

Council Members

District 1: Terry Graham
District 2: Charlene McGriff
District 3: Billy Mosteller, Secretary
District 4: Larry Honeycutt
District 5: Steve Harper, Chair
District 6: Allen Blackmon
District 7: Brian Carnes, Vice-Chair



County Attorney
John K. DuBose III

Clerk to Council
Sherrie Simpson

April 13, 2021

1:00 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: Allen Blackmon, Brian Carnes, Terry Graham, Steve Harper, Larry Honeycutt, Charlene McGriff and Billy Mosteller.

Council Members absent: None.

Staff Members/Others present: Steve Willis, County Administrator; Kim Belk, Interim Deputy County Administrator/Budget Director; Sherrie Simpson, Clerk to Council; Veronica Thompson, Chief Financial Officer; Brad Carnes, Assessor; various Elected Officials; various Department Heads; and various staff.

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 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 County Council Committee of the Whole meeting to order at approximately 1:05 p.m.

Welcome and Recognition - Chairman Steve Harper

Chairman Steve Harper welcomed everyone to the meeting.

Pledge of Allegiance and Invocation - Council Member Charlene McGriff

Charlene McGriff led the Pledge of Allegiance to the American Flag and delivered the Invocation.

Approval of Agenda

Charlene McGriff moved to approve the agenda. Seconded by Allen Blackmon. Motion Passed 7-0.

Citizens Comments

The following citizens signed up to speak during Citizens Comments: None.

The following citizens submitted written comments for Citizens Comments: None.

Discussion and Action Items

Consideration of a Resolution by Lancaster County Council Expressing Its Support of 2nd Amendment Rights - Allen Blackmon

Council members discussed the reasons, both positive and negative, as to why the County should move forward with a Resolution supporting 2nd Amendment Rights. It was determined that the Resolution would be moved forward to a Council meeting for a vote.

Reassessment and Equalization Program Overview for Tax Year 2021 - Brad Carnes

Brad Carnes provided an overview of the Reassessment and Equalization Program for Tax Year 2021. He reviewed a power point presentation and those slides are attached to the power point presentation that is attached to the written minutes in the Clerk to Council's office.

FY2021-2022 General Fund Recommended Budget Draft - Kim Belk/Steve Willis

Steve Willis explained that the budget is still a work in progress because the revenue numbers have not yet been finalized. He noted that the budget had two new employee positions, a Fiscal Analyst in the Finance Department to assist with Impact Fee revenue and expenses and an Election Clerk. He further noted that the budget included a required increase for State retirement. He explained that the Sheriff's Department had six grant positions that the County was unsure as to whether the grants would be renewed which may have to be included in the budget. He further explained that he was requesting a three percent cost of living adjustment for employees; however, he noted that the budget did not have funds to address the classification/compensation study for employees. He also noted that while the draft budget did not combine the Planning and Zoning Departments, that he was recommending the merging of those Departments prior to the first reading of the budget since most other Counties do combine those Departments. Also, he explained that the draft budget did not currently include a \$5.00 increase in the road fee, which would be spent on the pavement preservation program and the signage program, but that he was recommending the inclusion of that fee increase prior to the first reading of the budget.

Kim Belk explained that the budget handouts did not yet include revenues, since they were still in flux, but that the budget was balanced with projections and estimates. She reviewed the following major changes in the budget, by Department, with Council:

- Non-Departmental had an increase in property and liability insurance;
- Economic Development had an increase in advertising;
- Council had an increase in the phone budget and had a decrease in capital projects due to removal of projects such as the EMS Headquarters and land acquisition for the regional park; and Kim Belk also noted that she carried forward the Department of Social Services renovation project and the Old Bailes Stormwater project grant match;
- Airport fund had a supplement in revenues from the General Fund so the budget would be balanced;
- Direct Assistance mostly remained the same except for a career ladder adjustment for the Public Defender

staff and the the administrative staff for Soil and Water (Charlene McGriff left Chambers at approximately 1:48 p.m. for another meeting);

