

**RICHLAND COUNTY COUNCIL
ADMINISTRATION AND FINANCE COMMITTEE
TUESDAY, July 23, 2002
6:00 P.M.**

MEMBERS PRESENT: Anthony Mizzell, Chair; Joan Brady; Paul Livingston; Kit Smith; James Tuten

OTHERS PRESENT: Joseph McEachern, Susan Brill, L. Gregory Pearce, Jr., J.D. "Buddy" Meetze, Bernice G. Scott, Thelma M. Tillis, T. Cary McSwain, Larry Smith, Carrie Neal, Michelle Cannon-Finch, Milton Pope, Tony McDonald, Pam Davis, Roxanne Matthews, Ashley Jacobs, Marsheika G. Martin, Stephany Snowden, Michael Criss, Michael Byrd

CALL TO ORDER – The meeting was called to order at approximately 6:00 p.m.

APPROVAL OF MINUTES – June 25, 2002 – Ms. Brady moved, seconded by Mr. Tuten, to approve the minutes. The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Mizzell stated with unanimous consent the addendum would be added to the agenda as item-F. There were no objections.

Mr. McSwain requested to add a Resolution for USA Canoe/Kayak. Mr. Mizzell stated this would be added as item-G.

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

ITEMS FOR ACTION

a. Administration: Police Retirement

Ms. Smith moved, seconded by Mr. Livingston, to consider a budget amendment appropriating \$90,000.00 from the General Fund for the conversion of several employees' service time from Regular Retirement to Police Retirement and forward to the Special Called Meeting. The vote in favor was unanimous.

b. Treasurer's Office: Budget Amendment

Mr. McSwain requested approval of a budget amendment in the amount of \$35,218.00 for the Treasurer's Department. He stated this amount would be taken from the Fund Balance.

Ms. Smith moved, seconded by Ms. Brady, to approve this item and forward to the Special Called meeting for action. The vote in favor was unanimous.

c. Conservation Commission: Bond Issuance/Funding Alternatives

A request to approve a bond in the amount of \$2 million for the purpose of providing funding for the mission of the Conservation Commission established by Richland County Council.

Ms. Smith moved, seconded by Mr. Brady, to forward this item to the Special Called Meeting with a recommendation of holding a Work Session in September for further discussion and then move it to Council from that Work Session. The vote in favor was unanimous.

d. Public Safety Month Proclamation

Mr. McSwain requested for the month of September to be recognized as Public Safety Month annually.

Mr. Livingston moved, seconded by Mr. Tuten, to approve this item and Mr. McSwain's request and forward to the Special Called Meeting. The vote in favor was unanimous.

e. Public Safety Month Resolutions

- 1. Animal Care – Support of Community**
- 2. Coroner's Office – Support of Community**
- 3. Detention Center – Support of Community**
 - a. Genita Burroughs – Corrections Supervisor of the Year**
 - b. Captain Vivian Coley – Certified Jail Manager**
 - c. Captain David Gundler – Certified Jail Manager**
 - d. Captain William Refo – Certified Jail Manager**
- 4. Emergency Services – Support of Community**
 - a. Michael Byrd - EMS Director of the Year**
 - b. Alex Dew – EMT of the Year**
 - c. Donald Davis – Intermediate EMT of the Year**
 - d. Sherwood Toatley – Telecommunicator of the Year**
- 5. Public Works – Support of Community**
- 6. Sheriffs Department – Support of Community**
 - a. Deputy Chief Samuel Berkheimer – Law Enforce. Admin of the Year**
 - b. Investigator Chandra Cleveland – School Resource Officer of the Year**
 - c. Deputy Michael Cubelli – Medal of Valor**
 - d. Deputy Matt Ellis – Deputy of the Year**
 - e. Deputy Jerry Hurd – Injured in the line of duty**
 - f. Sheriff Leon Lott – Silver Scales of Justice**
 - g. Deputy Jeanette Mazur-Taylor – Deputy of the Year**
 - h. Deputy Woodrow Medlin – Medal of Valor**
 - i. Deputy John Ratchford – Medal of Valor**
 - j. Captain Marty Reeves – Officer of the Year**
 - k. Deputy James Richardson – Deputy of the Year**
 - l. Cpl. Ruben Santiago – Officer of the Year**
 - m. Corporal Heidi Scott – D.A.R.E. Officer of the Year**
 - n. Lieutenant Bill Slicker – Officer of the Year**
 - o. Deputy Miles Weaver – Injured in the line of duty**

