



Richland County Council
Administration and Finance Committee Meeting
MINUTES
February 28, 2023 – 6:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL MEMBERS PRESENT: Paul Livingston, Jason Branham, Yvonne McBride, and Don Weaver

NOT PRESENT: Jessica Mackey

OTHERS PRESENT: Allison Terracio, Cheryl English, Derrek Pugh, Gretchen Barron, Tamar Black, Leonardo Brown, Elizabeth McLean, Dan Kim, Aric Jensen, Ashiya Myers, Stacey Hamm, Chelsea Bennett, Michelle Onley, Angela Weathersby, John Thompson, Hayden Davis, Lori Thomas, Bryant Davis, Chris Eversmann, Abhijit Deshpande, Michael Byrd, Dale Welch, and Jennifer Wladischkin

1. **CALL TO ORDER** – Councilman Paul Livingston called the meeting to order at approximately 6:00 PM.
2. **APPROVAL OF MINUTES**
 - a. November 17, 2022 – Ms. McBride moved to approve the minutes as distributed, seconded by Mr. Livingston.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

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

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.
4. **ELECTION OF CHAIR** – Ms. McBride moved to nominate Ms. Mackey as Chair, seconded by Mr. Branham.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.
5. **ITEMS FOR ACTION**
 - a. Court Administration – Intergovernmental Agreement – Town of Arcadia Lakes – Municipal Judge – Mr. Leonardo Brown, County Administrator, stated staff recommends approval of Judge Sutton’s request. The Town of Arcadia Lakes will pay the funds for the magistrate.

Ms. McBride moved to forward to Council with a recommendation to approve the Intergovernmental Agreement (IGA) with the Town of Arcadia Lakes for a municipal judge position.

In Favor: Branham, McBride, Livingston, and Weaver
Not Present: Mackey

The vote in favor was unanimous.

- b. Treasurer's Office – Disbursement of Forestry Funds – Mr. Brown stated that prior to its 2021 allocation, Council allocated 50% of the funds to public schools and 50% to public roads in 2018, 2017, 2014, 2012, and 2011. If Council should proceed with the 50% allocation for the schools, the amount per school district will be as follows: Richland School District One - \$5,492.88, Richland School District Two - \$7,018.42, Richland/Lexington School District Five - \$4,276.32, and Public Roads - \$16,787.64. He noted these funds are coming to the County as a part of Title 10. The Treasurer is requesting the approval of a resolution to distribute the funds in the amount of \$33,575.26.

Ms. McBride inquired if we could move to have the funds transferred to Richland County and then decide on how they would be distributed.

Mr. Brown responded the funds have to be distributed for the benefit of the public schools and public roads in which the military installation or facility is situated (i.e., McEntire Joint National Guard Base).

Ms. McBride moved to forward to Council with a recommendation to approve the resolution to distribute \$33,575.26.

Ms. McBride noted she was curious if the schools could do anything with such a small amount if the funds were divided as outlined. Therefore, she would prefer to apply the total amount to one project.

Mr. Brown stated for clarification; the funds have been received. At this point, we request the committee determine how the funds are distributed.

Ms. McBride made a substitute motion to forward to Council with a recommendation to distribute the \$33,575.26 as follows: Richland School District One - \$5,492.88, Richland School District Two - \$7,018.42, Richland/Lexington School District Five - \$4,276.32, and Public Roads - \$16,787.64. Mr. Weaver seconded the motion.

Ms. McBride inquired if the funding was adequate for the school districts to do anything.

Mr. Brown replied that receiving funds they could put toward any need, regardless of the amount, would benefit them.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.

- c. Department of Public Works – Jim Hamilton-LB Owens Airport – Use of Landside Airport Property – Mr. Brown stated staff recommends Council consider approval of the request. We believe it complies and comports with the County's Strategic Plan as it relates to positive public engagement. The event is tentatively planned for mid-morning to late afternoon (approximately 10:00 AM – 4:00 PM).

Mr. Livingston inquired about how we deal with liability.

Mr. Brown responded that if approved, Risk Management will ensure their insurance coverage is adequate. In addition, we have hold-harmless agreements with the participants and the other individuals.

