



**OFFICE OF THE COUNTY ADMINISTRATOR
COUNCIL ACTIONS REPORT
REGULAR SESSION COUNCIL MEETING
June 03, 2014
6:00 p.m.**

Call to Order: Jackson

Invocation: Dickerson

Pledge of Allegiance: Dickerson

Presentation of Resolutions

- a. **Building Safety Month Proclamation:** The Chair presented the Proclamation to Donny Phipps, Director, Richland County Building Department.

Approval of Minutes

- a. **Regular Session: May 20, 2014:** On page 9 of the agenda, under ADOPTION OF THE AGENDA, the motion by Mr. Pearce was supported by Mr. Rush and Mr. Malinowski. On page 15 of the agenda, under EXECUTIVE SESSION, Project "LM", Mr. Malinowski's motion directed Administration, in conjunction with the County Attorney to move forward as directed in Executive Session. The minutes were approved as amended.
ACTION: CLERK OF COUNCIL

- b. **Zoning Public Hearing: May 27, 2014:** Approved as published.

Adoption of the Agenda: Adopted as published.

Report of the Attorney for Executive Session Items

- a. **Health Insurance Update**
- b. **Contractual Matter - Project LM**

Citizen's Input: No one spoke.

Report of the County Administrator: Nothing to report.

Report of the Clerk of Council

- a. **REMINDER: Budget Meetings**
 - a. **June 2nd, 6:00 PM - 2nd Reading of Budget (Grants Only)**

b. June 5th, 6:00 PM - 2nd Reading of Budget (Non-Grant Items)

c. June 12th, 6:00 PM - 3rd Reading of Budget Ordinance

Report of the Chairman

a. Introduction of Clerk to Council: Mr. Jackson introduced S. Monique McDaniels as Clerk of Council.

b. Personnel Matter. Executive Session item.

1. Open/Close Public Hearings

a. Ordinance to approve a deed to the City of Columbia for certain water lines to serve the JTEKT Koyo expansion. One person spoke.

b. An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; Article X, Purchasing by adding Division 9, Prompt Payment Requirements. No one spoke.

c. An Ordinance Amending the Richland County Code of Ordinances; Chapter 2, Administration; Article V, County Departments; Division 2, Public Works; Section 2-197, Use of County Equipment by Private Parties and During Public Emergencies; and Chapter 21, Roads, Highways and Bridges; Article I, in general; Section 21-4, Drainage on Private Property; and emergency maintenance. No one spoke.

d. Authorizing an Amendment to the Master Agreement Governing the I-77 Corridor Regional Industrial Park jointly developed with Fairfield County to ratify and approve the internal distribution of revenues received from property located in the park; and other related matters. No one spoke.

e. Second Amendment to Master Agreement Governing the I-77 Corridor Regional Industrial Park. No one spoke.

f. Small Local Business Enterprise Program Design Model and Projected Budget Approval. No one spoke.

2. Approval of Consent Items

a. An Ordinance Amending the Richland County Code of Ordinances, Chapter 2, Administration; Article X, Purchasing by adding Division 9, Prompt Payment Requirements [THIRD READING]: Council gave third reading approval to the

ordinance amendment. **ACTION: LEGAL, CLERK OF COUNCIL, PROCUREMENT, ADMINISTRATION**

- b. An Ordinance Amending the Fiscal Year 2013-2014 Transportation Tax Fund Budget to add five full time positions for the establishment of the SLBE Program** [THIRD READING]: Council gave third reading approval to the ordinance amendment. Council approved the Certification Specialist and Contracts and Compliance Specialist positions as presented. The remaining three slots for positions are to be determined and developed at a later date based on needs of the program. **ACTION: ADMINISTRATION, HUMAN RESOURCES, FINANCE, PROCUREMENT, LEGAL, CLERK OF COUNCIL**
- c. [Removed from Consent] An Ordinance Authorizing a deed to the City of Columbia for certain water lines to serve the JKEKT Koyo Expansion in Northeast Business Park; Richland County TMS # 14900-01-16(p) and 15005-01-02(p)** [THIRD READING]: Council gave third reading approval to the ordinance amendment. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**
- d. 14-09MA**
Michael Boulware
PDD to PDD (6.81 Acres)
Jacobs Mill Pond Rd.
25810-03-08 & 09 [SECOND READING]: Council gave second reading approval to the rezoning amendment. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- e. An Ordinance Amending the Richland County Code of Ordinances; Chapter 26, Land Development; Article VII, General Development, Site, and Performance Standards; Section 26- 176, Landscaping Standards; Subsection (f), Buffer Transition Yards; Paragraph (1)(a); and Amending Section 26-186, Development with Open Space Design Standards; Subsection (I), Development Requirements; Paragraph (7); so as to provide an exception to the buffer transition yard requirements** [SECOND READING]: Council gave second reading approval to the ordinance amendment. **ACTION: PLANNING, CLERK OF COUNCIL, LEGAL**
- f. [Removed from Consent] Acceptance of Loan Assistance Funds for Construction of a Portion of the Lower Richland Sewer Project:** Council approved the Resolution to accept the \$577,000 principal forgiveness loan as offered by the State Water Pollution Control Revolving Fund (SRF), and the execution of the loan assistance agreement. **ACTION: LEGAL, FINANCE, UTILITIES, ADMINISTRATION, CLERK OF COUNCIL**
- g. Emergency Services Purchase Orders for 2014-2015:** Council approved the

purchase orders and contracts to have uninterrupted service beginning July 1, 2014.
ACTION: PROCUREMENT, EMERGENCY SERVICES, FINANCE

