

RICHLAND COUNTY GOVERNMENT



**OFFICE OF THE COUNTY ADMINISTRATOR
COUNCIL ACTIONS REPORT
REGULAR SESSION COUNCIL MEETING
February 18, 2014
6:00 p.m.**

Call to Order: Jackson

Invocation: Jackson

Pledge of Allegiance: Jackson

Presentation of Resolutions:

- a. **Resolution recognizing February 18th as “Go Red” Day for Richland County and February as Heart Healthy Month [DICKERSON]** Ms. Dickerson and Ms. Dixon presented the Resolution.

Approval of Minutes:

- a. **Regular Session: February 4, 2014:** Council deferred the portion of the minutes regarding the “Appraisal for Huger Street Properties” for clarification. The minutes were adopted as amended. **ACTION: CLERK OF COUNCIL**

Adoption of Agenda: Adopted as published.

Report of the Attorney for Executive Session Items:

- a. **Northwest Sewer Litigation Update: [First Executive Session]** Council voted to proceed with the settlement as discussed in Executive Session. **ACTION: LEGAL**
- b. **SOB Litigation Update:** See below.
- c. **Economic Development Projects: [First Executive Session]** Received as information.
- d. **Personnel Matters:** See below.
- e. **Transportation Penny Update:** See below.

Citizens' Input: No one spoke.

Report of the County Administrator:

- a. **Work Session re: Audit:** Mr. McDonald reminded Council that they requested a Work Session re: Audit. The Clerk of Council will work with Council to establish a date. **ACTION: CLERK OF COUNCIL**
- b. **Richland 101:** Ms. Harris informed Council that Richland 101 will start March 3, and will be held each Monday and Thursday in March. Graduation will occur at the April 1 Council Meeting.
- c. **Inclement Weather Update:** Mr. McDonald thanked Council for their support, and Public Works / Support Services / Public Safety staff for their assistance with the inclement weather.

Report of the Clerk of Council:

Councilwoman Julie-Ann Dixon's GSA Forum, February 21st, 8:30 a.m.-12:00 p.m., Richland County Adult Activity Center, 7494 Parklane Road

Auntie Karen Foundation's VIP Reception and Legends Concert, February 21st; 6:30 p.m.-7:30 p.m. – Reception; 8:00 p.m. – Concert, Koger Center

The Art of Government and Business Legislative Reception, February 26th, 6:00 p.m.-8:00 p.m., 701 Whaley

Report of the Chairman: A "State of the County" and Economic Development Summit are currently being planned. Information is forthcoming.

Presentations

- a. **Ray Howard, Sonoco Recycling:** Mr. Howard gave a brief overview of Sonoco's contributions to Richland County.

1. Consent Items:

- a. **Authorizing Richland County, South Carolina (the "County") to issue, from time to time or at one time, in one or more issues or series, its Refunding Revenue Bonds, in an aggregate principal amount not to exceed \$71,705,000 (the "Bonds"), the proceeds of which will be used to refund the County's \$71,705,000 Environmental Improvement Revenue Refunding Bonds, 2003 Series A (International Paper Company Project) (the "Prior Bonds"), pursuant to Sections 4-29-10 et.seq. of the Code of Laws of South Carolina**

1976, as amended; authorizing the execution and delivery of a contract of purchase providing for the issuance, sale and purchase of such bonds; and authorizing the issuance of the bonds and the execution of necessary documents and the taking of any other action necessary to be taken by the County to cause the issuance and sale of such bonds [SECOND READING]: Council gave second reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, FINANCE, LEGAL, CLERK OF COUNCIL**

- b. Authorizing the expansion of the boundaries of the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to include certain real property located in Richland County; the execution and delivery of a Credit Agreement to provide for Special Source Revenue Credits to [Project Park I]; and other related matters [SECOND READING]:** Council gave second reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**

2. First Reading Items:

- a. An Ordinance Amending the Fiscal Year 2013-2014 School District One Budget to reduce tax disbursements by the amount owed to the County for election costs:** Council deferred this item to the next Council Meeting (March 4, 2014). **ACTION: LEGAL, CLERK OF COUNCIL, FINANCE, ADMINISTRATION**

