



RICHLAND COUNTY COUNCIL

ADMINISTRATION AND FINANCE COMMITTEE

Damon Jeter
District 3

Gwendolyn Kennedy
District 7

Greg Pearce, Chair
District 6

Jim Manning
District 8

Seth Rose
District 5

Tuesday, December 20, 2011
6:00 PM

Report of Actions

CALL TO ORDER Greg Pearce called the meeting to order.

APPROVAL OF MINUTES

1. Regular Session: November 22, 2011 – The minutes of the November 22, 2011 committee meeting were approved as submitted.

ADOPTION OF AGENDA The agenda was adopted as published.

ITEMS FOR ACTION

- Consent** 2. Pursuant to a request from Gary Watts, the Richland County Coroner, I move that the County Administrator and/or his designee along with the County Attorney meet with the Coroner and Probate Judge Amy McCullough to determine whether a county ordinance could be developed that would assist in the recovery of costs associated with the disposition of unclaimed decedents. This would only apply to those individuals whose estates are determined to have financial resources available. Explanation: According to the Coroner, the number of families declining custody of their deceased relatives is rising annually with the County having to bear the cost of preparation and burial of these individuals. In many cases, the Coroner and Probate Judge have determined that the decedent's estate have sufficient assets to cover these costs; however, they currently have no means to recover the costs associated with these expenses - The committee recommended that Council table this item. The vote in favor was unanimous.
- Consent** 3. Motion requesting that County Attorney establish a list of qualified bond attorneys - The

committee recommended that Council, in an attempt to give qualified law firms an opportunity to participate in the County's bond work, direct the County Attorney to establish a list of qualified firms and the list would be used to rotate the County's bond function. In addition, the County would encourage these firms to ensure that there is minority partnership in the process. Also, the committee recommended that Council establish a policy of including a separate role as disclosure counsel for bond issues in the amount of \$5,000,000 or more with the County Attorney to establish a process for selecting disclosure counsel from qualified law firms. There will be no change in the County's current bond counsel in partnership with a minority law firm. Additionally, the committee recommended that Council direct the County Attorney to consult with each of the attorneys/law firms currently working with the County to encourage minority participation, partnerships, and mentoring. Finally, the committee recommended that Council direct the County Attorney to engage the services of an outside firm to advise the County on modifications of the County's procurement code to increase minority and local participation in all procurement matters. The vote in favor was unanimous.

- Consent** 4. Status Offender Intervention Project/One Full-Time position/10% match – The committee recommended that Council approve the request for the Status Offender Intervention Project utilizing funds that are currently available in the County match account from grants that were not received. The vote in favor was unanimous.
- Consent** 5. Broad River Administration Building-Loan Payment – The committee recommended that Council, via budget amendment, approve staff's request to appropriate and redirect a portion of the interest earned on the outstanding Broad River Sewer Bond to pay the internal loan back to the County's General fund for the Broad River Administration Building. The vote in favor was unanimous.
- Consent** 6. Approval to Participate in Emergency Medicine Fellowship Program - The committee recommended that Council allow Emergency Services to participate in the Palmetto Health Emergency Medicine Fellowship Program. The vote in favor was unanimous.
- Consent** 7. Landfill Office Building Replacement -The committee recommended that Council authorize Procurement to award the contract to Construction Dynamics in the amount of \$798,985.50 for the construction of the Richland County Landfill Office building. This amount includes the construction cost of \$694,770 along with a 15% contingency cost of \$104,215.50. The vote in favor was unanimous.