



# **RICHLAND COUNTY COUNCIL RULES AND APPOINTMENTS**

Greg Pearce	Bill Malinowski, Chair	Julie-Ann Dixon
District 6	District 1	District 9

**FEBRUARY 17, 2015  
4:00 PM**

**4th Floor Conference Room**

## **CALL TO ORDER**

### **Approval Of Minutes**

1. February 10, 2015 [PAGES 3-6]

### **Adoption Of Agenda**

### **Discussion**

2. Board Terms [PAGES 7-13]
3. Citizens Input/Public Hearing Language [PAGES 14-18]

4. Voting [PAGES 19-20]

**Other Items**

5. Richland County Departmental Policies
6. Council Rules

**Adjournment**



# Richland County Council Request of Action

**Subject**

February 10, 2015 [PAGES 3-6]

**Purpose**

## Minutes of



### Richland County Council Rules and Appointments Committee February 10, 2015 4:00 PM

#### Members Present:

**Member** Chair, Bill Malinowski  
**Member** Julie-Ann Dixon  
**Member** Greg Pearce

**Also Present:** Monique McDaniels

#### Call to Order

The meeting was called to order at approximately 4:00 p.m.

#### Election of Chair

Mr. Pearce moved, seconded by Ms. Dixon, to elect Mr. Malinowski as Chair. The vote in favor was unanimous.

#### Approval of Minutes

**December 9, 2014** – Amend the minutes to reflect the meeting was recessed until December 16, 2014.

**December 16, 2014** – Amend the minutes to reflect the date of the meeting was December 16, 2014 and not December 9, 2014.

Ms. Dixon moved, seconded by Mr. Pearce, to approve the December 9<sup>th</sup> and December 16<sup>th</sup> minutes as corrected. The vote in favor was unanimous.

#### Adoption of Agenda

Add the following Notification of Vacancies to the agenda: Building Codes Board of Appeals (2); Business Service Center Appeals Board (1); Employee Grievance Committee (3); Internal Audit Committee (1); Procurement Review Panel (2) and Richland Memorial Hospital Board (1).

Item# 1

**Rules & Appointments Committee**  
**Tuesday, February 10, 2015**  
**Page Two**

Ms. Dixon moved, seconded by Mr. Pearce, to adopt the agenda with the inclusion of the Notification of Vacancies listed above. The vote in favor was unanimous.

**Notification of Vacancies**

- a. Building Codes Board of Appeals (2)**
- b. Business Service Center Appeals Board (1)**
- c. Employee Grievance Committee (3)**
- d. Internal Audit Committee (1)**
- e. Procurement Review Panel (2)**
- f. Richland Memorial Hospital Board (1)**

Ms. Dixon moved, seconded by Mr. Pearce, to advertise for the above-referenced vacancies. The vote in favor was unanimous.

**Interviews**

**Lexington-Richland Alcohol, Drug and Abuse Council (LRADAC) – 2; there were two positions on this council; four applications were received from the following: Harry Greenleaf, II; Pauline Trabue, Joshua Fabel and Jacqueline Moss** – Mr. Greenleaf, Ms. Trabue and Mr. Fabel were interviewed, the Committee recommended appointing Ms. Trabue and Mr. Fabel to the Lexington-Richland Alcohol, Drug, and Abuse Council.

**Riverbanks Zoo Commission – 1; there is one position on this commission; seven applications were received from the following: Kaziah DiMarco, Erik Collins, John “Jeff” Manning, Connelly-Ragley, Ray Borders Gray, Marynard “Phil” Bartlett, and Herbert Sims** – Ms. DiMarco, Mr. Collins, Ms. Ragley, Ms. Gray, Mr. Bartlett and Mr. Sims were interviewed, the Committee recommended re-appointing Mr. Bartlett to the Riverbanks Zoo Commission.

**Board of Zoning Appeals – 2; there are two positions on this board; three applications were received from the following: Mike Spearman , Joshua A McDuffie and Mr. William J. Sims** – Mr. Sims, Mr. McDuffie and Mr. Spearman were interviewed, the Committee recommended re-appointing Mr. McDuffie and Mr. Spearman to the Board of Zoning Appeals.

**Central Midlands Council of Governments – 2; there were two positions on this council; four applications were received from the following: Erik Collins; Kelli Sullivan; Harry Greenleaf, II; and Connie Breeden** – Mr. Collins, Ms. Sullivan, Mr. Greenleaf and Ms. Breeden were interviewed, the Committee recommended appointing

**Rules & Appointments Committee**  
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Ms. Breeden to the Central Midlands Council of Governments and to re-advertise for the remaining vacancy.

**Adjournment**

Minutes transcribed by Michelle Onley

# Richland County Council Request of Action

**Subject**

Board Terms [**PAGES 7-13**]

**Purpose**

## **Richland County Board Terms**

**Motion:** Move that the terms of Board members to the Lexington Richland Alcohol & Drug Commission (LRADAC) be changed from “two, three year terms” to “three, three year terms” so that Richland County appointees have the same opportunities for extended service on this board as Lexington County appointees are currently allowed. [Pearce]

### **Current Ordinance:**

- Sec. 2-327. Terms of service.
  - The members of such boards , commissions and committees shall not serve more than two (2) consecutive terms; provided, however, that upon service of two (2) consecutive terms a member may be eligible for reappointment after one day of non- service. Provided, however, that an individual serving in an executive position on a county board, commission , or committee shall be allowed to complete the term for that position when the individual's term on the board, commission expires prior to the expiration of the executive appointment. Further provided, regional boards , commissions and committees are exempt from the two (2) consecutive term limits requirement whenever the other jurisdiction(s) appointing said members do not limit the number of terms held by their appointee(s).
  - Notwithstanding any other provision of this Article, any member serving on a board, commission or committee may continue to serve until such time as an advertisement has appeared in the local newspaper and a successor has been duly appointed; provided, however, the term of an elected member (who is serving on a board, commission or committee) ends when such member is no longer serving in the capacity of an elected member.  
(Ord. No. 015-11HR, § I, 3-1-11)

### **Board/Commission/Committee Terms:**

#### **Airport Commission:**

- **Members:** Nine (9) commissioners to be appointed by the county council; provided, however, that at least two (2) of the appointees shall reside in either the Rosewood, Shandon, or Hollywood-Rose Hill-Wales Garden area.
- **Terms:** The term of office of each commissioner shall be for a period of four (4) years or until his successor is appointed and qualified. The initial appointment shall be made in staggered terms. The four (4) commission candidates receiving the most votes shall initially be appointed for four (4) years and the three candidates receiving the next higher votes shall initially be appointed for two (2) years.

#### **Township Auditorium:**

- **Members:** Seven (7) members residing in the county
- **Terms:** Five (5) years

#### **Planning Commission:**

- **Members:** Commission shall consist of not less than five (5) or more than nine (9) members
- **Term:** Four (4) years

#### **Richland-Lexington Riverbanks Parks Commission:**

- **Members:** Two (2) members



- **Term:** Six (6) years

**Richland Memorial Hospital:**

- **Members:** Fourteen (14) members and the chief and vice chief of staff shall serve ex officio.
- **Terms:** Four (4) years, or until his or her successor is appointed. Provided, however, the terms of all current board members shall expire on December 31st of the last year of their current term. Thereafter, each term of office shall begin on January 1st of the first year, and expire on December 31st of the fourth year.

**Economic Development Committee:**

- **Members:** Twelve (12) members, of which three (3) shall be appointed by the council
- **Term:** Three (3) years

**East Richland Public Service District:**

- **Members:** Five (5) members appointed by the governor upon the recommendation of the county council
- **Terms:** Five (5) year terms.

**Youth Commission:**

- **Members:** Thirteen (13) members, all of whom shall be residents of the county; at least one (1) member to be appointed from the clergy; at least one (1) member to be a representative of the South Carolina Department of Youth Services, upon recommendation of the commissioner; at least one (1) member from the Richland County Sheriff's Department, upon recommendation by the Richland County Sheriff; at least one (1) member who is a resident of Richland County School District One; at least one (1) member who is a resident of Richland County School District Two; two (2) members attending high school (grades 9-12) in Richland County; and the remaining six (6) members at large.
- **Term:** The term of office of each commissioner shall be for a period of four (4) years, or until his successor is appointed and qualified; however, the initial appointment shall be made in staggered terms. The six candidates receiving the most votes shall be appointed for four (4) years, and the five (5) remaining candidates shall be appointed for two (2) years.

**Conservation Commission:**

- **Members:** Eleven (11) members. Each member of Richland County Council shall appoint one person to represent their respective Council district,
- **Term:** Commissioner shall be coterminous with the term of the appointing Council member. Provided, however, that if a vacancy shall occur on Council, the member of the Commission appointed by the vacating Council member shall complete his/her term.

**Appearance Commission:**

- **Members:** Eleven (11) members who are individually appointed by the representing councilperson to represent each council district. Additionally, two members shall be appointed at-large by majority vote of the full council, for a maximum number of 13 commission members. At least one member of the commission must be a landscape architect and one member must be a horticulturist; and the other members being interested citizens residing in Richland County. Appropriate representatives from the South Carolina Department of Transportation, City of Columbia, and the county will serve as ex-officio members.
- **Term:** Two (2) years or until his or her successor is appointed.

**Hospitality Tax Advisory Committee:**

- **Members:** Five (5) members who shall be appointed by majority vote of the Council. All members must be interested citizens residing in the County, and at least two members must be representative of the restaurant industry.
- **Term:** Two (2) years or until his or her successor is appointed.

**Board of Assessment Appeals:**

- **Members:** Seven (7) members to be appointed as follows: One by the city council of the City of Columbia, who shall reside within the corporate limits of Columbia; three (3) by a majority of the county council; one by the board of trustees of School District No. 1 of the county, who shall be a resident of School District No. 1; one by the board of trustees of School District No. 2 of the county, who shall be a resident of School District No. 2; and one by the board of trustees of School District No. 6 of the county, who shall be a resident of the county, residing in School District No. 6. One of the members appointed by the county council shall be a person actively engaged in the real estate business.
- **Term:** Three (3) years or until their successors are appointed.

**Building Codes Board of Appeals:**

- **Members:** Seven (7) members. Such board shall consist of one (1) architect, one (1) engineer, one (1) contractor, one (1) alternate member from each of the building, electrical, gas and plumbing industries, and three (3) alternate members from the fire protection industry.
- **Terms:** Three (3) year terms.

**Board of Zoning Appeals:**

- **Members:** Seven (7) members
- **Term:** Three (3) year terms.

**Building Codes Board of Appeals**

- **Members:** Seven (7) members; one (1) architect, one (1) engineer, one (1) contractor, one (1) alternate member from each of the building , electrical, gas and plumbing industries, and three (3) alternate members from the fire protection industry. All members shall be residents of the county. All members shall be appointed by the council and serve without compensation. Based on the nature of the pending appeal(s), the Building Official shall select four (4) of the alternate members to serve on the board for any scheduled meeting and shall take into consideration the expertise offered by said member in making such selections.
- **Term:** All appointments shall be for three (3) year terms. Vacancies shall be filled for an unexpired term in the manner in which original appointments are required to be made.

**Accommodation Tax Committee:**

- **Members:** Seven (7) members, the majority of which must be from the hospitality industry, two members must be from the lodging industry and one member must represent the cultural organizations.
- **Term:** Two (2) year terms

**Transportation Study Commission:**

- **Members:** Thirty-nine (39) members who shall be appointed as follows: 11 members, 1 from each member of County Council; 7 members, 1 from each member of Columbia City Council; 4 members, of which 1 shall be appointed by Lexington County Council, 1 shall be appointed by West Columbia City Council, 1 shall be appointed by Cayce City Council, and 1 shall be appointed by the Springdale Town Council; and 17 members, as recommended by the Richland County Rules and Appointments and approved by a majority vote of Richland County Council. No elected officials shall be appointed to this Commission.

- **Term:** Two (2) year term

**Business Service Center Appeals Board:**

- **Members:** Five (5) members who shall be appointed by majority vote of the Council. The five-member board shall be comprised of three Certified Public Accountants, one member of the S.C. Bar Association, and one other business person. Not more than one member of the Appeals Board may be an employee of the County.
- **Term:** Four (4) years. However, in making the initial appointments, two members shall be appointed for an initial term of four years, two members for an initial term of three years, and one member shall be appointed for an initial term of two years. Thereafter, their successors shall be appointed for terms of four years, or for the balance of any unexpired term. Members may be reappointed for a consecutive, second term, for four years. After this second term, a member may be reappointed for a third term, but only after two years has elapsed from the last day of the last term served. The County Council may terminate for just cause any Board members' terms of office.

**Disabilities and Special Needs Board:**

- **Members:** Fifteen (15) members, at least five (5) of whom shall be resident electors. The board shall be appointed by the governor of the State of South Carolina upon recommendation of the majority of the county legislative delegation.
- **Term:** Four (4) years until their successors are appointed, except that of the first appointed: One (1) shall be appointed for one (1) year; two (2) for two (2) years; two (2) for three (3) years; and two (2) for four (4) years.

**Midlands Commission on Homelessness:**

- **Members:** Seven (7) persons; three (3) of the members of the Commission shall be appointed by the Mayor and City Council of the City of Columbia and four (4) of the members of the Commission shall be appointed by the County Council of the County of Richland, State of South Carolina. One of the four members of the Commission appointed by the County of Richland shall be the designee of the Consortium For The Homeless serving central South Carolina.
- **Term:** Three (3) years and until their successors are appointed and qualified, except that the first appointments shall be as follows: three (3) for three (3) years; two (2) for two (2) years; and two (2) for one (1) year. No Commission member shall be eligible for appointment following service as a Commissioner for one (1) year following the expiration of any full term of service as a Commissioner.

**Internal Audit Committee:**

- **Members:** Five members of Council (the Council Chair, the A&F Committee Chair, the D&S Committee Chair, the Economic Development Committee Chair, and the Rules and Appointment Committee Chair), two citizens appointed by a majority vote of the Council at large, and an employee appointed by the County Administrator.
- **Term:** One (1) year in length, with up to three term renewals permitted.

**Bond Review Committee:**

- **Members:** Five (5) members: two shall be county employees designated by the County Administrator, two shall be Council members designated by the County Council Chair, and one shall be a bond counsel representative.
- **Term:** Two (2) years

**Complete Streets Commission:**

- **Members:** Nine (9) members, with one representative from each of the following general interest groups: one (1) representative from the South Carolina Department of Health and Environmental Control (DHEC); one (1) representative from the American Association of Retired People (AARP) regional office; one (1) representative from neighborhood advocacy interests; one (1) representative from the Central Carolina Realtors Association; one (1) representative from the Homebuilders Association of Greater Columbia; one (1) representative from cycling advocacy interests; one (1) representative from the Richland County municipalities; and one (1) representative from Americans with Disabilities Act (ADA) advocacy interests. In addition, the South Carolina Department of Transportation (SCDOT) District One Office Administrator or his/her designee shall serve on the Commission.
- **Term:** Initially, three (3) members shall be appointed for a one year term; three (3) members for a two year term; and three (3) members for a three year term. Thereafter, all appointments shall be for a three year term. The initial appointments shall be as follows:

**Employee Grievance Committee:**

- **Members:** Seven (7) members (County employees)
- **Term:** Three (3) term.

**Central Midlands Council of Government:**

- **Members:** Six (6) elected officials and five (5) citizens appointed by Council.
- **Term:** Three (3) year term.

**Historic Columbia Foundation:**

- **Members:** Two (2) members
- **Term:** Four (4) year term

**Lexington/Richland Alcohol & Drug Abuse Council:**

- **Members:** Six (6) members and the Lexington County Council appoints six members.
- **Term:** Three (3) year term.

**Library Board of Trustee:**

- **Members:** Ten (10) members
- **Term:** Four (4) year terms

**Music Festival Commission:**

- **Members:** Six (6) members
- **Terms:** Four (4) year terms

**Procurement Review Panel:**

- **Members:** Five (5) members
- **Term:** No term limit noted

**Building Board of Adjustment and Appeal:**

- **Members:** Seven (7) members appointed; one member must come from each of the following industries: Architecture, Engineering, Contracting, Building, Electrical, Plumbing, and Gas.
- **Term:** Three (3) year terms

**Performing Arts Center Board:**

- **Members:** Eleven (11) members. The City of Columbia and the Richland County Council each appoints three members. The President of the University, or his designee, shall serve as Chairman and the University shall appoint an additional five members.

- **Term:** Four (4) year term

**Convention Center Commission:**

- **Members:** Fourteen (14) members to be appointed as follows: three (3) members shall be appointed by the Richland County Council; three (3) members shall be appointed by the Columbia City Council and five (5) members shall be appointed by the nine members so appointed, from a slate to be prepared by the Greater Columbia Chamber of Commerce and the Columbia metropolitan Convention and Visitor' s Bureau.
- **Term:** Three (3) years in which event initial terms shall be staggered.

**Transportation Penny Advisory Committee:**

- **Members:** Fifteen (15) Richland County citizens representing Arcadia Lakes, Blythewood, Columbia, Eastover, Forest Acres, Irmo, and unincorporated areas of Richland County.
- **Term:** Terms of service range from three (3) to five (5) year terms.

**Community Relations Council:**

- **Members:** One-third (10) of the thirty members are appointed by Richland County Council; one-third by the Columbia City Council; and, one-third by the Columbia Chamber of Commerce.
- **Term:** Three (3) year term.

# Richland County Council Request of Action

**Subject**

Citizens Input/Public Hearing Language [PAGES 14-18]

**Purpose**

## Citizens Input/Public Hearing Language

### **Current Language:**

#### **Citizens Input:**

Citizen input: Each citizen who has “signed up” to speak before Council may do so for up to 2 minutes; provided, however, the entire citizen input time shall not exceed 30 minutes. Input must pertain to items on the agenda for which no public hearing is required or has been scheduled. Any material that a citizen intends to present to Council, including audio and visual presentations, must be approved by the Clerk of Council prior to the meeting. Exceptions may be made with the consent of a simple majority of those Council members present. The Chair will request that in the event a citizen who has signed up to speak intends to speak, or does speak, on behalf of any group, association, community or anyone besides or in addition to himself or herself, that the speaker advise Council during his or her citizen input of that fact, and name or identify anyone else for whom the citizen is speaking or represents.

#### **Public Hearings**

Public hearings, after not less than 15 days notice of the time and place of such hearings published in at least one newspaper of general circulation in the County, shall be held before final Council action is taken to:

- a) adopt annual operational and capital budgets,
- b) make appropriations, including supplemental appropriations,
- c) adopt building, housing, electrical, plumbing, gas and all other regulatory codes involving penalties,
- d) adopt zoning and subdivision regulations,
- e) levy taxes, and
- f) sell, lease, or contract to sell or lease real property owned by the County.

#### **Language from other public bodies:**

### **Richland School District Two:**

#### **Addressing the board**

To encourage public participation in board decisions, the board provides opportunities for individuals or delegations to speak on matters of their concern. Members of the public may address the board on any subject within board authority. The board does not, however, participate in debates on issues and usually defers any action on items discussed until subsequent meetings. There may be times when the board is unable to give immediate answers to requests for information. When questions are referred to staff for research and recommendations, an appropriate response is given as soon as possible.

#### **✓ Those who wish to address the board may do so in either of two ways:**

##### **Informal Presentations**

The board sets aside a maximum of 15 minutes at the beginning and prior to the end of the public portion of each meeting to allow members of the public to address the board. No prior notification of intent to speak is required for informal presentations. If one spokesperson presents an issue, it is not necessary for others to repeat the same ideas, but anyone may speak who has something pertinent to add. Others speaking on the same topic are limited to one minute each.

##### **Formal Presentations**

In order to address the board formally and be placed on the agenda as a speaker, a written request should be submitted to the district superintendent or board chairman by noon on the Monday of the week preceding the Tuesday board meeting. The request should include the name, address, and telephone number of the speaker, and the group, if any, he or she is representing plus a brief summary of the topic to be discussed.

