



Richland County Council

ADMINISTRATION AND FINANCE COMMITTEE

July 25, 2017 – 6:00 PM

Council Chambers

2020 Hampton Street, Columbia, SC 29201

COMMITTEE MEMBERS PRESENT: Greg Pearce, Chair; Bill Malinowski, Paul Livingston, and Jim Manning

OTHERS PRESENT: Joyce Dickerson, Dalhi Myers, Gwen Kennedy, Chip Jackson, Yvonne McBride, Brandon Madden, Elizabeth McLean, Michelle Onley, Sandra Yudice, Tracy Hegler, Jamelle Ellis, Stacey Hamm, James Hayes, Jennifer Wladischkin, Chris Eversmann, Shahid Khan, James Brown, Kevin Bronson, Gerald Seals, Tony Edwards, Valeria Jackson, Roger Sears, and Ismail Ozbek

1. **CALL TO ORDER** – Mr. Pearce called the meeting to order at approximately 6:00 PM. e
2. **APPROVAL OF MINUTES**
 - a. June 27, 2017 – Mr. Malinowski moved, seconded by Mr. Livingston, to approve the minutes as distributed. The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Mr. Malinowski moved, seconded by Mr. Livingston, to adopt the agenda as published. The vote in favor was unanimous.
4. **ITEMS FOR ACTION**
 - a. Council Motion: In order not to discriminate, or have the appearance to discriminate, I move that all outside agencies receiving funding through Richland County are subject to the same, or similar, MOU to that of the Richland County Recreation Commission [N. JACKSON] – Mr. Livingston moved, seconded by Mr. Manning, to table this item.

Mr. Manning withdrew his second.

Mr. Malinowski moved, seconded by Mr. Livingston, to not approve this item. The vote in favor was unanimous.
 - b. Richland County will look into the use of various bond attorneys doing business within Richland County in an effort to spend taxpayer dollars in a more equitable way with the legal profession [MALINOWSKI] – Mr. Malinowski stated that for the 10 years he has been on Council the County has utilized the same law firms handling the bonding matters. It seems there are other firms and bond attorneys; therefore, the taxpayers' money should not go to just one firm.

Mr. Manning requested a friendly amendment to have staff review all of the entities the County contracts with.

Mr. Malinowski moved, seconded by Mr. Manning, to have staff explore the hiring of various entities that provide services to the County (i.e. law firms, contractors, etc.) and report back to the committee. The vote in favor was unanimous.

- c. While Richland County is moving in this direction, for the record I move that Richland County staff review budgets for entities receiving tax dollars to confirm all spending is done to only promote the mission of that entity. Any dollars not spent toward the mission will not be awarded at budget time [MALINOWSKI] – Mr. Malinowski stated he had noticed in some of the annual reports received from groups throughout the County that are providing additional funding to other entities the County is also providing funding too (i.e. Community Endowment). The funding should be used for their mission and not to assist with funding another entity.

Mr. Livingston stated the motion needed to be restated because that was not his understanding of the motion.

Mr. Malinowski stated we need to look at the entities that are receiving funding from the County.

Mr. Pearce stated that will include all statutory, contractual, Accommodations Tax, Hospitality Tax, all of the various grants.

Mr. Malinowski stated to ensure the entities receiving the funds are utilizing them for their own mission and not passing them at to other entities.

Mr. Pearce stated the practical question is how would we accomplish this?

Mr. Malinowski stated it is a matter of reviewing their annual report to determine if they have given funding to an entity the County also funds. If they have, then to go back to them and let them know they cannot do that.

Mr. Pearce stated he does not have a problem with the concept. He has a problem with how it will be implemented since there is only one person who works in the Grants Department.

Mr. Malinowski moved to direct staff to draft an implementation process and bring back to committee. The motion died for lack of a second.

- d. Sprinkler Head Replacements Phase 1-3 at Alvin S. Glenn Detention Center – Mr. Manning moved, seconded by Mr. Livingston, to forward to Council with a recommendation to approve the request and the Detention Center can work with the contractor to begin the project and comply with the Fire Marshal's order.

Mr. Malinowski inquired about the language in the subject and purpose line of the Request of Action.

Mr. Madden stated the subject is "Sprinkler Head Replacements Phase 1-3 at Alvin S. Glenn Detention Center" and the purpose can be provided to the committee prior to the item going to Council.

Mr. Malinowski stated in the background information is states, "Due to the age of the sprinklers, it is difficult to maintain the proper 'spare parts'"...but the actual reason for wanting the replacements did not have anything to do with spare parts. The reason stated for the replacement request is to address code deficiencies until the project can be re-solicited and brought before Council. In addition, the background material states, "code requires that when one sprinkler head is

replaced in an area, all sprinklers in that compartmentalized space shall be replaced” but Council is not told that at least one sprinkler is being replaced in these locations. Also, one of the alternatives is “to comply with the Fire Marshal’s Order” but the Fire Marshal reports in the agenda packet are dated 2012 and 2013.

