



Town of Norway

ALL CELLPHONES ON SILENT OR VIBRATE. DO NOT ANSWER! EXCEPT, CHIEF OF POLICE

**TOWN OF NORWAY COUNCIL MEETING
2750 COPE RD., NORWAY, SC 29113
MARCH 2, 2020 - 7PM**

AGENDA

1. Call the Meeting to Order
2. Pledge of Allegiance
3. Invocation
4. Approval of the Agenda
5. Approval of Previous Minutes
6. Approval of Treasurer's Financial Report (Attachment 1) - Clerk/Treasurer
7. Department Reports
 - a. Police Department – Interim Chief of Police Brad Wilke
 - b. Water Department – Councilperson Travis Golden
8. Unfinished Business
 - a. History of the Oak Symbol
9. New Business
 - a. Court changes
 - b. Public Works personnel changes
 - c. Presentations
 - i.
10. Public Comments (2 minute limit per person - approach the podium)
11. Announcements
 - i.
12. *Executive Session
 - a.
13. Adjourn

**Note: "Upon returning to open session, council may take action on matters discussed in executive session"*

A Community of Character

*PO Box 127 • 8403 Savannah Highway • Norway, South Carolina 29113
Phone: (803) 263-4300 / Fax: (803) 263-4114*

MINUTES
TOWN OF NORWAY COUNCIL MEETING
MARCH 2, 2020

1. Mayor Tracie M. Clemons called the meeting to order.
2. Members Present: Mayor Tracie M. Clemons, Councilperson Bonnie Fogle, Councilperson Gregg Covington, Councilperson Travis Golden. Councilperson Elizabeth Murphy was absent.
3. Pledge of Allegiance was performed.
4. The invocation was led by the Rev. Ben Harr.
5. Councilperson Gregg Covington made a motion to accept agenda; seconded by Councilperson Travis Golden. All in favor, so moved.
6. Mayor Tracie M. Clemons read the minutes from the previous Council Meeting.
Councilperson Bonnie Fogle asked to correct a typo under New Business: word should be logo, not log. Councilperson Bonnie Fogle made a motion to accept correction and minutes from last council meeting. Councilperson Gregg Covington seconded. All in favor, so moved.
7. Treasurer's Financial Report was distributed and read by Mayor Tracie M. Clemons with \$8,523.23 available in the General Fund; \$2,117.44 available in Public Service Commission Fund; \$2,422.93 available in the Municipal Court Fund. Councilperson Gregg Covington made a motion to accept Financial Report; seconded by Councilperson Travis Golden. All in favor, so moved.
8. Department Reports
 - a Police Department Report:

Interim Chief Brad Wilke stated in his report that he, Mayor Tracie M. Clemons, and Police Commissioner Gregg Covington have been working together over the past month to implement new changes and procedures which include restructuring parts of the Department such as making changes to policy, procedures, and standard office policy to bring all in line with state laws to protect the Town legally and criminally. The Police Department will have better visibility with new badges and marking the patrol cars. There have been several donations to the Police Department which include tasers, computer equipment, GPS equipment, as well as other office equipment that are cost-effective and beneficial to keeping the Police Department operational daily. The Department is looking into several grants that include a USDA Grant to help get more equipment that will assist in

the operation of the One Solution Program that was previously approved by Council. Interim Chief Wilke also announced that the Department is now in the enforcement stage which allows officers to perform traffic stops, make arrests, and issue citations. SCDOT has been contacted as well informing their department that signs about road closures, potholes, and speeding complaints/wreckless driving compliance on the Winchester Avenue area. Interim Chief Wilke stated that the Department will continue to work towards progress for the continued safety and well-being of residents. The department accepted the resignation of part-time Officers Blanchard and Patel. Interim Chief Wilke has posted the position vacancies and intends to hire more qualified officers on a part-time basis.

