

City of Anderson  
Regular Meeting  
December 7, 2015

The regular meeting of City Council was held this date in City Hall Council Chambers at 6:00 pm. In attendance were Mayor Roberts, Mayor Pro Tem Chapman, Council Members Kirven, Thompson, Buck Roberts, Stewart, Laughridge, Harbin, and John Roberts. Also in attendance were City Manager, John Moore, Assistant City Manager, Linda McConnell; Assistant City Manager, David McCuen; Finance Director, Peggy Maxwell; City Attorney, Frankie McClain; and Utility Accountant, Margot Martin. The invocation was given by Councilman Laughridge with respects to the flag by Councilman Harbin.

SPECIAL RECOGNITION  
*John R. Moore, Jr. – City Manager*

Mayor Roberts spoke on behave of City Council congratulating John Moore on his retirement and thanking him for all his dedication and hard work over the years.

Mayor Roberts presented Mr. Moore with a Proclamation from Anderson University thanking him for his time of service to the Anderson Community.

Mayor Roberts also presented Mr. Moore with a Congressional Record produced by US Senator Tim Scott.

Assistant City Manager, Linda McConnell presented Mr. Moore with a few retirement gifts from the City of Anderson.

APPROVAL OF MINUTES

A motion by Councilman Buck Roberts seconded by Council Member Thompson carried unanimously (9-0) to approve the minutes of the November 9, 2015 meeting as presented.

REQUEST SECOND AND THIRD READING OF ORDINANCE 15-12 ESTABLISHING THE APRIL 2015  
GENERAL ELECTION

City Manager, John Moore said the next general election is scheduled for Tuesday, April 5, 2016 for the Municipal Council Seats for Seats Two, Four, Six, and At-Large Seat Eight. Candidates for this election shall be elected to serve a four-year term.

The filing period for candidates is noon Thursday, January 21, 2016 to noon Thursday, February 4, 2016. The filing for candidacy shall be initiated at the Anderson County Registration and Elections Office at 301 N. Main Street. Upon completion of the necessary candidacy forms, payment of the \$200 filing fee shall be submitted to the City Clerk and Treasurer at City Hall, 401 S. Main Street.

The last day to register to vote in the April 5, 2016 election is Saturday, March 5, 2016.

A motion by Councilman Harbin seconded by Councilman John Roberts carried unanimously (9-0) to approve Ordinance 15-12 establishing the next general election date for Municipal Council Seats as Tuesday, April 5, 2016 on Second Reading.

A motion by Councilman Laughridge seconded by Councilman Harbin carried unanimously (9-0) to approve Ordinance 15-12 on Third Reading as stated above.

#### REQUEST CONSIDERATION OF RESOLUTION 15-09 AUTHORIZING SIGNATURES FOR FINANCIAL ACCOUNTS

Mr. Moore said the City Manager and Finance Director are authorized to sign checks and other documents of financial institutions with which the City does business. City Manager John R. Moore, Jr. will retire effective December 31, 2015. Linda P. McConnell will begin her duties as City Manager on January 1, 2016.

A resolution is necessary to authorize Linda P. McConnell and Peggy G. Maxwell as the required signatures on bank accounts.

A motion by Mayor Pro Tem Chapman seconded by Councilman Buck Roberts carried (9-0) to approve Resolution 15-09 authorizing signatures of Linda P. McConnell and Peggy G. Maxwell for financial accounts.

#### REQUEST CONSIDERATION OF CAPITAL IMPROVEMENT PLAN PURCHASES

Mr. Moore said in the 2015/2016 budget Council approved various funding sources to be used for capital improvements. To date there have been two phases of purchases using the CIP funds. Staff identified department priorities and obtained quotes on requested vehicles and equipment (quotes on file at Public Works). The staff is recommending referring the capital purchases of \$643,627 to City Council for approval.

The purchase of this equipment will improve and enhance services provided, as well as saving time and money in the performance of various operations within the City.

The staff estimates that the Capital Equipment Fund will have \$425,000 by March 31, 2016. Currently, \$317,310 is being requested for General Fund capital equipment. At year end, approximately \$50,000 will be available for other purchases.

The staff also requests equipment purchase approval of \$263,729 from the Storm Water Fund, \$46,154 from the Hospitality Fund and \$16,434 from the Water Fund.

If approved, all vehicles will be replacing existing vehicles that will be sold at auction on GovDeals.com with the exception of the street sweeper which will be retained as a backup.

Staff recommends approval of \$643,627 for vehicles and equipment.

