

# **RICHLAND COUNTY**

## **DEVELOPMENT & SERVICES COMMITTEE AGENDA**

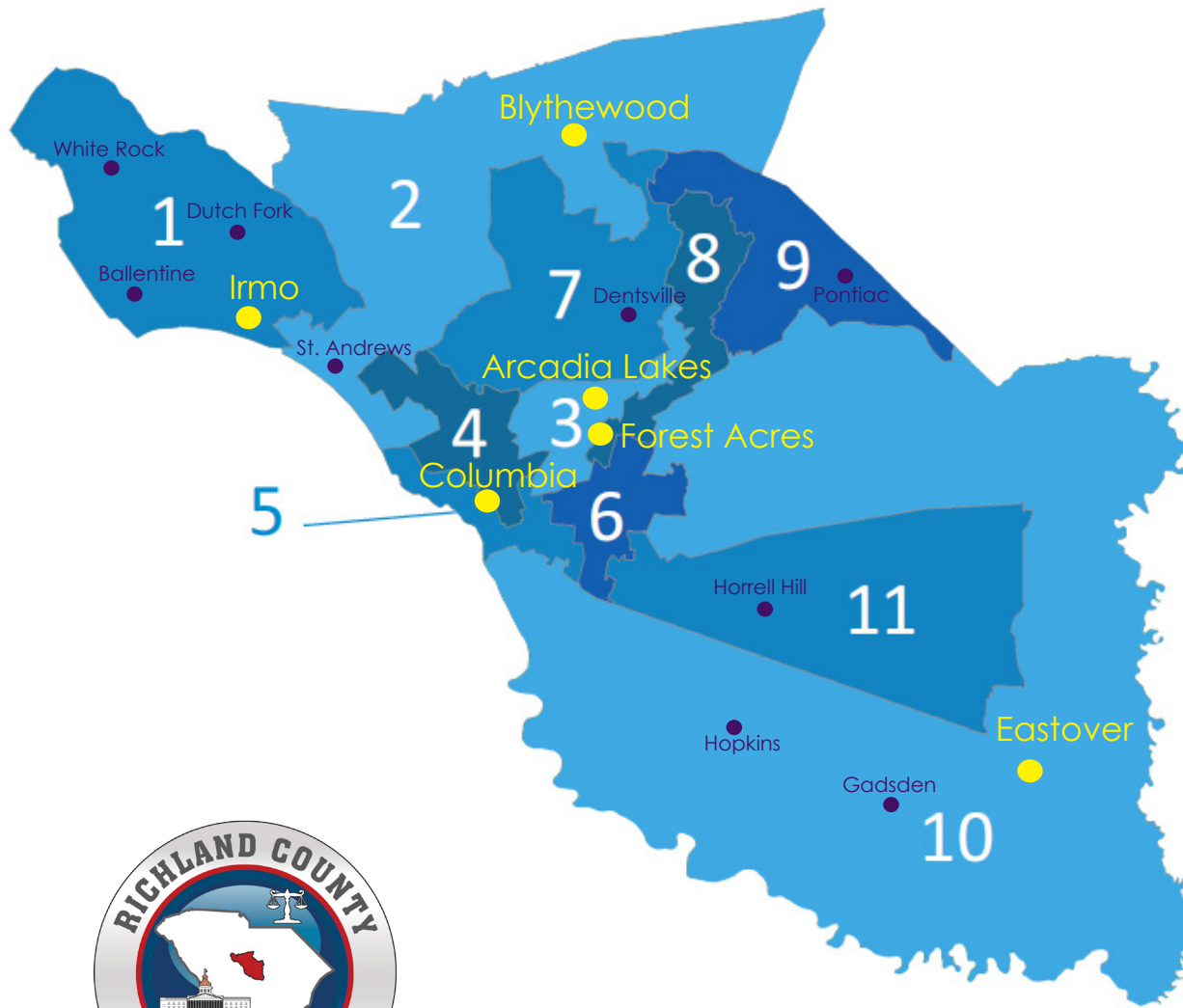


**TUESDAY, JULY 25, 2017**

**5 P.M.**

**COUNCIL CHAMBERS**

# RICHLAND COUNTY COUNCIL 2017-2018



**VICE CHAIR**  
Bill Malinowski  
District 1



**CHAIR**  
Joyce Dickerson  
District 2



Yvonne McBride  
District 3



Paul Livingston  
District 4



Seth Rose  
District 5



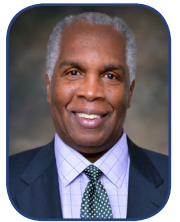
Greg Pearce  
District 6



Gwendolyn Kennedy  
District 7



Jim Manning  
District 8



Calvin "Chip" Jackson  
District 9



Dalhi Myers  
District 10



Norman Jackson  
District 11



Richland County Development & Services Committee

July 25, 2017 – 5:00 PM

Council Chambers

2020 Hampton Street, Columbia, SC 29201

Yvonne McBride District 3	Gwen Kennedy District 7	Seth Rose (Chair) District 5	Chip Jackson District 9	Dalhi Myers District 10
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1. **CALL TO ORDER** The Honorable Seth Rose, Chair,  
Development & Services Committee
  
2. **APPROVAL OF MINUTES** The Honorable Seth Rose
  - a. Development & Services Committee Meeting: June 27, 2017  
[PAGES 5 - 7]
  
3. **ADOPTION OF AGENDA** The Honorable Seth Rose
  
4. **ITEMS FOR ACTION** The Honorable Seth Rose
  - a. Approval of Temporary Right-of-Way Agreement for Logging  
[PAGES 8 - 15]
  
  - b. If an employee is in need of sick leave, any employee can donate that leave to a specific person and not just a sharing pool [Malinowski] [PAGES 16 - 18]
  
  - c. Direct Legal to research what is required to enact a parking ordinance in communities/subdivisions [McBride] [PAGES 19 - 26]
  
  - d. Landfill Storage Shed Project [PAGES 27 - 33]
  
  - e. Department of Public Works: 2017 - Private Roads requested to be deeded to the County for perpetual maintenance [PAGES 34 - 39]
  
5. **ITEMS PENDING ANALYSIS**
  - a. Council Motion: Require that all municipal utility service providers must request consent and approval from Richland County Council prior to extending or accepting water and sewer infrastructure within the unincorporated boundaries of Richland County [Malinowski]
  
  - b. Develop an emergency plan with SCDOT to immediately repair Rabbit Run Road and Bitternut Road. Developers' constant neglect to repair the storm drainage system causes dangerous flooding. A school bus almost overturned in the flood this morning (April 24, 2017) on Rabbit Run Road. We

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Note: Pursuant to Council Rules, Council will record non-electronic roll call voting for all votes that are not unanimous for second and third reading or one time votes; and which are not merely procedural in nature.

cannot afford to endanger the lives of citizens, especially school children because of neglect [Malinowski]

- c. Direct staff to research changing the ordinance relating to water runoff so in the future it will require environmental studies and not allow any runoff that exceeds the current runoff from the undeveloped property. This motion should be reviewed/completed and provided to the Planning Commission no later than their June meeting [Malinowski]
- d. If Developers, Builders, etc. cause any hardship on any community due to poor workmanship or unapproved or unpermitted work of any kind that fails, all of their building permits should be pulled and the builder not allowed to build until they fix the problem(s). The homeowners, nor the citizens, should have to pay to fix poor workmanship [Jackson]
- e. HOA's operated by developers or management firms should be fined if due to their poor management, and not that of the homeowners, it causes a hardship on the homeowners or community. NOTE: There are improperly maintained detention ponds that have trees growing in them which causes flooding during a bad storm [Jackson]

6. **ADJOURN**



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



## Richland County Council

### DEVELOPMENT AND SERVICES COMMITTEE

June 27, 2017 – 5:00 PM

Council Chambers

2020 Hampton Street, Columbia, SC 29201

**COMMITTEE MEMBERS PRESENT:** Seth Rose, Chair; Yvonne McBride, Gwen Kennedy, Chip Jackson, and Dalhi Myers

**OTHERS PRESENT:** Bill Malinowski, Norman Jackson, Brad Farrar, Brandon Madden, Michelle Onley, Sandra Yudice, Tracy Hegler, Quinton Epps, Kevin Bronson, Jamelle Ellis, and Jennifer Wd>>

**CALL TO ORDER** – Mr. Rose called the meeting to order at approximately 5:00 PM.

#### **APPROVAL MINUTES**

May 23, 2017 – Ms. Myers moved, seconded by Ms. McBride, to approve the minutes as distributed. The vote in favor was unanimous.

**ADOPTION OF AGENDA** – Mr. C. Jackson moved, seconded by Ms. Myers, to adopt the agenda as published. The vote in favor was unanimous.

#### **ITEMS FOR ACTION**

- a. **Council Motion: Require that all municipal utility service providers must request consent and approval from Richland County Council prior to extending or accepting water and sewer infrastructure within the unincorporated boundaries of Richland County** – Ms. Myers stated she has received pro and con information on this matter. She understands why this matter causes concern within the building industry, but wanted to explain the theory behind why this is important. Presently the County and City have water and sewer concerns. The County has boundaries and within those boundaries the County has obligations to their taxpayers. Those taxpayers expect the County to provide service and/or let them know who is going to provide service. As it stands right now, she has constituents she is unsure who their service provider is. On the other side of it, the County has streamlined provisions so that the building industry does not get bottlenecked.

She further stated she represents people in an area that needs the developer community to get to work, but it has to be in concert with the governing body. Nobody would come into the City of Columbia and propose laying pipe, fiber, etc. without going through the City's process. The County is simply saying that shouldn't happen in the County either.

Mr. Malinowski stated in discussions he has had with members of the building industry, they cited not allowing the City to lay their lines wherever they want to is what is hindering development. He requested some examples of how development has been hindered by the County by something that is currently not in place. As stated by Legal at the last committee meeting, there is a State law that says where and who is in charge of certain services to be provided. The County cannot explore providing those services when other municipalities are providing or plan to provide those services without the County's knowledge.

Mr. Malinowski further stated the County is not hindering development. When developers purchase property and do their due diligence they are aware if there is water service available. If there is not

service available at the time, then they have to request that service.

Mr. C. Jackson stated residing in a rural part of the County, which is not underdeveloped, the concern he has is to ensure the process happens in a way that benefits everyone and that no one is unfairly hindered or encumbered by a process. To that extent, he agrees with Ms. Myers and Mr. Malinowski's comments.

Mr. C. Jackson stated he would like an opportunity to hear from the developers and others who can respond in a setting that will allow discussion about their concerns and if those concerns can be mitigated. Whereas at the same time, preserving the integrity of what Ms. Myers and Mr. Malinowski has suggested and proposed.

Mr. C. Jackson moved to hold in committee and hold a roundtable discussion with developers and other interested parties regarding this matter with the D&S Committee, as well as, other Council members.