3. Report of the Economic Development Committee

- a. Ordinance to Amend the Agreement for Designation of the I-77 Corridor Regional Industrial Park dated April 15, 2003 by and between Fairfield and Richland Counties so as to enlarge the Park (Project Compact) [FIRST READING]:** Council gave first reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**
- b. Authorizing the expansion of the boundaries of the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to include certain real property located in Richland County; the execution and delivery of a Credit Agreement to provide for Special Source Revenue Credits to [Project Park II]; and other related matters [FIRST READING BY TITLE ONLY]:** Council gave first reading approval by title only to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**
- c. An Ordinance Authorizing an Easement to 2T Properties LLC for a sanitary sewer line across land owned by Richland County; specifically a portion of**

TMS # 14900-01-02 [FIRST READING BY TITLE ONLY] Council gave first reading approval by title only to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, LEGAL, CLERK OF COUNCIL, UTILITIES, PUBLIC WORKS**

4. Other Items

- a. **2014 Council Retreat Directives [ACTION]:** Council approved the document with the following revisions:

1. Administrative Approval for Grants Not Including FTE Positions and Matching Funds:

- Allow Administration to approve these grants, and add motion to the Motions List to approve this policy. (Administration would administratively approve, without Council action, grants that are less than \$100,000; have no **FTE** positions attached to the grants; are for projects / programs only; have no cash match requirement). This approval process would route through the Department Director, Finance, and Administration.

2. Email Retention

- Staff create a policy for Council's consideration regarding the collection / holding [destruction](#) of data (ie, emails).

3. HTax Ordinance Agency Procurement

- Staff will perform on-site audits of the ordinance agencies twice per year (same as the federal government). Staff will review procurement documents for a sampling of purchases made by the agencies. This can be done without additional personnel. This item will be fleshed out and will be brought back to the A&F Committee for review and recommendation [before any action is taken.](#)

4. Dirt Road Paving – [These items were deferred to the Dirt Road Paving Committee.](#)

- Add dirt roads with connectivity to the list of 45 roads that will be paved under the Low Volume Paving Project (including Overlook and swapping out Boylston with Donald). [Staff will provide information on these particular roads – Overlook, Boylston, Donald – to Council.](#)
- Refer the allocation of Penny funding between Low Volume and Traditional Paving back to the Dirt Road Ad Hoc Committee for further review.

5. Ex-Detainee Drop Off

- a. Staff will present options to Council this Spring. Staff is to ensure that the options are vetted by Legal. Staff is also to consider adding a taxi fee to the per diem that jurisdictions pay.

ACTION: ADMINISTRATION

- b. **Inclement Weather [ACTION]:** Council approved the following:

1. Annual leave will not be charged for non-essential employees who did not work during the inclement weather event on Wednesday – Friday (February 12 – 14, 2014). These employees will be paid their normal daily rate as if it were a regular business day.
2. For essential employees who worked during the inclement weather event, corresponding inclement weather days will be provided. These inclement weather days must be used within 90 days of the inclement weather event. The use of these inclement weather days beyond 90 days due to extenuating circumstances must be approved by Administration.

The employee handbook will be revised to reflect these revisions.

ACTION: ADMINISTRATION, FINANCE, HUMAN RESOURCES

Citizens' Input: No one spoke.

6. Executive Session:

- a. **SOB Litigation Update:** Received as information.
- b. **Personnel Matters:** Received as information.
- c. **Transportation Penny Update:** Received as information.

7. Motion Period:

- a. **A motion to give discretion to the administrator to act accordingly and follow State guidelines with Hazardous Weather policy granting leave where employees would not be penalized. [JACKSON]:** This item was approved under "Other Items."
- b. **Council previously approved a motion that will remove any item from the consent agenda if it is referred back to committee or staff must make changes. This does not take care of items that come from committees with "no recommendation". Based on the above, the following motion is made: Any item that is referred to Council with "no recommendation" will not be placed**

on the consent agenda, even if it was unanimous in committee. This will eliminate any confusion as to the fact something must be done with the item.

[MALINOWSKI]: This item was sent to the D&S Committee. ACTION: ADMINISTRATION, CLERK OF COUNCIL

- c. All applicants for Richland County Boards and Commissions will be afforded a minimum of one week's advance notice as to the date and time of their respective interviews. No exceptions will be made to this rule [PEARCE]: This item was sent to the Rules and Appointments Committee. ACTION: CLERK OF COUNCIL**

8. Adjournment: Council adjourned at 8:30pm.