

RICHLAND COUNTY GOVERNMENT



Office of the County Administrator

COUNTY ADMINISTRATOR'S REPORT OF COUNCIL ACTIONS REGULAR SESSION COUNCIL MEETING

April 3, 2012

6:00 p.m.

Call to Order: Washington

Invocation: Jeter

Pledge of Allegiance: Jeter

Approval of Minutes

- a. **Regular Session: March 20, 2012:** Approved as submitted.
- b. **Zoning Public Hearing: March 27, 2012:** Approved as amended.

Adoption of the Agenda: Adopted as amended.

Report of the County Attorney

- a. **Personnel Matter**

Citizens' Input: No one spoke.

Report of the County Administrator

- a. **Legislative Contacts Program:** Mr. Pope stated that an email will be sent to Council regarding the establishment of a Legislative Contacts Program. **ACTION: ADMINISTRATION**
- b. **National County Government Month:** Ms. Snowden briefed Council on the activities for the month.

Report of the Clerk of Council

- a. **Council Photograph, April 17, 6:00 pm**

Report of the Chairman

- a. **Personnel Matter:** Executive Session item.
- b. **Broadcast of Council Meetings:** The broadcast of Council Meetings will begin April 17, 2012. **ACTION: CLERK OF COUNCIL, PUBLIC INFORMATION OFFICE**

Public Hearings

- a. **Ordinance to authorize a sanitary sewer easement to the City of Columbia for County owned property along a portion of Rosewood Drive:** No one spoke.
- b. **An Ordinance Authorizing the issuance and sale of not to exceed \$35,000,000 General Obligation Bonds, Series 2012A, or such other appropriate series designation, of Richland County, South Carolina; fixing the form and details of the bonds; delegating to the County Administrator certain authority related to the bonds; providing for the payment of the bonds and the disposition of the proceeds thereof; and other matters relating thereto:** No one spoke.
- c. **An Ordinance Amending the Fiscal Year 2011 – 2012 General Fund Annual Budget to appropriate \$85,800 of General Fund Undesignated Fund Balance for expenses from the Republican Primary:** No one spoke.

1. Consent Items

- a. [Removed from Consent] **An Ordinance Amending the Richland County Code of Ordinances, Chapter 26, Land Development; Article IV, Amendments and Procedures; Section 26-53, Land Development Permits; Subsection (B), Processes; so as to reduce the time to act on the application from sixty (60) days to thirty (30) days [Third Reading]:** Council deferred the item. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- b. **Ordinance to authorize a sanitary sewer easement to the City of Columbia for County owned property along a portion of Rosewood Drive [Third Reading]:** Council gave third reading approval to the ordinance authorizing the granting of a sanitary sewer easement to the City of Columbia for the amount of \$1. **ACTION: PUBLIC WORKS, LEGAL, CLERK OF COUNCIL**
- c. **An Ordinance Amending the Fiscal Year 2011 – 2012 General Fund Annual Budget to appropriate \$85,800 of General Fund Undesignated**

Fund Balance for expenses from the Republican Primary [Third Reading]: Council gave third reading approval to a budget amendment for the Board of Elections and Voter Registration in the amount of \$85,799.14 to cover election and personnel expenses resulting from the Republican Primary held in January. **ACTION: BOARD OF ELECTIONS AND VOTER REGISTRATION, LEGAL, FINANCE, CLERK OF COUNCIL**

- d. [Removed from Consent] **An Ordinance Authorizing the issuance and sale of not to exceed \$35,000,000 General Obligation Bonds, Series 2012A, or such other appropriate series designation, of Richland County, South Carolina; fixing the form and details of the bonds; delegating to the County Administrator certain authority related to the bonds; providing for the payment of the bonds and the disposition of the proceeds thereof; and other matters relating thereto [Second Reading]:** Council gave second reading approval to the ordinance. **ACTION: ADMINISTRATION, LEGAL, FINANCE, CLERK OF COUNCIL**
- e. **12-08 MA, LandTech, Inc. of SC/Kevin Steelman, NC to RS-MD (4.01 acres), TMS# 01506-01-11, Three Dog Road & U.S. 76 [Second Reading]:** Council gave second reading approval to the map amendment ordinance. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- f. **12-10 MA, Irving Spigner, Jr., HI to GC (2 acres), TMS# 17500-03-10(p), 10320 Farrow Road [Second Reading]:** Council gave second reading approval to the map amendment ordinance. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- g. **12-11 MA, William Sease, RM-HD to GC (.45 acres), TMS# 06012-02-16/17, 3120 Lawrence Street [Second Reading]:** Council gave second reading approval to the map amendment ordinance. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- h. **An Ordinance amending Chapter 26, Land Development; Section 26-175, Access; so as to delete the requirement of an encroachment permit [Second Reading]:** Council gave second reading approval to the text amendment ordinance. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- i. [Removed from Consent] **Automated GIS-based Tracking Software for Land Development:** Council deferred the item. Staff is to bring the item back to Council when it is ready. **ACTION: ADMINISTRATION, PLANNING, INFORMATION TECHNOLOGY, PROCUREMENT**

