

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: Allen Blackmon
District 7: Brian Carnes, Vice-Chair

**County Administrator**

Dennis E. Marstall

County Attorney

Ginny L. Merck-Dupont

Clerk to Council

Sherrie Simpson

April 17, 2024

1:00 PM

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

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

WORKSHOP MINUTES

Council Members Present: Brian Carnes, Terry Graham (*who came in late at approximately 1:22 p.m. after the Registration and Elections presentation*), Steve Harper, Billy Mosteller, Charlene McGriff (*who left early at approximately 2:21 p.m. after the Fire Commission presentation*).

Council Members Absent: Allen Blackmon and Jose Luis.

Staff Members/Others present: Dennis Marstall, County Administrator; Ginny Merck-Dupont, County Attorney; Sherrie Simpson, Clerk to Council; Stephany Snowden, Deputy County Administrator; Sabrena Harris, Chief Financial Officer; Jamie Privuznak, Budget Director; Robin Ghent, Veterans Affairs Director; Suzette Murphy, Auditor; Mary Ann Hudson, Director of Voter Registration; Chief Magistrate Curtisha Ingram, Magistrate Court; Judge Mary Rathel, Probate Court; Karla Deese, Coroner; Robert Purser, Public Safety Communications Director; Clay Catoe, EMS Director; Darren Player, Fire/Emergency Services Director; Sheriff Barry Faile, Lancaster County Sheriff's Department; Major Matt Shaw, Lancaster County Sheriff's Department; David Basri, volunteer with the Van Wyck Fire Protection District Fee Board; Chief Greg Nicholson, Greater Indian Land Consolidated Fire Protection Fee District; Deputy Chief Chris Miller, Greater Indian Land Consolidated Fire Protection Fee District; Allison Hardin, Development Services Director; various elected officials; various Department Heads; various employees; and citizens. The Elected Officials and Department Heads joined the meeting prior to their presentation and then left the meeting after their presentation was complete.

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 Budget Workshop to order at approximately 1:00 p.m.

Welcome and Recognition - Chairman Steve Harper

Chairman Steve Harper welcomed everyone to the meeting. He recognized and thanked the veterans that were in attendance at the meeting to support the Veterans Affairs Department.

Pledge of Allegiance and Invocation - Council Member Billy Mosteller

Chairman Steve Harper asked one of the veterans in the audience to lead Council in the Pledge of Allegiance to the American Flag and to deliver the Invocation, to which one of them agreed although his name was not announced for the record.

Approval of the Agenda

Brian Carnes moved to approve the agenda. Seconded by Charlene McGriff. The motion to approve the agenda Passed by a vote of 4-0.; Absent: Blackmon, Graham, Luis.

Discussion and Action Items

Opening Remarks - Dennis Marstall

Dennis Marstall thanked Council for attending the Budget Workshops. He provided and reviewed a five page handout entitled "Budget Workshop Responses (April 10, 2024)" that addressed Council's questions from the last Budget Workshop and that handout is attached as Schedule A to the written minutes in the Clerk to Council's office.

Departmental Presentations for Departments Without an Assigned Division

Robin Ghent reviewed the Veterans Affairs Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. She noted that the Department was asking for funding for a new full-time benefits counselor since the Department is understaffed and has to address new changes in State law. She further explained that the department was asking for funding for equipment and furniture for the new position and for an increase in funding for contractual services in order to increase their security shredding to level 7 as required by law. She also provided and reviewed the following two handouts with Council: (1) Veterans Affairs intake checklist, and (2) dates, times, and locations for walk-in services. Both of the handouts are attached as Schedule B to the written minutes in the Clerk to Council's office. Suzette Murphy, Auditor, spoke regarding veteran's exemptions from their Department's perspective. There was no discussion from Council.

Mary Ann Hudson reviewed the Registration and Elections Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. She noted that the Department was asking for new equipment (ballot marking devices, e-poll books and scanners) in order to keep up with population growth and for an increase in maintenance for new voting machines. Council and staff discussed possible building upfit for the department's expanding space needs.

Terry Graham joined the meeting after this presentation.

Departmental Presentations for Judicial Services

Chief Magistrate Curtisha Ingram reviewed the Magistrate Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. She noted that the Department did not have any new requests for the upcoming budget year. She explained that the Department was fully staffed and that all of the clerks were cross-trained. She did note that space would be an issue that would need to be addressed at

some point in the future. There was no discussion from Council.

Judge Mary Rathel reviewed the Probate Court highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. She noted that the Department does not have any new funding requests except for the State law mandating a five percent increase in the Probate Judge's salary. She also explained that the Probate Court was asking for seven new fees for services that the Court was already providing but for which they are not currently charging. She noted that after she compared Lancaster County fees to other Probate Courts across the State, she realized that they should be charging for these services. There was no discussion from Council.

