

**CITY OF LANCASTER  
WORK SESSION  
TUESDAY, DECEMBER 12, 2023**



**CITY OF LANCASTER  
WORK SESSION  
TUESDAY, DECEMBER 12, 2023  
7:00 P.M.**

- I. Invocation & Pledge of Allegiance** – Council Member Taylor
- II. Roll Call**
- III. Citizen Comments\***
- IV. Employee Comments**
- V. Approval of Minutes**
  - A. Regular Meeting – November 28, 2023 **Pg. 1**
- VI. Discussion and Action Items**
  - A. Affirming the 2024 City Council Meetings Schedule (*Rabon*) **Pg. 5**
  - B. Adopting the 2024 Planning Commission & Board of Zoning Appeals Meeting Schedule (*Hutfles*) **Pg. 7**
  - C. Authorizing the Closing of City Hall on December 14, 2023 from 11:30 a.m. to 1:30 p.m. for the City Hall Christmas Luncheon (*Hutfles*) **Pg. 9**
- VII. Resolution**
  - A. R23-22 A Resolution Directing the City of Lancaster to Purchase One Rapidview IBAK USA T76 SD 76 Camera Tractor and One Rapidview IBAK USA CD3.25 T76SD CB 3.2S-T76/78 Camera For \$28,870.74 From Jet-Vac Equipment Company, LLC (*Mingo*) **Pg. 10**
- VIII. Ordinance**
  - A. O23-28 (Second Reading) An Ordinance Increasing the Annual Stipend for the Mayor and Council Members of the City of Lancaster City Council (*Hutfles*) **Pg. 15**
  - B. O23-29 (Second Reading) An Ordinance Annexing Into the City of Lancaster, South Carolina One Parcel of Land Totaling 0.779 Acres Located at 111 Brooklyn Avenue And Owned by Elsa Marina Mancia Lopez and Jesus Alberto Pineda (*Hutfles*) **Pg. 16**
- IX. Executive Session-Personnel Matter (§30-4-70(a)(2))**
  - A. To discuss negotiations incident to propose purchase of property

*N.B.: Upon returning to open session, Council may take action on matters discussed in executive session.*

**X. Adjournment**

\*Persons desiring to speak should notify the City Clerk prior to the beginning of the meeting. All persons wishing to speak must be signed in and present prior to the start of the meeting. Please begin by stating your name and address. You will have up to 3 minutes to address Council. The entire Citizen Comments portion of the agenda shall not extend longer than thirty (30) minutes.

All statements should be addressed to Council as a body and not to individual Council Members. Please be advised that this is not a period of dialogue with Council or a question-and-answer period.



Any person requiring special accommodations should contact the Office of the City Administrator at (803) 289-1453 at least 24 hours prior to the scheduled meeting.

**CITY OF LANCASTER  
REGULAR MEETING  
TUESDAY, NOVEMBER 28, 2023**

A meeting of the Lancaster City Council was held in the City Hall Council Chambers on Tuesday, November 28, 2023, at 7:00 p.m.

Mayor T. Alston DeVenny called the meeting to order. A notice of the meeting was posted at City Hall and placed on the City's website. The local news media was contacted about the meeting time and place. The meeting was open to the public and streamed live on the City's YouTube channel.

**I. Invocation & Pledge of Allegiance**

Mayor DeVenny offered the invocation and led the Pledge of Allegiance.

**II. Roll Call**

**Present:** Mayor Alston DeVenny, Council Member Harris, Council Member Marsh, Council Member Sowell, and Council Member Taylor

**Absent:** Council Member Hood and Council Member Jones

**Others Present:** City Administrator Flip Hutfles, City Attorney Mitch Norrell, City Clerk Tracy Rabon, Building, Planning, Zoning, & Licensing Director Louis Streater, Finance Director James Absher, Fire Chief Justin McLellan, Police Chief Don Roper, Public Works Director Rendell Mingo, Sanitation & Maintenance Operations Director Matt Berry, Human Resource Director Angela Roberson, IT Director Melissa Izzard, Wastewater Treatment Plant Supervisor Justin Lowery and Mitchell Mercer with the Lancaster News.

**III. Citizen Comments**

There were no citizen comments

**IV. Employee Comments**

Council Member Taylor expressed concerns with the potholes in the Gregwood Subdivision.

**V. Approval of Minutes**

A. *Work Session – November 14, 2023*

**Motion:** To approve the minutes for the Work Session on November 14, 2023

**Moved by** Council Member Harris, **Seconded by** Council Member Marsh

**Vote:** Motion carried by unanimous roll call vote

**Action:** Approved

**VI. Monthly Reports for October 2023**

Sanitation & Maintenance Operations Director Matt Berry addressed the citizen concerns with the leaf pick up schedule. Mr. Berry reported that one of the leaf trucks is inoperable due to a hydraulic fluid leak, and the other leaf truck has been inoperable for approximately nine months due to the lack of available parts to repair the truck and the need to reprogram the computer system. Mr. Berry reported that the department has located a new truck to purchase and if approved later in the Council meeting, the truck will be operating as early as next week. Council Member Harris asked for the community to be patient with the leaf pick up schedule. Mayor DeVenny commended the Vehicle Maintenance Department for keeping all of the vehicles on a regular maintenance schedule.

