

# **RULES & APPOINTMENTS COMMITTEE**

## **AGENDA**



**TUESDAY NOVEMBER 7, 2023**

**3:00 PM**

**COUNCIL CHAMBERS**

# Richland County Council 2023



Deirek Pugh  
District 2



Jason Branham  
District 1



Gretchen Barron  
District 7



Yvonne McBride  
District 3



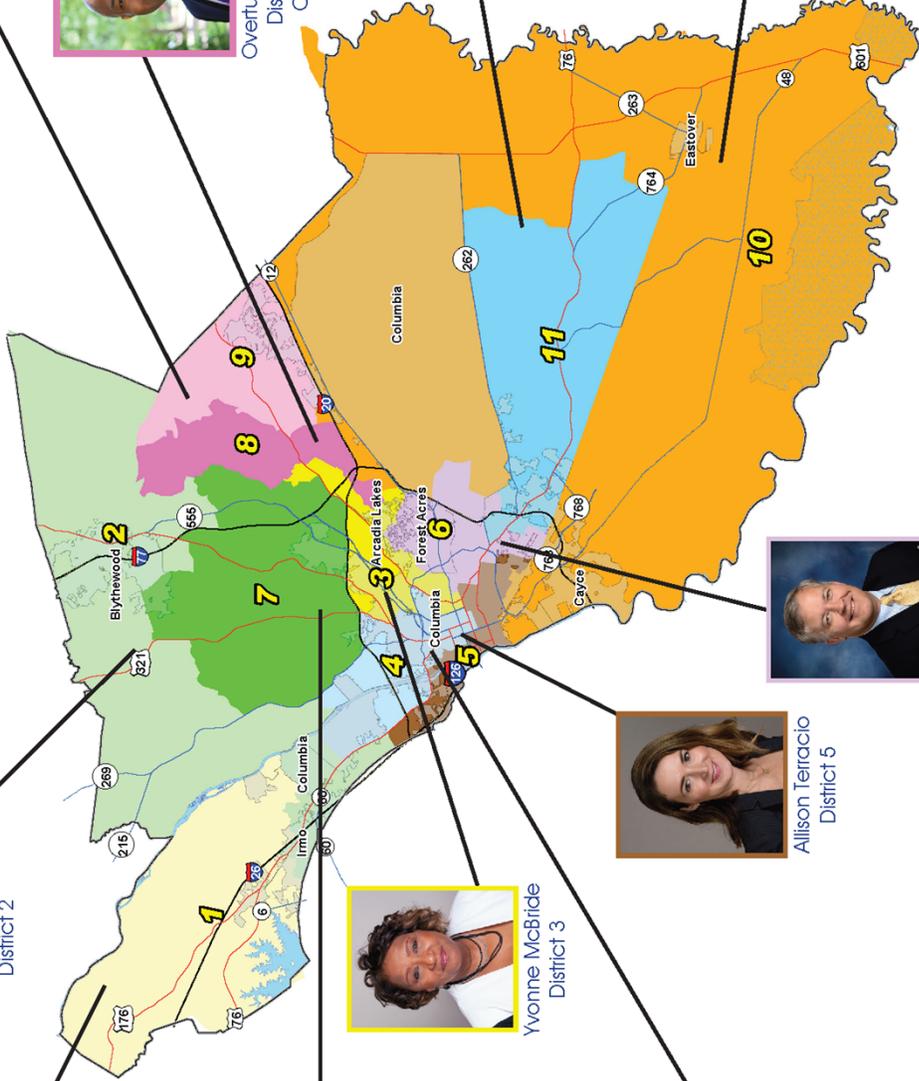
Paul Livingston  
District 4



Allison Terracio  
District 5



Don Weaver  
District 6



Overture Walker  
District 8  
Chair



Chakisse Newton  
District 11



Cheryl English  
District 10



Jessica Mackey  
District 9  
Vice Chair



**Richland County  
Rules & Appointments Committee**

**AGENDA**

November 7, 2023 - 3:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29204

The Honorable Jason Branham	The Honorable Allison Terracio	The Honorable Gretchen Barron, Chair
County Council District 1	County Council District 5	County Council District 7

1. **CALL TO ORDER** The Honorable Gretchen Barron
  
2. **APPROVAL OF MINUTES** The Honorable Gretchen Barron
  - a. October 3, 2023 [\[PAGES 8-9\]](#)
  