Departmental Presentations for Public Safety

Karla Deese reviewed the Coroners Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. She noted that one of her Department's successes was that her staff was one hundred percent nationally certified. She noted that their Department was asking for funding for a full-time Deputy Coroner and a part-time data entry / case manager. She further explained that the Department was asking for increases in salary for current staff, increases for expenses related to the new personnel, and increases for new equipment for transport vehicles. There was no discussion from Council.

Robert Purser reviewed the E-911 (Fund 15) Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He noted that the Department was fully staffed and thanked Council for the call center remodel and the two new software programs. He explained that the Department's overall budget decreased due to a one time Information Technology project purchase, but that the Department was asking for an increase in funding for emergency equipment and in funding for emergency repairs or replacements. He noted that these requests may be eligible for State reimbursement. There was no discussion from Council.

Robert Purser reviewed the Public Safety Communications Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He noted that the Department was asking for funding for two new telecommunicator positions in order to keep up with growth. However, he noted that if the City and County consolidate, then this request would no longer be needed as the City would fund the positions. He further noted that the Department was asking for funding for radio upgrades, which are needed so that they can talk with other Counties regarding mutual aid. Council and staff discussed a proposed consolidation of Public Safety Communications with the City, how the City would contribute to funding that proposal, the benefits of consolidation, and that a potential Intergovernmental Agreement (IGA) would be needed with the City in order to consolidate services.

Clay Catoe reviewed the EMS Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He explained that the Department was asking to reclassify an existing position to a Deputy Director position. He also noted that the Department was asking for increases in part-time pay, for salary adjustments for existing staff, for the purchase of lifting pillows, and for the purchase of armored bullet/stab proof vests for each employee. Council and staff discussed the reclassification of the position for Deputy Director and the need for equipment that protects and prevents injuries to staff.

Darren Player reviewed the Emergency Management Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He provided a three page handout to Council that he referred to at various times during his presentation and that handout is attached as Schedule C to the written minutes in the Clerk to Council's office. He noted that the Department was asking for funding for a new full-time Planner/Technician, for increases for equipment for new and existing positions, and for a purchase of a new generator to replace the old one since it is no longer being serviced. There was no discussion from Council.

Darren Player reviewed the Fire Commissions Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He explained that the Department was asking for an increase in the annual station allotments for ballistic vests and other personal protective equipment (PPE) for staff. He further explained that they were asking for increases in the airbags and brush truck programs. Council and

staff discussed annual allotments for fire stations, the structure of volunteer fire department building ownership, that fire services has their own capital improvement program, and reserve funds. Charlene McGriff left the meeting after this presentation at approximately 2:21 p.m. and did not return for the duration of the meeting.

Darren Player reviewed the Fire Rescue Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He noted that the Department was asking for a new position of a Fire Rescue Director so that Fire Rescue and Emergency Management could be separated as two different Departments instead of being combined as one department as they now are. He further noted that the Department was asking for four new firefighter staff positions, for increases in training and uniform costs for new and existing staff, and for funding for a new pick-up truck for a new team of firefighters. Council and staff discussed whether the new firefighters would be working on the weekends, whether the County could or if other Counties in the State consolidated Fire and EMS staff, whether the County could co-locate Fire and EMS facilities, whether just EMS responded to accident calls, the County's funding of three firefighters in the City, and the fire rescue staffing model moving forward.

Sheriff Barry Faile provided a package of handouts regarding the Sheriff's Office and Detention Center, which Major Shaw referred to at various times during his presentation, and the Sheriff's Office handouts are attached as Schedule D and the Detention Center handouts are attached as Schedule E to the written minutes in the Clerk to Council's office. Major Matt Shaw reviewed the Sheriff's Office highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He noted that their Department's requests were based on call data. He explained that the Department was requesting the following new positions: (1) a full-time Public Information Officer; (2) two full-time Crime Prevention Deputies; and (3) two full-time Evidence/Records Clerks. He further noted that they were asking for a five percent increase in their career ladder and for their Victim Advocates. He also explained that they were asking for funding to replace 31 vehicles and an increase in funding for new equipment. Council and staff discussed the contract with the school for the School Resource Officers and that there would not be room to store evidence at the new Detention Center.

Major Matt Shaw reviewed the Detention Center Department highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He explained that the jail was full. He noted that the Department was requesting funding for two new full-time Correction Officers for the new Detention Center so that they can be trained before it opens and for one full-time Maintenance Technician that will support the new Detention Center and which the County Maintenance Department supports. He further explained that the Department was asking for an increase in their overtime pay, an increase for the salaries for their career ladder, an increase for their annual medical vendor contract, and an increase for their annual vendor contract for food and beverage services. There was no discussion from Council.

David Basri, Van Wyck Fire Protection Fee District Board Member, reviewed the Van Wyck Fire District highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. He explained that the Fire District needs staff so they are requesting to fund one full-time firefighter and one part-time firefighter out of their collections from their rooftop fees. He noted that they were also requesting overtime pay for the full-time firefighter and for equipment and supplies for the new position. Council and David Basri discussed that the District was not asking for an increase to their current rooftop fees.