To ensure that all persons have an opportunity to be heard and that meetings are conducted in an orderly, efficient manner, the board requests that speakers abide by the following guidelines:

1. Each speaker is requested to use the microphone, if one is provided, and to give his/her name and address and to identify the group, if any, he/she is representing.
2. Questions, suggestions, proposals or comments which have been presented verbally should also be submitted in writing and signed by the individual or the spokesperson for the group appearing before the board.

3. Persons appearing before the board are reminded, as a point of information, that members of the board are without authority to act independently in official matters; thus questions may be directed to the board, but answers must be deferred pending consideration by the board.
4. Speakers may present comments about school operations and programs which concern them, but in public session the board will not hear personal complaints about school personnel or about any person connected with the school system. These concerns should be addressed first at the school or district level.
5. Speakers are requested to refrain from using inappropriate language and from engaging in any form of personal abuse.

## **Kershaw County:**

### **PUBLIC COMMENT GUIDELINES**

1. Public Comment:
  - is an opportunity for members of the public to share information with Council
  - is not a time for debate with or questions and answers from Council
  - is a time for Council to receive input
  - is not a time for Council response

In short, during Public Comment Council will LISTEN to public comment, but not COMMENT on public comment.

1. Offensive and inappropriate comments will not be tolerated and comments should be limited to statements and rhetorical questions.
2. If a group would like to speak to Council, we request that a spokesperson be selected and that this person indicate the group he/she is representing on the sign-up sheet and in his/her comments.
3. Public comment is a time to discuss issues, not individuals. Other avenues exist for individual personnel complaints.
4. Public comment period is limited to 30 minutes with 5 minutes maximum allowed per individual speaker.

### **PUBLIC HEARING GUIDELINES**

1. Prior to the public hearing persons wishing to speak should sign up to speak.
2. Immediately prior to County Council being called to order, that it be announced that persons wishing to speak should sign up.
3. When the public hearing is opened, that persons be notified as to how many people have signed up and in what order.
4. Persons will speak in the order in which they signed up.
5. Each person can speak a maximum of ten minutes.
6. Comments at public hearings should be germane to the matter subject to the public hearing which should be liberally construed.

### **PUBLIC PRESENTATIONS GUIDELINES**

1. A “public presentation” as an agenda item is limited to non-governmental organizations that wish to make requests or present information to County Council involving matters which are within the purview or statutory scope of County Council’s authority.
2. A public presentation is limited to no more than two per meeting. The maximum time allotted for a public presentation is 15 minutes. No action is taken by County Council as a result of a public presentation.
3. Governmental entities, agencies of Kershaw County, or boards of Kershaw County can likewise present a public presentation as an agenda item. Governmental entities, agencies of Kershaw County, or boards of Kershaw County or entities that have a contractual relationship with Kershaw County can likewise request to be put on the agenda under New Business.
4. A request to be put on the agenda as a public presentation, or new business (if applicable) shall be accompanied by a written request which shall state the nature of the public presentation and the substantive content of the proposed presentation.
5. Individuals or representatives of organizations that wish to express concerns to County Council or to comment as to public matters are more appropriate to present their concerns or comments during the “public comment” section on the Council agenda.



## **Darlington County**

**Appearances other than for public hearings.** Should any person, group or organization request to be heard upon any matter at a regular or special meeting of council, such person, group or organization should request the chairman or county administrator to place such matter on the agenda for the meeting at least three working days prior to the day set for such meeting. The chairman must approve all matters to be placed on the agenda. The request must be in writing and specifically identify the subject to be addressed, the estimated length of time for the presentation and the name and address of the person appearing. Organizations or groups shall designate one spokesperson to make the presentation. The chair shall determine the appropriate meeting for the presentation, considering the availability of time.

