



RICHLAND COUNTY COUNCIL

ADMINISTRATION AND FINANCE COMMITTEE

Damon Jeter
District 3

Gwendolyn Kennedy
District 7

Greg Pearce, Chair
District 6

Jim Manning
District 8

Seth Rose
District 5

Tuesday, September 27, 2011
6:00 PM

Report of Actions

CALL TO ORDER Greg Pearce called the meeting to order.

APPROVAL OF MINUTES

1. Regular Session: July 26, 2011 – The minutes of the July 26, 2011 committee meeting were approved as submitted.

ADOPTION OF AGENDA The agenda was adopted as published.

ITEMS FOR ACTION

- Consent** 2. Annual Renewal of Fleet Maintenance and Repair Contract - The committee recommended that Council approve the request to renew the contract with First Vehicle Services to provide for the maintenance and repair of County Fleet vehicles and equipment through 2012. The vote in favor was unanimous.
- Consent** 3. Automatic Vehicle Locations System- Sheriff's Department - Staff informed the committee that Council previously approved \$300,000, which was the full amount requested by the Sheriff's Department, during the FY12 budget process. As for the additional request of \$ 325,203, the committee recommends that \$100,000 be used from the FY11 Sheriff Department vehicle bond and the remaining \$225,203 be provided through the FY12 Sheriff Department vehicle bond. The committee recommended that the FY 12 funding (\$225,203) be re-appropriated in the Sheriff's FY 13 budget. The vote in favor was unanimous.
4. County Council Shirts – The committee held this item in committee and directed the Public Information Office to come up with no more than 3 design options and pricing information

for the committee to consider. The options will then be forwarded to Council for consideration. The vote was in favor.

- Consent** 5. C&D Disposal Services Contract - The committee recommended that Council approve staff's recommendation to negotiate and award a one year contract to Loveless and Loveless at \$8.25 per ton. No contract will be awarded that exceeds the approved FY 2011 budget for these services. The vote in favor was unanimous.
- Consent** 6. Construction Services/Airport Tree Obstruction Removal- Cherokee Inc. Contract -The committee recommended that Council approve the request to authorize executing a contract with Cherokee Incorporated for Airspace Tree Obstruction Removal construction phase services in the amount of \$268,750. The vote in favor was unanimous.
- Consent** 7. Professional Services/Airport Tree Obstruction Removal- LPA Group – The committee recommended that Council approve the request to authorize executing a contract with LPA Group for Airspace Tree Obstruction Removal construction phase professional services in the amount of \$82,650. The vote in favor was unanimous.
- Consent** 8. HUD Grant for Neighborhood Improvement – The committee recommended that Council approve accepting a HUD grant for the Neighborhood Improvement Program that, if awarded, will fund the Hopkins Strategic Community Master Plan. The vote in favor was unanimous.
9. CDBG and HOME Administrative Shortfall - The committee recommended that Council approve the request to transfer \$48,641 from Neighborhood Improvement to the Community Development Department. The vote was in favor.
- Consent** 10. Emergency Services Radio Purchase – The committee recommended that Council approve the purchase of radios from Motorola in the amount of \$258,885.43. The vote in favor was unanimous.
- Consent** 11. Emergency Supplies and Equipment Purchase Orders – The committee recommended that Council approve the purchase orders including the award to South Eastern Medical for \$131,439.60. The vote in favor was unanimous.
12. Internal Auditor Engagement - The committee deferred this item to its October committee meeting.
- Consent** 13. Transfer of Position from Dentsville Magistrate to Administrative Magistrate – The committee recommended that Council approve the request to transfer a Summary Court Law Clerk position from the Dentsville Magistrate to the Administrative Magistrate. The vote in favor was unanimous.
- Consent** 14. Lobbyists' Interaction with Council on Certain Matters – The committee recommended that Council direct staff to write a policy directing any Lobbying Firm employed by the County do a conflict check prior to providing information to Council on any matter not pertaining to

the firms lobbying efforts for the County. The vote in favor was unanimous.

- Consent**
15. Increase Detention Center Officer Starting Salaries – The committee recommended that Council direct staff to conduct a County-wide compensation study to include all County employees. County Administration will attempt to identify funding in FY 12 to complete the study and have the results available for the FY 13 budget process. An RFP should be completed within 90 days from notice to proceed with the compensation study. The vote in favor was unanimous.
 16. Caughman Creek Property Purchase Agreement – The committee forwarded this item to Council without a recommendation. The committee directed staff to provide the appraised value of the property to Council prior to the next Council meeting.
 17. Action to Make Certain Department Heads with Contractual Responsibility on At Will Employment Status – The committee deferred this item to its October committee meeting.

Staffed by Randy Cherry