Mr. McSwain requested for Council to forward this item to the Special Called Meeting without reference as a part of the Public Safety Month awards and recognitions. He stated Ms. Stephany Snowden, Senior Public Information Officer, is preparing other events at which time Public Safety personnel will also be recognized.

Ms. Scott directed staff to include the Volunteer Firefighters.

Ms. Smith moved, seconded by Mr. Livingston, to approve this item and forward to the Special Called Meeting for consideration of adoption.

Ms. Brady requested an amendment to include the Volunteer Firefighters.

Ms. Smith/Mr. Livingston accepted the amendment. The vote in favor was unanimous.

ADDENDUM

I. ITEMS FOR ACTION

a. EMS: Grant Award

A request to obtain Council's approval to accept an EMS DHEC grant for improvements in EMS.

Mr. Livingston moved, seconded by Ms. Brady, to approve this item and forward to the Special Called Meeting. The vote in favor was unanimous.

b. Resolution for supporting the relocation of the USA Canoe/Kayak Organization of Richland County

Mr. McSwain gave a brief overview.

Mr. Livingston moved, seconded by Ms. Brady, to approve the resolution and forward to the Special Called Meeting. The vote in favor was unanimous.

ITEMS PENDING ANALYSIS - THERE ARE NO ITEMS FOR THIS SECTION.

ITEMS FOR DISCUSSION/INFORMATION – There are no items for this section.

ADJOURNMENT – The meeting adjourned at approximately 6:15 p.m.

Submitted by,

Anthony Mizzell
Chair

The minutes were transcribed by Marsheika G. Martin

Richland County Council Request of Action

Subject: Radio Service Agreement

A. Purpose

County Council is requested to approve the renewal of a contract in the amount of \$430,000 to continue service with Motorola Communications (Palmetto 800).

B. Background / Discussion

The Sheriff's Department uses the Motorola Palmetto 800 radio system for all of its communications. Without it we cannot communicate with any of our vehicles.

C. Financial Impact

The renewal of this contract amounts to \$430,000 and was budgeted for this fiscal year (line item 5221.1). No additional funds are necessary.

D. Alternatives

1. Approve the continued payment of user fees to Motorola.
2. Solicit bids from other communication providers.
3. Build our own radio system.

E. Recommendation

It is recommended Council approve the request to continue service with Motorola Communications.

Recommended by: Hubert Harrell Department: RCSD Date: 07/16/02

F. Approvals

Finance

Approved by (Finance Director): Carrie Neal Date: 09/12/02

Comments:

Approved by (Budget Director): Date:

Comments:

Procurement

Approved by: - did not review - Date:

Comments:

Legal

Approved as to form by: Amelia R. Linder Date: 09/19/02

Comments:

Administration

Approved by: J. Milton Pope Date: 9-19-02

Comments:

Richland County Council Request of Action

Subject: Workers Compensation Coverage for Voluntary Constables

A. Purpose

Council is requested to approve workers' compensation coverage in the South Carolina Counties Workers Compensation Trust for state constables voluntarily working for the Richland County Sheriff.

B. Background / Discussion

Anti-terrorism bill H 4416, which was signed by the Governor on July 2, 2002, requires approval and funding by the governing body to have workers' compensation coverage for a county's voluntary constables.

