

**RICHLAND COUNTY COUNCIL
ADMINISTRATION AND FINANCE COMMITTEE
Tuesday, September 23, 2003
6:00 PM**

MEMBERS PRESENT: Kit Smith, Chair; Joan Brady, Paul Livingston, Anthony Mizzell, James Tuten

OTHERS PRESENT: Susan Brill, Joseph McEachern, L. Gregory Pearce, Jr., Thelma M. Tillis, Doris M. Corley, Bernice G. Scott, T. Cary McSwain, Michael Byrd, Milton Pope, Michielle Cannon-Finch, Tony McDonald, Carrie Neal, Roxanne Matthews, Pam Davis, Ashley Bloom, Larry Smith, Marsheika Martin

CALL TO ORDER – Mr. Livingston called the meeting to order at 6:10 p.m.

Approval of Minutes – July 22, 2003

Mr. Mizzell moved, seconded by Mr. Tuten, to approve the minutes as submitted. The vote in favor was unanimous.

Adoption of Agenda – Ms. Mizzell moved, seconded by Mr. Tuten, to adopt the agenda as submitted. The vote in favor was unanimous.

ITEMS FOR ACTION

A. Register of Deeds: Records Storage and Services Contract - Mr. Livingston moved, seconded by Mr. Mizzell, to approve the authority of the Director of Procurement to negotiate and award a contract to the highest rated proposal. The vote in favor was unanimous.

B. EMS: Radio Equipment Purchase – Mr. Mizzell moved, seconded by Ms. Brady, to approve the purchase of 110 Motorola portable radios and 30 Motorola mobile radios for a total of \$360,831.14. The vote in favor was unanimous.

C. EMS: DHEC Grant-in-Aid – Mr. Mizzell moved, seconded by Ms. Brady, to accept the DHEC grant, an amount not to exceed \$60,723, so that Richland County can improve its emergency medical service. The vote in favor was unanimous.

D. Library Promissory Note – Mr. Mizzell moved, seconded by Ms. Brady, to approve the issuance of a promissory note to Richland County Library in the amount of \$1,100,000.00 with terms and conditions as indicated in the promissory note. The vote in favor was unanimous.

E. Hospitality Tax Report – Mr. Mizzell moved, seconded by Ms. Brady, to approve the following:

- Hospitality Tax Guidelines for Distribution of Funds
- Hospitality Tax Funds Request Application
- Hospitality Tax Capital Projects Plan

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in order to proceed with plans for Hospitality Tax funds distribution and allocation. The vote in favor was unanimous.

F. Election Commission: Transfer of Authority for Blythewood Elections – Mr. Tuten moved, seconded by Ms. Brady, to approve this item. The vote in favor was unanimous.

G. Administration: Solicitation Ordinance Amendment – Ms. Brady moved, seconded by Mr. Mizzell, to amend Ordinance 031-02HR to prohibit all soliciting in the rights-of-way in the unincorporated areas of the County.

A discussion took place.

The vote in favor was unanimous.

G. Nonprofit Solicitation on County Roadways, #1

H. Nonprofit Solicitation on County Roadways, #2

Ms. Brady moved, seconded by Mr. Mizzell, to deny these items at this time. The vote in favor was unanimous.

Items Pending Analysis – There are no items for this section.

Items for Discussion/Information – There are no items for this section.

Adjournment – The meeting adjourned at approximately 6:18 p.m.

Submitted by,

Kit Smith, Chair

The minutes were transcribed by Marsheika G. Martin

Richland County Council Request of Action

Subject: 2 FTE's for CASA (Court Appointed Special Advocates)

A. Purpose

County Council is requested to approve the addition of 2 FTE's for the CASA Department, allowing two attorneys to be moved from the county account into the grant account. These positions will be funded by reimbursement vouchers from the State.

B. Background / Discussion

Richland County CASA provides volunteer advocates for children who have been abused and neglected in their homes. Each volunteer receives legal representation from a CASA staff attorney. The attorney's are eligible for reimbursement for their services through CASA, Inc., the non-profit arm of the organization. The two positions are currently filled; they simply need to show in the grant account.

C. Financial Impact

There will be no fiscal impact on Richland County.

D. Alternatives

1. Approve the FTE's.
2. Do not approve the FTE's.

E. Recommendation

It is recommended that Council approve the additional FTE's for CASA.

Recommended by: Kelly Davis Department: CASA Date: 10/10/03

F. Approvals

Finance

Approved by (Finance Director): Carrie H. Neal Date: 10/16/03
Comments:

Approved by (Budget Director): Daniel Driggers Date: 10/17/03
Comments: These are two new positions that will increase the county FTE count but will have no immediate financial impact since they will be grant funded by CASA board. I am not aware of a contract for these grant funds, therefore do not know if there is any long-term financial commitment for the County...example: Are grant funds limited and will the cost of these employees be picked up by the County at some point? It is recommended that, like all grants, these issues be clarified prior to approval.

Legal

Approved as to form by: Amelia R. Linder Date: 10/17/03
Comments:

Administration

Approved by: J. Milton Pope

Date: 10-17-03

Comments: At this time Richland County is not obligated to fund these positions in future years. The CASA 501 C-3 Board will however present a proposal to County council regarding reoccurring funding in the up coming budget process.

STATE OF SOUTH CAROLINA
COUNTY COUNCIL FOR RICHLAND COUNTY
ORDINANCE NO. ____-03HR

AN ORDINANCE AMENDING THE FISCAL YEAR 2003/2004 ANNUAL BUDGET TO ADD TWO FULL-TIME GRANT POSITIONS IN THE CASA (COURT APPOINTED SPECIAL ADVOCATE) OFFICE. THESE POSITIONS ARE TO BE STAFF ATTORNEYS. THESE ARE GRADE TWELVE (12) EXEMPT POSITIONS THAT ARE FUNDED VIA A GRANT; NO ADDITIONAL FUNDING IS NEEDED.

Pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, BE IT ENACTED BY THE COUNTY COUNCIL FOR RICHLAND COUNTY:

SECTION I. That two full-time Staff Attorneys, Grade 12, exempt, are hereby approved for addition to the Fiscal Year 2003/2004 Budget; that the positions are funded via a grant and no additional funding is needed for the 2003-2004 Budget.

SECTION II. Severability. If any section, subsection, or clause of this ordinance shall be deemed to be unconstitutional or otherwise invalid, the validity of the remaining sections, subsections, and clauses shall not be affected thereby.

SECTION III. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. Effective Date. This ordinance shall be enforced from and after _____, 2003.

RICHLAND COUNTY COUNCIL

BY: _____
Bernice G. Scott, Chair

ATTEST this the ____ day of _____, 2003

Michielle R. Cannon-Finch
Clerk of Council

RICHLAND COUNTY ATTORNEY'S OFFICE

Approved As To LEGAL Form Only
No Opinion Rendered As To Content

First Reading:
Second Reading:
Public Hearing:
Third Reading: