

RICHLAND COUNTY COUNCIL

SOUTH CAROLINA

ADMINISTRATION & FINANCE COMMITTEE

July 28, 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

Ms. Dixon called the meeting to order at approximately 6:00 PM

APPROVAL OF MINUTES

Regular Session: June 23, 2015 – Ms. Dickerson moved, seconded by Mr. Washington, to approve the minutes as distributed. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Livingston moved, seconded by Ms. Dickerson, to adopt the agenda as published. The vote in favor was unanimous.

ITEMS FOR ACTION

Amending Section 2-261. Geographic Information System (GIS), so as to eliminate the fees for GIS data – Mr. Manning moved, seconded by Ms. Dickerson, to defer this item until the September Committee meeting. The vote in favor was unanimous.

Solid Waste Roll Carts Contract – Mr. McDonald stated the current 5-year contract has concluded; therefore, the contract has been re-bid. The bid was a best value bid, which means price is a vital component but the quality of the service and/or product being purchased also factors in to the decision. The Procurement Department and selection committee chose Rehrig in the amount \$314,979.60.

Mr. Washington inquired as to the location of the vendors who bid on the contract.

Mr. Curtis stated Rehrig's headquarters is in California, Otto's and Schaefer's headquarters are in Charlotte, North Carolina.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to award the Solid Waste Department's curbside roll cart supply contract to Rehrig Pacific. The vote was in favor.



Council Members Present

Greg Pearce, Chair
District Six

Joyce Dickerson
District Two

Paul Livingston
District Four

Jim Manning
District Eight

Kelvin E. Washington, Sr.
District Ten

Others Present:

Bill Malinowski
Norman Jackson
Torrey Rush
Damon Jeter
Tony McDonald
Sparty Hammett
Warren Harley
Brandon Madden
Michelle Onley
Larry Smith
Amelia Linder
Roxanne Ancheta
Chad Fosnight
Ismail Ozbek
Daniel Driggers
Rudy Curtis
Tracy Hegler
Quinton Epps
Geo Price
Ashley Powell
Janet Claggett
Cheryl Patrick
Valeria Jackson

Administration & Finance Committee

Tuesday, July 28, 2015

Page Two

Richland County Sheriff's Department COPS Hiring Program Grant: 1 Full Time Employee; 25% Grant

Match – Mr. Pearce stated this item is to add a deputy for the Town of Eastover. It was not a part of the budget; therefore, there was no grant match money appropriated. The grant would require a match of \$41,338 for the 3-year grant. At the end of the grant period, the cost would be bore by the Sheriff's Department.

Mr. McDonald stated staff's recommendation is the cost to be absorbed by the Town of Eastover, as well as, at the end of the 3-year grant period.

Mr. Washington moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve a COPS Hiring Program grant to fund a dedicated Sheriff Patrol Officer for the Town of Eastover, including the 25% grant match of \$41,338.

Major Cowan stated it is his understanding the Town of Eastover will be responsible for a percentage of the match and after the 3-year grant period the town will pick up 100% of the costs.

Mr. Malinowski inquired if an IGA will be in place between the Sheriff's Department and the Town of Eastover.

Mr. McDonald stated the reason this item is before the committee is because when a grant requires a match, and especially one that a position is attached to, must be approved by Council.

The vote was in favor.

Approval of FY15-16 Budgets within the FY15-16 Annual Action for Community Development Department Federal Funds -- the Town of Eastover

– Ms. Dickerson moved, seconded by Mr. Washington, to forward this item to Council with a recommendation to approve the FY15-16 estimated budgets for CDBG and HOME to be found in the FY15-16 Action Plan due to HUD by August 14, 2015.

Mr. Malinowski inquired about the Lower Richland Sewer Tap Connection for low-income citizens and the Hollywood Hills Project (Sewer Continuation).

Mr. McDonald stated the Lower Richland Sewer Tap Connection for low-income citizens is a supplement for the funding that has previously been allocated.

Ms. Jackson stated the Hollywood Hills Project is a continuation of Phase I in Council District Seven.

The vote in favor was unanimous.

Authorization to Increase the FY15 Buck Consultants Purchase Order Over \$100,000 – Mr. McDonald stated the reason this is before Council is the amount exceeds the limit of the County Administrator.

Ms. Dickerson moved, seconded by Mr. Manning, to forward to Council with a recommendation to approve the request to grant the Human Resources Department authorization to increase the Buck Consultants blanket purchase order to a maximum limit of \$125,000. The vote in favor was unanimous.

