

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

ADMINISTRATION & FINANCE COMMITTEE

April 26, 2016
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: March 22, 2016 – Ms. Dickerson moved, seconded by Mr. Livingston, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

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

ITEMS FOR ACTION

Finance Department: Departments Projected to be over budget for FY16 – Mr. McDonald stated this item was briefly discussed at the Council Retreat in January.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward this item to Council without a recommendation.

Mr. Livingston requested the following additional information: the overall budget, the unit costs, the reason for the overages and if any adjustments can be made to cover those overages for the impacted departments.

Mr. Malinowski inquired if these are the only departments that are projected to be over budget (i.e. Voter Registration/Elections).

Mr. McDonald stated Voter Registration and Elections was originally a part of this item, but was separated out due to a Council motion.

Mr. Manning stated he recalled the preliminary discussion of this matter at the Council Retreat.



Council Members Present

Greg Pearce, Chair
District Six

Joyce Dickerson
District Two

Paul Livingston
District Four

Jim Manning
District Eight

Others Present:

Bill Malinowski
Julie-Ann Dixon
Damon Jeter
Tony McDonald
Kevin Bronson
Warren Harley
Brandon Madden
Michelle Onley
Larry Smith
Roxanne Ancheta
Daniel Driggers
Kim Roberts
Brad Farrar
Quinton Epps
Nancy Stone-Collum
Ronaldo Myers
Chad Fosnight
Cheryl Patrick
Christy Swofford
Michael Byrd
Dwight Hanna

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Ms. Dickerson inquired if the department proposed to have overages were underfunded in their initial budget.

Mr. Jeter suggested discussing the Council Services and Detention Center budgets at the committee meeting.

Mr. Livingston stated that he needs more specific information before he can have a discussion regarding this item.

Mr. Myers, Director of the Detention Center, stated that \$1.1 million was taken out of the Salaries account and \$218,000 was taken out of the Professional Services to implement the 24-hour bond court. According to the magistrate, the 24-hour court would be a cost savings to the detention center. The only savings recognized was \$1.10 per meal, which would equate to approximately \$5,000. In addition, due to the flooding event the detention center was without proper water pressure for approximately 4 weeks. The insufficient water pressure caused the showers and toilets to run constantly, which caused the water/sewer bill to increase significantly.

Mr. Manning requested the dollar amount the magistrate stated would be saved with going to the 24-hour bond court.

Mr. Myers stated the Professional Services budget is practically the amount of the contracts for Food Services, Polygraphs and Medical.

The vote was in favor of forwarding this item to Council without a recommendation.

Council Motion Regarding Hospitality Tax Revenue – Mr. Pearce stated this item originated with a motion by Mr. Malinowski to request the Legislature to remove the restrictions on Hospitality Tax spending, so the funds can be used with greater flexibility.

Mr. Malinowski stated he agreed with staff's recommendation to not abolish the Hospitality Tax; therefore, he is withdrawing that portion of the original motion.

Ms. Dickerson moved, seconded by Mr. Manning, to forward to Council with a recommendation to request the legislative delegation to widen the scope of allowable uses of Hospitality Tax funds to provide greater flexibility, which could allow funding for other items not specifically outlined in current legislation.

Ms. Dickerson stated the use of the funds needs to be clearly identified.

A discussion took place regarding the present uses of the Hospitality Tax funds and the restrictions currently placed on their use by the State and the County.

The vote was in favor.

Emergency Services Department – Fire Tanker Truck Purchase – Mr. Byrd stated this is a request for four (4) tankers for Emergency Services. There were five (5) responses to the bid were received. Staff recommends awarding the contract to the lowest bidder, Pierce/Spartan, in the amount of \$886,052.00.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to award the bid to Spartan (Pierce) for four (4) demo/stock tankers in the amount of \$886,052.00. The vote in favor was unanimous.

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Conservation Department: Project Agreement with City of Columbia for Owens Field Park Construction –

Mr. Epps stated this project has been ongoing and needs to be approved expeditiously to prevent the loss of the \$200,000 DHEC grant. The project will be procured through the City of Columbia because they have a larger project that is combined with the County's project.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve a Project Agreement with the City of Columbia for the transfer of \$240,065 from the Conservation and Stormwater Department budgets as well as \$170,000 of SCHEC reimbursable funds to the City of Columbia for construction of the Owens Field Park project. Approval will be contingent upon Legal review of the agreement.