Ms. Myers requested a friendly amendment to bring this item back to the July D&S Committee meeting and hold a work session within the next two weeks.

Mr. C. Jackson stated he doesn't feel there is any urgency; therefore, he is fine with deferring the matter until the September D&S Committee meeting instead of rushing to hold a work session on July 6<sup>th</sup>.

Ms. Myers seconded Mr. C. Jackson's motion to defer the item until the September D&S Committee meeting.

Mr. N. Jackson stated the problem is after citizens/developers develop their plans the City comes in and annexes the property. It is frustrating to expend funds to develop these plans and the City comes in and changes everything. If the County is aware ahead of time of the plans, at least the County may have some leverage or be able to request the City and developers to meet certain conditions.

Mr. C. Jackson stated in the spirit of full transparency he would like everyone to have an opportunity to voice their concerns. If no one attends the work session or they don't bring any new information that will clarify the matter.

Mr. Malinowski stated according to the calendar there is a Regular Council meeting on July 18<sup>th</sup> and a work session could be held prior to that meeting and then come back to committee on July 25<sup>th</sup>. The matter would then come to Council at the first Council meeting in September. Delaying beyond that would have the matter on the September committee and October for Council. Although it was stated this is not time sensitive, Mr. Malinowski stated he can show where there are miles of pipe that has been laid by the City unbeknownst to the County.

Ms. McBride made a substitute motion, seconded by Mr. C. Jackson, to hold a work session on July 18<sup>th</sup>.

Mr. Farrar stated the committee needs to decide how the requirement would be enforced. Creating a policy or motion is not going to set a requirement. An ordinance could, however, there is existing State law that Mr. Malinowski referenced. In Title 5-7-60, "Municipality authorized to perform any of its functions or services except within a designated service area of another municipality or political subdivision." The service area for Richland County is the unincorporated area; therefore, the law already exists to prevent someone from coming in without the Council's approval. This may be a matter of coordination with the municipalities and the service providers. Keeping in mind the power of annexation, which is significant. The law is very pro-annexation.

Mr. Rose inquired if annexation law is Federal or State law.

Mr. Farrar stated it is State law and is largely in Title V.

Ms. Myers suggested codifying something in the form of an ordinance that makes it clear and also gives staff clarity on how many days they have to approve/disapprove something in order to put the

development community at ease.

Mr. Rose restated the substitute motion to hold a work session on July 18<sup>th</sup> and invite the stakeholders to the meeting to receive input. The item will then be placed on the July D&S Committee agenda.

The vote in favor was unanimous.

- b. Contract Extension for NPDES Services for Public Works Stormwater Management Division – Mr. Madden stated this item is an extension of a contract with the consultant Woolpert.

Ms. Kennedy moved, seconded by Ms. Myers, to forward this item to Council with a recommendation to approve the request for the Public Works Stormwater Division to continue to work with Woolpert to meet the requirements to stay in compliance with the NPDES MS4 Permit and meet mandated program deadlines.

The vote in favor was unanimous.

- c. Approve an agreement with Cascata Development, LLC and Rivers Station, LLC to complete the construction of the roads in Rivers Station Subdivision and Blythecreek Subdivision – Mr. Madden this item is a request on behalf of Community Planning and Development Department. The request is for approval of the agreement to move forward with the construction of the roads in the subdivisions.

Ms. Myers moved, seconded by Ms. Kennedy, to forward this item to Council with a recommendation to approve the execution of the agreement which will allow the Department of Public Works to facilitate repairs and completion of the road to serve the citizens in the neighborhoods.

The vote in favor was unanimous.

- d. Approval of Temporary Right-of-Way Agreement for Logging Truck Access on Mill Creek Club Road – Mr. Madden stated this item is a request to approve a temporary right-of-way agreement to White Wood, Inc. to allow them to use an unpaved road.

Ms. Myers inquired if the public was noticed regarding this matter.

Ms. Hegler stated staff did not notice the public, but staff could certainly meet with the community.

Ms. Myers moved, seconded by Mr. C. Jackson, to defer this item until the July D&S Committee meeting and hold a meeting with the community prior to the next committee meeting.

The vote in favor was unanimous.

**ADJOURNMENT** – The meeting adjourned at approximately 5:27 PM.





**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 4a Meeting Date: July 25, 2017

To: Seth Rose, Chair, Development and Services Committee  
From: Tracy Hegler, Director of Community Planning and Development  
Department: Community Planning and Development

**Item Subject Title:** Approval of Temporary Right-of-Way Agreement for Logging Truck Access on Mill Creek Club Road

**Action Taken by Committee previously:** During the June 27, 2017 deliberations, the Committee deferred this item until the July D&S Committee. Staff directed staff to hold a meeting with the community prior to the July D&S Committee meeting.

**Options:**

1. Consider the request and approve accordingly.
2. Consider the request and do not approve.

**Motion Requested Today:** Council is asked to approve the request for a Temporary Right-of-Way Agreement with White Wood, Inc. for logging truck access to the unpaved road informally known as Mill Creek Club Road. Staff further recommends payment by White Wood, Inc. to the county in the amount of \$1,000 based on a similar agreement for logging access in the vicinity.

**Staff Recommendation:** Approval.  
**Impact of Action:** Operating Budget: Not applicable.

Capital Budget: Not applicable.

**Funding Amount/Source:** Not applicable.

**Requested by:** Tracy Hegler, Director of Community Planning & Development

**Staff Representative:** County Administrator Gerald Seals

**Outside Representative:** None.

**List of Attachments:**

1. Detailed Request of Action
2. Exhibits
3. Draft Agreement

6/21/17  
Date Submitted

Brandon Madden  
Approved by the County Administrator's Office

10  
Council District



# RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

## REQUEST OF ACTION

**Subject:** Approval of Temporary Right-of-Way Agreement for Logging Truck Access on Mill Creek Club Road

### A. Purpose

Council is requested to approve a temporary right-of-way agreement to White Wood, Inc. for use of an unpaved road (informally known as Mill Creek Club Road) (Council District 10) for logging truck access.

### B. Background / Discussion

Mark Paul Kays of Kays Forestry, Inc. has requested a temporary right-of-way to use an unpaved road on county land to transport timber from the Wannamaker tract to Old Bluff Road. The unpaved road (informally known as Mill Creek Club Road) runs from Old Bluff Road westward .6 mile until it intersects with Mosley Oaks Road (Attachment A) and provides access to the Upper Mill Creek tract purchased by Richland County Conservation Commission (RCCC) in 2016 for conservation and recreational purposes. The deed to the property includes easements of right-of-way for access, ingress and egress, on foot or by vehicle of any kind and for all purposes to several neighboring landowners. This includes the Wannamakers who own land to the west of Upper Mill Creek which is separated by two large tracts. An existing easement for the road that crosses the width of the Upper Mill Creek tract (Attachment B) requires “Any repairs or maintenance required as a result of logging, construction ... will be the responsibility of the Party causing or permitting such disrepair or damage.”

As agent for the Wannamakers, Kays Forestry, Inc. has sold timber to White Wood, Inc. for logging this summer. He is requesting use of Mill Creek Club Road rather than using the northern end of Mosley Oaks Road due to his concern about potential injury to fowl and livestock on Mosley Oaks Road through multiple family yards. Mill Creek Club Road was used for the same purpose within the past few years when timber was logged on an adjoining property.

Staff of the Conservation Division and Legal Department have developed a Temporary Right-of-Way Agreement (Attachment C) to allow use of Mill Creek Club Road for a six-month period. The provisions require White Wood, Inc. to:

- Maintain the road in serviceable condition during the time of use and restore it to a condition equal to or better than the road now exists
- Maintain various insurance and bonding requirements
- Pay a fee to the county in an amount to be determined by Council
- Indemnify and hold harmless Richland County.

Richland County Department of Public Works (DPW) reviewed this request and recommends we:

- Document the existing conditions of the access easement by pictures, videos and descriptions
- Define the term “serviceable condition” used in the agreement that is expected at the end of the term. This will be done through the documentation of existing conditions and will include minimum width and vehicle drivable/accessible surface and material.
- Increase the surety bond to \$5,000, which was done.

DPW will not have maintenance responsibility for Mill Creek Club Road due to any potential damage caused by the logging activity permitted in this agreement.

Finance reviewed the ROA and had no concerns.

### **C. Legislative / Chronological History**

This is a staff-initiated request. Therefore, there is no legislative history. Upper Mill Creek Tract was acquired in 2016 by RCCC for conservation and recreational purposes.

### **D. Alternatives**

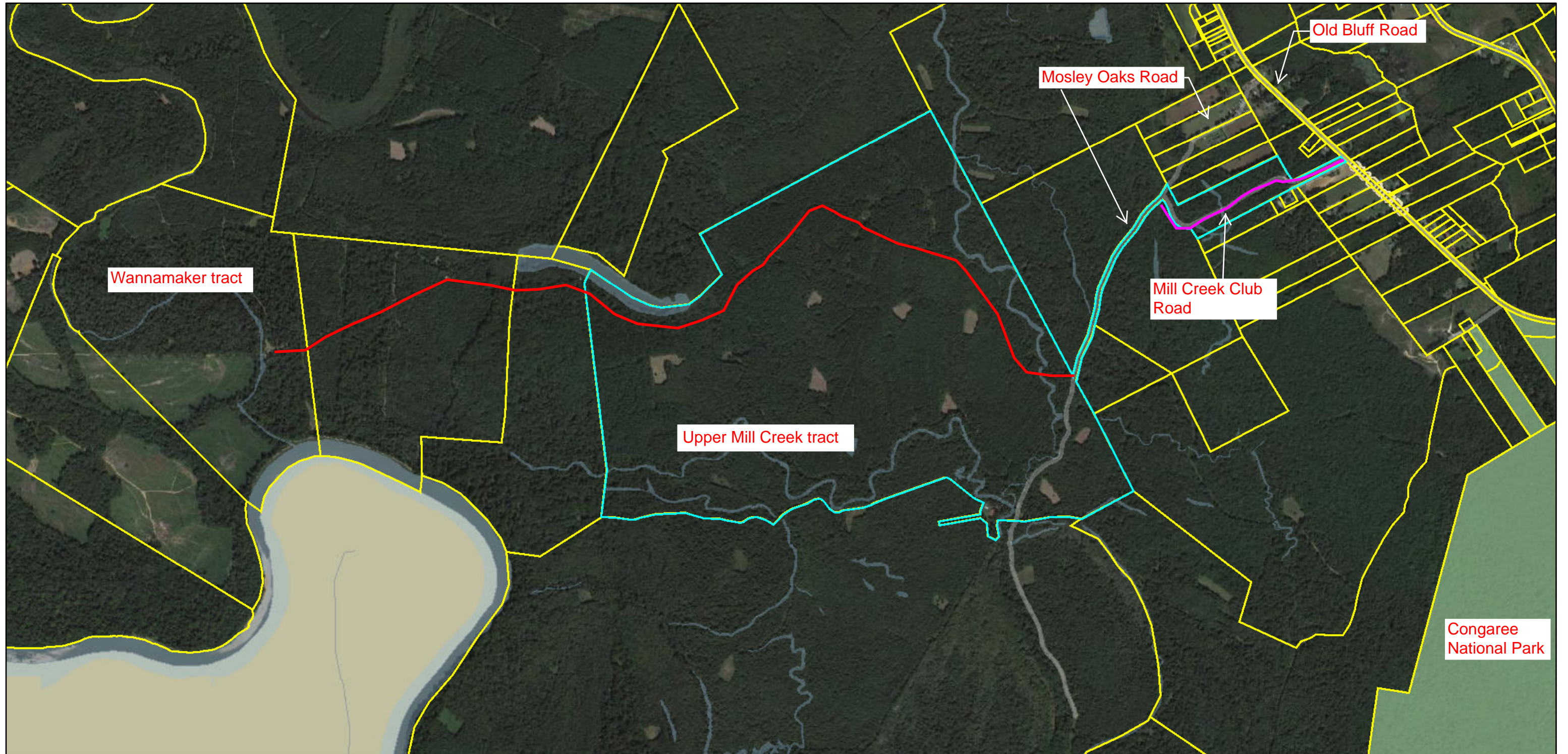
1. Approve the request by White Wood, Inc. to use Mill Creek Club Road for a temporary, six-month right-of-way for logging operations. This would take the logging trucks off the road that runs through four properties, keeping it on county property with less impact to adjacent landowners.
  