3. **ADOPTION OF AGENDA** The Honorable Gretchen Barron
  
4. **INTERVIEWS** The Honorable Gretchen Barron
  - a. East Richland Public Service District - One (1) Vacancy
    1. Lisa Kelly Stewart (Incumbent)
  
  - b. Central Midlands Council of Governments - One (1) Vacancy
    1. Lakesha McKelvey
    2. Jeff Hunter (Applicant has also applied for Central Midlands Regional Transit Authority Board and Transportation Penny Advisory Committee)
    3. Brenson Ravenell
    4. Joseph "Scott" Jailette
    5. Clyde "Chuck" Fallaw, III
  
  - c. Central Midlands Regional Transit Authority - One (1) Vacancy
    1. Jeff Hunter (Applicant also applied for the Central Midlands Council of Governments and Transportation Penny Advisory Committee)

- d. Transportation Penny Advisory Committee - Three (3) Vacancies
  - 1. Jeff Hunter (Applicant also applied for Central Midlands Council of Governments and Central Midlands Regional Transit Authority)
  - 2. Kamal Shlon
  - 3. Shirley Robinson
- e. Richland Memorial Hospital Board - Five (5) Vacancies
  - 1. Frances Ashe-Goins
  - 2. Deanne Wages

**5. APPOINTMENTS**

The Honorable Gretchen Barron

- a. East Richland Public Service District - One (1) Vacancy
  - 1. Lisa Kelly Stewart (Incumbent)
- b. Central Midlands Council of Governments - One (1) Vacancy
  - 1. Lakesha McKelvey
  - 2. Jeff Hunter (Applicant has also applied for Central Midlands Regional Transit Authority Board and Transportation Penny Advisory Committee)
  - 3. Brenson Ravenell
  - 4. Joseph "Scott" Jaillette
  - 5. Clyde "Chuck" Fallaw, III
- c. Central Midlands Regional Transit Authority - One (1) Vacancy
  - 1. Jeff Hunter (Applicant also applied for the Central Midlands Council of Governments and Transportation Penny Advisory Committee)
- d. Transportation Penny Advisory Committee - Three (3) Vacancies
  - 1. Jeff Hunter (Applicant also applied for the Central Midlands Council of Governments and Central Midlands Regional Transit Authority)

2. Algeron Williams (Interviewed on September 19, 2023) (Applicant also applied for the Richland Memorial Hospital Board)

3. Kamal Shlon

4. Shirley Robinson

e. Richland Memorial Hospital Board - Five (5) Vacancies

1. Algeron Williams (Interviewed on September 19, 2023) (Applicant also applied for the Transportation Penny Advisory Committee)

2. Frances Ashe-Goins

3. Deanne Wages

**6. NOTIFICATION OF VACANCIES [PAGES 10-12]**

The Honorable Gretchen Barron

a. a. Accommodations Tax Committee - Four (4) Vacancies (ONE applicant must have a background in the Lodging Industry, TWO applicants must have a background in the Hospitality Industry, and ONE applicant must have a Cultural Background)

b. Building Codes Board of Appeals - Eight (8) Vacancies (ONE applicant must be from the Architectural Industry, ONE applicant must be from the Gas Industry, ONE applicant must be from the Building Industry, ONE applicant must be from the Contracting Industry, ONE applicant must be from the Plumbing Industry, ONE applicant must be from the Electrical Industry, and TWO applicants must be from the Fire Industry as alternates)

c. Business Service Center Appeals Board - Three (3) Vacancies (ONE applicant must be from the Business Industry and TWO applicants must be CPAs)

d. Hospitality Tax Committee - Three (3) Vacancies (TWO applicants must be from the Restaurant Industry)

**7. ITEMS FOR INFORMATION**

The Honorable Gretchen Barron

a. Boards, Commissions, and Committee Advertisement Schedule [PAGE 13]

b. Applications Currently on File [PAGES 14-15]

**8. ADJOURNMENT**

The Honorable Gretchen Barron





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  
Rules and Appointment Committee  
**MINUTES**  
October 3, 2023 – 4:00 PM  
Council Chambers  
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Gretchen Barron, Chair, and Jason Branham

NOT PRESENT: Allison Terracio

OTHERS PRESENT: Michelle Onley, Anette Kirylo, Dale Welch, Stacey Hamm, Dante Roberts, Angela Weathersby, Kyle Holsclaw, Jennifer Wladischkin, and Lori Thomas

1. **CALL TO ORDER** – Chairwoman Gretchen Barron called the meeting to order at approximately 4:00 PM.