Ms. McBride moved to forward to Council with a recommendation to authorize staff to coordinate the use of Landside Airport Property for the Corvair Vintage Car Show at an upcoming weekend date to be determined, seconded by Mr. Weaver.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.

- d. Operational Services – Hampton Street – Elevator Modernization – Mr. Brown stated a bid went out on this project. We received six (6) responses. The lowest responsible bidder was selected. The funding was previously approved. The project is designed to bring the elevators at 2000 and 2020 Hampton Street up to date.

Mr. Branham requested additional information on what the modernization of elevators entails.

Mr. Hayden Davis, Project Manager, replied the elevators have reached their lifespan. We are bringing them up to date, including replacing the pump, replacing the control system, and redoing the cab's interior. We are keeping the cabs because they were designed for the rails.

Ms. McBride inquired if there is a warranty on the updates.

Mr. Davis responded there is a one-year warranty.

Mr. Weaver moved forward to Council with a recommendation to award a contract to Metro Elevator for the modernization of six hydraulic elevators located at 2000 and 2020 Hampton Street, seconded by Mr. Branham.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.

- e. Operational Services – Selective Demolition of Dillard's – Mr. Brown stated staff recommends proceeding with the demolition project by awarding the contract to NEO Corporation to provide selective demolition services at Dillard's at Columbia Place Mall. In addition, staff recommends a 15% contingency based on the age of the building and issues that may arise. Two (2) sources are providing the funds for the project: the South Carolina Department of Social Services (SCDSS) in the amount of \$200,000 and the American Rescue Plan funds allocated by Council for the Family Service Center construction project in the amount of \$203,000. The SCDSS funding must be expended by June 30, 2023, and will be the first funds utilized to pay invoices.

Ms. McBride moved forward to Council with a recommendation to award a contract to NEO Corporation to provide selective demolition services at the Dillard's space at Columbia Place Mall, with a 15% contingency based on the age of the building and issues that may arise, seconded by Mr. Weaver.

Mr. Branham inquired about the timeline for the completion of the project.

Mr. Brown responded these are the initial steps. The next steps will be the March 8th work session, allowing us to discuss future projects. Funding for the Family Service Center will be one of the projects. From there, we expect Council to take action on the finances, allowing us to move forward with construction. Construction is anticipated to take 18-24 months.

Mr. Branham inquired if we have a schematic plan for the space.

Mr. Brown stated we do have general information. We have looked at the space needs and compared it to the Charleston facility we toured earlier this year.

Ms. McBride inquired if Council will be given an update on the 911 Center at the March 8th work session.

Mr. Brown replied there would be an overview but not project details. The work session will look at financing for the projects, not necessarily what stage of movement they are in.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.

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

- a. Direct the County Administrator to create a new IGA regarding the Alvin S. Glenn Detention Center Inmate Per Diem rate. Richland County is operating on fees that were implemented effective July 1, 2018 and but did not go into effect until July 1, 2019 due to the 90 day notice requirement pursuant to the agreement. The agreement in effect at that time was to have the fee only increase \$10 per year until it reached 95% of the

actual cost to the County. We are currently losing thousands of dollars per year the way this is being handled.

Richland County should not have taxpayers pay for outside entities who placed individuals in the County Detention Center, as that is the responsibility of the placing entity. Every entity who places an individual in the Alvin S. Glenn Detention Center should have an IGA with Richland County that reflects the current rate they will be paying as well as the fact rates are subject to change upward or downward on an annual basis. Those IGA's should also be worded as an annual agreement with up to so many extension years and the 90-day notice needs to be either reduced or more closely followed by staff. [MALINOWSKI - May 3, 2022] - No action was taken.

- b. Any agency receiving funds from Richland County must provide an accounting for those funds prior to a request for funds in the next fiscal year budget. REASON: Accountability is a must for taxpayer dollars [MALINOWSKI - June 7, 2022] - Staff recommends that this item be deferred and revisited for changes to the reports to become more consistent, streamlined, and standardized following recommendations from the Community Impact Grant Committee to full Council in Spring 2023.

- 7. **ADJOURNMENT** – Mr. Weaver moved to adjourn the meeting, seconded by Mr. Branham.

In Favor: Branham, McBride, Livingston, and Weaver

Not Present: Mackey

The vote in favor was unanimous.

The meeting adjourned at approximately 6:29 PM.