Council Member Harris thanked Mr. Berry for the work on the sidewalks on East Gay Street.

Mayor DeVenny followed up by inquiring on the status of the sidewalk project. Mr. Hutfles stated that the City is waiting for approval from the Department of Commerce on the Community Development Block Grant (CDBG) application, and he hoped to receive news towards the end of the year.

Council Member Harris commended Ms. Roberson for her work in processing 49 applications and asked if any of those applications were a product of job fairs that she attended. Mr. Roberson confirmed that a few of the applicants were a direct result of the job fairs.

Chief Roper provided Council with an update on the accreditation of the Police Department. Mayor DeVenny asked about the staffing of the Department and if they were fully staffed. Chief Roper stated the Department currently has four positions open, but they are continuing to interview for those positions.

Council Member Sowell thanked Chief Roper for the new traffic enforcement officer and commended his dedication.

Mayor DeVenny asked Mr. Mingo about the City's water loss as compared to other jurisdictions. Mr. Mingo stated that he has not reviewed the comparison but will begin looking to see how the City compares to other areas in close proximity to the City. Mayor DeVenny and Council Member Harris expressed concern with the water loss and recommended moving this goal up to a "need to do" goal.

Council Member Harris asked about the status of the Wastewater Treatment Plant. Treatment Plant Supervisor Justin Lowery stated that everything is progressing on schedule, and he has no current concerns.

Council Member Sowell thanked Mr. Streater for adding the HdL revenue to his Monthly Report to account for the revenue received.

Council had no further questions or concerns regarding the Monthly Report for October 2023. The complete report is available for review in the City Clerk's office.

## VII. October Cash Management and Finance Report

Finance Director James Absher presented the October 2023 Cash Management and Finance Report.

Council Member Harris asked about using the Southside funds for improving the storm drainage system at Preston Blackmon Park. Mr. Hutfles stated he and Mr. Berry have begun working on estimates, and some of the concerns are already being addressed by staff working on grading the property.

## VIII. Discussion and Action Items

### A. Lancaster Housing Authority Board Appointment

Mr. Hutfles reported that Lancaster Housing Authority Board member Jimmy Glass resigned from the Board on October 24, 2023. With that resignation, a replacement is needed to serve the remainder of Mr. Glass' term ending in April 2025. Mr. Hutfles reported that Council Member Taylor recommended Dale Bentley as a replacement. Mr. Hutfles also noted that Veronica Williams, the Lancaster Housing Authority Executive Director recommended two nominees, Brenda Thompson, a former Board member, and Queserie Peay a current resident.

**Motion:** To appoint Brenda Thompson to the Lancaster Housing Authority Board to finish the term for Mr. Jimmy Glass

**Moved by** Council Member Harris, **Seconded by** Council Member Sowell

**Vote:** Council Members Harris, Marsh and Sowell voted **yes**; Council Member Taylor and Mayor DeVenny voted **no**

**Action:** Approved

**Motion:** To appoint Dale Bentley to the Lancaster Housing Authority Board to finish the term for Mr. Jimmy Glass

**Moved by** Council Member Taylor, **Seconded by** none

**Vote:** none

**Action:** Failed

Council Member Harris disagreed with the nomination of Dale Bentley, explaining there was already a motion on the floor that needed to be voted on, and if that motion failed, then a second person could be nominated.

City Attorney Mitch Norrell stated that the process of Council is typically to take the motion for the first and if it succeeds, there are no other nominations. But if it fails, the next person can be nominated. Council Member Taylor expressed concern with the process.

## IX. Resolution

- A. *R23-21 A Resolution Directing the City of Lancaster to Purchase a 2024 Xtreme Vac DCL800SM Self-Contained Debris Collector Truck for \$265,000 From Carolina Industrial Equipment*

Mr. Berry and Mr. Absher presented R23-21 requesting the purchase of a 2024 Debris Collector Truck from Carolina Industrial Equipment. Mr. Berry stated that the 2002 and the 2008 leaf trucks are inoperable, and with the City being in peak leaf season, it is crucial to have an operable leaf truck. Mr. Berry noted that the department contacted multiple vendors and the only vendor able to supply the needed truck was Carolina Industrial Equipment. Mr. Absher noted that the funds are available in the Solid Waste budget if the two road tractors are not purchased.

Council Member Harris expressed concern about this purchase not being presented to the Finance Committee prior to being presented at the Council Meeting.

Council Member Taylor left during discussion and prior to the vote.

