

MINUTES OF



**RICHLAND COUNTY COUNCIL
ADMINISTRATION AND FINANCE COMMITTEE
TUESDAY, MAY 24, 2011
6:00 P.M.**

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.

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MEMBERS PRESENT

Chair: L. Gregory Pearce, Jr.
Member: Damon Jeter
Member: Gwendolyn Davis Kennedy
Member: Jim Manning
Member: Seth Rose

ALSO PRESENT: Paul Livingston, Bill Malinowski, Valerie Hutchinson, Norman Jackson, Joyce Dickerson, Milton Pope, Tony McDonald, Sparty Hammett, Randy Cherry, Larry Smith, Stephany Snowden, Tamara King, Melinda Edwards, Dale Welch, David Chambers, Michael Byrd, Daniel Driggers, Monique Walters, Michelle Onley

CALL TO ORDER

The meeting started at approximately 6:05 p.m.

APPROVAL OF MINUTES

April 26, 2011 (Regular Session) – Mr. Jeter moved, seconded by Mr. Manning, to approve the minutes as amended. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Manning moved, seconded by Mr. Jeter, to adopt the agenda as distributed. The vote in favor was unanimous.

ITEMS FOR ACTION

Clerk of Council Job Vacancy – Mr. Manning moved, seconded by Mr. Rose, to table this item in committee pending the outcome of the study regarding the Clerk's position. The vote in favor was unanimous.

Council Member Expense Account Policy Guidelines – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve Alternative #1: "Approve the motion to move to amend the Council's expense account policy by issuing each Council Member a credit card. The vote in favor was unanimous.

Emergency Services Purchase Orders – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve Alternative #1: "Approve the purchase orders and contracts to have uninterrupted service beginning July 1, 2011." The vote in favor was unanimous.

Property Insurance for 2011-2012 – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve The vote in favor was unanimous.

POINT OF PERSONAL PRIVILEGE – Mr. Jeter recognized that Jeanette McBride, Clerk of Court and Chief Magistrate Simon were in the audience.

Purchase additional Shelving in Family Court, Civil Records, Criminal Records and Archives Room – Mr. Manning moved, seconded by Mr. Rose, to forward this item to Council with a recommendation to approve the use of \$79,000.00 for the purchase of additional shelving in Family Court, Civil Records, Criminal Records and the Archive Rooms. In addition, OnBase software will be purchased in order to scan documents in Family Court. The vote in favor was unanimous.

Relocation of Sheriff's Department Region Two Substation to Decker Mall – Mr. Manning moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve Alternative #2: "Approve the motion to relocate the Sheriff's Department's Region Two Substation to Decker Mall, as well as the County's Central Court, and use up to \$7 million of the remaining 2010 bond issue to renovate the facility." The vote in favor was unanimous.

Renaissance Foundation MOU Extension – Mr. Rose moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve the MOU extension for the Renaissance Foundation that includes previously approved funding through FY14 and current reporting guidelines. The vote in favor was unanimous.

Revise Richland County Human Resources Guidelines for Exit Interviews – Mr. Manning moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation for approval. The vote in favor was unanimous.

Volunteer Fire Operations Insurance – Mr. Rose moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve the purchase of volunteer fire operations insurance for FY 2011-2012. The vote in favor was unanimous.

ADJOURNMENT

The meeting adjourned at approximately 6:33 p.m.

Submitted by,

L. Gregory Pearce, Jr., Chair

The minutes were transcribed by Michelle M. Onley