Ms. Barron noted that Ms. Terracio could not attend today's meeting due to a family emergency.

2. **APPROVAL OF MINUTES**

- a. September 19, 2023 – Mr. Branham moved to approve the minutes as distributed, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

3. **ADOPTION OF THE AGENDA** – Deputy Clerk to Council Michelle Onley indicated applicant 4(a)(1), Mr. Thomas Murphy withdrew his application.

Mr. Branham adopted the agenda with the removal of applicant 4(a)(1), Thomas Murphy, from the agenda, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

Mr. Branham also moved to remove applicant 5(a)(1) Thomas Murphy from the list of potential appointments, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

4. **INTERVIEWS**

Mr. Branham moved to go into Executive Session to conduct interviews for the Central Midlands Council of Governments and Transportation Penny Advisory Committee, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

***The Committee went into Executive Session at approximately 4:02 PM  
and came out at approximately 4:18 PM***

Mr. Branham moved to come out of Executive Session, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

Ms. Barron indicated the committee entered into Executive Session to hold interviews for the Central Midlands Council of Governments and Transportation Penny Advisory Committee. No action was taken in Executive Session.

- a. Central Midlands Council of Governments – (1) Vacancy – Ms. Kimberley Brown was interviewed.
- b. Transportation Penny Advisory Committee – (4) Vacancies – Mr. Ashton Williams was interviewed.

**5. APPOINTMENTS**

- a. Central Midlands Council of Governments – (1) Vacancy

Mr. Branham moved to appoint Ms. Kimberley Brown, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

- b. Transportation Penny Advisory Committee – (4) Vacancies

Mr. Branham moved to appoint Mr. Ashton Williams, seconded by Ms. Barron

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

**6. ITEMS FOR INFORMATION**

- a. Boards, Commissions, and Committee Advertisement Schedule – No action was taken.
- b. Applications Currently on File – No action was taken.

**7. ADJOURNMENT** – Mr. Branham moved to adjourn the meeting, seconded by Ms. Barron.

In Favor: Branham and Barron

Not Present: Terracio

The vote in favor was unanimous.

The meeting was adjourned at approximately 4:20 PM.

## ACCOMMODATIONS TAX ADVISORY COMMITTEE

Purpose(s)/Service(s): The committee was created by the Richland County Council on January 22, 1985, according to State law, to make recommendations and provide advisory assistance to the County Council on the expenditure of revenue generated from the Accommodations Tax as required by Article 6, Title 12, Chapter 35 South Carolina Code of Laws.

The Committee consists of **SEVEN (7)** members appointed for **TWO (2)** year terms. The majority of the members are from the Hospitality Industry. **At least TWO (2)** members must be from the Lodging Industry and **ONE (1)** member must represent the cultural organizations. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

The committee meets twice during normal working hours in March/April at 2020 Hampton Street. The date(s) to be determined based on membership availability. The first meeting may last up to **SIX (6)** hours. The second may last up to **TWO (2)** hours. The members are expected to review applications over a 4-week period, which can take approximately **FIFTEEN (15)** hours. The total time commitment may be up to **TWENTY-THREE (23)** hours.

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## BUILDING CODES BOARD OF APPEAL

Purpose(s)/Service(s): Richland County Ordinance, Section 6-75 establishes a Board of Appeals that meets the requirements of the most prescriptive adopted building codes mandated by the South Carolina Building Code Council, thus facilitates all matters/areas of building code appeals that may come before them. Appeals to decisions made by the building official are referred to the Board by the Building Official. The Board shall hear and decide appeals of orders, decisions, or determinations made by the Building or Fire Official relative to the application and interpretation of the various codes adopted. After a hearing, the interpretation may be modified and/or reversed. The Board shall have no authority to waive the requirements of any currently adopted code dealing with existing or proposed structures within Richland County.

The Board consists of **SEVEN (7)** members appointed by Council. **ONE (1)** member must come from each of the following industries: Architecture, Engineering, Contracting, Building, Electrical, Plumbing and Gas. In addition, **TWO (2)** alternate members must come from the Fire Industry. The Board shall consist of members who are qualified by experience and training to pass on matters pertaining to building construction, and are not employees of the jurisdiction. The members serve **THREE (3)** year terms. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

The Board shall meet within **TEN (10)** days after notice of an appeal is received from the Building or Fire Official. Meetings are usually scheduled on the 2<sup>nd</sup> Thursday of the month at 1:30 PM.