**Motion:** To approve R23-21 a Resolution directing the City of Lancaster to purchase a 2024 Xtreme Vac DCL800SM Self-Contained Debris Collector Truck for \$265,000 from Carolina Industrial Equipment

**Moved by** Council Member Sowell, **Seconded by** Council Member Marsh

**Vote:** Motion carried by unanimous roll call vote

**Action:** Approved

## X. Ordinance

- A. *O23-27 (Second Reading) An Ordinance to Grant an Easement to the Lancaster County Water & Sewer District on a Portion of Land at the City of Lancaster Wastewater Treatment Plant Identified as Tax Map #0067-00-026.00, and Owned by the City of Lancaster, South Carolina*

**Motion:** To approve the second reading of O23-27 an Ordinance to grant an easement to the Lancaster County Water & Sewer District on a portion of land at the City of Lancaster Wastewater Treatment Plant identified as Tax Map #0067-00-026.00, and owned by the City of Lancaster, South Carolina

**Moved by** Council Member Harris, **Seconded by** Council Member Sowell

**Vote:** Motion carried by unanimous roll call vote

**Action:** Approved

B. *023-28 (First Reading) An Ordinance Increasing the Annual Stipend for the Mayor and Council Members of the City of Lancaster City Council*

Mr. Hutfles presented Council with 023-28 requesting an increase in the annual stipend for the Mayor and City Council. Mr. Hutfles stated that the annual stipend for the Mayor would be increased to \$15,000 per year and \$13,000 per year for Council Members. Mr. Hutfles reported that the increase will not become effective until January 2026 per Section 2-26 of the City Code and Section 5-7-170 of the South Carolina Code of Laws.

Mayor DeVenny noted that he was the one that requested the increase. Council Member Harris stated that the Finance Committee has reviewed the request and supports the increase.

**Motion:** To approve the first reading of 023-28 an Ordinance increasing the annual stipend for the Mayor and Council Members of the City of Lancaster City Council

**Moved by** Council Member Harris, **Seconded by** Council Member Marsh

**Vote:** Motion carried by unanimous roll call vote

**Action:** Approved

C. *023-29 (First Reading) An Ordinance Annexing Into the City Of Lancaster, South Carolina One Parcel of Land Totaling 0.779 Acres Located at 111 Brooklyn Avenue And Owned by Elsa Marina Mancía Lopez and Jesus Alberto Pineda*

Director of Building, Planning and Zoning Louis Streater presented 023-29 requesting annexation of 111 Brooklyn Avenue a parcel totaling 0.779 acres owned by Elsa Marina Mancía Lopez and Jesus Alberto Pineda. Mr. Streater reported that the parcel adjoins the City to the east and south and will have an interim zoning classification of R-6.

**Motion:** To approve the first reading of 023-29 an Ordinance annexing into the City Of Lancaster, South Carolina one parcel of land totaling 0.779 acres located at 111 Brooklyn Avenue and owned by Elsa Marina Mancía Lopez and Jesus Alberto Pineda

**Moved by** Council Member Harris, **Seconded by** Council Member Sowell

**Vote:** Motion carried by unanimous roll call vote

**Action:** Approved

XI. **Adjournment**

**Motion:** To adjourn

**Moved by** Council Member Marsh, **Seconded by** Council Member Sowell

**Vote:** Motion carried by unanimous roll call vote

**Action:** Adjourned

There being no further business, Council adjourned at 8:05 p.m.

Respectfully submitted,

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Tracy Rabon  
City Clerk

## Agenda Item VI.A

**City of Lancaster  
City Council Meeting  
December 12, 2023**

**TO:** City Council  
**SUBJECT:** 2024 City Council Meeting Schedule  
**INITIATED BY:** City Clerk  
**PREPARED BY:** City Clerk

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**Background:** §30-4-80 of the State Code of Laws state in part that all public bodies must give written notice of their regular meetings at the beginning of each calendar year. The Council is obligated under the City Code to meet twice a month unless a majority vote of Council Members present at any regular or special meeting decides otherwise. Historically, the City Council does not meet on the fourth Tuesday of December.

**Financial:** There is a cost of approximately \$225 to publish the meeting schedule in *The Lancaster News*.

**Policy Considerations:** §2-37 and §2-38 of the City Code states in part the Council shall have a regular work sessions and meetings; the second Tuesday of each month for work session and the fourth Tuesday of each month for regular meeting.

**Recommendations/Actions:** Affirm the stated City Council meeting schedule.

**Attachments:** 2024 meeting schedule.



## 2024 City Council Meeting Schedule

Work Session – January 9	Regular Meeting – January 23
Work Session – February 13	Regular Meeting – February 27
Work Session – March 12	Regular Meeting – March 26
Work Session – April 9	Regular Meeting – April 23
Work Session – May 14	Regular Meeting – May 28
Work Session – June 11	Regular Meeting – June 25
Work Session – July 9	Regular Meeting – July 23
Work Session – August 13	Regular Meeting – August 27
Work Session – September 10	Regular Meeting – September 24
Work Session – October 8	Regular Meeting – October 22
Work Session – November 12	Regular Meeting – November 26
Work Session – December 10	

City Council  
City of Lancaster

**Note: All meetings start @ 7:00 PM**  
216 S. Catawba St., Lancaster, SC



## Agenda Item VI.B

**City of Lancaster  
City Council Meeting  
December 12, 2023**

**TO:** City Council  
**SUBJECT:** 2024 Planning Commission & BZA Meeting Schedule  
**INITIATED BY:** Building & Zoning Director  
**PREPARED BY:** City Administrator

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**Background:** The Planning Commission meets on the first Tuesday of the month at 6:30 p.m. in the Council Chambers, and the Board of Zoning Appeals meet the third Monday of the month at 5:30 p.m. in the Council Chambers.