In July 1999 County Council approved workers' compensation coverage for "voluntary deputies." Although the discussion concerned the reserve deputies, a subsequent legal interpretation by the SCCWCT indicated the definition of "voluntary deputies" included state constables. However, the recent legislation places the state constables in a separate category of "voluntary deputies" that requires approval by County Council.

C. Financial Impact

The financial impact associated with this request should be minimal. According to Risk Management, the County should experience one or two workers' compensation claims a year from voluntary constables. The county has already budgeted 02-03 coverage for voluntary deputies, which would have included voluntary constables.

D. Alternatives

1. Approve the request to cover voluntary constables for workers' compensation.
2. Disapprove the request to cover voluntary deputies for workers' compensation.

E. Recommendation

The Richland County Sheriff's Department recommends that County Council approve workers' compensation coverage for voluntary constables.

Recommended by: Chief Hubert Harrell Department: RCSD Date: July 2002

F. Approvals

Finance

Approved by (Finance Director): Carrie H. Neal Date: 9/12/02
Comments:

Approved by (Budget Director): Daniel Driggers Date: 9/12/02
Comments:

Legal

Approved as to form by: Amelia R. Linder
Comments:

Date: 09-13-02

Administration

Approved by: J. Milton Pope
Comments:

Date: 9-13-02

Richland County Council Request of Action

Subject: Budget Amendment for Magistrates' New Positions

A. Purpose

This item seeks Council approval of a budget amendment of \$16,109 for Pontiac Magistrate and \$16,109 for Hopkins Magistrate.

B. Background/Discussion

During the budget process for FY 2002/2003, the magistrates requested two new Summary Law Clerk positions. However, these positions were not recommended for funding for the FY 2002/2003 budget year.

These positions are needed to ensure proper filing, tracking, and disposing of all paperwork related to an increase in the workload for both offices last year. These new positions should eliminate the need for overtime and a part-time position.

C. Financial Impact

The impact to the FY 2003 General Fund budget will be an increase of \$32,218. The funding source is use of fund balance. The annualized impact in future years will be \$61,636, increasing approximately six percent annually.

D. Alternatives

1. Approve the request for the budget amendment.
2. Deny the request for a budget amendment.

E. Recommendation

It is recommended that County Council approve the budget amendment for Pontiac and Hopkins Magistrate's FY 2002/2003 budget.

Recommended by: William Womble, Chief Magistrate Date: 09/11/02

F. Approvals

Finance

Approved by (Finance Director): Date: 09/12/02

Comments: I am denying this request for a Budget amendment based on application of Fund Balance in fiscal year 2002-2003. Consider review of this request again at mid- year after we determine that the County's revenue picture has improved and the Fund Balance can absorb this increase this fiscal year and the overall operating Budget can responsibly absorb this increase for future years.

Approved by (Budget Director): Date: 9/12/02

Comments: Not recommended for approval due to use of fund balance. Council has directed that the General Fund undesignated balance be maintained at a level sufficient to fund 4 months of expenditures or approximately \$29.2 million.

Undesignated fund balance at 6/30/01 was \$19.7 million or sufficient to fund 2 .7 months of expenditures.

Legal

Approved as to form by: Amelia R. Linder

Date: 09-12-02

Comments:

Administration

Approved by: J. Milton Pope

Date: 9-12-02

Comments: Not recommended for approval due to use of fund balance.

Richland County Council Request of Action

Subject: Solid Waste Fees Charged to Municipalities

A. Purpose

Council is requested to consider an amendment to the fee structure in the Solid Waste Department by which municipalities are charged for disposal at the County's C & D landfill.

B. Background / Discussion

As part of the FY 2002-03 Solid Waste budget, the Council, at the staff's recommendation, agreed to begin charging the County's municipalities for solid waste disposal at the County's C & D landfill. In the past, municipalities have been allowed to dispose of waste at the landfill at no cost, with the exception of the City of Columbia, which the Council voted to begin charging for disposal in the year 2000. As a result of the decision to charge the City of Columbia, the City began using a private landfill for its disposal.