Required Experience:

- Registered design professional who is a registered architect; or a builder or superintendent of building construction with not less than 10 years' experience, 5 years of which shall have been responsible/in charge of work.
- Registered design professional with structural engineering or architectural experience.
- Registered design professional with mechanical and plumbing engineering experience; or a mechanical and plumbing contractor without less than 10 years' experience, 5 years of which shall have been responsible/in charge of work.
- Registered design professional with electrical engineering experience; or an electrical contractor with not less than 10 years' experience, 5 years of which shall have been responsible/in charge of work.
- Registered design professional with fire protection engineering experience; or a fire protection contractor with not less than 10 years' experience, 5 years of which shall have been responsible/in charge of work

**\*\*All professionals must be registered in the State of South Carolina.**

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### **BUSINESS SERVICE CENTER APPEALS BOARD**

Purpose(s)/Service(s): The Richland County Business Service Center Appeals Board shall serve as the appeals function expounded in the Richland County Code of Ordinances, Chapter 16, Article I. The Board will hear appeals resulting from any person aggrieved by a final assessment, charge backs from an audit, or a denial of a business license by the License Official. In that capacity and as a finder of fact, the Appeals Board shall have the following responsibilities:

- Adopting procedures relating to the execution of the Appeal Board's function;
- Receiving written appeals from businesses;
- Holding meetings to receive testimony by the business, the Business Service Center official, and any other official approved by the Appeals Board;
- Reviewing and analyzing the information presented in the testimonies provided;
- Making a factual conclusion as to the issue in question based on the review and analysis; and
- Writing a formal determination regarding the decision made as to the issue in question.

The Board consists of **FIVE (5)** members. The Board traditionally is comprised of no more than **THREE (3)** and no less than **TWO (2)** Certified Public Accountants, no more than **TWO (2)** and no less than **ONE (1)** member of the SC Bar Association, and no more than **TWO (2)** and no less than **ONE (1)** business person. The members serve **FOUR (4)** year terms. A member may be reappointed for a consecutive second term. After this second term, a member may be reappointed for a third term, but only after **TWO (2)** years have elapsed from the last day of the last term served.

A business person is defined as a local business owner, or someone who is part of the executive leadership team of a larger corporation like a CEO (Chief Executive Officer), CFO (Chief Financial Officer), or COO (Chief Operating Officer) that is physically located inside unincorporated Richland County. An ideal candidate, would be someone who is familiar with business licensing and what that process entails.

## **Hospitality Tax Committee**

Purpose(s)/Service(s): The Committee shall review applications of those entities who are seeking funding from the County Promotions portion of the Hospitality Tax funds. The Committee will then make recommendations to County Council for the allocation and distribution of such funds.

The Committee shall consist of **FIVE (5)** members appointed for **TWO (2)** year terms, or until a successor is appointed. All members must be citizens residing in the County. At least **TWO (2)** members must represent the Restaurant Industry. Members shall not serve more than **TWO (2)** consecutive terms; however, upon service of **TWO (2)** consecutive terms a member may be eligible for reappointment after **ONE (1)** year of non-service.

The Committee meets twice during normal working hours in March/April at 2020 Hampton Street. The date(s) to be determined, based on membership availability. The first meeting may last up to **SIX (6)** hours. The second may last up to **TWO (2)** hours. The members are expected to review applications over a 4-week period, which can take approximately **TWENTY-FIVE (25)** hours. The total time commitment may be up to **THIRTY-THREE (33)** hours.

Preferred Attributes: Members of the committee must be interested citizens residing in the County.