2. Deny the request. Logging trucks would use Mosley Oaks Road and potentially injure fowl and livestock that venture into the road. Logging trucks will share the same road as three homeowners unlike the situation on Mill Creek Club Road where the one homeowner close to the logging road has access through Henry Reeves Road.

### **E. Final recommendation**

Staff recommends approving the request for a Temporary Right-of-Way Agreement with White Wood, Inc. for logging truck access to the unpaved road informally known as Mill Creek Club Road. Staff further recommends payment by White Wood, Inc. to the county in the amount of \$1,000 based on a similar agreement for logging access in the vicinity.



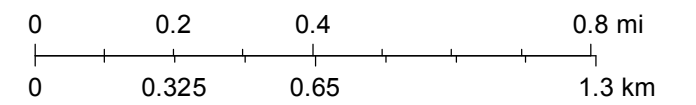
# Temporary ROW easement for Mill Creek Rd



June 13, 2017

- Parcels
- Deeded logging road

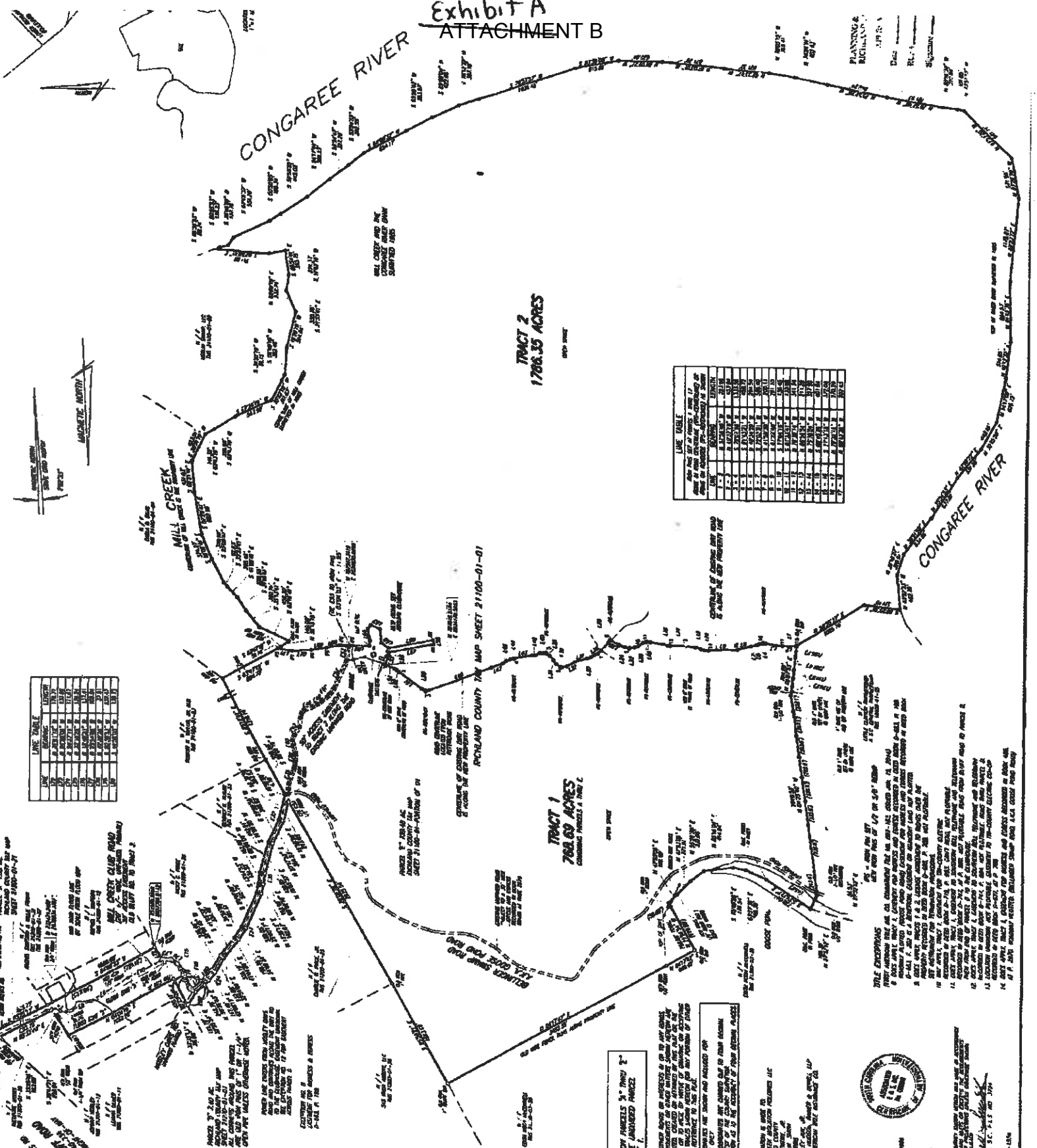
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Richland County  
Richland County & Google



# Exhibit A ATTACHMENT B



**LINE TABLE**

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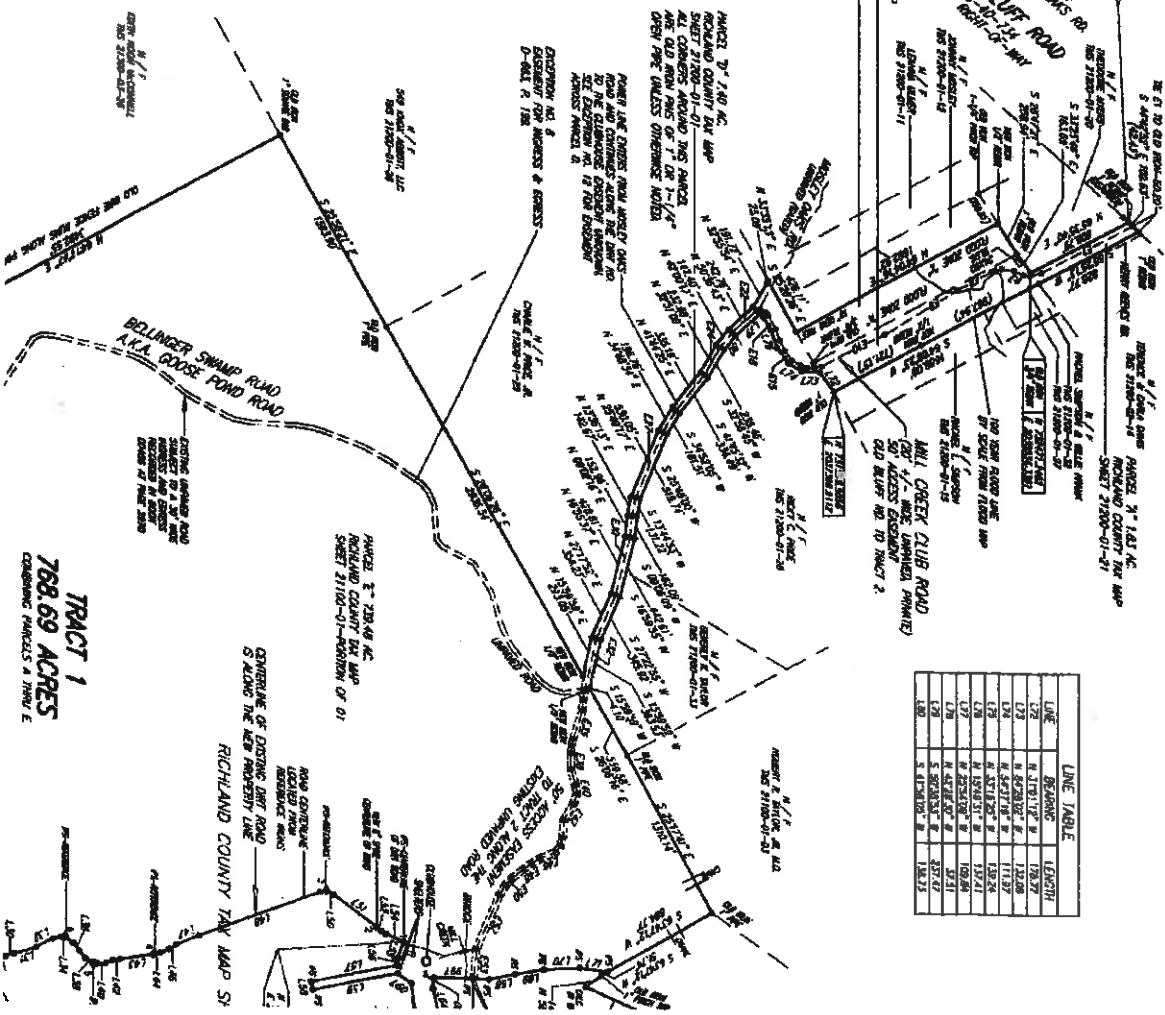
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# Exhibit B

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129	N 33°18'30" E	150.25
130	N 28°54'30" E	109.84
131	N 42°14'30" E	37.41
132	S 80°24'30" E	257.47
133	S 41°24'30" E	136.23

ATTACHMENT C

STATE OF SOUTH CAROLINA      )  
   )     TEMPORARY RIGHT-OF-WAY AGREEMENT  
 RICHLAND COUNTY   )

THIS TEMPORARY RIGHT OF WAY AGREEMENT is made and entered into the \_\_\_\_ day of July, 2017, by and between **Richland County** (hereinafter referred to as the **Grantor**) and **White Wood, Inc.** (hereinafter referred to as the **Grantee**).