#### 2015/2016 Proposed Capital Improvement Plan Purchases Phase I

- I. (1) Ford Explorer: \$27,144 Police
  - A. Objective: The SUV will be used daily by the Police Department's Forensic Unit to respond to officer requests. The SUV will replace a 2004 Ford with 105,541 miles on it.  
State Contract – Vic Bailey Ford \$27,144
  - B. Funding: General Fund
  - C. Recommendation: Purchase from Vic Bailey Ford
  
- II. (4) Dodge Charger: \$23,810 ea. \$95,240 Police
  - A. Objective: The vehicles will be used daily for routine patrol and traffic enforcement. The vehicles will replace (2) 1999 and (2) 2005 Fords with mileages from 112,991– 155,272.  
State Contract – Butler Chrysler Dodge Jeep \$95,240
  - B. Funding: General Fund
  - C. Recommendation: Purchase from Butler Chrysler Dodge Jeep
  
- III. (1) Chevrolet Tahoe: \$38,785 Outfitted \$44,285 Fire
  - A. Objective: The SUV will be used daily by the Assistant Fire Chief performing normal routine duties. The SUV will replace a 2001 Ford with 180,311 miles on it.  
State Contract – Love Chevrolet \$44,285
  - B. Funding: General Fund
  - C. Recommendation: Purchase from Love Chevrolet

- IV. (2) Ford New Holland tractor w/4in1 bucket: \$59,857 ea. \$119,714 Sanitation  
A. Objective: The tractors will be used daily by the trash crews to remove debris throughout the city. The tractors will replace a 1995 and 1998 Case tractors.  
State Contract – Old Stone Tractor Company \$119,714  
B. Funding: General Fund  
C. Recommendation: Purchase from Old Stone Tractor Company

- V. Electronic Survey Equipment: \$30,926.21  
Engineering  
A. Objective: The equipment will be used as needed by Engineering and Stormwater personnel to expedite projects throughout the city. This equipment will replace outdated survey equipment from the early 1980's. Bids were received as follows:  
  
Lengemann Corporation, Altoona, Fla. \$33,303.75  
Earl Dudley, Inc., Atlanta, Ga. \$33,092.96  
Hayes Instrument Company, Shelbyville, Tn. \$30,926.21  
  
B. Funding: General Fund  
C. Recommendation: Purchase from Hayes Instrument Company

Total General Fund \$317,309.21

- VI. (1) Ford F150 ½ Ton Crew-Cab Pick-Up: \$26,045 Recreation  
A. Objective: The pick-up will be used daily by the Beautification Supervisor to perform normal routine duties. The truck will replace 2003 Chevy 1500 with 122,481 miles.  
State Contact – Vic Bailey Ford \$26,045  
B. Funding: Hospitality Fund  
C. Recommendation: Purchase from Vic Bailey Ford

- VII. (1) Chevrolet 1500 ½ Ton Regular Cab Pick-Up: \$20,109 Recreation  
A. Objective: The pick-up will be used daily by the Park Maintenance Crew to perform normal routine duties. The truck will replace 1994 F150 with 132,133 miles and has transmission issues.  
State Contract – Love Chevrolet \$20,109  
B. Funding: Hospitality Fund  
C. Recommendation: Purchase from Love Chevrolet

Total Hospitality Fund \$46,154

- VIII. (1) Ford Explorer: \$28,650 Stormwater
- A. Objective: The SUV will be used daily by the Stormwater department to transport personnel, haul trailers and equipment to and from various locations. The SUV will replace a 2003 Ford that was transferred to Engineering.  
State Contract – Vic Bailey Ford \$28,650
  - B. Funding: Stormwater
  - C. Recommendation: Purchase from Vic Bailey Ford

- IX. (1) Johnston VT-651 Street Sweeper: \$235,079
- A. The sweeper will be used as needed by Stormwater crews to comply with requirements of the MS-4 permit. The sweeper will replace a 2006 Johnston sweeper that will be retained as a backup. Bids were received as follows:  
  
MTech, Cleveland, Oh. \$249,849  
Pat's Pump & Blower, Orlando, Fl. \$244,988  
Carolina Industrial Equipment, Charlotte, NC. \$235,079
  - B. Funding: Stormwater
  - C. Recommendation: Carolina Industrial Equipment
- Total Stormwater Fund \$263,729

- X. (1) Nissan Frontier: \$16,434
- A. The Pick-up will be used daily for meter reading duties. The Pick-up will replace a 1997 Ford with 147,293 miles on it.  
State Contract – Benson Nissan
  - B. Funding: Water Fund
  - C. Recommendation: Purchase from Benson Nissan
- Total Water Fund \$16,434

A motion by Mayor Pro Tem Chapman seconded by Councilman Laughridge carried unanimously (9-0) to approve capital purchases in the amount of \$643,627 for vehicles and equipment as stated above.

#### REQUEST CONSIDERATION OF CONTRACT FOR SEWER LINE PROJECT ON SHOCKLEY FERRY ROAD

Mr. Moore said the Utilities Division request consideration of a construction contract for the emergency replacement of a sewer line under Shockley Ferry Road.

Following the review of areas susceptible to damage from recent storm events, the staff found a section of gravity sewer main that has failed. The section of line is generally between River

Oaks Apartments/Old Silverbrook Cemetery under railroad tracks and Shockley Ferry Road. The existing line that has failed is encased in concrete against the concrete arched culvert of the railroad crossing and the rectangular boxed culvert of the Shockley Ferry Road crossing. The pipe is believed to have been installed as different material types and different sizes as Shockley Ferry was constructed and subsequently widened. The section of line is undersized and is a recommended improvement in the City's Sewer Master Plan. Temporarily, we have plugged an upstream manhole and set-up a pump to eliminate the sewer overflow. The pump rental is approximately \$4,000 per month. This set-up also requires daily checks for operation and fuel, monthly maintenance by the rental company, and staff overtime.