**Financial:** There will be a cost of approximately \$225 in publishing both schedules in *The Lancaster News*.

**Policy Considerations:** §28-26 and §44-291(2)(a) of the City Code states in part that an annual schedule of regular meeting for the Planning Commission and the Board of Zoning Appeals shall be adopted and made available at City Hall.

**Recommendations/Actions:** Adopt the stated City's Planning Commission and Board of Zoning Appeal annual meeting schedules.

**Attachments:** 2024 meeting schedules.



## 2024 Planning Commission & Board of Zoning Appeals Meeting Schedule

### Planning Commission

Regular Meeting– January 2, 2024

Regular Meeting– February 6, 2024

Regular Meeting– March 5, 2024

Regular Meeting– April 2, 2024

Regular Meeting– May 7, 2024

Regular Meeting– June 4, 2024

Regular Meeting– July 2, 2024  
(Cancelled-Holiday)

Regular Meeting– August 6, 2024

Regular Meeting– September 3, 2024

Regular Meeting– October 1, 2024

Regular Meeting– November 5, 2024

Regular Meeting—December 3, 2024

**\*\*Note: All Meetings start @ 6:30PM\*\***  
(City Hall, Council Chambers)

### Board of Zoning Appeals

Regular Meeting – January 15, 2024  
(Cancelled-Holiday)

Regular Meeting – February 19, 2024

Regular Meeting – March 18, 2024

Regular Meeting – April 15, 2024

Regular Meeting – May 20, 2024

Regular Meeting – June 17, 2024  
(Cancelled-Holiday)

Regular Meeting – July 15, 2024

Regular Meeting – August 19, 2024

Regular Meeting – September 16, 2024

Regular Meeting – October 21, 2024

Regular Meeting – November 18, 2024

Regular Meeting – December 16, 2024

**\*\*Note: All Meetings start @ 5:30PM\*\***  
(City Hall, Council Chambers)

## Agenda Item VI.C

**City of Lancaster  
City Council Meeting  
December 12, 2023**

**TO:** City Council  
**SUBJECT:** Closing of City Hall  
**INITIATED BY:** City Administrator  
**PREPARED BY:** City Administrator

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**Background:** Historically, the City has a tradition of closing City Hall in order for the entire City Hall staff (Administration, Building & Zoning, Finance, Human Resources, Information Technology, See Lancaster, and Utility Billing) to partake in the camaraderie and fellowship of enjoying a Christmas Luncheon. This year's luncheon is scheduled for Thursday, December 14<sup>th</sup> from 11:30 a.m. until 1:30 p.m. Staff is requesting permission to close City Hall during that time period.

**Financial:** There will be no direct financial cost with the closing of City Hall for two hours.

**Policy Considerations:** Section 3.02 of the City's Personnel Policy Manual state in part that City Council will determine the business hours for all City offices.

**Recommendations/Actions:** Authorize closing City Hall for two hours on Thursday, December 14<sup>th</sup> from 11:30 a.m. until 1:30 p.m.

**Attachments:** None.

## Agenda Item VII.A

**City of Lancaster  
City Council Meeting  
December 12, 2023**

**TO:** City Council  
**SUBJECT:** Purchasing of a Rapid View IBAK Camera & Camera Tractor  
**INITIATED BY:** Public Works Director  
**PREPARED BY:** Public Works Director

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**Background:** On November 7, 2023, while doing routine maintenance on Hampton Grace Avenue, the sewer camera became lodged in the sewer main. After many attempts to remove it, we had to excavate the sewer main to attempt to retrieve the camera. The excavating process required open cutting the sewer main and an employee cut the camera. The camera is one of the requirements for the EPA Consent Order as it is used for sewer line videoing, locating taps, and detecting root intrusions and other causes of blockages.

The damaged camera can be repaired at a cost of \$17,761.34. This will include a 30-day warranty. A new camera will cost \$28,870.74 and this includes a one-year warranty. Staff feels it will be best to purchase a new camera.

**Financial:** The funds for this purchase will come from postponing water and sewer lines replacements. \$130,000 has been budgeted for utility line replacement and this year to date only \$2,075 has been spent. Also, the camera was insured as additional equipment; therefore, the City will receive an insurance payout for the damaged camera. At this this time we do not know the amount.

**Policy Considerations:** §40-216 of the City Code states in part that the City must comply with the Clean Water Act and our National Pollutant Discharge Elimination System permit by preventing sanitary sewer overflow, which the video sewer inspection helps us do.