The Chief also explained Mutual Aid Agreements with surrounding areas that will provide assistance to Neeses, Livingston, North, Springfield, and Swansea as Neeses and Livingston do not have a Police Department. The Mayor, Interim Chief Wilke, and Sheriff Leroy Ravenel met and discussed the Mutual Aid Agreement and the Sheriff's Department fully supports the agreement. Each town included in the Mutual Aid Agreement will have to get permission from their county and/or town/city council members. This agreement will provide the resources and equipment that will be needed and make sure that citizens are safe, needs will be met, and ensure Police presence. Mrs. Blake asked if the town of Swansea would be included in the Mutual Aid Agreement and the answer was yes. Mr. Robert Pooser wanted to know if the Town of Denmark would be included in the Agreement. Mayor Tracie M. Clemons responded that the Agreement would be extended to the Town of Denmark at a later time. A motion to accept the Mutual Aid Agreement was made by Councilperson Gregg Covington and seconded by Councilperson Travis Golden. All in favor, so moved.

b. Water Department Report:

Councilperson Travis Golden stated there are no major issues, but there were small minor leaks around town. Currently there is a leak on Winchester Avenue. The Winchester Avenue Waterline Project will start around summer. There are no bad reports on sewer at all. Councilperson Golden plans to do a workshop for those interested in how the water meters work, and how bills are calculated because there have been a lot of questions about leaks in front or behind the meters. Doing this workshop will allow individuals to better understand how the meters operate.

9. Unfinished Business

- a. History of the Oak Symbol: Mayor Tracie M. Clemons thanked Mrs. Toni Hydrick for coming and letting her know about the family's decision to keep the flag in the museum, so the original flag will not be displayed. There was discussion on getting permission from the family to get a copy of the software.
- b. CBDG Grant: Mayor Tracie M. Clemons stated that the Town has chosen the lowest bidder and the letter of award should be in this upcoming week. The Project should start around the beginning or mid-summer. The Mayor intends to keep the residents in the area updated on the progress of the project in the upcoming months.

10. New Business:

- a. Court Changes: Effective April 8, 2020, Court will be held at 6:30 P.M., every second Wednesday of each month. Judge Stephanie Grant will be the Chief Judge and Judge Janek Kazmierski will fill in when necessary.
- b. Public Works Personnel: There are two new part-time employees in the Public Works Department. Changes that will take effect will include uniforms and hardhats for Public Work employees and all Town vehicles will have the Town's logo on them so workers can be identified when in Town working.
- c. Census 2020 Resolution for the Town of Norway was read by Mayor Tracie M. Clemons. Councilperson Gregg Covington made a motion to accept the Census Resolution and Councilperson Travis Golden seconded the motion. All in favor, so moved.
- d. Presentations:
No Touch Zone: Ms. Brittany Holman was absent so Mayor Tracie M. Clemons will reach out to her and additional information will be added to the Facebook page.

11. Public Comments:

- a. Mr. Robert Pooser thanked Interim Chief Brad Wilke for the job he is doing. He also thanked Mayor Tracie M. Clemons and the Council for their work. Mr. Pooser stated he was concerned about the senior citizens, and the shut-ins and wanted to know if seniors could be checked on periodically. He is concerned with the trash in the Town, and the water pressure and would like to see more interest in getting those concerns taken care of. Mayor Tracie M. Clemons responded to Mr. Pooser and advised that the Council will discuss ideas about senior citizens and the shut-ins in town. Ann Johnson asked if Mayor Tracie M. Clemons would let everyone know exactly where the Winchester Project would

be in terms of the street locations. Mayor Tracie M. Clemons informed Ms. Johnson that she would keep residents updated on the project's progress.

12. Announcements:

Mayor Tracie M. Clemons stated there were a lot of events coming up that include the following:

March 3, 2020, Community Prayer to be held at Three Crosses on the 1st and 3rd Tuesday of the month beginning at 7:00 P.M.

March 4, 2020, Yoga at Three Crosses at 7:00 P.M.

March 7, 2020, Mayoral Inaugural Gala HKT Gymnasium at 6:00 P.M.

March 13, 2020, Zumba at Three Crosses at 6:00 P.M.

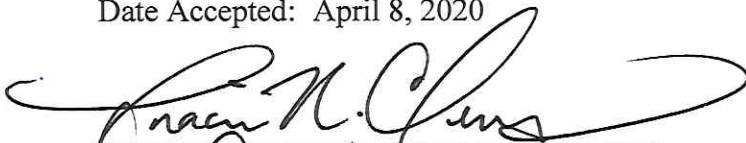
March 14, 2020, Downtown Revitalization meeting at Town Hall at 8:00 A.M.

