

Council Members

District 1: Terry Graham
District 2: Charlene McGriff
District 3: Billy Mosteller, Secretary
District 4: Jose Luis
District 5: Steve Harper, Chair
District 6: "Vacant"
District 7: Brian Carnes, Vice-Chair

**County Administrator**

Dennis E. Marstall

County Attorney

Ginny L. Merck-Dupont

Clerk to Council

Sherrie Simpson

August 14, 2024

4:00 PM

**101 North Main Street
Lancaster, SC 29720**

**LANCASTER COUNTY COUNCIL
COMMITTEE OF THE WHOLE
County Council Chambers, County Administration
Building, 101 North Main Street, Lancaster, SC 29720**

MINUTES

Council Members Present: Brian Carnes, Steve Harper, Billy Mosteller, Charlene McGriff, Terry Graham, and Jose Luis.

Staff Members/Others present: Dennis Marstall, County Administrator; Ginny Merck-Dupont, County Attorney; Sherrie Simpson, Clerk to Council; Allison Hardin, Development Services Director; Sabrena Harris, Chief Financial Officer; Jamie Privuznak, Budget Director; Lisa Parker, Human Resources Director; Brad Carnes, Assessor; Suzette Murphey, Auditor; Mike Magette, Fire Marshal; the press; various elected officials; various Department Heads; various employees; and citizens.

A quorum of Lancaster County Council was present for the meeting. The following press were notified of the meeting by e-mail in accordance with the Freedom of Information Act: *The Lancaster News*, *Kershaw News Era*, *The Rock Hill Herald*, Cable News 2, Channel 9 and the local government channel. The agenda was posted in the lobby of the County Administration Building and also on the County website within the required length of time. The power point presentation utilized during the meeting is attached to the written minutes in the Clerk to Council's office.

Call to Order - Chairman Steve Harper

Chairman Steve Harper called the Committee of the Whole meeting to order at approximately 4:00 p.m.

Welcome and Recognition - Chairman Steve Harper

Chairman Steve Harper welcomed everyone to the meeting.

Pledge of Allegiance and Invocation - Council Member Billy Mosteller

Billy Mosteller led the Pledge of Allegiance to the American Flag and delivered the Invocation.

Approval of Agenda

Brian Carnes moved to approve the agenda. Seconded by Charlene McGriff.

The motion Passed by a vote of 6-0.

Citizens Comments

The following citizens signed up for and spoke during Citizen Comments: None.

The following citizens submitted electronic, written comments for Citizen Comments: None.

Discussion and Action Items

The Lancaster County Council ARPA Non-Profit Committee Recommendations Plan Act (ARPA) Funding Stephany Snowden

Stephany Snowden stated that in June 2021, County Council allocated \$100,000 in American Rescue Plan Act (ARPA) funds to support community non-profit organizations in aiding Lancaster County residents that were affected by COVID-19. Ms. Snowden reviewed the federal requirements for ARPA funds and examples of allowable programs, and then introduced Chanda Kirkland, the Chairwoman for the Non-Profit ARPA Advisory Committee. Ms. Kirkland highlighted the different departmental personnel who served on the committee, and explained that the County received 15 applications, which totaled \$415,760 in funding requests. Ms. Kirkland reviewed the organizations that applied for funding, the funding request for each organization, and what the committee's recommendations were.

Update on General Provision Changes for Boards and Commissions - Dennis Marstall / Ginny Merck-Dupont

Ginny Merck-Dupont explained that she would be reviewing foundational and structural requirements for the County Boards and Commission, with the goal being to bring uniformity and standardization to the various Boards and Commissions. Ms. Merck-Dupont reviewed the general provisions and recommendations via the County's PowerPoint presentation. Ms. Merck-Dupont highlighted that the suggested items that needed to be addressed by Council included general powers and duties, residency requirements, length of terms, attendance requirements, conduct, service and removal, training requirements, filings with the Clerk to Council, and the disestablishment of Boards or Commissions that are no longer needed or no longer function. Dennis Marstall noted that each Councilmember received a memorandum from the Clerk and Deputy Clerk to Council regarding Boards and Commissions. A copy of the memorandum is attached as Schedule A in the written minutes in the Clerk to Council's office.

Discussion on Updating Personnel Policies - Dennis Marstall, Lisa Parker/Debbie Hardin

Lisa Parker reviewed the 39 proposed updates to the Personnel Policy via the County's PowerPoint presentation. Ms. Parker explained that the proposed personnel policy was compiled in conjunction with the assistance of an outside labor and employment attorney, and the new policy was necessary in order to address newly enacted or amended state and/or federal laws, and to also support Public Employee Benefit Authority (PEBA) policies. Council and staff discussed the County's alternative summer work schedule, paid parental leave and dress code policies.

