

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA



## RULES AND APPOINTMENTS COMMITTEE

March 24, 2015  
4:00 PM  
4<sup>th</sup> Floor Conference Room

*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. Malinowski called the meeting to order at approximately 4:03 PM

### APPROVAL OF MINUTES

**March 17, 2015** – Mr. Manning moved, seconded by Ms. Dixon, to approve the minutes as amended. The vote in favor was unanimous.

### ADOPTION OF THE AGENDA

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

### BOARD TERMS

#### **Richland County Boards, Commissions, and Committees** –

1. Boards, Commissions, and Committees governed by Richland County Council – Mr. Smith stated the many of the boards, commissions and committees are governed by State statute. Therefore, their terms cannot be changed.
  - a. Planning Commission – Mr. Smith stated the Planning Commission can have 5 to 9 members; County Ordinance set terms at 4 years.

Mr. Manning moved, seconded by Ms. Dixon, to not change the Planning Commission terms. The vote in favor was unanimous.
  - b. Board of Zoning Appeals – Mr. Smith stated according to State statute the Board of Zoning Appeals may have 3 to 9 members and 3 to 5 year terms; County Ordinance sets membership at 7 members and 3 years.

#### Committee Members Present

Bill Malinowski, Chair  
Julie-Ann Dixon  
Jim Manning

#### Others Present:

Kelvin E. Washington, Sr.  
Monique McDaniels

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Mr. Manning moved, seconded by Ms. Dixon, to change the Board of Zoning Appeals terms to four years to be consistent with the Planning Commission. The vote in favor was unanimous.

Mr. Smith recommended Council set an effective date for the four year terms to begin.

Mr. Manning moved, seconded by Ms. Dixon, to direct staff to institute the new terms with the next vacancies advertisement. The vote in favor was unanimous.

- c. Township Auditorium – Mr. Smith stated the Township Auditorium was created by special legislation; therefore, their terms are set by this legislation.

Mr. Manning moved, seconded by Ms. Dixon, to direct staff to contact the lobbyist to pursue legislation to change the terms of the Township Auditorium Board to 4 years. The vote in favor was unanimous.

Mr. Manning moved, seconded by Ms. Dixon, to table this item until the next Rules and Appointments Committee meeting in order to review the special legislation. The vote in favor was unanimous.

- d. Music Festival Commission – Mr. Smith stated the Music Festival Commission was created by special legislation.

Mr. Manning moved, seconded by Ms. Dixon, to not make any changes to the Musical Festival Commission terms. The vote in favor was unanimous.

2. Boards, Commissions, and Committees with specific criteria

3. Boards, Commissions, and Committees that involve other governing bodies

1. East Richland Public Service District – Ms. Dixon inquired if the terms can be changed and if the members consist of City of Columbia, Eastover, or Hopkins residents.

Mr. Smith stated if the County is engaged in an IGA with other entities, the IGA will have to be amended.

Mr. Malinowski moved, seconded by Ms. Dixon, to research the remaining committees, commissions and boards listed to determine if there are any statutes and/or IGAs governing the terms. The vote in favor was unanimous.

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### Richland County Board, Commissions, and Committees that have been dissolved –

1. Youth Commission
2. Appearance Commission
3. Economic Development Committee
4. Disabilities and Special Needs Board
5. Midlands Commission on Homelessness
6. Complete Street Commission
7. Building Board of Adjustment and Appeals – *Mr. Malinowski stated that is board was not dissolved, but renamed the Building Codes Board of Appeals.*
8. Performing Arts Center Board
9. Transportation Study Commission

**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]**

Mr. Manning moved, seconded by Ms. Dixon, to table this item to determine if the IGA determines the terms for the board. The vote in favor was unanimous.

### CITIZENS INPUT DISCUSSION

- a. **Current Richland County Form**
- b. **Richland School District Two Form**

Mr. Manning moved, seconded by Ms. Dixon, to table this item while committee members and staff work on drafting a form that incorporates the school district form into the current citizens' input form. The vote in favor was unanimous.

### VOTING DISCUSSION

- a. **I move that County Council amend its rules to require roll call voting on every vote taken [ROSE]** – Mr. Manning moved, seconded by Ms. Dixon, to not move forward with this item. The vote in favor was unanimous.
- b. **Roll Call Voting Options** – Ms. McDaniels stated that the Clerk's Office has been working with IT to present options to the committee. The Clerk's Office and IT had a conference call with a potential vendor.

Mr. Manning moved, seconded by Ms. Dixon, to table this item. The vote in favor was unanimous.

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### COUNCIL RULES

- a. **After discussion between the Rules Committee Chair and Clerk to Council, it has been determined that the rules of Richland County Council are efficient and outline the duties and responsibilities of each council member. Therefore, it is recommended that the committee review the current policies/procedures for any additional input/changes**
1. Create a different format for the Council Rules – Mr. Manning moved, seconded by Ms. Dixon, to draft a more reader friendly document. The vote in favor was unanimous.
  2. Allow members to electronically participate in standing committee meetings – This item was deferred.
  3. Allow members to electronically participate during executive session – This item was deferred.
- b. **Re-activate the Richland County Youth Commission. The youth commission has been inactive since 1998 and there are currently no existing or active members. This commission identifies youth-related problems or potential problems; implement programs to increase the awareness of the general population and elect officials of the needs and problems facing youth and their families; and they seek and administer federal, state and private funding for commission operations and for projects proposed by the commission pursuant to the powers enumerated herein [ROSE]** – This item was deferred.
- c. **Richland County Government also reviews the election of the Chair’s rule which states that the Chair should be elected yearly with two-thirds of its members. In conjunction with Councilman Jackson and Manning previous motions to have meaningful representation that the citizens have the opportunity to elect the Chair like the citizens in Horry County. This will remove the responsibility of Council members. If the Legislative Delegation would support the election of the Chair by the citizens. Our current process is apparently flawed and personal; therefore, the people of Richland County deserve to have an adequate transparent representation [DICKERSON]** – This item was deferred.
- d. **In the event that a Standing Committee of Council (Administration & Finance, Development & Services, Economic Development, Rules & Appointments) should fail to have a quorum of its members present either at the beginning of the meeting or after the meeting has begun, any item or items that are reported on Committee Agenda deemed “time sensitive” by a committee member or County staff will be referred to the**

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**Chair of the Committee, the Chair of Council and the County Administrator. A determination will be then made by this group as to whether the "time sensitive" designation is valid. This determination may require consultation with a Department Head, Procurement, Legal, et al. If a determination of time sensitivity is made in the affirmative, the Chair of Council may add the item to the next regularly scheduled Council meeting for review, debate and action [PEARCE AND MANNING] –**  
This item was deferred.

- e. **Review the terms of days missed per annum to continue to serve on the Planning Commission. Reason: With a nine member Commission and the importance of the body, as applications are time sensitive, there should not be any reason the Planning Commission cannot meet a quorum [JACKSON AND MALINOWSKI] –** This item was deferred.

### ADJOURNMENT

The meeting adjourned at approximately 5:00 PM.

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