

# MINUTES OF



**RICHLAND COUNTY COUNCIL  
ADMINISTRATION AND FINANCE COMMITTEE  
TUESDAY, SEPTEMBER 27, 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, Kelvin Washington, Milton Pope, Tony McDonald, Sparty Hammett, Roxanne Ancheta, Sara Salley, Randy Cherry, Larry Smith, Stephany Snowden, Chris Eversmann, Buddy Atkins, Geo Price, Bill Peters, John Hixon, Paul Alcantar, Rodolfo Callwood, Alonzo Smith, Michael Byrd, Valeria Jackson, Brad Farrar, Monique Walters, Michelle Onley

## **CALL TO ORDER**

The meeting started at approximately 6:02 p.m.

## **APPROVAL OF MINUTES**

**July 26, 2011 (Regular Session)** – Mr. Rose moved, seconded by Mr. Jeter, to approve the minutes as distributed. The vote in favor was unanimous.

## **ADOPTION OF AGENDA**

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

## ITEMS FOR ACTION

**Annual Renewal of the Fleet Maintenance and Repair Contract** – Mr. Manning moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve Alternative #1: “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.” A discussion took place.

The vote in favor was unanimous.

**Automatic Vehicle Location Systems-Sheriff’s Department** – Mr. Rose moved, seconded by Mr. Manning, to forward this item to Council with a recommendation to approve staff’s recommendation: “Approval of the \$300,000, which was the full amount requested and approved during the FY12 budget process. The additional \$325,203 required would be funded by using \$100,000 from the FY11 Sheriff Department vehicle bond and the remaining \$225,203 would be funded by using the FY12 Sheriff Department vehicle bond. The FY12 funding will then be re-appropriated in the Sheriff’s FY13 budget.” A discussion took place.

The vote in favor was unanimous.

**County Council Shirts** – Mr. Jeter moved, seconded by Mr. Rose, to direct the Public Information Office to bring no more than 3 design options with pricing information to the committee for consideration. The options will then be forwarded to full Council.” A discussion took place.

The vote was in favor.

**C&D Disposal Services Contract** – Mr. Rose moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve staff’s recommendation: “Approve the award of a contract to Loveless and Loveless, the lowest responsive bidder, at \$8.25 per ton. “ The vote in favor was unanimous.

**Construction Services/Airport Tree Obstruction Removal-Cherokee Inc. Contract** – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve Alternative #1: “Approve the request to authorize executing a contract for Airspace Tree Obstruction Removal construction phase services. This will permit the removal of trees surrounding the airport which have grown into the airspace which will enhance safety and ensure compliance with our Federal Grant obligations. A discussion took place.

The vote in favor was unanimous.

**Professional Services/Airport Tree Obstruction Removal-LPA Group** – Mr. Jeter moved, seconded by Mr. Rose, to forward this item to Council with a recommendation to

approve Alternative #1: "Approve the request to authorize executing a contract for Airspace Tree Obstruction Removal construction phase professional services. This will permit the removal of trees surrounding the airport which have grown into the airspace which will enhance safety and ensure compliance with our Federal Grant obligations." The vote in favor was unanimous.

**HUD Grant for Neighborhood Improvement** – Mr. Rose moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve staff's recommendation: "Approve the request the HUD grant, if awarded, that will fund the development of the Hopkins Strategic Community Master Plan." A discussion took place.

The vote in favor was unanimous.

**CDBG and HOME Administrative Shortfall** – Mr. Jeter moved, seconded by Mr. Rose, to forward this item to Council with a recommendation to approve Alternative #1: "Approve the request to transfer \$48,641 from NIP to the CD Department. The CD Department would then continue to operate under the FY11-12 Action Plan." A discussion took place.

The vote was in favor.

**Emergency Services Radio Purchase** – Mr. Manning moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve Alternative #1: "Approve the purchase of radios from Motorola in the amount of \$258,885.43." The vote in favor was unanimous.

**Emergency Supplies and Equipment Purchase Orders** – Ms. Kennedy moved, seconded by Mr. Manning, to forward this item to Council with a recommendation to approve Alternative #1: "Approve the purchase orders including the award to South Eastern Medical for \$131,439.60." The vote in favor was unanimous.

**Internal Auditor Engagement** – Mr. Manning moved, seconded Mr. Jeter, to defer this item until the October A&F Committee meeting. The vote in favor was unanimous.

**Transfer of Position from Dentsville Magistrate to Administrative Magistrate** – Ms. Kennedy moved, seconded by Mr. Manning, to forward this item to Council with a recommendation to approve Alternative #1: "Approve the request to transfer the Summary Court Law Clerk position from the Dentsville Magistrate to Administrative Magistrate."

**Lobbyists' Interaction with Council on Certain Matters** – Mr. Jeter moved, seconded by Mr. Manning, to forward this item to Council with a recommendation to direct staff to draft 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. A discussion took place.

The vote in favor was unanimous.

**Increase Detention Center Officer Starting Salaries** – Ms. Kennedy moved, seconded by Mr. Jeter, to forward this item to Council with a recommendation to approve staff's recommendation: "Conduct a County-wide compensation study. Administration will attempt to identify the funding in FY12 to complete the study and have the results available for the FY13 budget process. This would address the salary needs for the Detention Center as well as other county-wide employees." The RFP should be completed within 90 days from notice to proceed with the compensation study. A discussion took place.

The vote in favor was unanimous.

**Caughman Creek Property Purchase Agreement** – Mr. Rose moved, seconded by Mr. Manning, to forward this item to Council without a recommendation. The vote in favor was unanimous.

**Action to Make Certain Department Heads with Contractual Responsibility on At Will Employment Status [Possible Executive Session Item]** – This item was deferred until the October A&F Committee meeting.

#### ADJOURNMENT

The meeting adjourned at approximately 7:00 p.m.

Submitted by,

L. Gregory Pearce, Jr., Chair

The minutes were transcribed by Michelle M. Onley