- h. Department of Public Works – South Paving Contract Change Order Four:** Council approved Change Order four in the amount of \$110,655.00 for the South Paving contract to Cherokee, Inc. **ACTION: PUBLIC WORKS, PROCUREMENT, FINANCE**
- i. South Paving Project Construction Administration [TO TABLE]:** Council tabled this item.
- j. Architectural/Engineering Services for New Coroner’s Facility:** Council approved the request to enter into a contract with GMK Associates in an amount not to exceed \$129,800. **ACTION: LEGAL, PROCUREMENT, CORONER, ADMINISTRATION**
- k. Printing and Mailing Operations:** Council approved the request to allow the Central Services Division to remain part of the Support Services team for FY15, while simultaneously continuing the review and cost improvement plan for the current printing and mail processes. Staff will bring the review back to Council for review, recommendation, and action in the FY 16 budget process. **ACTION: ADMINISTRATION, PUBLIC INFORMATION, SUPPORT SERVICES, CLERK OF COUNCIL, BUDGET, FINANCE**
- l. [Removed from Consent] Richland County Office of Small Business Opportunity:** Council deferred this item to the June 17th Council meeting. **ACTION: PROCUREMENT, ADMINISTRATION, FINANCE, CLERK OF COUNCIL**
- m. Hopkins Magistrate Office: Relocation of the Hopkins Magistrate Office, lease agreement for 8012 Garners Ferry Road, Suite E, Columbia, SC 29209:** Council approved relocating the Hopkins Magistrate Office pending Legal drafting an acceptable lease agreement. **ACTION: LEGAL, MAGISTRATES, PUBLIC WORKS, SUPPORT SERVICES**
- n. Election Commission and Voter Registration Budgets:** Council approved the proposed motion to not move forward at this time and, instead, be referred to the FY 15 budget process for resolution once the pending legislation has been finalized. **ACTION: ADMINISTRATION, FINANCE, CLERK OF COUNCIL, ELECTIONS, BUDGET**

3. Third Reading Items

- a. An Ordinance Authorizing pursuant to Chapter 44 of Title 12, South Carolina Code of Laws, 1976, as amended, the execution and delivery of a Fee Agreement**

between Richland County, South Carolina and American Italian Pasta Company and matters relating thereto: Council gave third reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**

- b. **Authorizing an Amendment to the 2003 Fee in Lieu of Ad Valorem taxes arrangement by and between Richland County, South Carolina and American Italian Pasta Company to provide an Infrastructure Credit; and other matters related thereto:** Council gave third reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**
- c. **Authorizing the Conversion and Extension of a 1995 Fee in Lieu of Ad Valorem Taxes arrangement by and between Richland County, South Carolina and American Italian Pasta Company; and other matters related thereto:** Council gave third reading approval to the ordinance. **ACTION: ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE, LEGAL, CLERK OF COUNCIL**

4. Second Reading Items

- a. **An Ordinance Amending the Richland County Code of Ordinances; Chapter 2, Administration; Article V, County Departments; Division 2, Public Works; Section 2-197, Use of County Equipment by Private Parties and During Public Emergencies; and Chapter 21, Roads, Highways and Bridges; Article I, in general; Section 21-4, Drainage on Private Property; and Section 21-16; so as to broaden the circumstances under which the County may perform emergency maintenance:** Council gave second reading approval to the ordinance amendment. Council's second reading approval included the removal of Sec. 21-4 (b) from the ordinance. **ACTION: LEGAL, CLERK OF COUNCIL, ADMINISTRATION, PUBLIC WORKS**

5. Report of Development and Services Committee

- a. **Septic and Storm Drainage Problems in Suburbs:** Council approved moving this item to the Consolidation – Privatization Ad Hoc Committee. **ACTION: CLERK OF COUNCIL, ADMINISTRATION, PUBLIC WORKS, UTILITIES**
- b. **An Ordinance Amending the Richland County Code of Ordinances; Chapter 26, Land Development; so as to remain in compliance with the National Flood Insurance Program upon the adoption of the new flood insurance rate map [FIRST READING].** Council deferred this item for a month. **ACTION: CLERK OF COUNCIL, LEGAL, PUBLIC WORKS**