WHEREAS, **Grantor** has agreed to allow **Grantee** a temporary Right-of-Way across the lands of the **Grantor** for the purpose of cutting and removing timber from an adjoining property known as Wannamaker Tract; and

WHEREAS, **Grantor’s** property is described as follows:

All that certain piece, parcel or tract of land lying and being situate in Richland County, South Carolina, consisting of approximately 768.69 acres, as shown as “Tract 1 768.69 Acres” on the Plat attached as Exhibit A (TMS R21200-01-01); and

WHEREAS, the temporary Right-of-Way is for ingress and egress in order for **Grantee** to transport logging equipment, log trucks, service vehicles, and other necessary logging machinery to the Wannamaker Tract; and

WHEREAS, the parties wish to formalize this grant of this temporary Right-of-Way for ingress and egress by this document to be recorded at the Register of Deeds Office for Richland County, NOW,

THEREFORE KNOW ALL MEN BY THESE PRESENTS, THAT **Richland County**, for and in consideration of the sum of \$\_\_\_\_\_ and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does grant to **White Wood, Inc.**, the following temporary Right-of-Way:

That portion of “Tract 1” as shown on the Plat, attached as Exhibit A, depicted and labeled on the Plat as “50’ Access Easement,” being more particularly described as follows:

An area being fifty feet (50’) total in width, extending twenty-five feet (25’) on each side of, and running parallel to and along, that certain centerline shown and described on the Plat by line segments “E1” through “E21”(inconclusive), commencing at the northwesterly point of the line segment of said centerline designated on the Plat as “E1” and ending at, and including, “E21”, as said centerline, line segments and points are more particularly depicted on Exhibit B attached hereto (being a reproduced portion of the Plat) and on the Plat attached as Exhibit A.

- 1) **Grantee** will maintain the Right-of-Way in serviceable condition (as determined in **Grantor’s** sole discretion) during the term of this agreement and if **Grantee** fails to so maintain the road, **Grantor** may terminate this agreement immediately. At the end of the term **Grantee** will restore the Right-of-Way to a condition equal to or better than that in which said road existed prior to the commencement of logging operations as determined in **Grantor’s** sole discretion. This includes but is not limited to the **Grantee** ensuring all debris,

such as oil cans, tires, litter, cables, etc., brought on and/or across the property by the logger will be removed from the property upon completion of its logging.

- 2) **Grantee**, its contractors, successors, and agents shall obtain and maintain, during and throughout the term of this Agreement, all such insurance required by the State of South Carolina, and minimally the below listed insurance. A breach of the insurance requirements shall be material.

(a) Workers' Compensation and Employers Liability Insurance with minimum limits of One Million (\$1,000,000) Dollars per accident/disease. "Other states" coverage is not sufficient. South Carolina must be specified. Subrogation against Grantor shall be waived.

(b) Business Auto Insurance with liability per occurrence limits of One Million (\$1,000,000) Dollars for all owned/leased, non-owned, and hired vehicles.

(c) Commercial General Liability Insurance with minimum limits of One Million (\$1,000,000) Dollars per occurrence and Two Million (\$2,000,000) Dollars general aggregate for bodily injury, property damage, and personal injury.

(d) A surety bond in the amount of \$5,000 in favor of Grantor to ensure that the Right-of-Way is restored pursuant to paragraph 3 above.

Richland County Government shall be named on the policies as certificate holder. Grantee shall furnish Grantor with certified copies of certificates of insurance contemporaneously with the execution of this agreement.

- 3) **Grantee** will notify **Grantor** at least twenty-four (24) hours prior to commencing use of the existing road and twenty-four (24) hours before completing of existing road use.
- 4) This agreement shall remain in effect until December 30, 2017 or the conclusion of logging on the Wannamaker Tract, whichever occurs first.
- 5) **White Wood, Inc.** will, at all times, indemnify and save, protect and hold harmless **Richland County** and the said premises from any and all costs, and warrant and defend all and singular the said easement unto **Richland County**, its successors-in-interest, and/or assigns, against itself and its successors and/or assigns lawfully claiming or to claim the same, or any part thereof,

Signed this \_\_\_\_\_ day of July, 2017

WITNESS TO GRANTOR:

GRANTOR:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

WITNESS TO GRANTEE:

GRANTEE:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_





**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 4b Meeting Date: July 25, 2017

To: Seth Rose, Chair, Development and Services Committee  
From: Councilman Malinowski, District 1  
Department: County Council

**Item Subject Title:** If an employee is in need of sick leave, any employee can donate that leave to a specific person and not just a sharing pool

**Action Taken by Committee previously:** None.

- Options:**
1. Consider the request and approve accordingly.
  2. Consider the request and do not approve.

**Motion Requested Today:** None as this item is pursuant to a Council motion brought forth by Councilman Malinowski

**Staff Recommendation:** Council’s discretion. Staff will proceed as directed by County Council.  
**Impact of Action:** Operating Budget: Not applicable.

Capital Budget: Not applicable.

**Funding Amount/Source:**

**Requested by:** Councilman Malinowski, Council District 1

**Staff Representative:** Gerald Seals, County Administrator

**Outside Representative:** None.

**List of Attachments:**

1. Detailed Request of Action

7/17/17  
Date Submitted

Brandon Madden  
Approved by the County Administrator’s Office

All  
Council District



# RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

## REQUEST OF ACTION

**Subject:** Council Motion: If an employee is in need of sick leave, any employee can donate that leave to a specific person and not just a sharing pool [Malinowski]

### A. Purpose

County Council is requested to approve a motion related to the County's sick leave donation policy.

### B. Background / Discussion

At the March 7, 2017 Council meeting, Councilmember Malinowski brought forth the following motion:

“If an employee is in need of sick leave, any employee can donate that leave to a specific person and not just a sharing pool”

Pursuant to the County Handbook, the County's Catastrophic Leave policy is as follows:

#### **Catastrophic Leave**

The Catastrophic Leave Program is a voluntary program that allows eligible employees to donate a portion of their accrued annual leave and sick leave to assist other eligible employees who are experiencing a catastrophic illness and/or injury. The Catastrophic Leave Program provides eligible Regular, full-time employees the opportunity to receive 67% of their gross pay and continue in pay status for up to thirty (30) days (225 hours for 37.5 hours –7 day period employees and 255 hours for 85 hour-14 day period employees) in a rolling twelve-month period.

Donations and Requests will be processed in the order in which they are received. If time is available within ninety (90) days, it will be allocated accordingly. If time is not available, requests will be kept for ninety (90) days. During that time frame, if time becomes available and if the employee still qualifies, time will be distributed. If time does not become available, requests will be considered void and requesting employee and Department Head notified.

Donors may not donate directly to an individual employee. Donations must be made in hour increments after an initial 37.5 hour donation. An employee may donate his/her accrued annual or sick leave to the catastrophic leave program only if the employee has at least seventy-five (75) total hours of accrued sick and/or accrued annual leave remaining after the donation. A donor may not donate accrued leave that exceeds the maximum annual carry over limitation for the respective type of leave (leave that would be lost due to maximum accrual limitations). Once the donation is approved, the donor may not revoke the donation.

To be eligible for catastrophic leave, an employee must be a regular, full-time employee and must not have been the subject of disciplinary action due to attendance in the preceding two (2) years. The recipient must have had a minimum of seventy-five (75) hours of combined sick and annual leave time available at the beginning of the illness or injury. Recipients must exhaust all annual and sick leave, and request, be approved for, and use advanced sick leave before participating in the catastrophic leave program. The recipient employee may not compensate the donor employee for time donated. The maximum request for leave from the catastrophic leave program may not be more than thirty (30) days requested in a rolling twelvemonth period. In any pay period, recipients may use donated hours only up to 67% of their normal scheduled work hours.

**C. Legislative / Chronological History**

- March 7, 2017 – Motion made by Councilmember Malinowski

**D. Alternatives**

1. Consider the motion and proceed accordingly.
2. Consider the motion and do proceed accordingly.

**E. Final Recommendation**

Council's discretion. Staff will proceed as directed by County Council; however, there are some considerations:

- Uniform administration of the benefit appears more challenging if employees determine who receives the benefit. There seem to be more logistical concerns involved if employees donate directly to employees.
- A move to a direct employee to employee donation moves away from being a "County benefit" to an employee discretion benefit. Consequently, an employee may have a need but if other employees are not willing to donate - then no benefit. And from the opposite perspective an employee may have a situation which does not qualify for FMLA but her/his fellow employees decide to donate leave. Also, what if employees are willing to donate paid leave beyond the date the department desires to retain the employee.
- Finance would need to develop a different tracking process to capture what employee donated the leave to what employee.



**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 4c Meeting Date: July 25, 2017

To: Seth Rose, Chair, Development and Services Committee  
From: Councilwoman McBride, District 3  
Department: County Council

**Item Subject Title:** Direct Legal to research what is required to enact a parking ordinance in communities/subdivisions

**Action Taken by Committee previously:** None.

- Options:**
1. Consider the request and approve accordingly.
  2. Consider the request and do not approve.

**Motion Requested Today:** None as this item is pursuant to a Council motion brought forth by Councilwoman McBride.

**Staff Recommendation:** Council’s discretion. Staff will proceed as directed by County Council.  
**Impact of Action:** Operating Budget: Not applicable.

Capital Budget: Not applicable.

**Funding Amount/Source:**

**Requested by:** Councilwoman McBride, Council District 3

**Staff Representative:** Gerald Seals, County Administrator

**Outside Representative:** None.

**List of Attachments:**

1. Detailed Request of Action

7/17/17  
Date Submitted

Brandon Madden  
Approved by the County Administrator’s Office

All  
Council District



# RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

## REQUEST OF ACTION

**Subject:** Council Motion: Direct Legal to research what is required to enact a parking ordinance in communities/subdivisions [McBride]

### **A. Purpose**

Council is request to consider the Council motion brought forth by Councilwoman McBride at the April 4, 2017 Council meeting.

### **B. Background / Discussion**

At the April 4, 2017 Council meeting, Councilwoman McBride brought forth the following motion:

“Direct Legal to research what is required to enact a parking ordinance in communities/subdivisions”

The County’s current parking related ordinances are highlighted in Appendix A. Staff will amend the ordinances as directed by Council.

### **C. Legislative / Chronological History**

Council motion brought forth by Councilwoman McBride at the April 4, 2017 Council meeting.

### **D. Alternatives**

1. Consider the motion and proceed accordingly.
2. Consider the motion and do not proceed accordingly.

### **E. Final Recommendation**

Staff will proceed as directed by County Council.

**CHAPTER 17: MOTOR VEHICLES AND TRAFFIC\***

**ARTICLE I. REGULATIONS REGARDING COUNTY OWNED OR LEASED PROPERTY**

**Sec. 17-1. Traffic on county office property.**

(a) It shall be unlawful for any person operating a motor vehicle on the grounds of the land of any county office:

(1) To drive such vehicle on any traffic lane designated as one-way in a direction opposite to the indicated flow of traffic; or

(2) To drive such vehicle so as to enter, exit, turn or fail to stop, contrary to any posted traffic control sign; or

(3) To drive such vehicle recklessly or in excess of 15 miles per hour.

