



2022 Colleton County Capital Projects Sales Tax Commission Meeting Minutes - #003

Date/Time: January 26, 2022 at 6:00 pm

Location: Colleton County Economic Development Conference Room
403 East Washington street
Walterboro, SC 29488

Attendees: Jimmy Syfrett –*Chairman of Commission*
Bill Houston –*Vice Chairman of Commission*
Mark Walling – *Commissioner*
Clarence Wiggins – *Commissioner*
Holland Maness – *Commissioner*
Spencer Witkin – *Commissioner*
John Stieglitz – *Colleton County Capital Projects Director*
Ross Oakley – *Thomas and Hutton (T&H)*

Meeting Items:

- A. Call to Order
 - a. Chairman Syfrett Called the Meeting to Order
- B. Public Comment
 - a. No Comments
- C. Review of Projects Submitted by January 24, 2022
 - a. Thomas & Hutton provided each Commissioner a binder with the projects submitted by the public entities of Colleton County. Projects were received from the following:
 - i. Colleton County
 - ii. Colleton County School District
 - iii. Town of Cottageville
 - iv. Town of Edisto Beach
 - v. Town of Smoaks
 - vi. City of Walterboro
 - vii. Walterboro-Colleton Airport Commission

- viii. Town of Williams
 - b. Project Initiation Forms, Estimates, and Exhibits were briefly reviewed and discussed.
 - c. Thomas & Hutton to contact County and Municipalities about the March 2, 2022 meeting to present their project.
- D. Confirm CPST Commission Meeting Dates and Times
- a. Subsequent Commission Dates are as follows:
 - i. February 23, 2022
 - 1. Meeting to review projects in detail with estimated costs and back-up information
 - 2. Commission will discuss and review the Evaluation Form and Process
 - 3. Time/Location: 6:00 PM at 403 E Washington Street
 - ii. March 2, 2022
 - 1. Meeting to allow for County and Municipal Leadership and/or Staff to present projects to the Commission
 - 2. Time/Location: 6:00 PM in County Council Chambers
 - iii. March 15, 2022
 - 1. Meeting to tally final project scoring and ranking of projects
 - 2. Time/Location: 6:00 PM in County Council Chambers
 - iv. April 13, 2022
 - 1. This meeting date is a placeholder, as needed
- E. Establish Public Outreach Meeting Dates, Times, and Locations
- a. Public Outreach Meetings will be held after Final Project Ranking and approval by County Council. Commission Meetings are also open to the public.
- F. Adjourn
- a. Chairman Syfrett adjourned the meeting at 7:15 pm