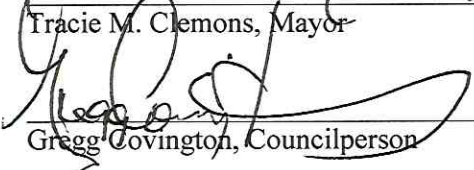
March 26, 2020, Census Volunteers will meet at Bushy Pond Baptist Church Fellowship Hall.

13. Executive Session: None

14. Motion to adjourn made by Councilperson Gregg Covington and seconded by Councilperson Travis Golden. Meeting adjourned at 7:37 P.M. All in favor, so moved.

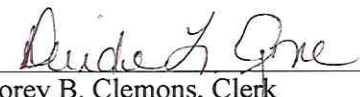
Date Accepted: April 8, 2020


Tracie M. Clemons, Mayor


Gregg Covington, Councilperson


Bonnie Fogle, Councilperson


Travis Golden, Councilperson


for Corey B. Clemons, Clerk

MINUTES
TOWN OF NORWAY SPECIAL COUNCIL MEETING
FEBRUARY 7, 2020

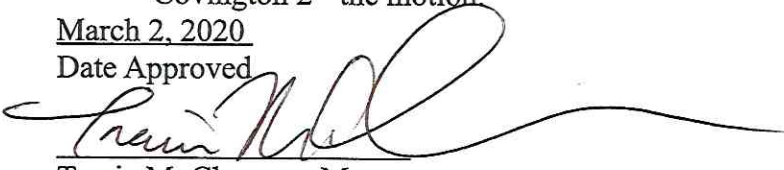
1. Mayor Tracie M. Clemons called the meeting to order at 7:00 P.M.
2. Members Present: Mayor Tracie M. Clemons, Councilperson Gregg Covington, Councilperson Bonnie Fogle, Councilperson Travis Golden, Councilperson Elizabeth Murphy was absent.
3. Pledge of Allegiance was done.
4. Invocation was led by Mrs. Charles Blake.
5. Approval of Agenda/Revisions: Councilperson Gregg Covington made a motion to accept Councilperson Bonnie Fogle 2nd motion was moved accepted and carried.
6. Unfinished Business – Mr. Joe Glover contacted Mayor Clemons and advised her to give the F-150 Truck to the next highest bidder which was Mr. Robert Brooks. The Mayor contacted Mr. Brooks post special council meeting to inform him of such. Councilperson Travis Golden made a motion to accept bid Councilperson Bonnie Fogle 2nd motion and it was moved accepted and carried.
7. New Business – Omitted from Executive Session from Monday, February 3, 2020 meeting to come up with price for renting rooms at Willow School. Councilperson Bonnie wanted to know the details of the rental spaces. Mayor Clemons advised that we'd have to know what the rental of the rooms would be used for. Clean up would be the responsibility of the renting parties. Councilperson Bonnie Fogle made a motion to set price for \$150.00 per day/ per event. After further discussion a final decision to rent rooms were as followed \$25.00 per hour with a \$50.00 deposit. A was motion entertained by Councilperson Bonnie Fogle Councilperson Gregg Covington 2nd motion was moved accepted and carried.

Discussion: Should the renting party not clean up the deposit will be kept for cleaning of rented room.

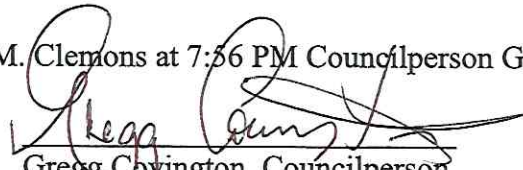
8. OCSD Software One Solution - There was a meeting that the OCSD held that detailed or explained software for Municipalities and other business. The purpose of the software is designed to keep track of department officers in the area and decrease dispatch times, and give live responses in case an officer needs backup. OCSD, OCFD, OCEMS, and OCEO are all available to be reached on this software. Cost of the License would be \$1,200 OCS office would come and review equipment and inform if there are any items needed or updated. The Interim Police Chief would have access to the software anywhere he is located, the software gives very distinctive details of where officers are located if the officers are speeding, along with other information such as clock ins, if the officer is really working when he states he is at work etc. We have approval for funding by councilman Heyward Livingston. Councilperson Gregg Covington made motion to accept software Councilperson Bonnie Fogle 2nd motion was moved accepted and carried.
9. Public Comments: None
10. Executive Session: None
11. Motion to Adjourn entertained by Mayor Tracie M. Clemons at 7:56 PM Councilperson Gregg Covington 2nd the motion