**Recommendations/Actions:** Approve Resolution R23-22.

**Attachments:** Resolution R23-22 and Jet-Vac quotes.

**RESOLUTION R23-22**

**A RESOLUTION DIRECTING THE CITY OF LANCASTER TO PURCHASE ONE RAPIDVIEW IBAK USA T76 SD76 CAMERA TRACTOR AND ONE RAPIDVIEW IBAK USA CB3.25 T76SD CB 3.2S-T76/78 CAMERA FOR \$28,870.74 FROM JET-VAC EQUIPMENT COMPANY, LLC**

**WHEREAS**, on November 7, 2023, the City of Lancaster’s sewer camara became trapped in the sewer main located on Hampton Grace Avenue during routine maintenance; and

**WHEREAS**, the sewer camera was damaged while in the process of being extracted; and

**WHEREAS**, a video sewer inspection system is an important tool for the City to use to identify potential problems in order to prevent sanitary sewer overflows by detecting root intrusions and other causes of blockage and also helps prevent unnecessary digging; and

**WHEREAS**, the cost to repair the damaged camera and tractor is \$17,761.34 while a new camera and tractor is \$28,870.74 that will have a one year warranty; and

**WHEREAS**, the City of Lancaster Finance Director has determined that sufficient funds can be made available in the Gross Revenue Fund by postponing water and sewer line replacements; and

**WHEREAS**, the City of Lancaster City Council finds it prudent and in the best interest of the resident to purchase the Rapidview IBAK USA T76 SD76 camera tractor and one Rapidview IBAK USA CB3.25 T76SD CB 3.2s-t76/78 camera for \$28,870.74 from Jet-Vac Equipment Company, LLC.

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the City of Lancaster, South Carolina, in Council assembled, that the City Administrator, is herewith authorized to execute such documents as reasonable to implement the purpose of this Resolution.

**DONE IN MEETING ASSEMBLED** on the 12<sup>th</sup> day of December 2023, and to become effective December 12, 2023.

Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Requested by:

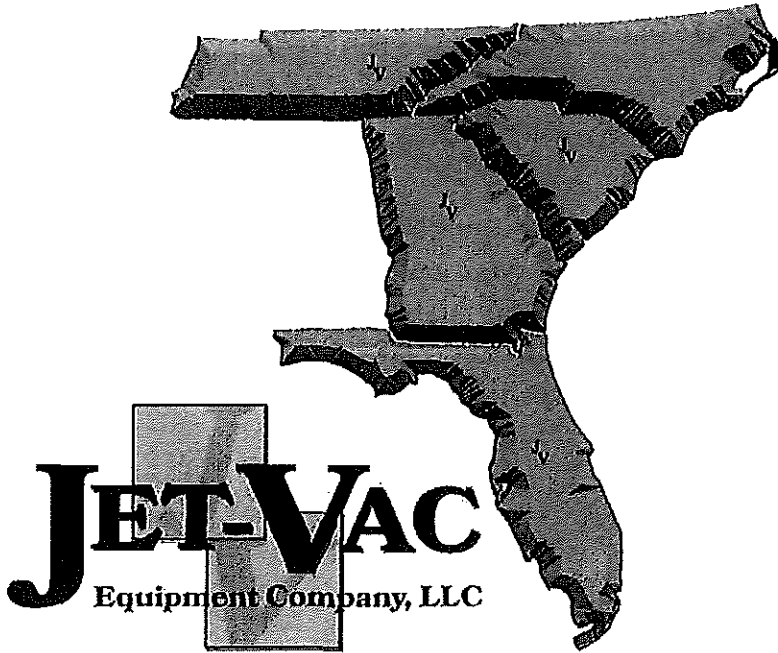
Public Works Director \_\_\_\_\_

\_\_\_\_\_  
T. Alston DeVenny, Mayor

Approved as to form:

\_\_\_\_\_  
Mitch Norrell, City Attorney

\_\_\_\_\_  
Tracy Rabon, City Clerk



Date: 11/28/2023

**Quoted To:**  
 City of Lancaster  
 Attn: Accounts Payable\*  
 accountspayable@lancastercitysc.com  
 LANCASTER SC 29721

**Location:** SUMTER  
**Quote Number:** Q00931  
**Expiry Date:** 07/31/2024  
**Salesperson:** KEITH WINDHAM  
 (803) 934-6349  
 keith@jet-vac.com  
**Responsible:** JOE CHIAPPONE  
 (803) 848-1753  
 joe@jet-vac.com  
**Attention:** KEN SIMS

We propose to furnish the equipment described herein in accord with the specification, terms, and conditions outlined.

New RAPIDVIEW IBAK USA T76 SD T76 Camera Tractor	22,058.00
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New RAPIDVIEW IBAK USA CB3.25 T76SD CB 3.2S - T76/86 Camera Base	4,924.00
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**Comments**  
 \*\*\*Estimated price does NOT include shipping charges and will be charged if applicable\*\*\*

<b>Selling Price:</b>	26,982.00
<b>Tax:</b>	1,888.74
<b>Net Selling Price:</b>	28,870.74

Accepted by:

Prepared by:

*1 year warranty*



5746 Broad Street  
SUMTER, SC 29154  
4036 Bennett Road  
COOKEVILLE, TN 38506

5500 S Cobb Drive, Bld 200, Suite 210  
ATLANTA, GA 30339

1350 Sheeler Avenue, Building 12, Unit 7  
APOPKA, FL 32703

www.jet-vac.com

P13

Ship To: IN STORE PICKUP

Invoice To: City of Lancaster  
Attn: Accounts Payable\*  
accountspayable@lancastercitysc.com  
LANCASTER SC 29721