(b) Any person violating the provisions of this section shall be fined ten dollars.

(Code 1976, § 10-2001; Ord. No. 449-77, § 2, 10-26-77; Ord. No. 061-01HR, § I, 9-4-01)

**Sec. 17-2. Parking on county office property.**

(a) There are hereby established the following regulations to govern use of parking facilities on the grounds of county owned or leased properties:

(1) All parking spaces shall be designated by the county administrator's office for use by employees of the county or for the use of county vehicles or for use by the public. The administrator may impose a reasonable fee for the use of such spaces.

(2) Each vehicle authorized to occupy an assigned employee parking space shall display an official identification decal.

(3) No vehicle without the appropriate decal shall occupy any assigned employee parking space.

(4) No employee shall park a vehicle in any numbered assigned parking space except that assigned to such person and for which a valid decal or temporary permit is displayed as provided herein.

(5) All assignments and decals for employee parking will be issued by the county finance department. No other office, department head, or person shall grant parking assignments.

(6) The first decal will be issued at no charge. This decal shall be placed on the left rear bumper (and left front bumper if two (2) decals are issued). If a decal is desired by an individual for a second or alternative vehicle, the cost per decal will be an amount set by the county finance department, based on the current cost to obtain parking decals. This fee will be paid to the county finance department.

(7) Each department head will submit a list containing the names of those employees who are to be issued decals. This list will include at a minimum: tag number, make of car, color, and office location of the employee.

(8) Each department will notify the finance department when a space is no longer needed or a change in assignment is desired.

(9) Any county employee who resigns or is otherwise terminated from employment shall on the last day of employment return his or her parking card to the county finance department. Failure to do so shall result in the withholding of that employee's last paycheck until such card is returned.

(10) Reserved parking spaces will be provided at the county administration building for use by the county council, department directors, and other personnel. When these spaces are reserved, they will be marked for such use and will become a tow-away zone.

(11) Reserved parking at the county judicial center and in nearby designated areas shall be assigned in priority order as follows:

a. Permanent judges and judicial officers (location on a seniority basis);

b. Visiting judges and judicial officers;  
c. Sheriff's department official vehicles;  
d. Other department heads; and  
e. Other personnel designated by department heads (available spaces allocated on a percentage basis, based on the number of employees in the department compared to the number of total full and part-time employees working at the courthouse).

(12) Non-county vehicles shall not be left on county premises for more than 48 hours without notice to a county security officer.

(13) No vehicle shall park in an unauthorized parking space.

(14) No vehicle shall park in a marked fire lane, a bus or taxi zone, a loading zone, a service or maintenance vehicle zone, or a space reserved for sheriff's vehicles unless properly authorized.

(15) No vehicle shall block the ingress or egress of another vehicle, or park in a no parking area or on a sidewalk.

(16) No vehicle shall park in a public or employee handicapped space without displaying proper identification/ authorization.

(17) Repeated violations of parking regulations may result in the suspension of an individual's parking privileges.

(18) Repeated failure to comply with instructions of a county security officer may result in the loss of an individual's parking privileges.

(19) Any vehicle found violating the provisions of this subsection may be towed at the owner's expense or, alternatively, shall be fined ten dollars. Provided, however, any vehicle found in violation of subsection (16) above (parking in a handicapped space), shall be towed at the owner's expense or, alternatively, shall be fined \$200.

(b) There are hereby established the following regulations to govern use of parking on the grounds of the county administration building:

(1) The county administrator shall provide parking spaces next to the county administration building for public parking.

(2) No person shall park a vehicle in a public space longer than two (2) hours, or cause, allow, or suffer any such vehicle to be so parked.

(3) No person shall park a vehicle on or beyond the lines denoting the limits of any parking space, or cause, allow, or suffer any such vehicle to be so parked.

(4) No employee shall park in a public parking space on the grounds of the county administration building.

(5) No non-disabled employee shall park a vehicle in a designated reserved employee handicapped space.

(6) Any vehicle found violating the provisions of this subsection may be towed at the owner's expense or, alternatively, shall be fined five dollars.

(c) Other provisions herein notwithstanding, the county administrator may assign county parking spaces to agencies not under the budgetary and administrative control of the county; provided, however, that:

(1) The county administrator may impose a reasonable fee for the use of such parking spaces;

(2) The county administrator shall have the authority to designate which parking spaces will be made available to such agencies; and

(3) All county parking regulations shall apply to such spaces.

(d) The county administrator's office shall have the responsibility and authority for the administration of the provisions of this section.

(e) The sheriff of the county shall be charged with the responsibility of enforcing the provisions of this section and shall have the responsibility of issuing parking tickets and/or engaging a towing service for any vehicle parked in violation of these regulations; provided that the cost of towing service shall be charged to the registered owner of any vehicle so removed. The parking ticket shall be on a form

designated by the county administrator and shall be used by all law enforcement officers for violations of this article.

(Ord. No. 061-01HR, § I, 9-4-01; Ord. No. 070-07HR, § I, 9-11-07; Ord. No. 022-13HR, § I, 6-18-13)

**Sec. 17-3. Sheriff's deputies assigned as security officers to issue tickets.**

(a) Upon detecting any violation of any provision of this chapter, and if a parking ticket is to be issued, a security officer shall report at a minimum:

- (1) The location at which the violation occurred;
- (2) The nature of the violation;
- (3) The date of the violation;
- (4) The name of the registered owner;
- (5) The license tag number, make, model, VIN, and color of the vehicle involved;
- (6) Instructions to report to the Richland County Central Court, including trial date, time, and location;
- (7) The amount of the fine; and
- (8) Any other facts, a knowledge of which is necessary to a thorough understanding of the circumstances attending such violation.

(b) The security officer shall leave the parking ticket with the operator or on the vehicle.  
(Code 1976, § 10-3001; Ord. No. 449-77, § 3, 10-26-77; Ord. No. 061-01HR, § I, 9-4-01; Ord. No. 022-13HR, § II, 6-18-13)

**Sec. 17-4. Richland County Central Court to collect fines.**

It shall be the responsibility of the Richland County Central Court:

- (1) To receive all fines paid pursuant to this chapter; and
- (2) To hold such hearings as may be requested by persons appearing for trial who are cited for a violation of this chapter.

(Code 1976, § 10-3002; Ord. No. 449-77, § 3, 10-26-77; Ord. No. 061-01HR, § I, 9-4-01)

**Sec. 17-5. Additional penalties.**

If not paid to the Richland County Central Court on or before the trial date, the fines provided in this chapter shall be increased as follows:

- (1) Five dollar (\$5) fine increased to fifteen dollars (\$15);
- (2) Ten dollar (\$10) fine increased to thirty dollars (\$30);

(Code 1976, § 10-3003; Ord. No. 449-77, § 3, 10-26-77; Ord. No. 1826-89, §§ I, II, 1-17-89; Ord. No. 061-01HR, § I, 9-4-01)

**Sec. 17-6. Disposition of fines.**

All fines collected pursuant to this chapter shall be deposited with the county finance department to the credit of an enterprise fund. The Richland County Central Court shall itemize the fines received, indicating the ticket number and the amount received.

(Code 1976, § 10-3004; Ord. No. 449-77, § 3, 10-26-77; Ord. No. 061-96HR, § I, 9-17-96; Ord. No. 061-01HR, § I, 9-4-01)

**Sec. 17-7. Registered owner shall be responsible for payment of unpaid fines.**

If a parking ticket fine has not been paid on or before the trial date, and a continuance has not been granted by the Court, the Richland County Central Court shall send a certified letter to the registered owner of the vehicle that was ticketed. The letter shall be addressed to the owner at his or her address of record and shall state that the fine, increased pursuant to section 17-5 above, must be paid within 30 days of the date the letter was mailed or the owner may be subject to arrest. If the parking ticket fine remains unpaid after 30 days from the date the certified letter was mailed, the magistrate may thereafter issue a bench warrant for the arrest of the registered owner.



(Ord. No. 061-01HR, § I, 9-4-01)

**Sec. 17-8. Defacing, etc, traffic control devices and street name signs.**

(a) No person shall willfully, without lawful authority, attempt to or in fact alter, deface, injure, knock down, or remove any county traffic-control device or sign, or any street name signs or any portion thereof, along county streets and roads.

(b) Any person violating the provisions of this section shall be deemed guilty of a misdemeanor and upon conviction shall be fined an amount not to exceed \$500 or shall be imprisoned for a period not to exceed 30 days, or both.

(Ord. No. 778-81, §§ I, II, 3-4-81; Ord. No. 061-01HR, § I, 9-4-01)

## ARTICLE II. GENERAL TRAFFIC AND PARKING REGULATIONS

### Sec. 17-9. Through truck traffic prohibited.

(a) All through truck traffic is prohibited on the following roads in Richland County, South Carolina:

- (1) Sparkleberry Lane;
- (2) Congress Road between Leesburg Road and Garners Ferry Road;
- (3) Bynum Road;
- (4) Summit Parkway;
- (5) Valhalla Drive;
- (6) Olympia Avenue between Heyward Street and Bluff Road;
- (7) Bakersfield Road between Dutch Square Boulevard and Morninghill Drive;
- (8) N. Donar Drive;
- (9) Prima Drive; and
- (10) Longreen Parkway.

(b) For the purpose of this section, the following definitions shall apply:

(1) *Truck* means: a) every motor vehicle designed and used primarily for drawing other vehicles, and not so constructed as to carry a load other than a part of the weight of the vehicle and the load so drawn; b) every vehicle having more than two (2) axles, with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle; and/or c) every vehicle having more than two (2) axles, with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle, and so constructed that no part of its weight rests upon the towing vehicle.

(2) *Through truck traffic* means truck traffic moving from the beginning point of the road to the ending point of the road without stopping.

(Ord. No. 016-96HR, § I, 1-2-96; Ord. No. 061-01HR, § I, 9-4-01; Ord. No. 002-02HR, § I, 1-8-02; Ord. No. 001-06HR, § I, 1-3-06; Ord. No. 031-07HR, § I, 4-3-07; Ord. No. 058-10HR, § I, 9-21-10; Ord. No. 058-14HR, § I, 11-18-14)

### Sec. 17-10. Parking in residential and commercial zones of the county.

(a) It shall be unlawful for a truck tractor, a semi-trailer having more than two (2) axles, or a trailer having more than two (2) axles to be parked on any public street, road, right-of-way or as otherwise prohibited by the Richland County Code of Ordinances in the unincorporated portions of the county which are or hereafter shall be designated as Rural Residential, Single-Family Residential, Manufactured Home, or General Residential under the Richland County Zoning Ordinance and the "Zoning Map of Unincorporated Richland County", as amended. For the purpose of this paragraph, the following definitions shall apply:

(1) *Truck tractor* means every motor vehicle designed and used primarily for drawing other vehicles, and not so constructed as to carry a load other than a part of the weight of the vehicle and the load so drawn.