March 2, 2020

Date Approved


Tracie M. Clemons, Mayor

Corey B. Clemons, Clerk


Gregg Covington, Councilperson


Bonnie Fogle, Councilperson


Travis Golden, Councilperson

Date:

Sign In Sheet

[illegible]

TOWN OF NORWAY

Resolution 2020-001

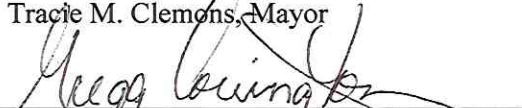
RESOLUTION OF SUPPORT FOR THE 2020 CENSUS

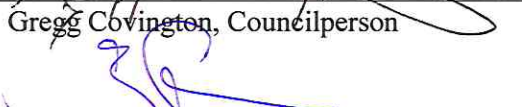
- WHEREAS,** the Constitution of the United States of America requires the U. S. Census Bureau to conduct a count of the population and provide an opportunity for local governments to help shape the foundation of our society; and
- WHEREAS,** the Town of Norway is committed to working with the entire community to ensure every resident is counted in the upcoming 2020 Census; and
- WHEREAS,** the Census brings \$675 billion in federal funds to communities across the country for programs that support highways, health care, affordable housing, community development, home energy assistance, nutrition for women, infants and children, education and more; and
- WHEREAS,** specifically South Carolina annually receives \$12.69 billion for the largest Federal Assistance Programs because of Census-derived data; and
- WHEREAS,** Census data determines the number of seats each state will have in the U.S. House of Representatives in addition to the redistricting of state legislatures, county and city councils and voting districts; and
- WHEREAS,** the Census creates hundreds of thousands of jobs across our nation thereby improving local economies; and
- WHEREAS,** those who work for the Census Bureau must take a lifetime oath to protect confidentiality and ensure that data identifying respondents of their households must not be released or shared; and
- WHEREAS,** the 2020 Census will feature new technology that will allow respondents to answer Census questions online in addition to by phone or on paper; and
- WHEREAS,** shortly, a united voice from business, government, educators, non-profits, faith leaders, media and others will work to develop and market the 2020 Census across the entire community to raise overall awareness and to increase participation among all populations.

NOW, THEREFORE, BE IT RESOLVED, that we the members of the Town of Norway Town Council do hereby support the ideals and goals of the 2020 Census and will market and share 2020 Census information to encourage increased participation, partner with local stakeholders to support efforts for counting each person living in Town of Norway to achieve an accurate and complete count, and work to raise awareness about the programs and services made possible by the Census.

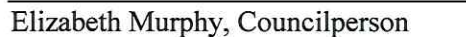
This 2nd day of March 2020.