Mr. Malinowski inquired how long the City of Columbia's lease is for this property at Owens Field.

Mr. Pearce and Mr. McDonald stated the lease is for 99 years.

Mr. Malinowski inquired about the total cost of the project.

Mr. Epps stated the City of Columbia's is approximately \$800,000 and the County's is approximately \$485,065.

Mr. Malinowski questioned the following language in the agreement: "Once the bidding process is completed no further action or approvals are needed..." and "The City does not guarantee completion of the Project within the Project Budget."

Mr. Epps stated the agreement is currently still being reviewed by the Legal Department.

Ms Dickerson made a substitute motion, seconded by Mr. Livingston, to forward this item to Council without a recommendation. The vote was in favor.

Conservation Department – Conservation Easement Acquisition Costs – Mr. Epps stated the amount of \$2,500 was not included for the closing costs on this item. The request is to reimburse the landowner for these costs.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to pay \$2,591.17 for partial costs of acquiring two conservation easements providing landowner incentives to permanently protect 311 acres of streams, wetlands and forestland for future environmental and economic benefits. The vote in favor was unanimous.

Conservation Department – County Acquisition of Forfeited Land Parcel – Mr. Epps stated this is a request to acquire, at no cost to the County, a ½ acre of land adjacent to the former Zorba's location from the Forfeited Land Commission. The land is a piece of a larger tract of land the Conservation Commission would like to acquire in the future.

Mr. Jeter inquired if there was a piping or dam system near the creek.

Mr. Epps responded in the negative.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to transfer parcel R16907-03-08 from the Forfeited Land Commission to Richland County ownership. The vote in favor was unanimous.

County Administration Building and County Public Health Building Flooring Contract – Mr. Pearce stated the request to re-carpet the Administration and Public Health Building.

Mr. Manning moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the request to enter into a contract with O’Neal Flooring in an amount not to exceed \$653,167.

Mr. Malinowski requested a copy of the bids prior to this item going to Council.

Ms. Dickerson requested staff to provide her details of which areas will be carpeted.

Ms. Dixon requested the chairs in Chambers be cleaned.

The vote in favor was unanimous.

Council Motion Regarding the Release of Funds – Mr. McDonald stated this item relates to a conceptual project in the Lake Katherine area that dates back several years, wherein the City of Columbia initiated an engineering study to determine what sources fed into Lake Katherine (i.e. City of Forest Acres, Richland County, Ft. Jackson, and SCDOT). At that time, there was an effort to have all of the jurisdictions that had an interest in Lake Katherine to do a dredging project for the lake.

The City of Columbia has reinitiated the discussion and has agreed to undertake the majority of the costs that at one time were to be paid by other sources. The County’s share under the engineering study was approximately \$109,000. The entire project is approximately \$1.3 million.

The proposed source for funding for this project is the County’s share of a fine paid by the City of Columbia for Clean Water Act Violations.

Mr. Livingston moved, seconded by Mr. Manning, to forward to Council with a recommendation to approve the release of the funds to be used to assist the City of Columbia in the dredging of silt from Lake Katherine. The vote was in favor.

Council Motion Regarding the Human Resources Director reporting to the County Administrator – Mr. Jackson stated with recent incidents it would be easier for the Human Resources Director to report directly to the County Administrator. The Director will be able to speak more freely and strongly.

Mr. Manning inquired if there is a history of who the Human Resources Director has reported to in the last 20 years (i.e. has it changed?, etc.)

Mr. McDonald stated historically the Human Resources Director has reported to an Assistant County Administrator. Prior to the current structure, approximately 15-20 years ago, all of the departments reported directly to the County Administrator.

Mr. Manning inquired how other counties are structured.

Mr. McDonald stated that information can be brought back when this item goes to Council.

Mr. Livingston moved, seconded by Mr. Manning, to postpone any amendments to the County’s organizational chart until the new County Administrator has been appointed. The vote in favor was unanimous.

ITEMS PENDING ANALYSIS: NO ACTION REQUIRED

Motion to Expand Staff Recruitment Efforts – This item was held in committee.

Changes to Policy on Requiring Employees to Sign Documents – This item was held in committee.

ADJOURNMENT

The meeting adjourned at approximately 6:55 PM.

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