(2) *Semi-trailer* means every vehicle having more than two (2) axles, with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle, and so constructed that some part of its weight and that of its load rests upon or is carried by another vehicle.

(3) *Trailer* means every vehicle having more than two (2) axles, with or without motive power, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle, and so constructed that no part of its weight rests upon the towing vehicle.

(b) It shall be unlawful for an automobile, motor vehicle, or wheeled conveyance of any kind required by law to be licensed that is unlicensed, or is displaying an expired or invalid licenses to be parked on any

public street, road, right-of-way or as otherwise prohibited by the Richland County Code of Ordinances in the unincorporated portions of the county which are or hereafter shall be designated as Rural Residential, Single-Family Residential, Manufactured Home, or Multi-Family Residential under the Richland County Zoning Ordinance and the “Zoning Map of Unincorporated Richland County,” as amended.

(c) All motor vehicles and/or trailers without a valid state-issued license plate permitting operation on public roads and highways, which are stored, parked or located on a lot in any zoning district in the unincorporated areas of the county, except for those parcels that are five (5) acres or greater in the (RU) Rural zoning district, are required to be kept in a garage, carport, or protected from the elements by a fitted cover; provided, however, in the case of a vehicle protected from the elements by a cover, such vehicle shall not be visible from the public right-of-way. Licensed automobile dealerships, persons licensed to conduct businesses involving storage and sale of junk and scrap, trailers utilized as temporary structures in conjunction with construction activities, and vehicles used in agricultural operations and which are not operated on the public roads and highways are exempt.

(d) Any motor vehicle and/or trailer that is not capable of operating in accordance with South Carolina law and/or capable of moving under its own power (even if it has a valid state-issued license plate permitting operation on public roads and highways) shall not be stored, parked, or located on a lot in any residential or commercial zoning district in the unincorporated areas of the county (except for those parcels that are five (5) acres or greater in the (RU) Rural zoning district) for more than a single period of thirty (30) consecutive days during any calendar year unless it is kept in an enclosed garage, in a carport attached to the residence, or protected from the elements by a fitted cover; provided, however, in the case of a vehicle protected from the elements by a cover, such vehicle shall not be visible from the public right-of-way.

(e) *Penalties.* Unless otherwise prescribed by law, any owner and/or operator of a motor vehicle and/or trailer violating the provisions of this section shall be deemed guilty of a misdemeanor.

(f) *Administration and enforcement.* The Sheriff of the county shall be authorized to enforce the provisions of this section and to engage a towing service to remove any vehicle parked in violation of these regulations, provided the cost of towing services shall be charged to the registered owner of any vehicle so removed.

(Ord. No. 061-01HR, § I, 9-4-01; Ord. No. 054-02HR, § II, 10-1-02; Ord. No. 040-03HR, § I, 6-3-03; Ord. No. 053-06HR, § I, 6-6-06; Ord. No. 009-10HR, § I, 2-16-10)

#### **Sec. 17-11. Careless driving.**

(a) It shall be unlawful for any person to operate any vehicle without care and caution, without full regard for the safety of persons or property, or when the vehicle or its appliances are not in proper or safe condition.

(b) Any person who violates this section shall upon conviction thereof, be fined not less than \$25 and not more than \$200.

(c) This offense shall in no way whatsoever be used as an alternative or lesser charge for driving under the influence of intoxicants, driving under suspension of driver's license, passing a stopped school bus, or reckless driving, or to contravene any state statutes which impose criminal liability.

(Ord. No. 054-06HR, § I, 6-6-06)

#### **Sec. 17-12. Driving across public or private property in order to evade traffic control device.**

(a) It shall be unlawful for any person operating a motor vehicle to use public or private property, not recognized as a roadway or thoroughfare, with the intention or purpose of avoiding a traffic signal or sign.

(b) Any person who violates this section shall be deemed guilty of a misdemeanor, and upon conviction shall be fined not more than \$500 or be imprisoned for not more than 30 days.

(Ord. No. 054-06HR, § I, 6-6-06)

#### **Secs. 17-13--17-17. Reserved.**



**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 4d Meeting Date: July 25, 2017

To: Seth Rose, Chair, Development and Services Committee  
From: Finance Department c/o Office of Procurement  
Department: County Council

**Item Subject Title:** Storage Building for Roll Carts at the Landfill

**Action Taken by** None.

**Committee previously:**

- Options:**
1. Approve the request and the Solid Waste Division of Public Works can move forward with the contractor to begin the project.
  2. Don't approve the request and Solid Waste will continue to have the storage deficiencies until the project can be re-solicited and brought before council again

**Motion Requested Today:** Approve the request and the Solid Waste Division of Public Works can move forward with the contractor to begin the project.

**Staff Recommendation:** Approval.

**Impact of Action:** Operating Budget: Not applicable.

Capital Budget: The total cost for the contract is \$170,500, which is inclusive of a 10% contingency.

**Funding**

**Amount/Source:** \$170,500 /Solid Waste budget

**Requested by:** Finance Department c/o Office of Procurement

**Staff Representative:** Acting Procurement Manager Jennifer Wladisckin  
Solid Waste Manager Art Braswell

**Outside Representative:** None.

**List of Attachments:**

1. Detailed Request of Action

7/17/17

Date Submitted

Brandon Madden

Approved by the County Administrator's Office

All

Council District



## REQUEST OF ACTION

**Subject:** Landfill Storage Shed Project

### A. Purpose

County Council is requested to approve the award of a contract for construction of a storage building at the Landfill.

### B. Background / Discussion

The Richland County Landfill identified a need to have a covered storage area for roll carts in order to keep them clean and dry and to free up the area at Public Works where they are currently housed. Roll carts are currently kept in a fenced area, and open to the elements. The carts collect rain water and the standing water poses a risk for increased mosquito activity. The carts are also exposed to sunlight before they are put into use which diminishes the useful life of the cart as it is put into service. The storage building should eliminate these conditions and ensure the carts are in service as long as they should be. The open bay areas and building height ensures that when carts are delivered they can be offloaded directly into the storage building.

A solicitation was issued in September of 2013. Two bids were received for the project and were in excess of the funds available for the project. The bids were \$176,678 and \$181,103. The amount budgeted in 2013 was \$100,000. A review of the bid line items was conducted and the recommendation was made to revise the specifications and re-solicit the bid.

In April of 2017, a Request for Bids #RC-052-B-2017 was issued for construction of a 7,200 square foot pre-engineered pole building, all foundation work and electrical work including panel box, outlets and lighting. The specifications were modified to exclude roof insulation & sheathing, an overhead door, and other items. There were three submittals. The apparent low bidder was identified as Carolina Post & Frame and their submittal was evaluated and found to be responsive and responsible. The bid was deemed fair and reasonable when compared to the engineers' estimate of 2013, less revisions, taking into account current market conditions. The department has encumbered funds to cover the bid amount of \$155,000, plus a 10% contingency.

### C. Legislative / Chronological History

There is no legislative/chronological history.

### D. Alternatives

1. Approve the request and the Solid Waste Division of Public Works can move forward with the contractor to begin the project.
2. Don't approve the request and Solid Waste will continue to have the storage deficiencies until the project can be re-solicited and brought before council again.

**E. Final Recommendation**

It is recommended that County Council approve this request to award the contract with Carolina Post Frame Construction to begin work.

Construction Cost Estimate  
 Richland County Landfill Storage Shed  
 Comparison Between Original and Current Estimate  
 September 30, 2013

Richland County Storage Shed					
Building Element	Quantity	Unit	Unit Cost	JBA Original Estimate	JBA Current Estimate
Allowance for Mobilization/Demobilization and Temporary protection	1	LS	\$ 2,500.00	\$ 1,500.00	\$ 2,500.00
Misc demolition, including removal of fence, etc.	1	LS	\$ 1,500.00	\$ -	\$ 1,500.00
Site grading including gravel pad for building	1	LS	\$ 17,500.00	\$ 10,000.00	\$ 17,500.00
Erection of Pole Building	1	LS	\$ 65,000.00	\$ 60,000.00	\$ 65,000.00
Pole Building Add-on Items					
Roof insulation	7200	SF	\$ 1.65	\$ -	\$ 11,880.00
5/8" plywood roof sheathing	7200	SF	\$ 1.65	\$ -	\$ 11,880.00
8" Overhang	240	LF	\$ 20.00	\$ -	\$ 4,800.00
Lag bolt connections	1	LS	\$ 4,000.00	\$ -	\$ 4,000.00
Gutter and downspouts along front of	120	LF	\$ 6.00	\$ -	\$ 720.00
Wall girts @ 2' o.c. with 5/8" plywood on	1	LS	\$ 5,500.00	\$ -	\$ 5,500.00
Overhead door	1	EA	\$ 3,500.00	\$ 2,000.00	\$ 3,500.00
Electrical	1	LS	\$ 22,500.00	\$ 12,000.00	\$ 22,500.00
Total Subcontract Cost				\$ 85,500.00	\$ 151,280.00
Contractor's normal OH and Profit				\$ 12,825.00	\$ 27,230.40
<b>Total Estimated Cost Storage Shed</b>				<b>\$ 98,325.00</b>	<b>\$ 178,510.40</b>

*\$142,450.40*

*- removed from specs*



Jun 22, 2017

Mr. Hayden Davis  
Project Manager  
Department of Support Services  
400 Powell Road  
Columbia, SC 29203

Re: Richland County Landfill Storage Shed  
Richland County SC  
Solicitation #: RC-052-B-2017

Dear Hayden:

Having reviewed and evaluated the bid for the Richland County Landfill Storage Shed project, we recommend award to Carolina Post and Frame, Inc., being the lowest responsible, responsive bidder at \$155,000.00. Enclosed is a copy of the certified bid tabulation. As requested we have also attached a sketch of the proposed framing to show how the contractor propose to provide the necessary framing to meet the 16' clearance requirement. This condition will be certified and approved by a structural engineer during the shop drawing review process.

We have checked the bidder's documentation for conformance with the bidding instructions, general contractor's license, and Surety Company, finding all of these to be in proper order.

Please let me know if you have any questions or comments or if you need further information.