The staff's recommendation to begin charging disposal fees to the remaining municipalities was predicated on two issues:

- the revenue generated by the municipal fees was part of the strategy to financially support the operations of the Solid Waste Department, which operates as an enterprise fund and has run a deficit for the last two years; and
- charging the municipalities would be consistent with the Council's action in 2000 to begin charging the City of Columbia for disposal.

Since the implementation of the municipal disposal fee in July 2002, a couple of the municipal representatives have expressed concerns that the smaller municipalities are not as well equipped to pay the fee as the larger municipalities due to budgetary constraints. In response, Council Member Joan Brady has proposed that the disposal fee only apply once a municipality reaches a certain tonnage level. Under this proposal, municipalities could dump up to 5,500 tons at no cost; any tonnage above this amount would be charged at the standard landfill disposal rate, which is \$18.50 per ton.

C. Financial Impact

The municipal tipping fee was estimated to generate \$160,400 in revenue for FY 2002-03. During the previous fiscal year, of the three municipalities that use the County's landfill, Arcadia Lakes, Forest Acres and Irmo, none exceeded the 5,500-ton proposed cap. Establishing the 5,500-ton cap as proposed, therefore, would completely diminish the projected revenue. In this case, alternative revenue sources would have to be identified.

D. Alternatives

1. Continue to require that municipalities pay the standard tipping fee for all waste disposed of at the County's C & D landfill.
2. Allow each municipality to dispose of up to 5,500 tons at no cost and require the municipality to pay the standard tipping fee of \$18.50 per ton for all tonnage above 5,500.

3. Establish a no-charge tonnage cap, as in Alternative 2 above, but at a level other than 5,500 tons.
4. Establish a no-charge tonnage cap at \$5,500 (Alternative 2 above), but phase out the cap over the next two years, with the cap reducing to \$2,500 in FY 04 and to \$0 in FY 05. This will allow the municipalities a two-year period in which to make the necessary financial arrangements to begin paying the disposal fee.
5. Delete the tipping fees for municipalities altogether.

E. Recommendation

The proposed limit on municipal tipping fees is a policy decision and is, therefore, left to the discretion of the Council. It should be emphasized, however, that the proposed limit would result in a loss of revenue to the Solid Waste Division in the approximate amount of \$160,000, which would have to be made up from other sources.

Recommended by: Tony McDonald Department: Administration Date: 09/13/02

F. Approvals

Finance

Approved by (Finance Director): Carrie H. Neal Date: 9/16/02
Comments: Emphasizing again that approval would result in a loss of revenue which would have to be made up from other sources.

Approved by (Budget Director): Daniel Driggers Date: 9/17/02
Comments: It is not recommended that this be approved unless either a specific revenue source is identified to contribute the revenue loss or a specific expenditure equal to the revenue shortfall be identified to be deferred. As discussed during the budget process, the Solid Waste Fund had a negative cash flow for operating activities for four consecutive years ending 6/30/01, totaling more than \$1.4 million. The approved 2003 budget implemented a multi-year plan to improve the financial position of the fund.

Public Works

Approved by: Christopher S. Eversmann, PE Date: Sept 17, 2002
Comments: Approval of alternative # 5 is strongly recommended against. In addition for the finance and "business" reasons stated above is the issue of fairness and consistency. Residents of the City of Columbia pay for their own "C & D" disposal through use of an alternative landfill (as a result of our direction in the past). Also, as part of the FY-03 budget process, the unincorporated curbside collection program *also* pays of their "C & D" disposal (at the Richland County landfill and the other C & D landfill used). Allowing "free" access to smaller municipalities will undermine the integrity of the Solid Waste Enterprise Fund. Analysis shows that we did not charge for a *majority* of the landfill space used last FY. We must reverse that trend. The Council should consider that any lost revenue due to a phased approach would have to be made up elsewhere. The Department of Public Works staff recommends Alternative # 1.