Tracie M. Clemons, Mayor


Gregg Covington, Councilperson


William T. Golden, Councilperson

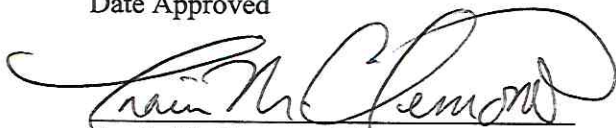

Bonnie T. Fogle, Councilperson

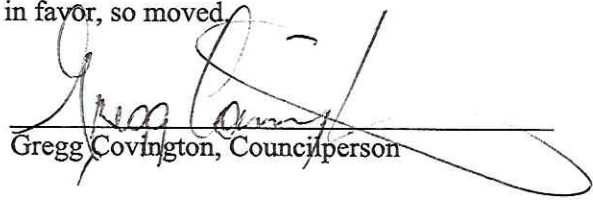

Elizabeth Murphy, Councilperson

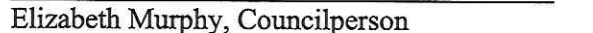
- d. The presentation "A Peek into the Future" will be sponsored by Dream Church of Columbia and held at Three Crosses on February 8 at 6pm. Bragg Williams shared flyers for the event and invited all to attend.
 - e. Mayor Clemons will attend the ribbon cutting ceremony for the new Senior Center in Neeses on February 9, 2020.
 - f. Mayor Clemons will attend the Hometown Legislative Action Day and Annual Meeting/Training in Columbia on February 4-5, 2020. She will also attend the SCRWA Decision Makers Summit in Myrtle Beach on February 20-21, 2020.
15. Executive Session: A motion was made by Councilperson Gregg Covington to enter into executive session to discuss personnel employment. Councilperson Elizabeth Murphy seconded. All in favor, so moved. Council entered Executive Session.
- Councilperson Gregg Covington made a motion to end Executive Session and resume public Council Meeting. Councilperson Travis Golden seconded. All in favor, so moved.
- Public Council Meeting resumed with the following actions taken:
- a. Mayor proposed Chandley Perry receive a \$50 per week raise with a reevaluation after 3 months. She also proposed to hire Jermaine James part-time at \$9.00 per hour to support Mr. Perry. Mr. James will work less than 32 hours per week and be reevaluated after 6 months. Councilperson Gregg Covington made a motion to accept Mr. Perry's raise and Mr. James hiring and pay rate. Councilperson Elizabeth Murphy seconded. All in favor, so moved.
 - b. Mr. Jamie Preacher has been instrumental in supporting the Town during water breaks and repairs. In lieu of pay for his work, the Mayor proposed the Town give him credit on his mother's overdue sewer bill with the balance then being credited to his overdue sewer bill. This will leave a credit of \$174 on account. Councilperson Gregg Covington made a motion to accept the application of credit on sewer bills in lieu of payment on invoices. Councilperson Travis Golden seconded. All in favor, so moved.
 - c. Mayor Clemons proposed Council consider hiring Jamie Preacher as needed. This item will be tabled for further discussion.

With no more business to attend Councilperson Gregg Covington made a motion to adjourn with Councilperson Travis Golden seconding the motion. All in favor, so moved.

March 2, 2020
Date Approved


Tracie M. Clemons, Mayor


Gregg Covington, Councilperson


Elizabeth Murphy, Councilperson


Corey Clemons, Clerk


Bonnie Fogle, Councilperson


Travis Golden, Councilperson

Norway General Fund
Income Statement
For the Two Months Ending February 29, 2020

	Current Month	Year to Date
<i>Revenues</i>		
Audit Income	\$ 0.00	\$ 10,852.18
Town Business Licenses	1,037.69	1,302.69
CheckFreePay Income	60.00	118.20
Orangeburg County Tax Income	11,757.11	19,657.89
Town Share Court Fines	137.95	1,773.62
Donation Income	311.48	311.48
Garbage Fee Income	2,164.97	4,536.83
Council Paid Health Ins	0.00	1,739.46
Insurance Claims Receipts	0.00	19,383.89
Merchant's Inventory	118.85	118.85
Trade	82.31	82.31
Vehicle Sales	3,500.00	3,500.00
	<hr/>	<hr/>
Total Revenues	19,170.36	63,377.40
 <i>Expenses</i>		
Advertising Expenses	191.58	376.58
Bank Fees	18.00	18.00
Building Repair	639.31	639.31
Copier Lease	341.64	341.64
Debt Set Off Exp	57.31	57.31
Donations	50.00	50.00
Fuel	2,017.83	2,017.83
Garbage Collection Service	4,842.24	4,842.24
Housekeeping	175.00	380.00
Insurance	370.00	370.00
Lift Station Repairs	0.00	18,983.89
Materials/Supplies	531.04	531.04
Office Supplies	1,047.08	1,047.08
Payroll	6,500.00	14,426.69
PD Radio Expense	67.07	270.98
PD Cell Phones/Data	664.28	664.28
PD Fuel	1,085.94	1,859.33
PD Software	200.00	200.00
PD Training	35.00	35.00
PD Vehicle Main/Repairs	580.21	1,048.37
Postage	0.00	110.00
Repairs/Maint.	160.00	160.00
Alarm	75.00	181.00
Power/phone/gas	4,032.17	6,686.69
Vehicle Maint/Repair	65.00	65.00
Christmas Parade Expenses	0.00	125.35
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Total Expenses	23,745.70	55,487.61
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Net Income	\$ (4,575.34)	\$ 7,889.79
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For Management Purposes Only