Sincerely,



John D. Bowman, Jr. AIA  
President

CC: Jennifer Wladischkin  
Chris Coleman  
Allan Huffstetter  
File  
ENCL: Certified Bid Tab  
Sketch of proposed framing detail





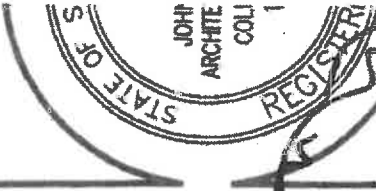
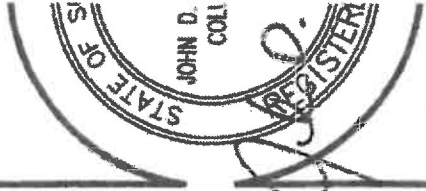
# RICHLAND COUNTY GOVERNMENT CERTIFIED BID TABULATION

RICHLAND COUNTY  
DEPARTMENT DEPT  
2017 MAY 17 AM 2:00

<b>SOLICITATION NUMBER :</b> RC-052-B-2017		<b>PROJECT NAME:</b> Landfill Storage Shed		<b>DATE ISSUED:</b> 4/11/17	<b>RECEIPT DATE:</b> 5/16/17	<b>TIME OPEN:</b> 2:00PM
<b>DEPARTMENT:</b> Solid Waste		<b>REQUISITION #:</b>		<b>PURCHASE ORDER #:</b>		
<b>POINT OF CONTACT:</b>		<b>T:</b>	<b>F:</b>	<b>APPARENT LOW BIDDER</b>		
<b>EMAIL:</b>						
ITEM	MINIMUM DESCRIPTION	SI	QTY	COMPANY:	COMPANY:	COMPANY:
1	Landfill Storage Shed	LS	1	Hoover Bldg No Bid	Carolina Post #Frame	Metro Dwellings
2	Alternate #1	LS	1	(\$)	155,000.00	280,864.00
3				(\$)	151,000.00	9,500.00
4				(\$)		
5				(\$)		
6				(\$)		
7				(\$)		
8				(\$)		
<b>SHIPPING TAX</b>						
<b>GRAND TOTAL</b>						
<b>DELIVERY CALENDAR DAYS</b>						
<b>WARRANTY</b>						
<b>GUARANTEE</b>						
<b>NAME AND TITLE OF CERTIFYING OFFICIAL</b> Jennifer Wladischkin				<b>NAME AND TITLE OF ASSISTANT</b>		
<b>SIGNATURE</b> <i>Jennifer Wladischkin</i>				<b>SIGNATURE</b> <i>J.H.D. Bunn</i>		
<b>DATE:</b> 5/16/17				<b>DATE:</b> 5-16-17		

RCPD TABULATION FORM-2011\_(RAC)

REV	NO	DATE



**Roof TRUSSES**

2x6  
2x6  
Simple Bracing

3 1/2" x 12" LVL  
3 1/2" x 12" LVL

3 1/2" x 12" LVL BEAM

14'-6" AFF

3 1/2" x 12" LVL Beam

Truss bears into face of beam

Joint at intersection of roof panel and wall panel

**NOTE:**  
THIS IS OUR UNDERSTANDING OF HOW THE BEAM AND TRUSS WILL WORK TO SUPPORT THE ROOF AND PROVIDE 16' CLEAR

METAL ROOFING, BY BUILDING MFR.  
SUPPORT COLUMN WITH AS REQUIRED.

ENGINEERED WOOD TRUSSES, BY ROOF-BUILDING MFR., TYP.

8x8 Roof To roof panel

WALL CLOSURE STRIPS AS REQD. BY BLDG. MFR.

16 FT

1"

NAMED OVERHANG BY POLE BUILDING MFR.

02.22.2017

J.D.



**RICHLAND COUNTY  
GOVERNMENT**  
Office of the County Administrator

**REQUEST OF ACTION SUMMARY SHEET**

Agenda Item No.: 4e Meeting Date: July 25, 2017

To: Seth Rose, Chair, Development and Services Committee  
From: Public Works  
Department: Public Works

**Item Subject Title:** Private roads requested to be deeded to the County for perpetual maintenance

**Action Taken by Committee previously:** None.

**Options:**

1. Consider the request and approve accordingly.
2. Consider the request and do not approve.

**Motion Requested Today:** It is requested that Council approve obtaining deeds on four road segments so that they can be incorporated into the County road system.

**Staff Recommendation:** Approve motion request

**Impact of Action:** Operating Budget: Roads & Drainage  
Capital Budget: Not applicable.

**Funding Amount/Source:** Roads & Drainage Budget

**Requested by:** Public Works Department

**Staff Representative:** Ismail Ozbek, Director of Public Works

**Outside Representative:** None.

**List of Attachments:**

1. Detailed Request of Action

7/20/17 Date Submitted      Brandon Madden Approved by the County Administrator's Office      9 Council District



# RICHLAND COUNTY GOVERNMENT

Office of the County Administrator

## REQUEST OF ACTION

**Subject:** Department of Public Works: 2017 - Private Roads requested to be deeded to the County for perpetual maintenance

### A. Purpose

County Council is requested to approve the acceptance of deeds for four private roads in the Wildwood and Sesqui Place Subdivisions in their current condition (“as is”) for perpetual County maintenance.

### B. Background / Discussion

Over the years, there have been areas developed in Richland County where the roads or portions of roads were never deeded to Richland County. In order to take over private roads, Public Works staff requires that the owner / developer bring the roads up to current County standards. There have been many instances in which the owner / developer has gone out of business or did not have the financial resources to bring the roads up to County standards.

In 2012, a Request Of Action was submitted to County Council asking that they approve a list of 40 private roads to be accepted by the County “as is” without requiring the owners of the roads to bring them up to County standards. These roads were starting to have failures such as cracking and potholes. Because the owners were unable to address the issues, the roads will continue to deteriorate. See the attachment for original roads approved for takeover.

At the Annual Council Retreat in 2013, County Council discussed this list and agreed that the roads should be accepted. At the February 5, 2013 Council meeting, Council approved the 2013 Council Retreat Directive to have staff accept these existing 40 paved roads into the County maintenance system “as is”.

Several of the roads on the original approved list are in the Wildwood Subdivision. Three of the roads addressed in this ROA are all also in the Wildwood Subdivision and are currently gaps in the County road maintenance system. The fourth is in Sesqui Place Subdivision, which is right next to Wildwood. The County does not currently have any deeds on these road segments. They were not initially added to the private road list in 2012 because they were in good condition. This was a staff oversight; they should have been included in order to ensure the completeness of the public road network.

The Public Works staff would like to obtain deeds and have these small sections of roads incorporated into the original approved list to remove the gaps in our maintenance responsibilities in these subdivisions. If the County does not take these small sections over,

then they will not receive routine maintenance or capital maintenance (resurfacing).

These roads / sections are currently in good condition, and it is estimated that it will cost no more than \$1,500 a year to maintain these additional sections of roads. The funding will come from the Roads & Drainage Maintenance Budget. As the Transportation Department resurfaces more and more roads, less paved road maintenance will be required by Roads & Drainage Maintenance staff on the newly resurfaced roads. This will free up funding to perform minor maintenance on these small sections of roads that are requested for acceptance.

This is a staff-initiated recommendation. The Right-Of-Way Agent, Mr. Randy Byrd is currently working to obtain deeds on other roads in the Wildwood Subdivision which were previously approved on the original list. This would be the optimal time to ensure that there aren't any gaps in the County road network. Mr. Byrd is already working with the owner of Lame Horse Rd (Wildwood III) to obtain a deed on one of the roads from the original list. It is not anticipated that condemnation will be needed to obtain these Rights-Of-Way.

The circumstances for each section of road are listed below (See attached map for locations):

1. Portion of Hollingwood Drive and Loan Oak Lane (TMS 22704-06-04)
  - A. Length: approximately 1,000 feet
  - B. Owner: Palmetto State Construction
  - C. A portion of Loan Oak Lane was approved to be taken over as part of the original list in 2013. On Hollingwood Drive, the County already owns each end of the road.
2. Portion of Aiken Hunt Circle (TMS 25604-05-01)
  - A. Length: approximately 1,470 feet
  - B. Owner: Sparkleberry Associates
  - C. Most of Aiken Hunt Circle is already owned by Richland County. About 1,470 feet was not deeded to Richland County because it had a different owner. Currently the County portion this road is scheduled to be resurfaced by the Transportation Department. If the private section is not obtained, then this section will be skipped over and will not be resurfaced.
3. Portions of Lame Horse Road (TMS 22805-03-16, 22805-03-17, and 22708-02-09)
  - A. Length: approximately 1,120 feet
  - B. Owner: Wildewood III Associates
  - C. Lame Horse Road has the same owners as Old Still Road, which was approved in 2013 to take over. It would be much easier to obtain a signature for this road now while deeds are being obtained for Old Still Road rather than waiting and having to go through the process again.
4. Portion of Sesqui Trail (TMS 22704-06-06)
  - A. Length: approximately 240 feet
  - B. Owner: First Union National Bank
  - C. Sesqui Trail is approximately 4,550 feet long, and Richland County already has deeds on all but approximately 240 feet.

### **C. Legislative / Chronological History**

1. July 31, 2012 - The D&S Committee reviewed the Request of Action regarding the policy. The item was held in Committee pending Public Works staff addressing the issue of how to deal with paved roads that do not meet County development standards.
2. September 25, 2012 – The D&S Committee deferred this item so that staff may provide a list of roads, cost, and possible funding sources.
3. December 18, 2012 – The D&S committee recommended that Council forward this item to the 2013 Council Retreat for review.
4. December 18, 2012 – Council forwarded this item to the 2013 Council Retreat for review.
5. January 25, 2013 – Council reviewed this item at the 2013 Council Retreat.
6. February 5, 2013 – Council approved the 2013 Council Retreat Directive to have staff accept the existing paved roads that were not accepted into the County maintenance system using \$800,000 in funding from the Roads and Drainage fund balance.
7. March 2013 – Public Works staff began obtaining deeds for 40 approved roads
8. April 7, 2015 – Council approved the addition of the roads in the Sunny Acres Subdivision to the already-approved list.
9. March 2017 – Public Works identified several small road sections in vicinity of Wildwood that were missed and not included in the original approved road list.

