

**MINUTES OF**



**RICHLAND COUNTY COUNCIL  
ADMINISTRATION AND FINANCE COMMITTEE  
TUESDAY, OCTOBER 23, 2012  
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: Damon Jeter  
Member: Joyce Dickerson  
Member: Norman Jackson  
Member: Greg Pearce

Absent: Paul Livingston

**ALSO PRESENT:** Bill Malinowski, Valerie Hutchinson, Gwendolyn Davis Kennedy, Jim Manning, Tony McDonald, Sparty Hammett, Roxanne Ancheta, Daniel Driggers, Tracy Hegler, John Hixon, Sara Salley, Elizabeth McLean, Amelia Linder, Valeria Jackson, Hayden Davis, Monique Walters, Michelle Onley

**CALL TO ORDER**

The meeting started at approximately 6:03 p.m.

**APPROVAL OF MINUTES**

**September 25, 2012 (Regular Session)** – Ms. Dickerson moved, seconded by Mr. Pearce, to approve the minutes as distributed. The vote in favor was unanimous.

**ADOPTION OF AGENDA**

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

## ITEMS FOR ACTION

**General Obligation Bonds for the Richland County Recreation Commission** – Mr. Pearce moved, seconded by Ms. Dickerson, to forward to Council a recommendation to direct the Chair to appoint an ad hoc committee consisting of the Council liaisons to the Recreation Commission and staff to obtain additional information and work on possible options for operational dollars for the Recreation Commission. The ad hoc committee is to bring back recommendation to Council. A discussion took place.

The vote in favor was unanimous.

**Changes to Employee Handbook—Promotion Probation** – Mr. Pearce moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation to approve the proposed language and amend the appropriate documents as necessary. “Department Heads will no longer have the option to require promoted employees to serve a promotional probationary period in his/her new job. Newly promoted employees will not serve a probationary period.” The vote in favor was unanimous.

**Santee Wateree Transit Authority Motion and COG Transit Analysis** – Mr. Jackson moved, seconded by Mr. Pearce, to forward this item to Council with a recommendation to keep the FY13 SWRTA funding and services currently provided by SWRTA in Richland County intact and to proceed with the COG transit analysis. Once the analysis has been completed recommendations will be brought back to Council. A discussion took place.

The vote in favor was unanimous.

**IT Server Room HVAC Upgrade** – Mr. Pearce moved, seconded by Mr. Jackson, to forward this item to Council with a recommendation to authorize the Procurement Department to enter into and award a contract with Cullum Mechanical for improvements to the IT server room HVAC system to include installing the redundant emergency system.

The vote in favor was unanimous.

**Ridgewood Monticello Road Streetscape Project (Bid Award Approval and Commercial Lighting Fee)** – Mr. Jackson moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation to approve the bid of \$315,815.20 to be awarded to Cherokee Construction for Monticello Road Streetscape construction (Phase I) and approve the revised lighting agreement between SCE&G and Richland County, contingent upon revisions by the Legal Department. The vote in favor was unanimous.

**Broad River Road Corridor Lighting Project** – Ms. Dickerson moved, seconded by Mr. Jackson, to forward this item to Council with a recommendation to approve the request to install the 33 lights within the Broad River Road Corridor and Community Study area, contingent upon revisions by the Legal Department. The vote in favor was unanimous.

**Conversion of a Part-Time Paralegal Position to a Full-time Paralegal Position** – Mr. Pearce moved, seconded by Ms. Dickerson, to forward this item to Council with a recommendation to approve the request to convert a part time paralegal position to a full time position. The vote in favor was unanimous.

**Executive Session: Personnel Matter** – Mr. Pearce moved, seconded by Mr. Jackson, to go into Executive Session to discuss a personnel matter.

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**The Committee went into Executive Session at approximately 6:30 p.m. and came out at approximately 7:03 p.m.**  
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The meeting recessed at approximately 7:03 p.m. and reconvened at approximately 7:20 p.m.

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**The Committee went into Executive Session at approximately 7:21 p.m. and came out at approximately 8:18 p.m.**  
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**ADJOURNMENT**

The meeting adjourned at approximately 8:18 p.m.

Submitted by,  
Damon Jeter, Chair

The minutes were transcribed by Michelle M. Onley