6. Report of Administration and Finance Committee

- a. **Coroner-2400: Budget Amendment for FY 13-14 [FIRST READING]:** Council gave first reading approval to budget amendment in the amount of \$133,000. **ACTIONS: FINANCE, ADMINISTRATION, CORONER, BUDGET, LEGAL, CLERK OF COUNCIL**
- b. **SC Philharmonic Funding Request:** Council approved funding the SC Philharmonic at \$25,000 using FY14 Hospitality Tax Funds. **ACTION: GRANTS, FINANCE, ADMINISTRATION**
- c. **Hospitality Tax Ordinance Agency Procurement:** Council referred this item back to the A&F Committee to consider the possibility of monitoring all Hospitality Tax agencies and clarify the language regarding the requirement of agencies to adopt County or State procurement guidelines. **ACTION: PROCUREMENT, GRANTS, FINANCE, LEGAL, CLERK OF COUNCIL, ADMINISTRATION**
- d. **Richland County Water/Sewer/Industrial Waste User Rates:** Council deferred this item to the June 17th Council meeting. **ACTION: PUBLIC UTILITIES, FINANCE, ADMINISTRATION, CLERK OF COUNCIL**
- e. **Richland County Utilities Tap Fee Assistance Program:** Council approved the Richland County Utilities Tap Fee Assistance Program. **ACTION: PUBLIC UTILITIES, FINANCE, ADMINISTRATION**
- f. **Water & Sewer Tap Fee Payment Plan:** Council deferred this item to the June 17th Council meeting. **ACTION: PUBLIC UTILITIES, FINANCE, CLERK OF COUNCIL**
- g. **Donations of Council via Discretionary Accounts:** Council approved the list of expenditures as provided, as well as related expenditures going forward. Council adopted the proposed policy related to this item, which states: Any donations to a viable organization made by a Council member out of his/her Council Discretionary Account must be approved by the full body at a Council Meeting. If the item is approved, the Clerk of Council's Office will notify the organization of the approval, and will request the detailed description of the purpose(s) for which the money was used, which is to be submitted at the end of the fiscal year. The Clerk's Office will maintain this information in their files. Council's current expense account policy guidelines should also be amended to include this information. The vote to reconsider failed. **ACTION: CLERK OF COUNCIL, ADMINISTRATION, FINANCE, LEGAL**

7. Report of Economic Development Committee

- a. **An Ordinance Authorizing, pursuant to Title 4, Chapter 12, South Carolina Code of Laws, 1976, as amended, the execution and delivery of a consent, subordination, security and mortgage agreement between Richland County, South Carolina and one or more financing entities in connection with Project W; and matters related thereto [FIRST READING BY TITLE ONLY]:** Council gave

first reading approval by title only to the ordinance. **ACTION: LEGAL, CLERK OF COUNCIL, ECONOMIC DEVELOPMENT, AUDITOR, ASSESSOR, TREASURER, FINANCE**

8. Other Items

- a. **Health Insurance Update [ACTION]:** Executive Session item.
- b. **Airport Subleasing Contract [ACTION]:** Council deferred this item to the June 17th Council meeting. **ACTION: LEGAL, CLERK OF COUNCIL, AIRPORT**
- c. **A Resolution to appoint and commission Tammy Marie Ashley as a Code Enforcement Officer for the proper security, general welfare, and convenience of Richland County:** Council approved the Resolution. **ACTION: ANIMAL CARE, LEGAL, CLERK OF COUNCIL.**
- d. **REPORT OF THE DIRT ROAD AD HOC COMMITTEE:**
 - i. **Package “C” Bid Results:** Council approved the paving contract to Eagle Construction Company for \$1,470,528.55. **ACTION: TRANSPORTATION, PROCUREMENT, FINANCE, LEGAL**

9. **Citizen’s Input:** No one spoke.

10. Executive Session

- a. **Health Insurance Update:** Council authorized staff move forward immediately to negotiate and award contracts for employee and pre-65 retiree health, dental, life, and other benefits that were reviewed, evaluated, ranked and recommended by Aon Consultants. Council authorized the County Administrator to move forward immediately as discussed in Executive Session to authorize revising current policies, guidelines, and/or procedures relating to full time eligible rehired County retirees so they may enroll in the employee health and other insurance benefits, provided they qualify. This action will help the County prepare to achieve compliance with PPACA requirements scheduled to come on line in 2015. Also, this action will reduce the overall current premium costs for current full time rehired retirees and Richland County Government. **ACTION: ADMINISTRATION, HUMAN RESOURCES, LEGAL, FINANCE, PROCUREMENT**
- b. **Contractual Matter – Project LM:** Council directed Staff to proceed as directed in Executive Session. Council directed Staff to proceed with retaining representation for the County. **ACTION: ADMINISTRATION, LEGAL, PROCUREMENT, FINANCE**
- c. **Personnel Matter:** This item was not discussed in Executive Session.

11. Motion Period

- a. Businesses should be established a minimum of one year in Richland county to participate in the SLBE program [JACKSON]:** This item was sent to the A&F Committee. **ACTION: CLERK OF COUNCIL, PROCUREMENT, ADMINISTRATION**

12. Adjournment: Council adjourned at 8:07pm.