Attention: KEN SIMS

Branch 10 - SUMTER		
Date 11/27/2023	Time 16:25:48 (O)	Page 1
Account No LANCA003	Phone No 8032859431	Est No 01 003859
Ship Via TO BE PICKED UP	Purchase Order TBD	
Tax ID No		
		Salesperson KW1 / JC1

QUOTE EXPIRY DATE: 07/31/2024

**SERVICE ESTIMATE - NOT AN INVOICE**

\*\*\* This quote is only an estimate for the work requested based on the information provided or initial diagnosis. Depending on the extent or scope of the repair once the repairs are started, prices of labor and/or material may change the amount that will be reflected in the final bill. You will be notified if additional parts or labor will be necessary in order to complete the repair.

Stock #: E001050 T76 CAMERA TRACTOR MS #: 548177  
Make: RV Model: T76 SD  
Is to have the following work done

TRACTOR/CAMERA BASE/ORION CAMERA HEAD SAW DAMAGE  
COMPLAINT:

EQUIPMENT INSPECTED FOR DAMAGE--QUOTE FOR REPAIR  
CAUSE:

EQUIPMENT INSPECTED--CAMERA BASE NOT REPAIRABLE, REQUIRES REPLACEMENT. T76 TRACTOR BODY DAMAGED BEYOND REPAIR--BODY REQUIRES REPLACEMENT. ONE TRACTOR HOOK MOUNT AND RIM REQUIRES REPLACEMENT DUE TO DAMAGE. ALL WHEEL SEALS AND REAR SWIVEL SEALS TO BE REPLACED.

ADDITIONAL DESCRIPTION:

TRACTOR/CAMERA BASE/ORION CAMERA HEAD SAW DAMAGE

Part#	Description	Qty	Price	Amount
V9040012	CB3.2S, BASE	1	5199.48	5199.48
904001842	CB 3.1/3.2S Mod	1	25.89	25.89
904000641	KRA75 / T76 - H	1	287.13	287.13
904000841	KRA75 -Base Ada	1	344.23	344.23
903905932	T76 HOOK	1	77.51	77.51
903905742	RIM 78 5" T76	1	192.71	192.71
409822452	DN80 RUBBER	4	18.50	74.00
6001537	TORX M6X12	2	2.67	5.34
904417102	T76 BODY	1	7670.64	7670.64

*\* 30 Day Warranty on Parts & Labor.*

Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% monthly finance charge.

**Thank You For Your Business!**



5746 Broad Street  
SUMTER, SC 29154

4036 Bennett Road  
COOKEVILLE, TN 38506

5500 S Cobb Drive, Bld 200, Suite 210  
ATLANTA, GA 30339

1350 Sheeler Avenue, Building 12, Unit 7  
APOPKA, FL 32703

www.jet-vac.com

Ship To: IN STORE PICKUP

Branch 10 - SUMTER		
Date 11/27/2023	Time 16:25:48 (O)	Page 2
Account No LANCA003	Phone No 8032859431	Est No 01 003859
Ship Via TO BE PICKED UP	Purchase Order TBD	
Tax ID No		
		Salesperson KW1 / JC1

Invoice To: City of Lancaster  
Attn: Accounts Payable\*  
accountspayable@lancastercitysc.com  
LANCASTER SC 29721

Attention: KEN SIMS

QUOTE EXPIRY DATE: 07/31/2024

**SERVICE ESTIMATE - NOT AN INVOICE**

Part#	Description	Qty	Price	Amount
4414351	Sealing Washer,	4	68.72	274.88
4412641	Orion/Orion L/O	4	2.42	9.68
049406242	Nylon Air Press	1	38.53	38.53
401905602	Orion 3 Side Li	2	109.26	218.52

MISCELLANEOUS CHARGES:	Description	Price	Amount
	SHOP SUPPLIES		

Parts:	14418.54
Labor:	2280.00
Miscellaneous:	50.00
SC STATE TAX	868.11
SUMTER County	144.69
<b>TOTAL:</b>	<b>17761.34</b>

Authorization: \_\_\_\_\_

Accounts not paid within 30 days of the date of the invoice are subject to a 1.5% monthly finance charge.

**Thank You For Your Business!**



**ORDINANCE 023-28**

**AN ORDINANCE INCREASING THE ANNUAL STIPEND FOR THE MAYOR AND COUNCIL MEMBERS OF THE CITY OF LANCASTER CITY COUNCIL**

**WHEREAS**, the City of Lancaster is committed to maintaining its high level of public service and strives to maintain a competitive position with respect to its employee compensation, including that of its elected officials; and

**WHEREAS**, the City of Lancaster recognizes the elected officials' commitment and sacrifice; and

**WHEREAS**, the City of Lancaster has not adjusted the annual stipend for its elected officials since January 2013, during such time the consumer price index has increased by over 33%; and

**WHEREAS**, the City of Lancaster's financial outlook, the result of its fiscally prudent approach, supports this opportunity to adjust the annual stipend of its elected officials; and

**WHEREAS**, Section 5-7-170 of the South Carolina Code of Laws and Section 2-26 of the City Code states in part that council may determine the annual salary of its members by ordinance provided that an ordinance increasing such salaries shall not become effective until the commencement date of the terms of two or more members elected at the next general election following ordinance adoption.

