

**RICHLAND COUNTY COUNCIL
ADMINISTRATION AND FINANCE COMMITTEE
MAY 25, 2004
Immediately Following the
D&S Committee Meeting**

PRESENT

Kit Smith, Chair; Paul Livingston; Joan Brady; James Tuten, Anthony G. Mizzell

OTHERS PRESENT

L. Gregory Pearce, Susan Brill, Joseph McEachern, Thelma M. Tillis, Bernice G. Scott, T. Cary McSwain, Larry Smith, Amelia Linder, Milton Pope, Tony McDonald, Pam Davis, Ashley Bloom, Roxanne Matthews, Michielle Cannon-Finch, Marsheika Martin, Carrie Neal, Jocelyn Jennings, Chief Harrell

CALL TO ORDER

The meeting was called to order at approximately 5:35 p.m.

APPROVAL OF MINUTES: April 27, 2004

Mr. Mizzell moved, seconded by Ms. Brady, to approve the minutes as submitted.
The vote in favor was unanimous.

ADOPTION OF AGENDA

Mr. Mizzell moved, seconded by Ms. Brady, to adopt the agenda as published.
The vote in favor was unanimous.

ITEMS FOR ACTION

Administration: Pawnshop Ordinance Amendment

Ms. Brady moved, seconded by Mr. Mizzell, to consider amending the Richland County Code of Ordinances regarding pawnshops to clarify when pawnshops must go before Council for approval. The vote in favor was unanimous.

Community Development: Impediments to Fair Housing Study: Ms. Brady moved, seconded by Mr. Livingston, to accept the study. The vote in favor was unanimous.

Coroner's Office: Body Removal and Transport Services
Coroner's Office: Contract Renewal for Autopsy Services

Mr. Mizzell moved, seconded by Ms. Brady, to approve the encumbrance of funds in the amount of \$60,000.00 for Knight Systems, Inc. to perform removal and transport services for the Coroner's Office for FY 04-05 and to approve the renewal of the contract with Professional Pathology Services, PC to perform autopsies and postmortem examination for the Coroner's Office for FY 04-05 and the encumbrance of funds for these services.

Ms. Smith requested a quarterly report from the Coroner (without identifying information) as to the age and stage of the body and why the autopsy was ordered. After discussion, she stated she would write a letter administratively.

The vote in favor of the motion was unanimous.

Budget Amendment: Detention Center

Mr. Milton Pope, Assistant County Administrator, entertained questions from the Committee regarding the budget amendment.

Mr. Tuten moved, seconded by Ms. Brady, to forward this item without a recommendation and requested input from the Finance and Budget Directors on how this could be taken out of other funds besides the Fund Balance. The vote in favor was unanimous.

Budget Amendment: Sheriff's Department Mr. Mizzell moved, seconded by Mr. Tuten, to forward this item without a recommendation and also requested a report from staff regarding unspent money in the budget and the funds coming out of the fund balance.

Ms. Smith requested for the Sheriff to look at the deputies' personal use of police cars and the amount that deputies are paying for gas.

Ms. Smith requested information on the fund balance policy and details on the unencumbered fund balance so Council will know what the tax anticipation note situation will be before action is taken on this issue. She requested this information before the next scheduled meeting.

Mr. Tuten requested a Work Session after the management letter is received from the Auditor.

The vote in favor was unanimous.

ADJOURNMENT

The meeting adjourned at approximately 6:18 p.m.

Submitted by,

Kit Smith
Chair

The minutes were transcribed by Marsheika G. Martin