Chief Greg Nicholson and Deputy Chief Chris Miller reviewed the Greater Indian Land Consolidated Fire District highlights from 2023 and reviewed their budget requests for 2024 via the County power point presentation. Chief Greg Nicholson explained that the Department was requesting funding for fourteen new full-time positions to include seven captains, six engineers, and an Administrative Assistant. He also noted that they were requesting funding increases for part-time salaries, for overtime, for the purchase of a new fire truck, for construction and renovation of Station 3, for equipment for existing personnel, for renovations to Stations 1 and 2, and for equipment for the new Station 3. There was no discussion from Council.

Council took a break in the meeting that began at approximately 3:21 p.m. and the meeting resumed at approximately 3:44 p.m.

Discussion of Fire Millage - Dennis Marstall

Dennis Marstall led a discussion regarding possible fire millage via the County power point presentation. He reviewed a potential one to five year plan for fire services and explained the possible cost implications. He further explained the three fire funding options available to Council: (1) maintain the status quo; (2) create a County wide Tax District just for Capital, which would include stations and apparatus; or (3) implement a millage just for Indian Land Consolidated Fire District to address ongoing staffing and operating costs, which could be in addition to the current rooftop fee. He then explained how each of the options could be implemented. Council and staff discussed what figure would fund the existing needs for the Indian Land Consolidated Fire District, whether the County could use a millage for residential but maintain the rooftop fee for commercial, how much money taxpayers would pay for either 19 mils or 22 mils increases, the current classification of fees for apartments, and how municipalities could opt in for the millage/County wide fire services. Council requested the figures for how much taxpayers would pay for 19 to 32 mils for Indian Land on a \$300,000 house, a \$350,000 house, and a \$500,000 house.

Review of Impact Fees' Capital Improvement Plan (CIP) and Expenditures - Sabrena Harris, CFO

Sabrena Harris led a discussion regarding the Impact Fees' Capital Improvement Plan (CIP) via the County power point presentation. She provided a history and impact fee overview, including a summary of fees collected for fiscal year (FY) 2022, FY 2023, and FY 2024, thus far. She also reviewed the County's CIP proposed project uses for the collected fees and the scheduled implementation dates for the projects. She further explained the process for expanding the Impact Fees in the County, which the Planning Commission has recommended that Council consider. Council expressed their disappointment in the fees that have been collected thus far and which developments are exempt from impact fees. Council and staff discussed whether the CIP's scheduled implementation dates could be amended.

Discussion of Capital Budget - Jamie Privuznak/Budget and Dennis Marstall

Jamie Privuznak led a discussion regarding the County's Capital Improvement Plan (CIP) via the County power point presentation. She provided a history of the currently adopted CIP. She then provided an update of CIP projects and of American Rescue Plan Act (ARPA) projects. Council and staff discussed ARPA obligations and reporting requirements. Jamie Privuznak then explained possible funding strategies for the CIP projects. She provided an overview of new departmental capital requests for the upcoming fiscal year budget. Council and staff discussed the timeline for the Regional Park and that Council wanted a monthly update on its progress. They also requested a monthly update on the progress of the Detention Center. Council and staff also discussed the possible use of third party budget managers for projects.

Update on the Carolina Heelsplitter Ordinance and Procedures - Allison Hardin, Development Services Director

Allison Hardin led a discussion regarding the Carolina Heelsplitter ordinance and procedures via the County power point presentation. She explained that the County wanted to create a special service district for the credit purchase process for the Heelsplitter and that the money collected in the district would stay in the County and not go to the current Heelsplitter bank. She noted that she is currently working with the Finance Department to set up a line item in the budget so that the County can receive funds. She explained that she would be coming back to Council to create a process for the program. Council and staff discussed the need for the program due to upcoming projects that need to use the credit purchase process. Steve Harper discussed creating an Ad Hoc Committee regarding the Regional Park.

Strategic Plan Quarterly Update - Stephany Snowden

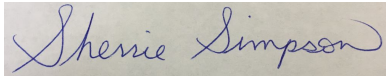
Stephany Snowden led a discussion regarding an update on the County's Strategic Plan via the County power point presentation. She also provided a handout to Council showing how the different departments line up with

the Plan's five strategic themes and that handout is attached as Schedule F to the written minutes in the Clerk to Council's office. Due to her limited presentation time, she briefly went through the objectives and explained how the County was on target to meet those objectives.

Adjournment

Terry Graham moved to adjourn the Budget Workshop. Seconded by Brian Carnes. The motion to adjourn the meeting Passed by a vote of 4-0.; Absent: Blackmon, Luis, McGriff. There being no further business, the Budget Workshop adjourned at approximately 5:27 p.m.

Respectfully Submitted:

A handwritten signature in blue ink that reads "Sherrie Simpson".

Sherrie Simpson
Clerk to Council

Approved by Council on May 13, 2024

A handwritten signature in black ink that reads "Billy Mosteller".

Billy Mosteller, Secretary