**NOW, THEREFORE, BE IT ORDAINED**, by Mayor and Council of the City of Lancaster, South Carolina, in Council assembled:

Section 1. The annual stipend for the Mayor, beginning in January 2026, shall be set at fifteen thousand dollars (\$15,000.00) per year.

Section 2. The annual stipend of each Council Member, beginning in January 2026, shall be set at thirteen thousand dollars (\$13,000.00) per year.

**DONE IN MEETING ASSEMBLED** on the 12<sup>th</sup> day of December 2023, and to become effective January 5, 2026.

Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Requested by:

Finance Committee

T. Alston DeVenny, Mayor

Approved as to Form:

Mitch Norrell, City Attorney

Tracy Rabon, Municipal Clerk

First Reading: November 28, 2023  
Second Reading: December 12, 2023

## Agenda Item VII.B

**City of Lancaster  
City Council Meeting  
December 12, 2023**

**TO:** City Council  
**SUBJECT:** Annexation Ordinance  
**INITIATED BY:** Elsa Lopez & Jesus Pineda  
**PREPARED BY:** Director of Building, Planning, Zoning & Licensing

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**Background:** Article I Chapter 28 of the City Code states in part that neither water nor sewer services shall be furnished or rendered in any area outside the city limits to an existing structure if the structure has been without water and sewer service for a period of 6 consecutive months unless the customer executes a utility service/annexation agreement. Furthermore, this agreement states that the City can call at any time for the owner to petition to annex into the City.

Utility service to the property at 111 Brooklyn Avenue was disconnected on April 29, 2016. Ms. Lopez and Mr. Pineda purchased the property on January 18, 2023, and wishes to reestablish water and sewer service at this location as this will be their residence. However, since water at this address has been disconnected for over seven years, the new property owners were required to submit a petition for annexation in order to have services reconnected.

111 Brooklyn Avenue adjoins the city limits to the east and south. This property will have an interim zoning classification of R-6.

Council unanimously approved the first reading of Ordinance O23-239 at the November 29, 2023 City Council meeting.

**Financial:** 111 Brooklyn Avenue will not place any additional burden on the existing police and fire services, and residential trash. As a primary residential dwelling unit, the property will be assessed at the 4% residential rate. The parcel is currently appraised at \$16,100 which will generate approximately \$130 in property tax.

**Policy Considerations:** Section 40-1, 40-2, and 40-3 of the City Code. Furthermore, the proposed annexation would be in the best interest of the City as there will be no additional burdens placed on existing City residents.

**Recommendations/Actions:** Approve Ordinance O23-29.

**Attachments:** Ordinance O23-29, annexation petition, deed, plat, and location map.

ORDINANCE O23-29

AN ORDINANCE ANNEXING INTO THE CITY OF LANCASTER, SOUTH CAROLINA ONE PARCEL OF LAND TOTALING 0.779 ACRES LOCATED AT 111 BROOKLYN AVENUE AND OWNED BY ELSA MARINA MANCIA LOPEZ AND JESUS ALBERTO PINEDA

WHEREAS, the South Carolina Code of Laws of 1976, as amended, Title 5 Chapter 3 provides for the process for municipalities to annex property; and

WHEREAS, the City of Lancaster has enacted a Zoning Ordinance which governs the annexation and rezoning of annexed property; and

WHEREAS, a proper petition has been filed with the City of Lancaster by 100 percent of the freeholders owning 100 percent of the assessed value of the contiguous property hereinafter described petitioning for annexation of the property to the City of Lancaster under provisions of South Carolina Code Section 5-3-150(3); and

WHEREAS, it appears to Council that annexation would be in the best interest of the property owner and the City of Lancaster.

NOW, THEREFORE, BE IT ORDAINED, by Mayor and Council of the City of Lancaster, South Carolina, in Council assembled, that the property herein described below is hereby annexed to and becomes a party of the City of Lancaster.

ALL that parcel or lot of land, with buildings and improvements thereon, situated near the southern corporate limits of the Town of Lancaster, in Lancaster County, South Carolina, containing 0.779 acre, more or less, being shown, described, and designated on plat entitled "Plat of Survey for Ronald W. Gandy and Linda P. Gandy" as prepared by Jack Smith Surveyor, dated November 28, 2001 and recorded December 7, 2001 as Plat Number 2001-739 in the Office of the Clerk of Court for Lancaster County, reference to said plat is craved for a more minute description.

This property was conveyed to Ronald W. Gandy by deed dated December 5, 2001 and recorded in the Office of the Register of Deeds for Lancaster in Deep Book 139, at Page 170 on December 7, 2001.

Tax Map No.: 0081H-0E-003.00

The property shall have an interim zoning classification of R-6 pending rezoning pursuant to the Zoning Ordinance.

