

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA

### ADMINISTRATION & FINANCE COMMITTEE

June 23, 2015  
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. Rush called the meeting to order at approximately 6:00 PM

#### APPROVAL OF MINUTES

**Regular Session: May 26, 2015** – Mr. Washington moved, seconded by Mr. Livingston, to approve the minutes as distributed. The vote in favor was unanimous.

#### ADOPTION OF AGENDA

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

#### ITEMS FOR ACTION

**Funding Requests Submitted to the County During the Budgetary Process** – Mr. Pearce stated this item is a motion from Mr. Malinowski requesting any group or entity during the budget process to make their request through a Council member instead of the County Administrator.

Mr. McDonald stated funding requests from outside agencies are received through the normal grant process (i.e. Accommodations Tax, Hospitality Tax, and Discretionary Grants). Throughout the budget process agencies that did not make application through the grant process submit written requests to the Administrator, Chair or other Council members. Administration compiles a list of those agencies and sends it to Council letting them know a request has been received from the agency, but there is no sponsor for those agencies on the motions list.

Mr. Pearce stated the intent of Mr. Malinowski's motion is to have the Administrator refer the agencies requesting funding back to Council to secure a sponsor.

Mr. Livingston moved, seconded by Mr. Washington, to table this item. The vote in favor was unanimous.



#### Council Members Present

Greg Pearce, Chair  
District Six

Joyce Dickerson  
District Two

Paul Livingston  
District Four

Kelvin Washington, Sr.  
District Ten

#### Others Present:

Bill Malinowski  
Norman Jackson  
Torrey Rush  
Julie-Ann Dixon  
Tony McDonald  
Sparty Hammett  
Warren Harley  
Brandon Madden  
Michelle Onley  
Monique McDaniels  
Larry Smith  
Daniel Driggers  
John Hixon  
Geo Price  
Kim Roberts  
Roxanne Ancheta  
Michael Byrd

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA

### Administration & Finance Committee

Tuesday, June 23, 2015

Page Two



**Motion to Direct the Administrator and Staff to Abide by all Policies, Directives, Guidelines and Ordinances set by Council: Action Plan for Violations** – Mr.

Washington inquired if there is a book or binder containing the policies per department.

Mr. McDonald stated there is an Employee Handbook which outlines the roles of staff and Administration.

Mr. Jackson stated he requested a copy of the policies, but to date he has not received a copy of the policies.

Mr. Washington moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to compile and present to Council the policies, directives and guidelines for each department.

The vote in favor was unanimous.

**Motion to Request that Educational Institutions provide the County with a Long Range Needs Assessment of Student Housing Needs Prior to Approving Financial Incentives for Privately Owned Student Housing Construction in the County** – Mr.

Washington moved, seconded by Ms. Dickerson, to table this item. The vote in favor was unanimous.

**One Year Extension of County-City 911 Intergovernmental Agreement** – Mr.

McDonald stated the 5-year County-City 911 Agreement is expiring and negotiating are ongoing to either renew or take alternate action. In the meantime, we are requesting a 1-year extension for the 911 Communication Center.

Mr. Livingston moved, seconded by Mr. Washington, to forward to Council with a recommendation to approve the City's request to extend the 911 Center IGA for one year.

Mr. Washington requested a more legible copy of the agreement.

Mr. Washington inquired about incorporating the Sheriff's concerns into the agreement going forward.

Mr. McDonald stated Sheriff Lott did forward a letter to Council and Administration expresses concern with the current 911 operation and suggesting a new direction going forward. Of course, his concerns would be incorporated into the discussion as negotiates go forward and the Sheriff's Department would have to be included in those discussions.

Mr. Washington requested a friendly amendment to incorporate the Sheriff's Department, Fire Department and Coroner's operations into the agreement.

# RICHLAND COUNTY COUNCIL

## SOUTH CAROLINA

Administration & Finance Committee  
Tuesday, June 23, 2015  
Page Three



**Midlands Healthcare Collaborative—Dental and Eye Care Clinic Expansion** – Mr. Washington inquired as to the financial impact the Midlands Healthcare Collaborative leasing the space will have on the County.

Mr. McDonald stated the United Way and Midlands Healthcare Collaborative will be funding the renovations and operations of the facility; therefore, there will be no cost to the County.

Mr. Washington moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to allow Midlands Healthcare Collaborative to expand the dental and eye care services in vacant space on the third floor of the Health Department building. The vote in favor was unanimous.

**Lease Agreement: Warehouse for Richland Library during Capital Program** – Mr. McDonald stated this item was initiated by the Library staff and Library Board to temporarily lease warehouse space to store equipment, books, etc. during the Capital Improvement Program the Library is undergoing.

Mr. Malinowski inquired why under the “Financial Impact” there were 3 years utilities, maintenance and insurance listed. It was his understanding when you rented space the utilities, maintenance and insurance were included.

Mr. Malinowski further inquired if the costs to move the items would be brought back to Council at a later date since it is not included in this ROA.

Mr. Pearce stated those expenses would be covered as an operating costs.

Ms. Dickerson moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the request to enter into a lease agreement which will allow the library to securely store furnishings and equipment in an accessible location contingent upon legal review. The vote was in favor.

**Approval of Sponsorship/Donation Payments** – Mr. Washington moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the sponsorship/donation payments made between September 2014 and December 2014 to be in compliance with the “South Carolina Transparency-Political Subdivision Appropriation of Funds” and Richland County “Individual Recommended Agency Funding” Policies. The vote in favor was unanimous.

### ITEMS PENDING ANALYSIS

**Amending Section 2-261, Geographic Information System (GIS), so as to eliminate the fees for GIS** – Held in committee.

# RICHLAND COUNTY COUNCIL

## S O U T H C A R O L I N A

**Administration & Finance Committee**  
**Tuesday, June 23, 2015**  
**Page Four**



**Reclassification and Promotion Handbook Revisions—One Year Review** – Held in committee.

### **ADJOURNMENT**

The meeting adjourned at approximately 6:31PM.

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