- Administration had an increase in salary due to transferring the Project Manager's position into this Department, an increase in funds for a new County Administrator, which was based on estimates from the County Administration Search Committee, an increase in travel and training due to the new positions, an increase for a new supervisor training program for new managers and an increase for upgrades for the new County Administrator position;
- Legal increased; Council requested that a discussion of whether the County was ready to move back to an in house attorney be placed on the next Committee of the Whole agenda;
- MIS/IT had an increase in salary due to the reclassification of positions, an increase in training and an increase in Special Projects due to capital equipment replacement; Council asked that the MIS/IT Department provide them with an updated equipment list;
- Elections had a decrease in supplies but had an increase in salaries due to a new Clerk position, an increase in maintenance due to shredding and printing and an increase in special projects for shelving for new machines;
- Health Services had no major changes;
- Department of Social Services had no major changes;
- Veteran Affairs had no major changes;
- Library had no major changes;
- Finance had an increase in salary due to the new Fiscal Analyst position, which is also partially funded by fees from the administration cost for the School District Impact Fees;
- Assessor decreased due to elimination of a part-time position, which Kim Belk noted was an error that would be fixed, and decreased due to the transfer of the Pictometry contract to GIS but increased due to an increase for their software program;
- Auditor had no major changes; however, Suzette Murphy, Auditor, spoke and requested a part-time Clerk position;
- Treasurer had an increase in overtime and an increase in a software contract and Kim Belk noted that the bank charges were off during the last year due to the waiver of credit card fees during COVID; also, Carrie Helms, Treasurer, spoke and requested a part-time Clerk position to answer phones and answer questions (Charlene McGriff came back into Chambers and re-joined the meeting at approximately 2:35 p.m.);
- Delinquent Tax had no major changes; Jennifer Page requested that Council not reduce her budget until she could determine what needs the Department actually has since she just recently became the Department's Director;
- Register of Deeds had an increase in training and added funding for the annual contract for scanning;
- Procurement increased for the software system that the County purchased for procurement solicitations to be made on line;
- Human Resources had an increase due to the annual cost for the onboarding software and had an increase for contractual for the labor attorney;
- Risk Management had no major changes;
- GIS increased due to the transfer of Pictometry contract from the Assessor's office; also, Jim Kiley, GIS Specialist, spoke and answered questions about his Department;
- Recreation - Operations increased for capital equipment for turf maintenance for the soccer fields and for contractual services for trail maintenance; Kim Belk also noted the Department had one time funding removed for the Springs Park Boat Landing; Council requested that staff determine what the County was spending per citizen on recreation and discussed the need for additional positions;
- Recreation - Programs increased due to contractual services increases in official costs, increases in participants and mandated background checks for employees;
- Zoning Department had an increase for nuisance abatement;
- Building had no major changes; however, Kim Belk noted that they do have some vacant positions;
- and Planning Department repurposed a half of a vacant position to help fund an Infrastructure Inspector (the other half would be funded by the Stormwater Department) and Council and staff discussed the position and whether the position was needed and whether it opened the County up to any liability.

Council took a break in the meeting at approximately 3:48 p.m. Larry Honeycutt left the meeting and did not return after the break. Steve Harper called the Council meeting back to order at approximately 4:02 p.m.

- Road Maintenance will increase at the first reading of the budget due to a five dollar increase in the road maintenance fee, of which half will go to pavement preservation and the other half to signs, and increased in professional services in order to resurface the Administration parking lot;
- Fleet Maintenance increased due to actual cost for the copier lease;
- Building Maintenance had no major changes;
- Solid Waste Landfill had no major changes;
- Solid Waste Collection decreased due to removing the carry forward of a one time item but increased for special projects due to the payment for a solid waste plan and increased due to the sale of property on Happy Trail, which will be used for buildings for the site attendants;
- Animal Shelter increased in utilities due to the new shelter and increased in contractual services and maintenance;
- Coroner increased due to salary increases for a part-time Deputy Coroner that was added in Fiscal Year 2021, increased in travel, training and dues for advanced training, increased in supplies and increased in contractual services;
- Sheriff requested that the cost of living adjustment for his employees go towards his career ladder; Sheriff Faile also noted that the only grant position the County should have to fund would be a Narcotics Investigator; Council discussed that if there were savings from grant position renewals, then those savings should go towards the Sheriff's career ladder;
- Sheriff - Town of Kershaw had an increase in vehicle maintenance;
- Detention Center - the Sheriff requested that the cost of living adjustment for these employees go towards the career ladder; their budget increased for training, increased for one time funding of a prison transport van and increased for the medical contract;
- School Resource Officers contract needs to be readjusted;
- Communications decreased due to a transfer of savings in contractual services to go towards radio replacement equipment like lapel mics but increased for training and increased for equipment to replace the consoles;
- Emergency Management had no major changes;
- Fire Services decreased overall due to the removal of special projects;
- Town of Kershaw Fire Services had no major changes;
- City of Lancaster Firefighters had no major changes and Kim Belk noted that the volunteer retention program was funded under special projects;
- EMS increased for utilities but decreased for contractual services; Clay Catoe, EMS Director, provided and reviewed a fifteen page handout with Council and that handout is entitled, "EMS 2021 Request," and is attached as Schedule A to the written minutes in the Clerk to Council's office; and
- the Judicial Division had no major changes except an increase in Clerk's pay in the Magistrate's Court due to reallocation of funds from a vacant position,

During the review, Council made suggestions as to possible changes in the budget, which Kim Belk explained that she would take under advisement.

FY2021-2022 Other Funds Recommended Budget Draft - Kim Belk/Steve Willis

Kim Belk stated that if Council had any questions regarding the Other Funds Recommended Budget Draft, they could contact her directly.

Citizen Comments

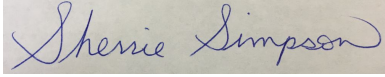
All citizens were heard during Citizens Comments held at the beginning of the Council meeting.

Adjournment

Allen Blackmon moved to adjourn the Committee of the Whole meeting. Seconded by Billy Mosteller. Motion to

adjourn Passed 6-0.; Absent: Honeycutt. There being no further business, the Committee of the Whole meeting adjourned at approximately 5:26 p.m.

Respectfully Submitted:

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

Sherrie Simpson
Clerk to Council

Approved by Council on May 10, 2021

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

Billy Mosteller, Secretary