

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

ADMINISTRATION & FINANCE COMMITTEE

March 28, 2017
6:00 PM
County Council Chambers

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building

CALL TO ORDER

Mr. Pearce called the meeting to order at approximately 6:00 PM

APPROVAL OF MINUTES

Regular Session: February 28, 2016 – Mr. Malinowski moved, seconded by Mr. Manning, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Manning moved, seconded by Mr. Malinowski, to adopt the agenda as published. The vote in favor was unanimous.

ITEMS FOR ACTION

Solid Waste Department: Authorization to Increase Purchase Order Over \$100,000 – Mr. Pearce stated the Solid Waste Department is requesting approval to increase their authorization from \$99,000 to \$199,000.

Mr. Braswell stated the vendor the Solid Waste utilizes, eCycle Secure, began charging for transportation in Spring 2016 and has increased the rates. Richland County residents are also dropping off more e-waste than in the past. Solid Waste and Recycling is currently working with Procurement to draft a RFP to solicit a new vendor. In the meantime, there is not a space to store e-waste and need to continue to use the current vendor.

Mr. Malinowski inquired if there is a charge for dropping off these type of items at the drop off centers.

Mr. Braswell stated there is no charge for the residents and the County does not accept commercial electronic waste.

Mr. Malinowski inquired why there is no a charge since these are special services.



Council Members Present

Greg Pearce, Chair
District Six

Bill Malinowski
District One

Paul Livingston
District Four

Jim Manning
District Eight

Norman Jackson
District Eleven

Others Present:

Calvin "Chip" Jackson
Gwendolyn Kennedy
Yvonne McBride
Michelle Onley
Gerald Seals
Kimberly Williams-Roberts
Janelle Ellis
Brandon Madden
Geo Price
Kevin Bronson
Larry Smith
Daniel Driggers
Beverly Harris
Sandra Yudice
Ismail Ozbek
Dwight Hanna
Art Braswell
Terry Wise
Brad Farrar
Marlin Henderson
Kecia Lara

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Mr. Braswell stated there is no charge for any of the items taken at the drop off centers that are recycled (i.e. electronics, tires, etc.). The citizens indirectly pay through the annual solid waste fee.

Mr. Malinowski inquired as to what gaylords are.

Mr. Braswell stated they are the large cardboard boxes (3 ½ x 4) to put loose electronic items in. The larger items are put on pallets and shrink wrapped and shipped off.

Mr. Livingston inquired if there were sufficient funds in the Solid Waste budget to increase the purchase order authorization without having to do a budget amendment.

Mr. Braswell stated \$228,000 was budgeted for the year; therefore, there are sufficient funds available.

Mr. Livingston moved, seconded by Mr. N. Jackson, to forward to Council with a recommendation to approve the request to increase the purchase order for electronic waste management from \$99,000 to \$199,000.

Mr. Pearce stated for the record that if a fee was charged for this service it would likely result in illegal dumping.

The vote in favor was unanimous.

Solid Waste Department: Award of the Class 2 Solid Waste Disposal Contract – Mr. Pearce stated the request is for an award of a contract for C&D and yard waste disposal.

Mr. Braswell stated the recommendation is to award the contract to Waste Management, who was the lowest bidder.

Mr. Livingston moved, seconded by Mr. Malinowski, to forward this item to Council with a recommendation to award the contract for disposal of Class 2 waste to Waste Management.

Mr. Malinowski inquired as to why this item was not brought to Council sooner considering the contract expired in October 2016.

Mr. Braswell stated he was not here at that time, but he will ensure it does not happen in the future.

The vote in favor was unanimous.

Solid Waste Department: Award of the contract for a Solid Waste Collection Route Management System –

Mr. Braswell stated Richland County has been providing curbside service collection since 1984. The services include household, recyclables, yard waste and bulk items. There are currently 4 contracted haulers that service the County. Measuring hauler performance has been problematic since the inception of the curbside program. The County has used daily monitoring by staff and complaints by customers. The management system being proposed offers:

- To improve customer service
- To allow the County to track hauler collection performance
- A reduction in the number of calls received regarding missed pickups
- Record of when the roll carts are tipped
- Better management of recycling participation
- Real time feedback

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- More efficient operation for the haulers
- Monitoring of driver performance
- Improve safety
- Better communication between driver and dispatch

Mr. Braswell stated the installation of the equipment is \$1,016,500. There is a \$9,800 monthly maintenance fee, which will be evenly split between the County and the haulers. The County will continue to own the equipment once it is in place. If the County changes haulers the equipment will come back to the County and it will be installed on the new trucks.

The system will pay for itself since hauler payments are based on the number of roll carts in service and being tipped and the system will give an accurate accounting of the carts tipped. The system will assist the haulers in determining the most efficient route for collection and track driver performance, which will save the haulers money. The haulers' savings will then be passed on to the County. In addition, the haulers will be responsible for maintaining the equipment once it has been installed.

Mr. Malinowski inquired about the costs of a roll cart.

Ms. Henderson stated the cost is approximately \$50.00.

