEE BENEFITS	-	-
		<u>107,059</u>	<u>21,677</u>
10-600-5102	OTHER	-	-
10-600-5103	TESTING/ANALYSIS FEES	250	86
		<u>250</u>	<u>86</u>
10-600-5204	SOLID WASTE SERVICES	15,000	4,911
		<u>15,000</u>	<u>4,911</u>
10-600-5301	MAINTENANCE FACILITIES	500	53
10-600-5302	MAINTENANCE EQUIPMENT	5,000	988
10-600-5303	MAINTENANCE VEHICLES	16,600	1,396
		<u>22,100</u>	<u>2,437</u>
10-600-5403	LEASE	-	-
		<u>-</u>	<u>-</u>
10-600-5502	COMMUNICATIONS	1,000	580
10-600-5509	PUBS SUBS DUES FEES	-	63
10-600-5510	TRAVEL & TRAINING	-	-
10-600-5511	PROGRAM/PROJECT COSTS	1,000	-
		<u>2,000</u>	<u>643</u>
10-600-5603	EQUIPMENT/SMALL TOOLS	2,100	-
10-600-5604	FUEL	8,400	3,994
10-600-5607	JANITORIAL	350	-
10-600-5609	UTILITIES	73,000	11,862
10-600-5610	OFFICE	200	-
10-600-5611	OTHER	2,600	142
10-600-5612	UNIFORMS	1,600	-

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

	9/30/2018		
		ACTUAL	
	FY2019	FY2019	
	BUDGET	BUDGET	
	88,250	15,998	
PUBLIC WORKS TOTAL			
	532,991	106,560	
10-700-5001	REGULAR	94,172	16,465
	Director, 2 Full time, 1 part time		
10-700-5010	OVERTIME	1,500	-
		95,672	16,465
10-700-5020	EMPLOYEES RETIREMENT	13,711	2,456
10-700-5024	FICA	7,204	1,187
10-700-5028	GROUP HEALTH INSURANCE	5,400	831
10-700-5032	WORKERS' COMPENSATION	1,500	1,192
10-600-5034	OTHER EMPLOYEE BENEFITS	-	-
		27,815	5,666
10-700-5103	TESTING/ANALYSIS FEES	1,300	165
		1,300	165
10-700-5301	MAINTENANCE FACILITIES	6,500	2,054
10-700-5302	MAINTENANCE EQUIPMENT	2,000	144
10-700-5303	MAINTENANCE VEHICLES	1,400	895
10-700-5305	MAINTENANCE GROUNDS	3,000	1,451
		12,900	4,544
10-700-5403	LEASE	-	-
		-	-
10-700-5501	INSURANCE	2,000	-
10-700-5502	COMMUNICATIONS	2,070	467
10-700-5507	POSTAGE	138	-
10-700-5511	PROGRAM/PROJECT COSTS	44,300	5,301
		48,508	5,768
10-700-5604	FUEL	3,600	686
10-700-5609	UTILITIES	35,000	7,081
10-700-5610	OFFICE	1,500	221
10-700-5611	OTHER	2,420	110
		42,520	8,098
RECREATION TOTAL			
		228,715	40,706

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

	9/30/2018 ACTUAL	FY2019 BUDGET	FY2019 BUDGET
10-950-5960 DEBT SERVICE - PRINCIPAL		3,356	22,404
10-950-5961 DEBT SERVICE - INTEREST		13	1,613
CAPITAL TOTAL		3,370	24,017
10-980-5975 TRANSFER	-		115,757
TOTAL EXPENSES GF		421,354	2,360,918

CITY OF LIBERTY
REVENUE BUDGET FISCAL YEAR 2018-2019

		9/30/2018
	FY2019	ACTUAL
	BUDGET	FY2019
	BUDGET	BUDGET
HIGHWAY 178 WATER LINE	11,450	11,674
WATER SALES	543,997	157,210
WATER CONNECTION FEES	9,800	3,020
SEWER USER FEES	765,000	216,454
SEWER CONNECTION FEES	3,000	1,500
MAINTENANCE FEE	41,000	10,865
SEWER LINE PROJECT HWY 178/93	61,302	16,520
CRAMER/ROPER SURCHARGE	55,900	13,544
	1,491,449	430,786
MISCELLANEOUS REVENUE	3,000	(8,561)
PENALTIES/RECONNECTIONS	35,000	9,084
CASH OVER SHORT	-	59
	38,000	582
UTILITY REVENUE	1,529,449	431,368