Mr. Pearce stated this item is not on the agenda for the Special Called Meeting tonight; therefore, he suggested having staff bring back responses to Mr. Malinowski’s concerns prior to the next meeting.

Mr. Manning requested assurance that the sprinkler system at the Detention Center is sufficient that if there is a fire the sprinklers will do what they need to do. Although it is not on the Special Called Meeting agenda, Council can procedurally place this item on the agenda if there is a problem with the sprinkler heads at the Detention Center.

Mr. Bronson stated the Detention Center was not in attendance, but can be reached by phone to give a definitive answer on the functionality of the sprinkler heads. At this time, Mr. Bronson believes the sprinkler heads are functioning and there is no immediate danger if this item is not acted upon tonight.

Mr. Malinowski moved, seconded by Mr. Manning, to defer action on this item until the end of the meeting.

Mr. Manning stated he brought this up earlier in the D&S Committee when there was an important item on the agenda and the Director was not present and he wanted to make the same comment here. He is concerned when there is an important item on the agenda and the Director is not present to answer questions.

The vote in favor was unanimous to defer this item until the end of the meeting.

Mr. Bronson stated he spoke with the Detention Center Interim Director and the system is functioning properly. This bid would be to replace the heads so that it is upgraded to current fire head standards.

The vote in favor was unanimous to forward this item to Council.

- e. Approval of the 5-Year 4 Consolidated Plan (FY17-21) and the FY17-18 Annual Action Plan for Community Development Federal Funds – Ms. Hegler stated this item is taken up every year as a part of the annual reallocation from HUD for the CDBG and HOME funding. The item before the committee is a request to approve the action plan and the upcoming year’s annual allocation.

Mr. Livingston moved, seconded by Mr. Malinowski, to forward this item to Council to approve the Five Year Consolidated Plan (FY17-21) and the FY17-18 Action Plan estimated budgets for CDBG and HOME due to HUD by August 16, 2017.

Mr. Malinowski inquired in the dates on p. 36 of agenda are correct.

Ms. Hegler responded in the affirmative.

Mr. Malinowski inquired as to why staff waited so long to present this item to Council since the deadline for submission is August 16th. In addition, in the operating budget it says it includes six full-time employees to administer the program for the Five-Year Program.

Ms. Hegler stated that is who is currently employed in that division to operate those funds.

Mr. Malinowski inquired if the funding includes their salaries and benefits.

Ms. Hegler responded in the affirmative.

Mr. Malinowski inquired if it also includes the State Retirement.

Ms. Hegler responded in the affirmative.

Mr. Malinowski inquired if the employees are aware that when the grant ends they may not be employed.

Ms. Hegler stated they are aware.

Mr. Malinowski inquired about the 20% in administrative costs.

Ms. Hegler stated the 20% is the allowable cap for administrative costs.

Mr. Malinowski inquired about the "Fire Truck" listed under Expenditures on p. 38 of the agenda.

Ms. Hegler stated the expenditures listed are how the funds have been spent in the last five years. The fire truck was purchased for the Hopkins Community out of these funds.

The vote in favor was unanimous.

f. Potential Property Purchase [Executive Session]

***The Committee went into Executive Session at approximately 6:23 PM
and came out at approximately 6:39 PM.***

Mr. Malinowski moved to not proceed with the potential property purchase. The motion died for lack of a second.

Mr. Livingston moved, seconded by Mr. Manning, to move forward with the appraisal.

Mr. Malinowski stated he wants to make sure his colleagues see what the potential refurbishing costs are going to be in addition to the purchase.

In favor: Livingston, Manning

Opposed: Pearce, Malinowski

The motioned failed.

5. **ITEMS PENDING ANALYSIS**

- a. Council Motion: The City of Columbia announced that they will be targeting Hospitality Tax businesses in the unincorporated area for annexation to take HTax funds. The City receives more than \$10 million annually while the unincorporated area receives over \$5 million annually. The County spends more than half its funds in the City while the City spends its funds in the City only. I move unless the City develops an IGA or MOU with the County not to take target and take the

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County HTax funds that Richland County then there should be some discussion to reevaluate collection of the HTax funds [N. JACKSON & MALINOWSKI]

- b. Explore funding Eco Tourism with funds from Mitigation Bank Credits and Economic Development [N. JACKSON]
 - c. Request that administrative staff and Emergency Services Director evaluate the current contract for ambulance service fee collection to determine whether a rebid of this contract might improve the revenue from ambulance operations. A recommendation regarding this contract would then be reported to the Administration and Finance Committee for any necessary action [PEARCE]
 - d. Explore additional options on supplemental insurance for employees. NOTE: There are new products available. Staff should talk to existing and additional agencies to provide better or additional options for employees. [PEARCE]
6. **ADJOURNMENT** – The meeting adjourned at approximately 6:40 PM.