Bond Issuance – 2015 – Mr. McDonald stated the County's bonding capacity this year is \$15 million; therefore, it is his suggestion that the following items be bonded this year: (1) Sheriff's Department – Vehicle Replacement: \$2.5 million ; (2) Sheriff's Department – Vehicle Equipment: \$700,000; (3) Emergency Medical Services – Vehicle Replacement: \$2.0 million; and (4) County Facility Improvement Plan: \$2.1 million for a total of \$7.3 million and hold the additional \$8.2 million bonding requests in abeyance.

Administration & Finance Committee
Tuesday, July 28, 2015
Page Three

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the Administrator's recommendation outlined above. The vote in favor was unanimous.

Candlewood—Catalyst 3 Neighborhood Park—Parcel Acquisition and Subsequent Deed to Richland County Recreation Commission for Park Maintenance – Mr. Manning moved, seconded by Mr. Washington, to forward to Council with a recommendation to approve the acquisition of the identified parcel of land for public use at the appraised value of \$73,000 and initiate the process to deed 1 acre of the site to RCRC for construction and maintenance of a recreational shelter utilizing the 2008 Recreation Bond.

Ms. Hegler stated the acre of land deeded to the Recreation Commission would be maintained by them.

The vote in favor was unanimous.

General Contractor Service for New Coroner's Facility – Mr. McDonald stated this item is the property the County purchased through a bond issue to relocate the Coroner's Office from its current location. The bids have been solicited and the lowest bidder received was from Solid Structures for \$1,427,800.

Mr. Manning moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to enter into a contract with Solid Structures in an amount not to exceed \$1,427,800. The vote was in favor.

Magistrate – Arcadia Lakes Intergovernmental Service Contract to Provide for Richland County Magistrate Caroline W. Streater to Serve as the Town of Arcadia Lake's Municipal Court Judge – Mr. McDonald stated there was one clarification on this item. The Legal Department has suggested more standard language in the IGA instead of the language suggested by Judge Streater.

Mr. Washington inquired if there was a physical location where court is held in Arcadia Lakes.

Judge Simons stated the location is the Town of Arcadia Lakes. There are requirements for a municipality to have a municipal judge, but the Arcadia Lakes Municipal Court Judge has never heard a case.

Mr. Manning moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve entering into an Intergovernmental Service Contract with the Town of Arcadia Lakes to for provide the Richland County Magistrate Caroline W. Streater to serve as the Town of Arcadia Lakes' Municipal Court Judge. The vote in favor was unanimous.

Magistrate – Town of Eastover Intergovernmental Service Contract to Provide for Eastover Magistrate Donald Simons to Serve as the Town of Eastover Municipal Court Judge – Mr. Washington moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to enter into an intergovernmental service contract with the Town of Eastover to provide for Eastover Magistrate Donald Simons to serve as the Town of Eastover Municipal Court Judge. The vote in favor was unanimous.

Magistrates, Authorization of Design/Build Policy for Dentsville, Hopkins, and Upper Township District Magistrate Offices – Mr. McDonald stated there are three (3) magistrate offices that are slated to be moved out of rented space. Dentsville and Hopkins are presently holding court at the Huger Street location. Judge Simons has suggested a "design/build" concept, which will assist with getting the facilities online quicker.

Administration & Finance Committee

Tuesday, July 28, 2015

Page Four

Mr. McDonald stated once these three magistrates are relocated there will only be four magistrates remaining in rented/leased space.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request to authorize the "design/build" method of contracting as outlined in Ordinance Section 2-598(a), Competitive Purchasing Policy, General Provisions, for three district magistrate offices to include Dentsville, Hopkins, and Upper Township. The vote in favor was unanimous.

Relocation of Sheriff Training Division – Major Cowan stated the Sheriff's Department has been discussing with Council about moving the training and K9 divisions from the present location. A partnership presented itself recently wherein the Recreation Commission agreed to move the Sheriff's Department from the Crane Creek location to the Denny Terrace facility. The Denny Terrace facility will put the Sheriff's Department in 3900 sq. ft. opposed to the 1300 sq. ft. they are presently in.

Major Cowan assured Mr. Livingston the community will be allowed to continue utilization of the space.

Mr. Livingston moved, seconded by Ms. Dickerson, to forward to Council with a recommendation to approve the request for the Sheriff's Department to move the Training Division to both meet current, as well as future needs, of the Department.

ADJOURNMENT

The meeting adjourned at approximately 6:50 PM.

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