



Richland County
Administration and Finance Committee
February 22, 2021
MINUTES
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COMMITTEE MEMBERS PRESENT: Bill Malinowski, Chair, Yvonne McBride, Paul Livingston, Joe Walker (via Zoom) and Jesica Mackey

OTHERS PRESENT: Overture Walker, Michelle Onley, Anette Kirylo, Leonardo Brown, Patrick Wright, Lori Thomas, John Thompson, Abhi Despande, Dale Welch, Nadia Rutherford, Randy Pruitt, Steven Gaither, Syndi Castelluccio, Kyle Holsclaw, Justin Landy, Geo Price, Zachary Cavanaugh, Bill Davis, Michael Maloney, David Bertolini, Stacey Hamm, Jennifer Wladischkin, Tamar Black, Aric Jensen, Dwight Hanna, Ashiya Myers, Michael Byrd, Jani Hussain and John Ansell

1. **CALL TO ORDER** – Chairman Bill Malinowski called the meeting to order at approximately 6:00PM.
2. **APPROVAL OF MINUTES**
 - a. **Regular Session: December 16, 2021** – Ms. Mackey moved, seconded by Ms. McBride, to approve the minute as distributed.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous.
3. **APPROVAL OF AGENDA** – Ms. McBride moved, seconded by Ms. Mackey, to approve the agenda as published.

In Favor: Malinowski, McBride, Livingston, J. Walker, and Mackey

The vote in favor was unanimous.
4. **ELECTION OF CHAIR** – Ms. Mackey moved, seconded by Ms. McBride, to nominate Mr. Malinowski for the position of Chair.

In Favor: Malinowski, McBride, Livingston, J. Walker, and Mackey

The vote in favor was unanimous.
5. **ITEMS FOR ACTION**
 - a. **Award Contract for Body Removal Services** – Mr. Brown noted this item is a request for proposal

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(RFP) that received three vendor bids. The highest ranked vendor was Premier Care Services. The Coroner's Office requests the committee to forward a recommendation to Council to award a contract to Premier Care Services for body removal services. He noted this service would require additional funding to the Coroner's budget in the next budget cycle.

Mr. Livingston moved, seconded by Ms. McBride, to forward to Council with a recommendation to award the contract to Premier Care Services for body removal services.

Mr. Malinowski inquired why we need to provide additional funding, when we do not know what the costs will be. He inquired about the cost for body removal, the number that have been removed this year, and the anticipated number for the remaining fiscal year.

Ms. Nadia Rutherford, Richland County Coroner, responded, when they dispatch body removal it is because an autopsy has to be performed or because someone has died outside of a healthcare facility. There have been approximately 200 removals since January 1, 2022.

Mr. Malinowski inquired how much they pay per removal.

Ms. Rutherford responded they currently pay approximately \$205 per removal.

Mr. Malinowski inquired if they have an opportunity to get any of the funding back or if there are stipulations as to when the County pays versus a private party or another agency.

Ms. Rutherford responded, at this time, there are no other options and they do not charge the citizens for body removal or transport. She noted they have changed their body removal services to a higher quality service that charges a lower rate.

Mr. Malinowski inquired if the removals are strictly for unincorporated Richland County.

Ms. Rutherford responded the service covers all of Richland County.

Mr. Malinowski inquired, if they picked-up a body at the request of another municipality, would that municipality reimburse the County.

Mr. Rutherford responded they do not receive any reimbursement.

Mr. Livingston stated the funding comes from the General Fund and all municipalities contribute to the General Fund.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous to forward a recommendation to Council to award the contract for body removal services to Premier Care Services.

- b. Community Planning & Development – Business Service Center - Business License Tax Rate Schedule Rebalance** – Mr. Brown stated counties, cities and town must rebalance their business license tax rates to ensure revenue neutrality during the 2022 business license cycle. In other words, achieving compliance with SC Act 176, so as to not create a revenue windfall during the 2022 business license year.

Mr. Zachary Cavanaugh, Director of Business Services, stated part of SC Act 176 was the placement

of each business type into the new State mandated rate classes. If the County did not rebalance their rate structure, we would lose a little over \$1M in business license revenue. The proposed rate structure is a true revenue neutrality, so we will not gain or lose revenue with the change.

Ms. McBride inquired if this change was discussed with the Chamber or if they looked at the overall impact of the change.

Mr. Cavanaugh responded they did not discuss this with the Chamber, but he has discussed it with numerous other licensing jurisdictions throughout the State and Richland County was still one of the cheapest business licenses that can be obtained in the State.