- j. [Removed from Consent] **Animal Care: Proposed Ordinance Revisions [Forwarded from the D&S Committee; TO TABLE]:** Council affirmed that the item is held in the D&S Committee. The Request of Action will be amended and presented at the April 24, 2012 D&S Committee Meeting. **ACTION: ADMINISTRATION, ANIMAL CARE**
- k. [Removed from Consent] **Printing, Mailing and Postal Services [Forwarded from the D&S Committee]** Council approved and authorized Procurement, Support Services and the Treasurer's Office to negotiate and award a contract for printing, mailing, and postal service in an amount not to exceed the budgeted amount. **ACTION: PROCUREMENT, SUPPORT SERVICES, TREASURER, FINANCE**
- l. **Resolution in Support of National County Government Month April 2012 [Forwarded from the D&S Committee]** Council approved the Resolution honoring National County Government Month during the month of April, 2012. **ACTION: PUBLIC INFORMATION, CLERK OF COUNCIL**
- m. **Approval to Exercise the Second Year of a Contract with Palmetto Posting, Inc. [Forwarded from the A&F Committee]** Council approved the request from the Treasurer/Tax Collector to exercise the second year of a contract with Palmetto Posting through the 2011 tax sale (held in December 2012) at a rate of \$20.00 per property posting not to exceed a total of \$144,000 for the purpose of posting property in Richland County on which delinquent ad valorem property taxes are due. **ACTION: TREASURER, PROCUREMENT, FINANCE**
- n. **Authorization to Increase the Iron Mountain Purchase Order over \$100,000 [Forwarded from the A&F Committee]** Council approved the request to grant the Register of Deeds authorization to increase the purchase order for Iron Mountain to over \$100,000. **ACTION: REGISTER OF DEEDS, PROCUREMENT, FINANCE**
- o. [Removed from Consent] **Bond Issuance – Capital Projects List [Forwarded from the A&F Committee]** Council approved the Bond Issuance Capital Projects list. Council voted to allow staff the flexibility to redirect funds on an as needed basis, with Council approval, to address more critical needs that may arise. **ACTION: ADMINISTRATION, LEGAL, FINANCE**
- p. **Council Expenditure Accounts (Malinowski) [Forwarded from the A&F Committee; No Action required – Item taken up in Rules &**

Appointments Committee] Council forwarded this item to the Rules and Appointments Committee. **ACTION: CLERK OF COUNCIL**