**BOARDS, COMMISSIONS AND COMMITTEE  
VACANCY AND APPLICATION DEADLINE SCHEDULE**

SUBMIT VACANCY LISTING TO RULES COMMITTEE	PUBLICATION OF AD (Estimate)	APPLICATION SUBMITTAL DEADLINE
December 5, 2023	December 15, 2023	January 12, 2024
March 5, 2024	March 15, 2024	April 23, 2024
June 4, 2024	June 14, 2024	July 12, 2024

**APPLICATIONS ON FILE**  
**September 27, 2023**

Board/Committee/Commission	Name	Municipality	District	Application Received	Interviewed	Notes
<b>Airport Commission - 1 Vacancy (Term expires: 12/23)</b>						
Airport Commission	Robert Luke	Unincorporated	9	5/22/2023		
Airport Commission	Tyson Grinstead	Columbia	6	5/31/2023		
Airport Commission	Sally McCants	Columbia	5	7/7/2023		
Airport Commission	Cynthia Giles	Columbia	1	9/27/2023		
Airport Commission	Kendrick Scott	Unincorporated	10	10/17/2023		
<b>Board of Zoning Appeals - 0</b>						
Board of Zoning Appeals	Troy Green	Unincorporated	10	7/26/2023		**Currently No Vacancies
Board of Zoning Appeals	Alexander Alderan	Unincorporated	7	8/23/2023		**Currently No Vacancies
<b>Central Midlands Council of Governments - 1 Vacancy (Resignation)</b>						
Central Midlands Council of Governments	Lakesha McKelvey	Unincorporated	11	10/7/2023		
Central Midlands Council of Governments	Jeffrey Hunter	Columbia	11	10/12/2023		
Central Midlands Council of Governments	Brenson Ravenell	Unincorporated	11	10/19/2023		
Central Midlands Council of Governments	Joseph "Scott" Jaillette	Columbia	6	10/20/2023		
<b>Central Midlands Regional Transit Authority - 1 (Term Expires: 11/23)</b>						
Central Midlands Regional Transit Authority	Jeffrey Hunter	Columbia	11	10/12/2023		
<b>Community Relations Council - 0</b>						
Community Relations Council	Rachel Jeanne Petoskey	Columbia	5	6/28/2023		**Currently No Vacancies
Community Relations Council	Lorrie Floyd-Goodson	Unincorporated	11	8/6/2023		**Currently No Vacancies
Community Relations Council	Jeffrey Hunter	Columbia	11	10/12/2023		**Currently No Vacancies
<b>East Richland Public Service District - 1 (Terms Expires: 10/23)</b>						
East Richland Public Service District	Lisa Kelly Stewart	Unincorporated	6	9/22/2023		
<b>Historic Columbia - 0</b>						
Historic Columbia	Cearra Harris	Columbia	10	7/12/2023		**Currently No Vacancies
<b>Lexington Richland Alcohol and Drug Abuse Council - 0</b>						
Lexington Richland Alcohol and Drug Abuse Council	Jeffrey Hunter	Columbia	11	10/12/2023		**Currently No Vacancies
<b>Planning Commission - 0</b>						
Planning Commission	Lakesha McKelvey	Unincorporated	11	10/7/2023		**Currently No Vacancies
Planning Commission	Tyler Roberts	Unincorporated	2	10/8/2023		**Currently No Vacancies
Planning Commission	Neil Devaney	Unincorporated	1	10/20/2023		**Currently No Vacancies

\*\*Highlighted Applicants have multiple applications on file.

**APPLICATIONS ON FILE**  
**September 27, 2023**

<b>Richland Library Board of Trustees - 0</b>					
Richland Library Board of Trustees	Todd Beasley	Unincorporated	10	8/24/2023	<b>**Currently No Vacancies</b>
<b>Richland Memorial Hospital Board - 5 (Term Expires: 12/23)</b>					
Richland Memorial Hospital Board	Algeron Williams, Sr.	Unincorporated	7	12/6/2022	
Richland Memorial Hospital Board	Frances Ashe-Goins	Unincorporated	8	9/23/2023	
Richland Memorial Hospital Board	Deanne Wages	Unincorporated	7	9/25/2023	
Richland Memorial Hospital Board	Algeron Williams	Unincorporated	7	10/20/2023	
<b>Transportation Penny Advisory Committee - 3 (Terms have expired)</b>					
Transportation Penny Advisory Committee	Jeffrey Hunter	Columbia	11	10/12/2023	
Transportation Penny Advisory Committee	Algeron Williams	Unincorporated	7	10/20/2023	
Transportation Penny Advisory Committee	Kamal Shlon	Arcadia Lakes	3	10/20/2023	
Transportation Penny Advisory Committee	Shirley Robinson	Unincorporated	3	10/20/2023	

\*\*Highlighted Applicants have multiple applications on file.