

**SANGAREE SPECIAL TAX DISTRICT (SSTD) ADVISORY COMMISSION**

**Planning Meeting April 7, 2020 – 6:00pm**

**MINUTES**

Sangaree Office, 102 Sangaree Park Court, Ste 1, Summerville, South Carolina

**AGENDA**

**THE SSTD** Advisory Commission Planning meeting was called to order at 6:00p.m. by Chairman Ann Birch.

**ATTENDEES:** Chairman, Ann Birch, Secretary, Jeannie Beard (late) , Commissioner Harold Green, Commissioner Michael Bagley, Commissioner Andrew Hau Eisen, and Commissioner Pat Temple were in attendance.

Also in attendance were SSTD General Manager, Brian Callihan, SSTD Administrative Secretary Laura Baker, County Councilman Tommy Newell

**APPROVAL OF AGENDA** – Chairman Birch made a motion to approve the Agenda for the April 7, 2020 Planning Meeting, which was seconded by Commissioner Drew Hau Eisen. The motion carried.

**APPROVAL OF MINUTES FOR** – Chairman Birch also made a motion to table approval of the March 4, 2020 Planning Meeting Minutes because of late delivery and information that was unavailable at the time of publishing the Minutes. This was seconded by seconded by Commissioner Harold Green and the motion carried.

**AGENDA ITEMS**

**I. General Manager's Report**

- A. Holiday Schedule – The SSTD Office will be closed Friday, April 10, 2020, for Good Friday Because it is on Friday, no services will be affected. The GM Office will be closed until the 17<sup>th</sup>, and probably until the end of the month because of COVID 19.
- B. 1. Fire Protection – Operations were normal at the Sangaree Station.  
2. Code Enforcement is currently performing random sweeps throughout Sangaree. They are looking for major infractions.
- C. Solid Waste Collection  
1. Brian reported that the SSTD Office received 213 calls in March (39 regarding contracted services, 72 regarding Sangaree service, 51 were miscellaneous questions/comments, and there were 51 hangups.
- D. Parks and Recreation –  
1. The Community Yard Sale has been postponed, which was a good call based on residents' response.  
2. Cambridge Park – The play equipment has been delivered and is scheduled for installation in April.  
3. Skate Park – Brian reported that he and Laura are working to obtain the three quotes required by Berkeley County for the concrete work. He would like to be able to start work on that and complete it in April or May. We hope to get the fence up and looking forward to getting some of the equipment in.
- E. Maintenance of Common Areas  
1. Spring Planting – plants have been ordered and planting should begin at the entrances by the end of April.  
2. Street Signs – New street signs have been delivered and will be installed in Traders Station as soon as the panels are delivered. He has been asking for repaving in Traders Station, but so far he has received no response.  
3. Maintenance is continuing, and everything is doing well. Curbside service takes priority, then other work is done.

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- F. List of equipment and approx age requested by Commission Michael Bagley was submitted to the commissioners prior to the meeting.
- G. 1. Ann raised a question with Brian regarding how things have been going with Republic. When He had heard of discontinuing bulk pick-up, he checked with other supervisors. After checking with them, they did not respond with information regarding stopping their bulk pick-up, and it has continued. There is no plan to suspend to Sangaree service. They were unable to finish Tuesday route on Tuesday. They will finish the route on Wednesday, along with regular Wednesday service. Ann asked Michael if there has been any question regarding his “Shout Out” information. There is no blow-back at this point. People seem to be waiting to see how Republic does.
- 2. Someone’s windows were broken, and Ann expressed thanks to Brian and SSTD crew for their response to the problem and the prompt resolution.
- 3. Ann also questioned Brian about their (crew and staff) ability to be protected from the COVID 19 virus – are they able to keep themselves safe? Brian’s response was that they are telling the staff and crew to wash their hands frequently, and sanitizing cloths and liquids are put out for the men to use. They are sanitizing office and shop, so hopefully, everything will be well. Extended contact is not usual.

**II. Old Business**

- A. New color-coded map for green areas from Roads & Bridges – Michael and Brian got together and went over the information. Brian checked against the list of green areas and ditches. They made a few changes, and everything is now accounted for and shows our responsibility. This item has now been completed and closed.
- B. Sail Shades for Tomaka Park – We had discussed spending the money needed on Cambridge Park renovation and we will use the balance to do sail shades for Tomaka Park.
- C. Cambridge Park renovation progress – The equipment has been delivered and the goal is to have it completed by the end of the month.
- D. Status of new signage for through trucks – The new signs have been installed according to the new ordinance; we have done all we can do. This item is now completed and closed.
- E. Parkway beautification and Spring Lake (Pond) – Our current work is completed for now. This item was included in 2021 budget. We have made plans in next year’s budget for additional beautification on the Parkway and for additional improvements to Spring Lake (Pond). These are considered completed for now.
- F. Proposed Budget – 2020-2021 – This was submitted to Berkeley County Council, so this item is now completed and closed.
- G. List of Equipment and approximate age (requested by Commissioner Michael Bagley) – This was submitted at tonight’s meeting so this is now completed business. Drew suggested that we need to discuss a replacement schedule for the SSTD equipment along with a time-frame for replacement. Brian will be happy to make recommendations and suggested we address this issue closer to budget time. This issue is considered closed for now.

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- H. Trenholm and Hampton Road repair request to SC –We have requested the State and the County by letter as well as webpage forms to do more than just patch the roads. They say they do not have the budgeted funds. The Commissioners believe our Councilman Tommy Newell, needs to handle this issue to see if he can obtain a resolution since there is nothing more SSTD can do. This is tabled pending a report from Commissioner Newell
- I. Fire Station – Chief Josh Woodall says there is no room for administrative office in their facility. We will try to find alternative solutions, like a temporary office trailer at Library. We will have to investigate this further as to feasibility, practicality, expense, and legality.
- J. Proof of residency – This will need to be addressed on a case by case basis. Since this is a Sangaree **only** park, not a Berkeley County Park, it is subject to Sangaree. If there are charges being made to residents to attend an event at the Park, we want to make sure that it is not in conflict with our residents’ desires and that it is for the benefit of the community. Charges – must be case by case basis. Groups wishing to use the field for sports practice are on a first come first served basis. This will not be to the exclusion of rest of the park. This issue has been completed.

**III. New Business**

- A. The Public Meeting normally scheduled for May will have to be postponed until further notice due to the COVID 19 quarantine. It is indefinite how long this may be postponed, but we will try to maintain communication within the Sangaree community keeping them informed. Michael also commented that doing virtual meetings on Zoom would also allow the residents to “attend” the meetings virtually too by just logging in to the meeting on Zoom. This could be a temporary option necessitated by the quarantine.

**IV. Announcements**

The next Planning Meeting will be May 5, 2020 at 6:00pm. There is a potential for a date change according to loosening of quarantine conditions. At this point, it is uncertain whether or not we will use ZOOM, or postpone the meeting because of the virus and government restrictions. Laura will be emailing the commissioners to discuss whether or not we will be able to do meeting.

Should we do a virtual meeting the info will be the same as this one. Quarterly Public meeting is tabled until further notice.

**V. Additional Agenda Items - None**

**ADJOURNMENT**

Jeannie Beard made a motion that the meeting be adjourned, which was seconded by Michael Bagley. The meeting was adjourned at 6:42pm.