We have evaluated two options:

1. Install new 225LF bore and pipe reconnections
  - Eliminates liability within the railroad and SCDOT culvert.
  - Provides ability to increase pipe size in the future if needed.
  - Meets industry standard for railroad and highway crossings.
  - Provides environmental buffer between the sewer line and the creek.
2. Replace existing pipe on top or beside current pipe
  - Reduces the carrying capacity of the existing culvert.
  - Requires future relocation should the culvert need to be replaced.
  - Maneuvering the pipe within the existing culvert will be very challenging which increases cost.
  - Requires drilling into the culvert in order to secure the pipe in place.

We have met with and asked for assistance from several interested contractors; however, based in the immediate need and ability to do the work, only Moorhead Construction has provided a quote to perform this installation. Through our discussions with another contractor, we were able to obtain an experienced-based ballpark estimate for this type of work that gave some additional comfort that the quote from Moorhead is competitive. The costs of the two options are very similar and the long-term positives of option 1 provide greater benefit to the City.

Moving forward with this project will provide for a more reliable sewer collection system, eliminate a bottleneck, and remove a deteriorated section of pipe from service.

This meets the purpose of the EPA CMOM programs for funding.

Utilities Division recommend that Council approve this repair as described in Option 1 and according to the bid received from Moorhead Construction with a budget of \$230,000.

A motion by Council Member Thompson seconded by Councilman Laughridge carried unanimously (9-0) to approve a construction contract for a sewer line project on Shockley Ferry Road with Moorhead Construction in the amount of \$230,000.

## REQUEST CONSIDERATION TO PURCHASE NEW UTILITY BILLING SOFTWARE

Mr. Moore said the Water Administration Department is requesting approval to purchase Utility Billing Software.

The City has used CSI Accounting+ utility billing software since 2002, when the City purchased the water system from Duke. The CSI Company was purchased by Harris Corp. in November 2012. Harris is no longer supporting CSI Accounting + programs. The City upgraded its financials to the Harris Smart Fusion operating system in March 2015. However, Harris Smart Fusion product for Utility Billing has not been properly developed and its lack customer service has become a major issue when dealing with utility billing software issues. The City began looking for new Utility Billing software in October 2014. The City issued 25 RFPs in March 2015 and received 10 responses in April 2015. The staff spent the summer months reviewing all RFP responses, contacting the client references, and evaluating the companies. After this review, the staff narrowed the list to 4 companies (BS&A Software, Tyler Technologies, Edmunds and Associates, and Springbrook). The staff then conducted on site interviews/demonstrations with these companies this past September and October. The staff then visited clients using the software to see it in "live" action and ask questions of the users. Based on the results of the visits, the staff narrowed its selection to BS&A and Tyler Technologies. Both companies provide a great Utility Billing program with many ways to improve efficiencies in billing, collections, disconnections, and work orders. They both provide very similar products including ebilling, group billing, mail merge of letters from the software, scanning documents to attach to customer's accounts in the software, printing disconnection door knockers, and cash receipting processes just to name a few of the improvements.

The Water administration department needs to properly bill and account for customer utility accounts in the most efficient manner possible with a reliable system that is maintained and enhanced by its software company. Accurate and up to date software is necessary to complete this task.

The following proposals are finalists recommended by the staff:

BS&A Software (Lansing, MI)	\$95,910
Tyler Technologies (Lubbock, TX)	\$98,255

These costs include the software, conversion, training and implementation. See attached spreadsheet for the details related to these proposals. The software will be paid for by the water fund.

Utilities Accountant, Margot Martin answered several questions from Council about the maintenance and license fees. Mrs. Martin expressed the importance of how this upgrade in software will benefit utility billing and collections.

The staff recommends the purchase of Utility Billing Software from BS&A Software for \$95,910. BS&A stood out as the better of the two proposals due to (1) 100% money back guarantee and (2) ability to retrieve City data from CSI without additional costs. BS&A was also the most responsive to all requests of staff.

A motion by Councilman John Roberts seconded by Council Member Thompson carried unanimously (9-0) to approve the purchase of new Utility Billing Software from BS&A Software in the amount of \$95,910.

## ADMINISTRATIVE BRIEFING

### UPCOMING EVENTS

City Manager, John Moore reminded Council of the following upcoming events and all meetings in December 2015.

December 8<sup>th</sup> – Movie Night at Carolina Wren Park

December 16<sup>th</sup> – Finance Committee Meeting

December 17<sup>th</sup> – Neighborhoods & Housing Committee Meeting

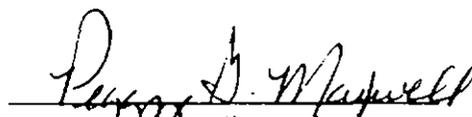
### ADJOURNMENT

A motion by Councilman Buck Roberts seconded by Councilman Laughridge carried unanimously (9-0) to adjourn.

ATTEST:



Terence V. Roberts  
Mayor



Peggy G. Maxwell  
City Clerk Treasurer