Legal

Approved by: Amelia R. Linder

Date: 09/17/02

Comments: An ordinance amendment will be required for any alternative other than alternative # 1.

Administration

Approved by: Tony McDonald

Date: 9/18/02

Comments: The proposed limit on municipal tipping fees is a policy decision and is, therefore, left to the discretion of the Council. It should be emphasized, however, that the proposed limit would result in a loss of revenue to the Solid Waste Division in the approximate amount of \$160,000, which would have to be made up from other sources. At this time, no alternative funding sources have been identified.

Richland County Council Request of Action

Subject: Firefighters' Pay Raise

A. Purpose

Council is requested to approve a budget amendment providing the City of Columbia with \$75,000 for a 2.5% salary increase for all firefighters in Richland County.

B. Background / Discussion

Richland County has an agreement with the City of Columbia to provide fire service to County residents and provides funding to the City of Columbia for this purpose. The Columbia City Council has approved a 2.5% pay increase for all firefighters in the FY 2002/2003 budget. This increase will require a \$75,000 budget amendment. These funds are to be provided by an expected surplus from last fiscal year's Fire Service budget. (Final numbers from this fund have not yet been provided, however.)

C. Financial Impact

This request will require a \$75,000 budget amendment to the City of Columbia. Funds are to be taken from unspent funds from last fiscal year's Fire Service budget. No additional funds should be necessary.

D. Alternatives

1. Approve a budget amendment in the amount of \$75,000 to provide firefighters with a 2.5% salary increase, contingent upon funding being provided by a surplus from last year's Fire Service budget.
2. Do not approve the budget amendment and return any surplus Fire funds to the General Fund, but further strain the relationship with firefighters.

E. Recommendation

This is a policy decision best left to County Council.

Recommended by: staff Department: Administration Date: 09/17/02

F. Approvals

Finance

Approved by (Finance Director): _____ Date: _____
Comments: _____

Approved by (Budget Director): _____ Date: _____
Comments: _____

Legal

Approved by: _____ Date: _____
Comments: _____

Administration

Approved by:

Comments:

Date:

Richland County Council Request of Action

Subject: One Acre Land Donation

A. Purpose

Council is requested to consider accepting an offered donation of a one-acre piece of property for, according to the giver, “future use as a sheriff substation, fire station and/or ambulance station.”

B. Background / Discussion

On July 29th, Joseph Rosen sent a letter to the County Administrator regarding the possible donation to the County of a one-acre piece of property located at the northeast corner of Garners Ferry Road and Cate Road in Richland County. (See the MAP on the following page.) This letter further stipulated that the property “could not be resold without a release from Joseph B. Rosen or his heirs. If the property is not used by Richland County by the date of December 31, 2012, the title would then revert back to Joseph B. Rosen and/or his heirs or assigns.”

C. Financial Impact

The acceptance of this property would remove it from the tax rolls. The County Tax Assessor estimates that the county would lose approximately \$60 per year in tax revenue at the current tax rate (if the property remains undeveloped). Additionally, using the property for the purpose for which it is being offered, however, would have a financial impact to the County (i.e, the cost to build a Sheriff’s substation, fire station, and/or ambulance station).

D. Alternatives

1. Accept the offered donation of a one-acre parcel of property at the corner of Garners Ferry Road and Cate Road.
2. Decline the donation of the one-acre parcel of property.

E. Recommendation

This is a policy decision best left to Council’s discretion.

Recommended by: staff Department: Administration Date: 09/16/02

F. Approvals

Finance

Approved by (Finance Director): Carrie H. Neal Date: 9/17/02
Comments:

Approved by (Budget Director): Daniel Driggers Date: 9/17/02
Comments:

Legal

Approved as to form by: Amelia R. Linder
Comments:

Date: 09-17-02

Administration

Approved by: J. Milton Pope
Comments:

Date: 9-17-02