Overview of Chapter 6 (Infrastructure) on the Re-write of the Unified Development Ordinance (UDO) - Allison Hardin

Allison Hardin reviewed the proposed revisions for the Unified Development Ordinance (UDO) Chapter 6:

Infrastructure via the County's PowerPoint presentation. Council and staff discussed stormwater implementations and Ms. Hardin explained why they were not eligible for bonding.

Review of the Sign Code Section on the Re-write of the Unified Development Ordinance (UDO) - Allison Hardin

Allison Hardin reviewed the proposed UDO sign code revisions via the County's PowerPoint presentation. There was no discussion from Council.

Discussion of Potential General Obligation (G.O.) Bond Package - Jamie Privusnak / Sabrena Harris

Sabrena Harris reviewed a potential Capital Improvement Plan General Obligation (G.O.) Bond Package via the County's PowerPoint presentation. Ms. Harris explained that based on the current fiscal year 2025 (FY25) millage, the County's Debt Capacity over the course of 10 years would be \$46,623,150, and by using a conservative rate of 65% towards the principal payments, the County's borrowing capacity would be set at \$30,305,048 over the course of 10 years. Dennis Marstall explained that this bond package would allow the County to address the fire apparatus needs in the County. The Fire Commission requested 24 fire service vehicles or fire apparatus which totaled an estimated amount of \$17.7 million.

Council requested justification on the proposed project cost for a third fire station in the Indian Land fire district. Mr. Marstall explained that the proposed project cost for a new station in the Indian Land fire district is due to the staffing size needed for the area. Mr. Marstall further explained that there would be three different shifts at the fire station, so the kitchen amenities and bedroom arrangement needs played a large part in the project cost. Ms. Harris reviewed the proposed projects included in each fiscal year that would be funded by the proposed General Obligation bond package. Mr. Marstall explained that County Council would vote on the bond package every two years, and the packages could be adjusted in the off years. Mr. Marstall noted that staff needed to have further conversations with the County's bond counsel before it was brought to Council for action.

Discussion of Pay Adjustments for Certain EMS and Fire Positions - Dennis Marstall/Lisa Parker

Dennis Marstall explained that Council requested that staff look into salary increases for Emergency Medical Services and Fire Service positions. Mr. Marstall explained the hourly pay scale for Emergency Medical Technicians (EMTs) and highlighted that they had 848 hours of overtime built into their salary. Sabrena Harris reviewed the salary adjustments via the County's PowerPoint presentation and noted that the salary increases would take effect in early January 2025, and it would impact the Indian Land Fire District's operating budget by \$59,127. Mr. Marstall stated that it was staff's understanding that the salary adjustments would allow Lancaster County to remain competitive when compared to surrounding counties and municipalities salaries.

Discussion of Fire Codes and Building Use - Mike Magette, Fire Marshal / Darren Player

Mike Magette reviewed the fire code sections that apply to civil drawing plan reviews via the County's PowerPoint presentation. Mr. Magette stated that any appeals that were made to the Fire Marshal would go through the Fire Code Board of Appeals process. Council and staff briefly discussed the difference in occupancy guidelines for Assembly, Business and Residence.

Discussion regarding Mailer Insert for Tax Bills - Dennis Marstall

Dennis Marstall explained that staff was looking to update the existing tax bill format to include an attachment that allowed taxpayers to visually see where their property tax payments were going, and what services were funded by taxpayer money. Mr. Marstall presented two different examples of charts for Council to review, a pie chart and a bar graph. A copy of the graphs is attached a Schedule B to the written minutes in the Clerk to Council's office. Several members of Council voiced their support of an insert being included within tax bills. Council and staff

discussed the different items that were included on tax bills, and the fact that not every taxpayer's money goes toward the same services, it depended on their legal residency status and location within the County. Council directed staff to move forward with including a QR Code or link to the County website on the tax bills, instead of including the visual charts as an insert.

Adjournment

Brian Carnes moved to adjourn the Committee of the Whole meeting. Seconded by Billy Mosteller. The motion to adjourn Passed by a vote of 6-0.

There being no further business to discuss, the Committee of the Whole meeting adjourned at approximately 6:18 p.m.

Respectfully Submitted:

Lauren Hill

Lauren Hill
Deputy Clerk to Council

Approved by Council on September 9, 2024

A handwritten signature in black ink, appearing to read "B Mosteller", is written over a horizontal line.

Billy Mosteller, Secretary