- q. **Council Expenditure Accounts (Manning) [Forwarded from the A&F Committee; No Action required – Item taken up in Rules & Appointments Committee]** Council forwarded this item to the Rules and Appointments Committee. **ACTION: CLERK OF COUNCIL**
- r. [Removed from Consent] **Crane Creek – Catalyst 5 Pedestrian Park – Parcel Acquisition [Forwarded from the A&F Committee]** Council deferred the item. An MOU with the Richland County Recreation Commission is to be created and presented to Council at the April 17, 2012 Council meeting. **ACTION: PLANNING, NEIGHBORHOOD IMPROVEMENT, LEGAL, PROCUREMENT, FINANCE**
- s. **Emergency Back-Up Generator Replacement at Four Fire Stations [Forwarded from the A&F Committee]** Council authorized the Procurement Department Director to enter into and award a contract, in the amount of \$278,856.72, with Generator Services, Inc., which has been determined to be the most responsive responder. **ACTION: EMERGENCY SERVICES, SUPPORT SERVICES, LEGAL, PROCUREMENT, FINANCE**
- t. [Removed from Consent] **An Ordinance Amending the Fiscal Year 2011 – 2012 Lower Richland Utilities Fund Budget to Appropriate \$25,000 of User Fee Revenue from Additional Operational and Maintenance Costs of the Hopkins Community Water System [Forwarded from the A&F Committee – First Reading]** Council deferred the item to the April 17, 2012 Council Meeting. **ACTION: UTILITIES, LEGAL, FINANCE, CLERK OF COUNCIL**
- u. **Policy for Reduced or Eliminated Grants [Forwarded from the A&F Committee]** Council voted to allow staff to have the flexibility to handle each expiring grant on a case-by-case basis, with Administration making a recommendation and with the Council having to approve, individually, the continuation of any grant program/personnel that is not required to be picked up by the County upon grant expiration. **ACTION: ADMINISTRATION, HUMAN RESOURCES, GRANTS, FINANCE**
- v. [Removed from Consent] **Richland County CASA Funding Agreement with SC Department of Social Services (SCDSS) [Forwarded from the A&F Committee]** Council approved a five year funding agreement between CASA and SCDSS that will increase departmental funding to provide augmented support to volunteer Guardian ad Litem. It should be noted that there is no financial impact on the County during the five year funding period, as the County’s responsibilities are “in kind.” Staff is to

forward updated adolescent demographics information to Council.
ACTION: CASA, PUBLIC INFORMATION OFFICE, LEGAL, GRANTS, HUMAN RESOURCES, FINANCE

- w. [Removed from Consent] **South Carolina State Employees Association (SCSEA) [Forwarded from the A&F Committee]** Council directed staff to notify county employees of the program and make information regarding the SCSEA available to county employees. **ACTION: ADMINISTRATION, HUMAN RESOURCES**
- x. [Removed from Consent] **Municipal Elections Reimbursement IGA [Forwarded from the A&F Committee]** Council approved the Intergovernmental Fee Agreement between Richland County and the City of Columbia which calls for the Richland County Elections and Voter Registration Office to be reimbursed for all expenses associated with the cost of conducting the City of Columbia's municipal elections. **ACTION: ELECTIONS AND VOTER REGISTRATION, LEGAL, HUMAN RESOURCES, FINANCE**

2. Third Reading Item

- a. **Authorizing an Amendment to the Master Agreement Governing the I-77 Corridor Regional Industrial Park by and between Richland County, South Carolina, and Fairfield County, South Carolina, to expand the boundaries of the park to include certain real property located in Richland County; and other related matters:** Council gave third reading approval to the ordinance. **ACTION: ADMINISTRATION, ECONOMIC DEVELOPMENT, CLERK OF COUNCIL, LEGAL, AUDITOR, ASSESSOR, TREASURER, FINANCE**

3. Report of the Development and Services Committee

- a. **Purchase of John Deere Excavator:** Council approved the purchase. **ACTION: PUBLIC WORKS, PROCUREMENT, FINANCE**

4. Report of the Administration and Finance Committee

- a. **Decker Center Remodeling:** Council approved the funding strategy as proposed:

Utilize current bond proceeds for Decker renovation	\$7.0m
Designate portion of 2012 bond issue for Economic Development	\$5.6m
Designate portion of 2012 bond issue for Public Safety facility	\$1.6m
Designate portion of 2012 bond issue for Detention Center facility	\$2.0m
Appropriate fund balance from the General fund	\$4.8m
a. Amount would be restored in a subsequent period.	
Total Project Cost	\$21m

Council voted to not reconsider the item. **ACTION: ADMINISTRATION, LEGAL, FINANCE, PROCUREMENT**

