

RICHLAND COUNTY GOVERNMENT



Office of the County Administrator

COUNTY ADMINISTRATOR'S REPORT OF COUNCIL ACTIONS REGULAR SESSION COUNCIL MEETING

July 19, 2011

6:00 p.m.

Call to Order: Livingston

Invocation: Manning

Pledge of Allegiance: Manning

Approval of Minutes

- a. **Regular Session: July 5, 2011:** Approved as published.

Adoption of the Agenda: Approved as amended.

Report of the County Attorney

- a. **Legal Settlement Update**
- b. **Fire Contract / Audit Update**
- c. **Lower Richland Sewer**

Citizens' Input: Six people spoke.

Report of the County Administrator

- a. **Richland 101 for Kids:** Ms. King invited Council to attend the event, which will take place July 28, 2011 from 9am – 1pm at Dutch Square Mall.
- b. **Joint City – County Consolidation / Privatization Ad Hoc Committee Meeting, July 21, Columbia City Hall:** Mr. Pope reminded Council of the upcoming meeting.

- c. **Register of Deeds Presentation:** John Hopkins and Steve Collins presented a brief demo of the online system.
- d. **Fire Contract / Audit Update:** Executive Session item.
- e. **Community Development Report:** Deferred.
- f. **Summer Celebration of Water, Riverfront Park, August 6, 9:00 am – 2:00 pm:** Ms. King invited Council to participate in the event.

Report of the Clerk of Council: No report.

Report of the Chairman

- a. **CMRTA Update:** Council approved payment for July 1 – September 30, 2011 (\$417,500, or 3/12 of the \$1,670,000 approved by Council for FY 12), contingent upon the following conditions: hiring of a temporary executive director as soon as possible; board restructuring as soon as possible; external audit as soon as possible. A report from the CMRTA regarding these items is also due in October. **ACTION: ADMINISTRATION, FINANCE, LEGAL**
- b. **Lower Richland Sewer:** Executive Session item.

Presentations

- a. **SCAC – Programs and Services and Legislative Update:** Josh Rhodes, SCAC, presented Council with the programs and services available for counties.
- b. **911 Monument Presentation:** Dan Hennigan presented Council with information regarding the monument.

1. Public Hearing

- a. **An Ordinance Amending the Fiscal Year 2010 – 2011 General Fund Annual Budget to appropriate \$79,000 of General Fund Undesignated Fund Balance to Clerk of Court for the purchase of additional shelving in Family Court, Civil Records, Criminal Records and the Archives Room:** No one spoke.

2. Consent Items

- a. **11-06MA, Pally R. Desai, RU to NC (.76 acres), TMS# 14700-03-33, 9401 Wilson Boulevard [Third Reading]:** Council gave third reading

approval to the map amendment ordinance. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**

- b. **11-07MA, Richland County, TROS to RS-LD (12.49 acres), TMS# 20406-02-01(p), Longcreek Plantation [Third Reading]:** Council gave third reading approval to the map amendment ordinance. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- c. **[Removed from Consent] Authorizing and Providing for the Issuance of a Hopkins Waterworks System Improvement Revenue Bond, Series 2011, or such other appropriate series designation of Richland County, South Carolina, in an amount not to exceed \$2,033,000; authorizing the County Administrator to determine certain matters relating to the note; providing for form and details of the bond; providing for the payment of the bond; providing for the disposition of the proceeds thereof; and other matters relating thereto [Second Reading]:** Council gave second reading approval to the bond ordinance. **ACTION: ADMINISTRATION, FINANCE, TREASURER, UTILITIES, CLERK OF COUNCIL, LEGAL, AUDITOR**
- d. **An Ordinance Amending the Richland County Code of Ordinances, Chapter 6, Buildings and Building Regulations; Article II, Administration; Division 3, Permits, Inspection and Certificate of Approval; Section 6-52, inspections Required; so as to not require inspection of occupied structures unless there are safety concerns [Second Reading]:** Council gave second reading approval to the ordinance. **ACTION: ADMINISTRATION, BUILDING INSPECTIONS, CLERK OF COUNCIL, LEGAL**
- e. **An Ordinance Authorizing Easement to the City of Columbia for Sanitary Sewer Main to serve the Brookhaven Subdivision; Richland County TMS #17500-03-67 [Second Reading]:** Council gave second reading approval to the ordinance. **ACTION: ADMINISTRATION, CLERK OF COUNCIL, LEGAL**
- f. **An Ordinance Amending the Fiscal Year 2011 – 2012 General Fund Annual Budget to appropriate \$91,754 of General Fund Undesignated Fund Balance to the Solicitor for Grant Match Funds [Second Reading]:** Council gave second reading approval to the budget amendment ordinance. **ACTION: ADMINISTRATION, CLERK OF COUNCIL, LEGAL, FINANCE, SOLICITOR, GRANTS**
- g. **An Ordinance Authorizing Easement to the City of Columbia for a water main to serve the Brookhaven Subdivision; Richland County TMS #17500-03-67 [Second Reading]:** Council gave second reading

approval to the ordinance. **ACTION: ADMINISTRATION, CLERK OF COUNCIL, LEGAL**

3. Third Reading Item

- a. **An Ordinance Amending the Fiscal Year 2010 – 2011 General Fund Annual Budget to appropriate \$79,000 of General Fund Undesignated Fund Balance to Clerk of Court for the purchase of additional shelving in Family Court, Civil Records, Criminal Records and the Archives Room:** Council gave third reading approval for a budget amendment for the Clerk of Court and Family Court to use \$79,000 to purchase additional shelving in Family Court, Civil Records, Criminal Records and the Archives rooms as well as purchase On Base software in order to scan documents in Family Court. **ACTION: ADMINISTRATION, PROCUREMENT, FINANCE, CLERK OF COURT, INFORMATION TECHNOLOGY, CLERK OF COUNCIL, LEGAL**