Mr. Livingston moved, seconded by Ms. Mackey, to forward to Council with a recommendation to approve the rebalanced Business License Tax schedule to prevent a loss in revenue from businesses being placed into their new rate classes mandated by SC Act 176.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous.

- c. **Operational Services - Approve Funding for the Modernization of (6) Elevators at 2020 & 2000 Hampton Street** – Mr. Brown stated the elevators were in the original building and have far exceeded their life expectancy of 25 years. He noted through Council’s action to allow the use of ARP funds to replace the HVAC system, we will be able to use capital funds to modernize the elevators at 2000 and 2002 Hampton Street.

Mr. Livingston inquired if the capital funds were already approved in the current budget.

Mr. Brown responded in the affirmative.

Mr. Malinowski noted, because of the age of the elevators, there potentially could be an increase in notices of violation from South Carolina Labor and Licensing. He inquired if we have received any violations.

Mr. David Bertolini, Facilities and Grounds General Manager, responded, 5 years ago, we went through the same situation with the elevators at the Judicial Center, and were sent cease and desist orders. We have not gotten to that point, but it was on the radar that the elevators needed to be modernized.

Mr. O. Walker inquired if there are any other County buildings that have elevator concerns.

Mr. Bertolini responded the next one we may have to address within the next 5 years would be the Sheriff’s Department.

Mr. Livingston moved, seconded by Ms. Mackey, to forward to Council with a recommendation to approve the use of Operational Services project bond funds to finance the modernization of (3) elevators at the Richland County Administration Building and (3) elevators at the Richland County Health Building.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous.

- d. **Operational Services - Approval to Award Contract for (2) Fire Station Roofs** – Mr. Brown stated the two (2) roofs are beyond repair and cost prohibitive. A request for solicitation was advertised to remove the existing roofing system and to install a new roofing system. Staff requests the award of the fire station roof repair project to Frizzel Construction Co.

Ms. Mackey inquired if all the fire stations were elevated and determined these are the two in greatest need or is there a priority list of others that need repairs.

Mr. Bertolini responded they started the process 5 years ago. This will be the 12th and 13th stations being re-roofed. There are 2 remaining stations.

Ms. McBride moved, seconded by Mr. Livingston, to forward to Council with a recommendation to award for the Request for Bid #RC-479-B-2022 – Fire Station Roof Repair Project to Frizzel Construction Co. Inc. dba of Summit BSR Roofing.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous

- e. **Utilities - Hopkins Utilities Office – Sewer Connection** – Mr. Brown noted the facilities team tried to help us a septic tank and drain field in 2017. The project was stopped after it was determined the ground is not suitable for the drain field septic system. At that time, a porta-John was placed at the facility. We now have the ability, and is staff's recommendation, that we connect to the sewer system.

Mr. Malinowski stated, for clarification, once Change Order #12 was approved, the company agreed to deduct the \$4,275 mobilization amount from the change order.

Mr. Bill Davis, Utilities Director, responded in the affirmative.

Ms. Livingston moved, seconded by Ms. McBride, to forward to Council with a recommendation to approve Change Order Proposal to Division 3 – TCO Construction to connect the existing Hopkins Utilities Office to the new Southeast Sewer System at 1629 Clarkson Road.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous

- f. **Department of Public Works – Solid Waste & Recycling Division - Approval of Class 2 Solid Waste Disposal Contract Amendment** – Mr. Brown stated staff's recommendation is to approve the Contract Amendment with Waste Management of South Carolina for disposal of Class 2 solid waste.

Ms. McBride inquired as to what is classified as Class 2 solid waste.

Mr. John Ansell, Solid Waste & Recycling, responded it is construction and demolition debris.

Mr. Livingston moved, seconded by Ms. McBride, to forward to Council with a recommendation to approve the Contract Amendment between Waste Management of South Carolina and Richland County for disposal of Class 2 solid waste.

Mr. Malinowski noted, it appears, the contract has expired. He stated he was leaving it up to Legal to determine if additional language is needed to make the new contract current.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous.

6. **ITEMS PENDING ANALYSIS: NO ACTION REQUIRED**

- a. **Request the Business License Ordinance be reviewed and changed to address items that are allowed by state law but are not being done by Richland County and resulting in large amounts of money not being collected. I will provide additional information to Assistant Administrator Jensen for review and handling prior to it getting to a committee [MALINOWSKI - December 7, 2021]** – No action was taken.

7. **ADJOURNMENT** – Mr. Livingston moved, seconded by Ms. Mackey, to adjourn the meeting.

In Favor: Malinowski, McBride, Livingston, J. Walker and Mackey.

The vote in favor was unanimous.

The meeting adjourned at approximately 6:27PM.