Norway General Fund
Balance Sheet
February 29, 2020

ASSETS

Current Assets		
Town Of Norway	\$	8,774.71
		<hr/>
Total Current Assets		8,774.71
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	8,774.71
		<hr/> <hr/>

LIABILITIES AND CAPITAL

Current Liabilities		
Memorial Day Reserve	\$	(123.10)
Palmetto Pride Grant Reserve		(1,620.53)
PD Body Web Cams		(2,119.59)
New PD Car Reserve Funds		(2,832.28)
Town Improvement Reserve		(1,700.00)
Xmas Gifts Reserve		(251.28)
Christmas Parade Funds Reserve		(481.08)
		<hr/>
Total Current Liabilities		(9,127.86)
Long-Term Liabilities		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		(9,127.86)
Capital		
Retained Earnings		10,012.78
Net Income		7,889.79
		<hr/>
Total Capital		17,902.57
		<hr/>
Total Liabilities & Capital	\$	8,774.71
		<hr/> <hr/>

Public Service Commission
Income Statement
For the Two Months Ending February 29, 2020

	Current Month		Year to Date	
<i>Revenues</i>				
Debt Set-off	\$	57.31	\$	57.31
Public Service Commission		19,890.14		37,162.37
Total Revenues		19,947.45		37,219.68
<i>Expenses</i>				
Chemicals		0.00		1,050.00
DPU Water		6,611.00		12,200.26
Fines / Fees		1,089.75		1,089.75
Garbage Expenses		75.00		107.54
Payroll		2,000.00		6,000.00
Postage		140.00		245.00
Repairs/Maint.		2,489.48		2,489.48
USDA RD Payment		3,770.00		7,540.00
USDA Reserve Repayment		100.00		200.00
Power		1,456.64		3,043.26
WW Operator		1,000.00		2,775.00
Total Expenses		18,731.87		36,740.29
Net Income	\$	1,215.58	\$	479.39

**Public Service Commission
Balance Sheet
February 29, 2020**

ASSETS

Current Assets		
Adjustments	\$	1,542.93
Public Service Commission		3,017.44
Water Service		(1,542.93)
		<hr/>
Total Current Assets		3,017.44
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	<u><u>3,017.44</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Repairs/Maintenance Payable	\$	(900.00)
		<hr/>
Total Current Liabilities		(900.00)
Long-Term Liabilities		<hr/>
Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		(900.00)
Capital		
Retained Earnings		3,438.05
Net Income		479.39
		<hr/>
Total Capital		3,917.44
		<hr/>
Total Liabilities & Capital	\$	<u><u>3,017.44</u></u>

Norway Municipal Court
Income Statement
For the Two Months Ending February 29, 2020

	Current Month	Year to Date
<i>Revenues</i>		
Court Fines Income	\$ 1,316.25	\$ 1,677.51
Total Revenues	<u>1,316.25</u>	<u>1,677.51</u>
<i>Expenses</i>		
SC Ticket Portion	181.75	2,118.87
Town Ticket Portion	137.95	1,773.62
Victim's Assistance Expense	<u>41.55</u>	<u>337.78</u>
Total Expenses	<u>361.25</u>	<u>4,230.27</u>
Net Income	<u>\$ 955.00</u>	<u>\$ (2,552.76)</u>

Norway Municipal Court
Balance Sheet
February 29, 2020

ASSETS

Current Assets		
Norway Municipal Court	\$	2,422.93
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Total Current Assets		2,422.93
Property and Equipment		<hr/>
Total Property and Equipment		0.00
Other Assets		<hr/>
Total Other Assets		0.00
		<hr/>
Total Assets	\$	2,422.93
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LIABILITIES AND CAPITAL

Current Liabilities		
Police Dept Holding Account	\$	(154.14)
SC Ticket Portion		5,142.90
Town Ticket Portion		5,228.00
Victims Assistance Funds		652.13
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Total Current Liabilities		10,868.89
Capital		
Retained Earnings		(5,893.20)
Net Income		(2,552.76)
		<hr/>
Total Capital		(8,445.96)
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Total Liabilities & Capital	\$	2,422.93
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