4. Second Reading Item

- a. **An Ordinance Amending the Richland County Code of Ordinances; Chapter 18, Offenses; Section 18-6, Smoking of Tobacco Products; Subparagraph (G), Reasonable Distance; so as to prohibit smoking within fifteen (15) feet of a door used as an entrance to or exit from an enclosed area where smoking is prohibited:** Council gave second reading approval to the ordinance. **ACTION: ADMINISTRATION, CLERK OF COUNCIL, LEGAL, BUSINESS SERVICE CENTER, SHERIFF'S DEPARTMENT**

5. Report of the Administration and Finance Committee

- a. **Responses from RFP to Employee and Retiree Group Benefit Services:** Council approved and authorized staff to implement a wellness incentive program and negotiate and award contracts to the recommended vendors. **ACTION: ADMINISTRATION, HUMAN RESOURCES, PROCUREMENT, LEGAL, FINANCE**

6. Report of the Rules and Appointments Committee

- a. **Notification of Vacancies:** Advertise items i - iii. **ACTION: CLERK OF COUNCIL**
- i. **Board of Assessment Control – 1 [Joseph E. Sharpe, September 9, 2011]**

- ii. **Central Midlands Council of Governments – 1** [Michael A. Letts, September 9, 2011*]
- iii. **Community Relations Council – 3** [Celestine Parker, September 9, 2011, Karen Jenkins, September 9, 2011*, Michael L. Jacobs, October 7, 2011]

b. Notification of Appointments

- i. **Accommodations Tax Committee – 5** [1 At Large position, 2 Hospitality, and 2 Lodging positions] [Thomas A Boland, Sr.; Phyllis Gibson; Allison Kirby; Debra (Debi) A Young] Boland, Sr. was appointed. **ACTION: CLERK OF COUNCIL**
- ii. **Appearance Commission – 2** [1 position for a licensed Horticulturist and 1 position for a Landscaper] [No applications were received.] Advertise. **ACTION: CLERK OF COUNCIL**
- iii. **Building Codes Board of Adjustment and Appeals – 3** [1 licensed electrician, 2 positions for fire protection industry persons] [No applications were received.] Advertise. **ACTION: CLERK OF COUNCIL**
- iv. **Business Service Center Appeals Board – 1** [CPA preferred] [No applications were received.] Advertise. **ACTION: CLERK OF COUNCIL**
- v. **Central Midlands Council of Governments – 1** [No applications were received.] Advertise. **ACTION: CLERK OF COUNCIL**
- vi. **Hospitality Tax Committee – 2** [Craig H. Parks] Parks was appointed. **ACTION: CLERK OF COUNCIL**
- vii. **Internal Audit Committee – 1** [No applications were received.] Advertise. **ACTION: CLERK OF COUNCIL**
- viii. **Library Board – 4** [Clarissa T. Adams; Robert E. Gahagan*; James Judson (Jack) Godbold*; Kirby D. Shealy, III*; JoAnn Turnquist]: Gahagan, Godbold, Shealy, and Turnquist were appointed. **ACTION: CLERK OF COUNCIL**
- ix. **Music Festival Board – 1** [No applications were received.] Advertise. **ACTION: CLERK OF COUNCIL**

- c. **Discussion from the Rules and Appointments Committee**
 - i. **Electronic Participation:** Deferred. **ACTION: CLERK OF COUNCIL**

- 7. **Report of the Decker Mall Space Allocation Committee:** Council accepted and approved the report contained in the Council Agenda. The Ad Hoc Committee is to meet again to receive a status update on the RFP, and for staff to provide an update regarding the tenants. **ACTION: ADMINISTRATION**

- 8. **Citizens' Input:** No one spoke.

- 9. **Executive Session**
 - a. **Legal Settlement Update:** Received as information.

 - b. **Fire Contract / Audit Update:** This item was forwarded to the Fire Ad Hoc Committee. **ACTION: ADMINISTRATION, EMERGENCY SERVICES, CLERK OF COUNCIL**

 - c. **Lower Richland Sewer:** Received as information.

- 10. **Motion Period**
 - a. Any lobbying firm employed by Richland County to represent the interests of Richland County shall agree in writing that any lobbyist(s) working either directly for their firm or under contract with their firm will not to lobby members of Richland County Council representing the interests of private citizens, groups of citizens, private companies and/or non-profit organizations regarding any matter that will be addressed by Richland County Council. Failure to comply with this request shall result in the County exercising its right to terminate the contractual arrangement and rebid the services. [Pearce]: Forwarded to the A&F Committee. **ACTION: ADMINISTRATION**

 - b. I move that the item "Presentations" that frequently appears on the Council agenda be reassigned to a place on the agenda immediately following the item "Approval of the Agenda". On numerous occasions, individuals and/or groups involved in making presentations to Council are having to wait for long periods of time while Council wades through informational and procedural matters. Out of respect and courtesy to our guests, it is my opinion that we should hear presentations first and then move on to the other affairs of Council. [Pearce]: Forwarded to the Rules and Appointments Committee. **ACTION: CLERK OF COUNCIL, LEGAL**

- c. **Motion to place certain department heads to at-will status. [Jackson]:** Forwarded to the A&F Committee. **ACTION: ADMINISTRATION, HUMAN RESOURCES, LEGAL**
 - d. **Having an Economic Development Director to be competitive and effective motion to revisit the County Business License to adjust or re-figure. [Jackson]:** Forwarded to the Business Task Force Committee (Chamber Group). **ACTION: ADMINISTRATION**
11. **Adjournment:** Council adjourned at 9:20 p.m.