### **(e)Length of appearances.**

- (1)The length of scheduled appearances before council by persons, groups or organizations shall be up to ten minutes total for both presentations and questions/answers.
- (2)Presentations at public hearings can be limited by the chair to less than ten minutes so that all members of the public wishing to make a statement can do so. Persons wishing to exceed an initial time allotment may be granted the opportunity to continue once the others have had the opportunity to speak or other business to be handled, if approved by council.
- (3)The length of time for scheduled appearances can be extended or can be permitted at the end of the agenda by the unanimous consent of council or by a three-fourths vote of the members present and voting.
- (4)Council may also refer those wishing to communicate further to the county administrator or a committee of council. They may also be asked to come back at a later meeting.
- (5)The purpose of appearances before council for citizens to present their views and concerns in a manner consistent with the rules of order contained herein. This is not a forum for councilmembers to be interrogated or for a debate between parties to take place.

### **(f)Matters not within the council's jurisdiction.**

No matter shall be entered on the agenda or heard by the council unless it is within the council's authority or jurisdiction; provided, the council may entertain requests that it make recommendations or inquiries to other governmental bodies, departments or agencies.

### **(g)Recognition of persons.**

When any person or persons, including employees of the council and of the county, are heard by the council as provided in subsection (e)(4) of this section, that person or persons, when they have completed their presentation, shall be seated and no person or persons other than a member of the council will be recognized to make any statement on such matter unless requested to do so by any member of the council through the chairman.

### **(h)Non budgeted financial requests.**

Council may receive for information non-budgeted financial requests which shall be deferred for consideration until the regular budget cycle; however, council may, by a vote of three-fourths of the members present, decide to discuss the request at a subsequent meeting. By the same procedure, council may schedule the matter at a third meeting for consideration of emergency funding. This does not apply to county government operating needs. It applies to agency/group requests from outside county government.

### **(i)Requests and comments by councilmembers.**

Councilmembers shall make every effort to get items of discussion to the chairman or administrator on a timely basis for inclusion on the agenda. However, the agenda for all regular meetings of council shall include a provision for requests and comments by councilmembers. Matters raised during this time shall be items concerning the district represented by the member or a brief background on a topic the member was unable to get put on the agenda but which the member would like to introduce for further discussion and possible action at a later meeting.

### **(f)Citizen comments.**

Up to one-half hour prior to approval of minutes of the previous meeting will be set aside as time for hearing from the public at regular council meetings, unless otherwise designated. The following rules shall apply:

- (1)Any citizen will be allowed a maximum of two minutes during this 30 minutes.
- (2)The order of speakers shall be on a first-come, first-serve basis as recorded on a log provided before and during the meeting.
- (3)Input must be in the form of suggestions, information or comments pertaining to programs or activities of county government. Rules of order and conduct shall apply. Comments should not be made, either complimentary or critical, naming any citizen, board or commission member, employee, or councilmember.

**Item# 3**

(4)Speakers' comments will be received only as information. This time is provided for citizens to state their suggestions, information or comments, not for a debate or interrogation involving councilmembers or staff. If a member of council wishes to have discussion of a topic initiated during citizen comments, a member can make a motion to have the topic scheduled for council discussion and possible action at a subsequent meeting.

(5)Speakers desiring more time for a presentation should seek to make a scheduled appearance as provided for by section 2-83(d).

# Richland County Council Request of Action

**Subject**

Voting [**PAGES 19-20**]

**Purpose**

## **Voting**

**Motion: I move that County Council amend its rules to require roll call voting on every vote taken [ROSE}**

### **Current rule:**

#### **5.21 Voting**

Each member shall vote on each question put, except that no member shall be permitted to vote on any question in which that member has a direct personal or pecuniary interest, or in which that member perceives that he or she has a direct personal or pecuniary interest, or in which his or her participation might create an appearance of impropriety in that member's estimation. A Council member must be at his/her seat in order to vote for those at the dais. If a member does not declare a vote or an abstention, his/her vote shall be recorded with the prevailing side. If voting an abstention, a reason for the abstention must be stated and recorded in the minutes. No member shall, under any circumstances be permitted to vote after a decision has been announced by the Chair. After the decision of the question, an absent member may be permitted to record the vote she/he would have given if present, but such vote shall not affect the previous question.

A show of hands on any motion, ordinance, or resolution shall be had upon request of any member. The roll shall be called and votes recorded in the minutes.

# Richland County Council Request of Action

**Subject**

Richland County Departmental Policies

**Purpose**

# Richland County Council Request of Action

**Subject**

Council Rules

**Purpose**