### **D. Alternatives**

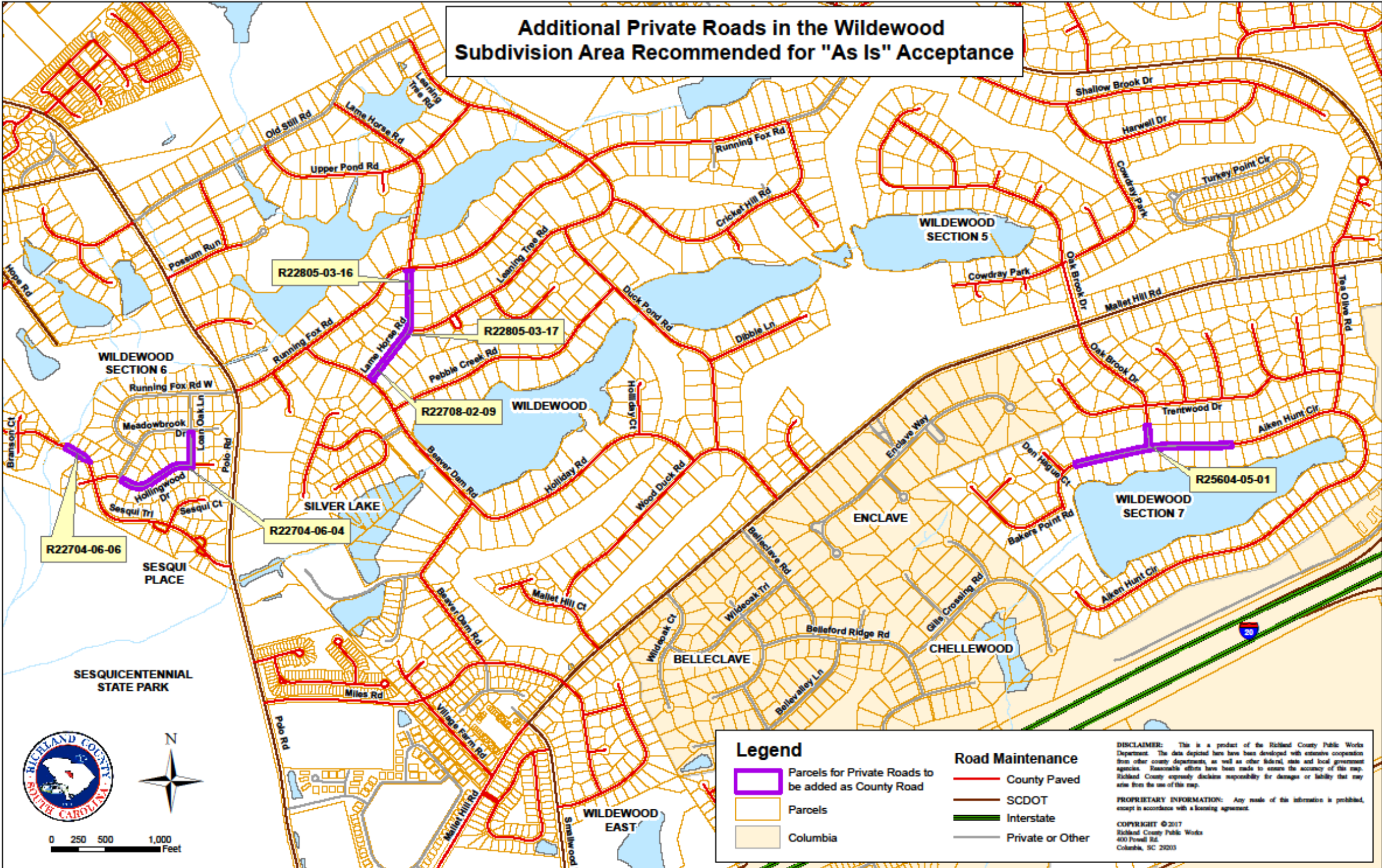
1. Approve the request to obtain deeds and incorporate these roads into the list already approved.
2. Do not approve the request to obtain deeds and incorporate these roads into the list already approved.

### **E. Final Recommendation**

It is recommended that Council approve obtaining deeds and incorporating these roads into the list already approved.



**Additional Private Roads in the Wildewood Subdivision Area Recommended for "As Is" Acceptance**





ROADS PREVIOUSLY APPROVED BY COUNTY COUNCIL FOR "AS IS" ACCEPTANCE							
ROAD NAME	TMS #	Owner	SUBDIVISION	LENGTH (FT)	Estimated Repair Cost	Council District	Comments
Merc Ct	Accepted 6/9/2015	Richland County	Arthurtown Phase 3	118.83	\$0.00	10	Deeded by Habitat for Humanity
Riley Ct	accepted 6/9/2015	Richland County	Arthurtown Phase 3	117.85	\$0.00	10	Deeded by Habitat for Humanity
Dennis Ln	12700-01-03		Camarie Farms - Dennis Ln	3,622.55	\$155,000.00	2	
Moody View Ct	20210-05-01	Lynda Montgomery	Devon Green Phase 1	163.03	\$2,500.00	8	Sold at Tax sale to current owner
Sonny Ct	20210-05-01	Lynda Montgomery	Devon Green Phase 1	96.78	\$2,500.00	8	Sold at Tax sale to current owner
Jaybird Ln	Portion of 20210-05-01	Lynda Montgomery	Devon Green Phase 2 & 3	1,010.17	\$10,000.00	88	Sold at Tax sale to current owner
Reidy Ct	20210-05-02	Brookhaven Development Co Inc.	Devon Green Phase 2 & 3	676.32	\$5,000.00	8	Developer
Bald Eagle Ct	14702-04-01	Will Pope	Heritage Hills Phase 2A	105.60	\$5,000.00	7	Sold at Tax sale to current owner
Heritage Hills Dr	14702-04-01	Will Pope	Heritage Hills Phase 2A	1,802.20	\$5,000.00	7	Sold at Tax sale to current owner
Otter Trail Ct	14702-04-01	Will Pope	Heritage Hills Phase 2A	487.36	\$5,000.00	7	Sold at Tax sale to current owner
Burnwood Ct	14703-03-01	Sandra Elliott	Heritage Hills Phase 2B	355.41	\$5,000.00	7	Sold at Tax sale to current owner
Cedar Edge Ct	14703-03-01	Sandra Elliott	Heritage Hills Phase 2B	382.85	\$5,000.00	7	Sold at Tax sale to current owner
Heritage Hills Dr	14703-03-01	Sandra Elliott	Heritage Hills Phase 2B	1,550.45	\$45,000.00	7	Sold at Tax sale to current owner
Hickory Knoll Rd	14703-03-01	Sandra Elliott	Heritage Hills Phase 2B	1,054.75	\$5,000.00	7	Sold at Tax sale to current owner
Graces Way	22812-02-02	Sparkleberry LLC					Local owner, will deed his portion of road to county
Graces Way	22909-03-16	GRI-EQY Sparkleberry Sq.	N/A: Graces Way (Only needs sidewalks)	2,069.99	\$30,000.00	9	Owner is out of state, no response to letter sent
N Lake Pointe Dr	22881-01-70	Lake Pointe East HOA	Lake Point East	763.47	No Cost Established	9	
Angela Dawn Ct	02408-05-08	Michael Hydrick	North Lake Shore Point	269.07	No Cost Established	1	Sold at Tax sale to current owner
Robin Lynn Ln	02408-03-13	John Papas III	North Lake Shore Point	224.24	No Cost Established	1	Sold at Tax sale to current owner
Conn St	No TMS	Crane Creek Development Co Inc.	Northgate (Crane Creek Estates)	293.97	\$10,000.00	7	Developed in the early '70's. Never deeded to Richland County, however the roads were cut out into the road system, hence no TMS.Development company is long gone.
Crane Creek Ct	No TMS	Crane Creek Development Co Inc.	Northgate (Crane Creek Estates)	400.32	\$10,000.00	7	Developed in the early '70's. Never deeded to Richland County, however the roads were cut out into the road system, hence no TMS.Development company is long gone.
Crane Creek Dr	No TMS	Crane Creek Development Co Inc.	Northgate (Crane Creek Estates)	1,210.50	\$35,000.00	7	Developed in the early '70's. Never deeded to Richland County, however the roads were cut out into the road system, hence no TMS.Development company is long gone.
Scioto Dr	No TMS	Crane Creek Development Co Inc.	Northgate (Crane Creek Estates)	844.14	\$35,000.00	7	Developed in the early '70's. Never deeded to Richland County, however the roads were cut out into the road system, hence no TMS.Development company is long gone.
Durant St	09613-12-01	Equiwest Limited	Northgate (Crane Creek Estates): Durant St	651.02	\$10,000.00	7	
Durden Park Row	Accepted 6/17/2014	Richland County	Stonington Phase 1	728.36	\$10,000.00	7	Deeded by Developer
Ellafair Ln	Accepted 6/17/2014	Richland County	Stonington Phase 1	247.85	\$5,000.00	7	Deeded by Developer
Rose Dew Ln	Accepted 6/17/2014	Richland County	Stonington Phase 1	239.90	\$5,000.00	7	Deeded by Developer
Roundtree Rd	Accepted 6/17/2014	Richland County	Stonington Phase 1	1,547.39	\$25,000.00	7	Deeded by Developer
Stonebury Cir	Accepted 6/17/2014	Richland County	Stonington Phase 1	348.92	\$5,000.00	7	Deeded by Developer
Stonington Dr	Accepted 6/17/2014	Richland County	Stonington Phase 1	1,629.95	\$25,000.00	7	Deeded by Developer
Unnamed St	Accepted 6/17/2014	Richland County	Stonington Phase 1	348.99	No Cost Established	7	Deeded by Developer
Roundtree Rd	Accepted 6/17/2014	Richland County	Stonington Phase 2A	2,633.89	\$20,000.00	7	Deeded by Developer
Summer Bend Rd	Accepted 6/9/2015	Richland County	Summer Valley Phase 2A	877.56	No Cost Established	7	Deeded by Developer
Summer Park Rd	Accepted 6/9/2015	Richland County	Summer Valley Phase 2A	547.89	No Cost Established	7	Deeded by Developer
Summer Bend Rd	Accepted 6/9/2015	Richland County	Summer Valley Phase 2B	794.91	No Cost Established	7	Deeded by Developer
Summer Park Rd	Accepted 6/9/2015	Richland County	Summer Valley Phase 2B	917.27	No Cost Established	7	Deeded by Developer
Summer Side Cir	Accepted 6/9/2015	Richland County	Summer Valley Phase 2B	1,080.05	No Cost Established	7	Deeded by Developer
Summer Crest Rd	Accepted 6/9/2015	Richland County	Summer Valley Phase 3	1,157.02	No Cost Established	7	Deeded by Developer
Summer Ridge Rd	Accepted 6/9/2015	Richland County	Summer Valley Phase 3	370.92	No Cost Established	7	Deeded by Developer
Summer Vista Dr	Accepted 6/9/2015	Richland County	Summer Valley Phase 3	978.17	No Cost Established	7	Deeded by Developer
OldStill Rd	22801-04-11	Wildwood III Associates					Owner is deceased, Heir is very sick, working with HOA president about obtaining ownership
Old Still Rd	22806-01-10	Wildwood I Associates	Wildwood: Old Still Rd	3,088.53	\$200,000.00	9	Owner is deceased, Heir is very sick, working with HOA president about obtaining ownership
Running Fox Rd W	22704-06-03	Palmetto State Construction Co	Wildwood: West of Polo Road	1,559.11	\$125,000.00	9	Owner is deceased, Heir is very sick, working with HOA president about obtaining ownership
Loan Oak Ln	22704-06-03	Palmetto State Construction Co					Owner is deceased, Heir is very sick, working with HOA president about obtaining ownership
Meadowbrook Drive	22704-06-03	Palmetto State Construction Co					Owner is deceased, Heir is very sick, working with HOA president about obtaining ownership
			<b>Totals</b>	<b>37,367.55</b>	<b>800,000.00</b>		