Mr. Malinowski inquired if the County is paying half of the costs listed on the chart provided in the agenda packet.

Mr. Braswell stated the County will pay the initial fee of \$1,016,500 to set up the system and then pay ½ of the cumulative total.

Mr. Malinowski inquired about the GPS tracking for staff vehicles.

Mr. Braswell stated the GPS tracking is for County staff that follows the trucks.

Mr. Malinowski inquired if Christy Swofford was still with the County.

It was determined that she is no longer with the County.

Mr. Malinowski stated this system was recommended over a year ago by 2 out of 3 people that are no longer with the County. He inquired if there was a concern about there being new or better technology available now.

Mr. Braswell stated Fleetmind has a strong R&D staff, which keeps on top of any changes in software.

Mr. Manning stated in Seattle there were big recycling and yard waste containers and small garbage containers.

Mr. Malinowski inquired about the savings to the County.

Mr. Braswell stated the savings are the reduction in haulers payments due to accurate collection information and the savings to the haulers that should be reflected in their contracts.

Mr. Pearce inquired if the collection of solid waste is important to the citizens of Richland County and one of the top priorities to the County.

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Mr. Braswell answered in the affirmative.

Mr. Pearce inquired if this 6-month pilot project was conducted by the County employees and if it is staff's professional recommendation this program will improve the solid waste collection of the County.

Mr. Manning moved, seconded by Mr. Livingston, to forward to Council with a recommendation to award the contract for the Route Management System to Fleetmind.

Ms. Dickerson stated she has an issue with the debris left behind after the haulers pick up.

The vote was in favor.

Solicitor's Office: Approval of Victim of Crime Act (VOCA) Special Solicitation Grant – Mr. Bilton, Solicitor's Office, stated the final award of the Victim of Crime Act (VOCA) Special Solicitation Grant was received. The Department of Public Safety reduced the grant to \$134,626.00. Staff's recommendation is to reduce the request to \$134,626.00.

Mr. Bilton stated the General Assembly funded prosecutor's offices for domestic violence prosecution in both General Sessions and Summary Court. In essence this means law enforcement officers will no longer be acting as prosecutors in the Summary Court. The Solicitor's Office requested 3 Victim's Advocates and an Administrative Assistant. The Administrative Assistant was cut out; therefore, the reduction in the amount of the grant.

Mr. Livingston moved, seconded by Mr. Manning, to forward to Council with a recommendation to approve the request to ensure that crime victims of Domestic Violence and sex related offenses are provided with proper advocacy before, during and after the court process.

Mr. Malinowski inquired if the 3 Victim's Advocate employees are currently on the payroll.

Mr. Bilton stated the award will take effect on April 1, 2017.

The vote in favor was unanimous.

Board of Voter Registration & Elections: Budget Amendment to conduct the State House of Representatives District 70 Special Election – Mr. Selph stated the recent passing of Representative Neal necessitated a special election for the House of Representatives District 70 seat. The request in the amount of approximately \$40,000 is to conduct this election. There are 13,900 eligible voters for this election.

Mr. Pearce stated the documentation in the agenda states the request is for \$105,864.59.

Mr. Manning moved to approve \$40,000.

Mr. Selph stated the budget amendment is for \$40,090.

Mr. Pearce clarified the amount of the being requested.

Mr. Manning moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the request to amend the budget in the amount of \$40,090 for the Board of Voter Registration & Elections Department for the purpose of being in compliance with State law to carry out all elections held in Richland County.

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Ms. Dickerson requested a breakdown of the budget be provided to her.

Mr. Malinowski inquired why throughout the document it refers to Sumter and Richland County.

Mr. Selph stated the document should only refer to the costs associated with conducting the elections in Richland County.

Mr. Manning stated he will be voting against the item to ensure it is not on the consent agenda at the Council meeting.

The vote was in favor.

Human Resources: Increase Annual Leave for Employees – Mr. Pearce stated there were various options provided by Mr. Hanna at last month’s committee meeting.

Mr. Manning stated currently Richland County has 12 holidays, which is slightly under the State average of 12.3 and Lexington County currently has 13 holidays.

Mr. Manning moved, seconded by Mr. Malinowski, to forward to Council with a recommendation for approval the Lexington County Vacation Accrual/Annual Leave Plan as follows:

0-5 Years	5-10 Years	10-15 Years	15-20 Years	20+ Years
10	15	20	20	20

In addition, to add an optional “holiday” of the employee’s choosing (i.e. birthday) to the County’s holiday calendar.

Mr. N. Jackson stated he made a previous motion to assist with recruitment purposes. The County did not have a recruitment edge with the current leave policy in place. Following the State’s leave policy would assist the County with recruitment.

Mr. N. Jackson made a substitute motion to adopt the State’s annual leave accrual. The motion died for a lack of a second.

The vote was in favor of the original motion.

ADJOURNMENT

The meeting adjourned at approximately 6:40 PM.

The Minutes were transcribed by Michelle M. Onley, Deputy Clerk of Council