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

9/30/2018

ACTUAL

FY2019

BUDGET

	FY2019	9/30/2018
	<u>BUDGET</u>	ACTUAL
20-670-5100 SALARIES/BENEFITS	-	-
20-670-5101 PROFESSIONAL	9,000	-
20-670-5102 OTHER	32,723	16,854
Includes VC3, Financial Software		
20-670-5103 TESTING/ANALYSIS FEES	12,502	9,546
	<u>54,225</u>	<u>26,400</u>
20-670-5301 MAINTENANCE FACILITIES	20,810	5,754
20-670-5302 MAINTENANCE EQUIPMENT	5,000	50
20-670-5303 MAINTENANCE VEHICLES	18,000	10
	<u>43,810</u>	<u>5,814</u>
20-670-5401 LEASE	-	-
20-670-5501 INSURANCE	18,000	6,461
20-670-5502 COMMUNICATIONS	4,000	930
20-670-5507 POSTAGE	6,500	1,000
20-670-5509 PUBS SUBS DUES FEES	200	-
20-670-5510 TRAVEL & TRAINING	2,500	300
20-670-5511 PROGRAM/PROJECT COSTS	255,500	50,642
	<u>286,700</u>	<u>59,333</u>
20-670-5604 FUEL	2,500	-
20-670-5607 JANITORIAL	500	-
20-670-5609 UTILITIES	500	71
20-670-5610 OFFICE	4,000	38
20-670-5611 OTHER	32,750	2,333
	<u>40,250</u>	<u>2,442</u>
20-670-5970 DEPRECIATION	165,000	-
	<u>165,000</u>	-
20-950-5960 DEBT SERVICE - PRINCIPAL	15,991	-
20-950-5961 DEBT SERVICE - INTEREST	5,314	-
	<u>21,305</u>	-
20-980-5975 200-510-000-930 TRANSFER	-	-
20-980-5975 200-510-000-935 TRANSFER	-	-

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

9/30/2018

ACTUAL

FY2019

BUDGET

	FY2019 BUDGET	9/30/2018 ACTUAL FY2019 BUDGET
WATER TOTAL	611,290	93,988
20-675-5100 SALARIES/BENEFITS	-	-
20-675-5101 PROFESSIONAL	9,000	-
20-675-5102 OTHER	32,723	16,854
Includes VC3, Incode Software		
20-675-5103 TESTING/ANALYSIS FEES	2,000	-
	43,723	16,854
20-675-5205 CRAMER/ROPER PROJECT	55,900	14,013
20-675-5206 INTER-MUNICIPAL AGREEMENT	108,409	27,201
	164,309	41,214
20-675-5301 MAINTENANCE FACILITIES	24,600	-
20-675-5302 MAINTENANCE EQUIPMENT	2,200	24
	26,800	24
20-675-5403 LEASE	935	1,784
	935	1,784
20-675-5501 INSURANCE	18,000	6,461
20-675-5502 COMMUNICATIONS	-	930
20-675-5505 COLLECTION FEES	5,000	440
20-675-5507 POSTAGE/SHIPPING	-	1,000
20-675-5510 TRAVEL & TRAINING	2,500	-
20-675-5511 PROGRAM/PROJECT COSTS	337,500	51,635
	363,000	60,467
20-675-5603 EQUIPMENT/SMALL TOOLS	17,000	-
20-675-5604 FUEL	-	-
20-675-5609 UTILITIES	1,650	523
20-675-5611 OFFICE	1,500	38
20-675-5611 OTHER	-	1,523
	20,150	2,083
20-950-5960 DEBT SERVICE - PRINCIPAL	60,000	-
20-950-5961 DEBT SERVICE - INTEREST	1,302	-

CITY OF LIBERTY
BUDGET FISCAL YEAR 2018-2019

		9/30/2018
		ACTUAL
	FY2019	FY2019
	BUDGET	BUDGET
	61,302	-
20-980-5975	237,940	-
	237,940	-
	918,159	122,425
SEWER TOTAL		
	1,529,449	216,413
TOTAL WATER AND SEWER		