DONE IN MEETING ASSEMBLED on the 12<sup>th</sup> day of December 2023, and to become effective December 12, 2023.

Yeas \_\_\_\_\_ Nays \_\_\_\_\_

Requested by:

Elsa Lopez & Jesus Pineda

\_\_\_\_\_  
T. Alston DeVenny, Mayor

Approved as to Form:

\_\_\_\_\_  
Mitch Norrell, City Attorney

\_\_\_\_\_  
Tracy Rabon, Municipal Clerk

First Reading: November 28, 2023  
Second Reading: December 12, 2023



# City of Lancaster Annexation Petition

216 South Catawba Street  
PO Box 1149  
Lancaster SC 29721-1149  
Phone: 803-283-4253

INFORMATION	
Petitioner/Owner Name <i>Elsa Mencia Mencia Lopez</i>	Telephone <i>704 714-7545</i>
Mailing Address / City ST ZIP <i>2286 McILWAIN ROAD, LANCASTER SC 29720</i>	
Additional Owner Name (if applicable) <i>JESUS ALBERTO PINEDA</i>	Telephone <i>704 404 6837</i>
Mailing Address / City ST ZIP <i>2286 McILWAIN ROAD, LANCASTER SC 29720</i>	
Additional Owner Name (if applicable)	Telephone
Mailing Address / City ST ZIP	

GENERAL LOCATION OF SUBJECT PROPERTY OR PROPERTIES		
<i>111 EAST BROOKLYN AVENUE LANCASTER</i>	Tax Map # <i>0.779</i>	Requested Zoning <i>R6</i>
	Acres (±) <i>0.081 # OF 000300</i>	Requested Zoning
	Tax Map #	Requested Zoning
	Acres (±)	Requested Zoning
	Tax Map #	Requested Zoning
	Acres (±)	Requested Zoning
	Tax Map #	Requested Zoning
	Acres (±)	Requested Zoning

Attach a metes and bounds legal description prepared by a surveyor registered in South Carolina as Exhibit A of this petition.

PETITIONER'S STATEMENT AND ASSURANCES
<p>I, the undersigned, pursuant to Section 5-3-150(3) of the Code of Laws of the State of South Carolina, representing to be at least 18 years of age and owner of all the area described on Exhibit A attached hereto at the date hereof, and whose name(s) appear on the county tax records as the owner(s) of said real estate, do by this petition, request that the property described on Exhibit A attached hereto be annexed into the City of Lancaster, South Carolina, and be classified in the above indicated City Zoning District. I certify that I have received a copy of, understand and agree to Sections 28-2 and 31-24(e) of the City of Lancaster Code of Ordinances regarding provision of utility services to contiguous properties and extension of City services pending final action by City Council regarding annexation.</p>

PRINTED NAME(S) AND SIGNATURE(S) OF PETITIONER/PROPERTY OWNER(S) AND DATE		
<i>Elsa Mencia Lopez</i>	<i>[Signature]</i>	<i>11-7-23</i>
<i>JESUS ALBERTO PINEDA</i>	<i>[Signature]</i>	<i>11-7-23</i>

ACTION BY LANCASTER CITY COUNCIL	
Petition <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Action Date
Signature of Authorized City Representative	Date Signed





In the best of my knowledge, the survey shown hereon was made in accordance with the Minimum Standards Manual for the Practice of Land Surveying in South Carolina and meets the requirements for a Class A survey as specified herein.

Inst. # 0011377  
 Plat. Doc# 2001 0739  
 Filed and Recorded  
 12/07/2001 12:48P  
 LANCASTER COUNTY, SC  
 Clerk of Court

APPROVED FOR RECORDING P21  
 COLLENS REALTY  
 Planning Official: *Shawn Boone* 12/7/01  
 Date  
 This plat must be recorded by the following date: 02/07/02

COLLINS REALTY  
 COLLINS REALTY

JEFF THREATT

LINDA REEDER

MARY PHILLIPS

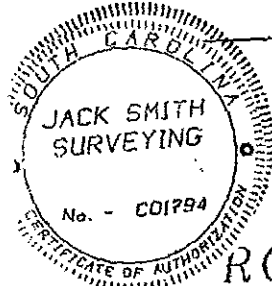
0.779 AC.

- NS7-42-37k  
 1291 to 204912

← 244.61 TO S. MAIN ST.

BROOKLYN AVENUE 66' R/W

STATE OF SOUTH CAROLINA  
 COUNTY OF LANCASTER  
 PLAT OF SURVEY FOR



RONALD W. GANDY AND LINDA P. GANDY

LOCATED JUST SOUTH OF THE LANCASTER CITY LIMITS, ON THE SOUTH SIDE OF BROOKLYN AVE.

NO NEW LOTS OR PROPERTY LINES, NO NEW EASEMENTS OR RIGHT-OF-WAYS ESTABLISHED

Scale: 1" = 40'

JACK SMITH SURVEYING  
 LANCASTER, SOUTH CAROLINA  
 (803) 283-2646

DATE: 29 NOVEMBER 2001

FILE: GANDY

BOOK: 2001 Page 0.002

©2001 js