5. **Report of the Rules and Appointments Committee**
 - a. **Discussion From the Rules And Appointments Committee**
 - i. **Council Member Individual Discretionary Account Motions:** Remains in Committee. **ACTION: CLERK OF COUNCIL**
 - ii. **Reviewing Committee Qualifications:** Remains in Committee. **ACTION: CLERK OF COUNCIL**
6. **Work Authorization re: \$22M Option for Regional Recreation Complex [ACTION]** Council approved the Work Authorization in the amount of \$53,100. The vote to reconsider failed. **ACTION: ADMINISTRATION, LEGAL, FINANCE, PROCUREMENT**
7. **Report of the Airport Commission**
 - a. **Curtiss-Wright Hangar:** A Request for Proposals (RFP) will be expeditiously developed and issued for the restoration and redevelopment of the Curtiss-Wright Hangar. The RFP should be broad in nature and identify the financial and development concepts being proposed. **ACTION: ADMINISTRATION, AIRPORT, PROCUREMENT**
8. **Report of the Decker Center Space Allocation Committee**
 - a. **Direct Administration to have the Design group draw Community Space and public restroom access inside the building for mixed use.** Council approved the item. **ACTION: ADMINISTRATION, LEGAL, PROCUREMENT**
 - b. **Direction Administration to have the Design group draw power outlets in the parking lot for “Community Center” event use.** Council approved the item. **ACTION: ADMINISTRATION, LEGAL, PROCUREMENT**
9. **Citizens’ Input:** No one spoke.
10. **Executive Session**
 - a. **Personnel Matter:** Received as information.

11. Motion Period

- a. **Motion for a resolution in honor of Frank Houston for his 10 plus years of dedicated service to the conservation commission of Richland County. [ROSE] Approved. Council voted to not reconsider the item. ACTION: CLERK OF COUNCIL**
- b. **Motion that Council institute Amy Barch's "Turning Leafs Project" at the Richland County Detention Center. This is a project designed to rehabilitate inmates to help them escape lives of crime and become productive citizens in the community. [ROSE] Forwarded to the D&S Committee. ACTION: ADMINISTRATION, DETENTION CENTER**
- c. **All committee items being sent to full council will not automatically be placed on the consent agenda but be listed as first reading items. The rationale is that only three persons could be present for the quorum and if all voted for the item it goes on the consent and this is only about 27% of council. [Malinowski] Forwarded to the Rules & Appointments Committee. ACTION: CLERK OF COUNCIL**
- d. **Cost estimates for any project will not be divulged in any reports until the bid process is complete. If council desires that info it can be provided in executive session. The current way of showing these cost estimates only allows bidders to know an approximate area to bid in based on estimates rather than providing a true bid for services. [Malinowski] Forwarded to the A&F Committee. ACTION: ADMINISTRATION, PROCUREMENT**
- e. **Proclamation in support of Cinco de Mayo Celebration [Washington] Approved. ACTION: CLERK OF COUNCIL**
- f. **Motion for a Resolution in honor of Gail McFall. Ms. McFall was a Richland County employee in the Clerk of Court's Office for over twenty years. Tragically, she passed away last month in an automobile accident. She will be remembered for her huge smile, enjoyment of life, and larger than life personality. [Rose] Approved. ACTION: CLERK OF COUNCIL**
- g. **In an attempt to achieve a better fee for the citizens of Richland County and give opportunity for local vendors, I move that the County invite bids for the garbage operation in the SE area. [Jackson] Forwarded to the D&S Committee. ACTION: ADMINISTRATION, SOLID WASTE, PROCUREMENT**
- h. **Request staff provide a briefing to the County on the previous RFP relating to energy efficiency recommendations and decide if the**

County should re-issue a new RFP for potential County-wide energy saving solutions. [Dickerson] Forwarded to the Economic Development Committee. **ACTION: ADMINISTRATION, ECONOMIC DEVELOPMENT**

- i. Council explore using other funding source supplementing large projects costing over a targeted amount to build so as not to exhaust HT funds. [Jackson] Forwarded to the A&F Committee. **ACTION: ADMINISTRATION, FINANCE**
- j. “I move to give first reading, by title only, to an ordinance that would establish a temporary moratorium on the use of the Green Code Standards, which are found at Section 26-186 of the Richland County Code of Ordinances, in order to give staff time to address potential inconsistencies and ambiguities that may be found within that Section, and to advertise for a Public Hearing in conjunction with the Zoning Public Hearing on April 24, 2012, and that once the Public Hearing is advertised, to apply the Pending Ordinance doctrine.” Council gave first reading approval unanimously to the ordinance. **ACTION: PLANNING, LEGAL, CLERK OF COUNCIL**

12. **Adjournment:** Council adjourned at 9:15 p.m.