

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

January 19, 2021

9:00 AM

**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 [*who entered the meeting late at 9:36 a.m. during the Special Presentation*], Brian Carnes, Terry Graham, Steve Harper, Charlene McGriff and Billy Mosteller.

Council Members absent: Larry Honeycutt.

Staff Members/Others present: Steve Willis, County Administrator, via telephone; Kim Belk, Interim Deputy County Administrator/Budget Director; John DuBose, County Attorney; Sherrie Simpson, Clerk to Council; Veronica Thompson, Chief Financial Officer; Jeff Catoe, Public Services Director; Clay Catoe, EMS Director; various Department Heads; various staff; the press; 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 the required length of time.

Call to Order - Chairman Steve Harper

Chairman Steve Harper called the Committee of the Whole meeting to order at approximately 9:05 a.m.

Welcome and Recognition - Chairman Steve Harper

Chairman Steve Harper welcomed everyone to the meeting.

Pledge of Allegiance and Invocation - Council Member Allen Blackmon

Since Allen Blackmon entered the meeting late, Charlene McGriff led the Pledge of Allegiance to the American Flag and delivered the Invocation.

Approval of Agenda

Billy Mosteller moved to approve the agenda. Seconded by Charlene McGriff. Motion Passed 5-0.; Absent:

Executive Session

a. One Item:

1. One Legal Briefing regarding a Potential Litigation Matter. SC Code 30-4-70(a)(2).

Charlene McGriff moved to go into Executive Session. Seconded by Terry Graham. Motion Passed 5-0.; Absent: Blackmon, Honeycutt. At approximately 9:07 a.m., Council went into Executive Session to discuss the following item: (1) one legal briefing regarding a potential litigation matter pursuant to SC Code 30-4-70(a)(2).

Council came out of Executive Session and Steve Harper called the Committee of the Whole meeting back to order at approximately 9:16 a.m. Charlene McGriff moved to come out of Executive Session. Seconded by Brian Carnes. Motion Passed 5-0.; Absent: Blackmon, Honeycutt.

Upon returning to open session, John DuBose noted, for the record, that during Executive Session, Council had a short discussion on a potential litigation matter. He explained that during Executive Session, no decisions were made and no votes were taken.

Special Presentations

Colin McAweeney of TischlerBise provided an overview of the Impact Fee Study conducted for Lancaster County. His power point presentation was entitled, "Impact Fee Study Overview Draft January 19th, 2021," which is attached as Schedule A to the written minutes in the Clerk to Council's office. Allen Blackmon entered the meeting during this presentation.

Council and staff discussed whether the County would need an Intergovernmental Agreement with the Town of Van Wyck, when the Capital Improvement Plan would be available and its relationship to Impact Fees, current building permit fees in Lancaster County, the fee's potential impact on Economic Development, the service area, how to budget for the funding gaps on a yearly basis, that the Department heads needed to be in attendance at the meeting in order to discuss their departmental needs, Impact Fee discounts and costs for personnel.

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

Discussion of Impact Fees - Steve Willis/Kim Belk/John DuBose

Steve Willis explained that staff was involved with the data collection and the compilation of the Impact Fee Study and the Capital Improvement Plan (CIP). John DuBose explained that historical data is utilized in connection with the CIP and the Impact Fee Study. Kim Belk requested that the School District Impact Fee and the County Impact Fee be considered simultaneously by Council so that the process would be cohesive.

Capital Improvement Plan Update/Discussion - Kim Belk

Council took a break in the meeting starting at approximately 10:23 a.m. The Committee of the Whole meeting resumed at approximately 10:33 a.m.

Kim Belk explained the process involved in developing the proposed Capital Improvement Plan Projects, which were included in the agenda packet. She explained that the departments were solicited for information and that an Evaluation Committee was formed to review the departmental information. She noted that the Evaluation Committee considered whether the need was an emergent need or whether that need could be pushed out and that then the scores for the needs/projects were weighted for priorities, such as for public safety and infrastructure. She explained that funding sources were then identified for each need/project. She asked that Council Members let her know if they see anything on the project list that they do not like or with which they do not agree.

Council and staff discussed whether the list was a priority list and Kim Belk answered that it was and that the priorities were based, in part, on time frames. Kim Belk also explained that the Capital Improvement Plan only included projects that would cost over \$100,000. She also noted that the document may need to be amended when a new IT Director has time to evaluate the needs for that department. Kim Belk further noted that, ideally, she would like to see the Capital Improvement Plan updated annually and that the Plan be put on the County website and include status updates for the projects.

Resolution 1133-2021 regarding Authorization to Initiate the Filling of Three New Positions

Resolution Title: A Resolution To Authorize Initiating The Hiring Process For Certain Positions In Certain Departments Pending A Budget Amendment And Allowing Actions To Be Taken By Applicable County Staff. - *(This Resolution is for discussion only and will be presented to Council for a vote on January 25, 2021).* - **Steve Willis**

Steve Willis explained that Council was not voting on the Resolution but were rather discussing the three new proposed positions of Deputy Coroner, Case Manager in the Probate Court and Crime Scene Technician. Steve Willis provided an overview of the funding source for the positions.

Council and staff discussed whether Council should wait to fund the positions after a discussion of the audit in order to determine whether these positions were critical needs, whether the pay for the convenience site workers should be increased simultaneously and whether one Resolution should include all three positions or if each position required its own Resolution.

Discussion of Potential Additional Personnel Positions - Steve Harper

Council and staff discussed whether additional staff was needed at the Animal Shelter. Steve Willis explained that the County increased staff at the Animal Shelter just last year and Jeff Catoe explained that the Department would look at whether another position was needed during the upcoming budget process.

Council and staff discussed procedural aspects for Committee of the Whole meetings. Allen Blackmon asked to review what Council had decided in regards to Impact Fees. Council and staff discussed the size of the study area and whether the Ordinance for Impact Fees would appear on the February Council agenda. Council and staff discussed whether Department Heads should be in attendance at future meetings. Council determined that they would move forward with the 1st Reading of the Impact Fee Ordinance in February and asked that Fire Services and the Economic Development Director be in attendance at the meeting.

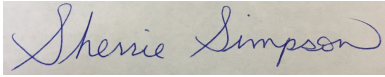
Citizen Comments

There were no written comments submitted and no one signed up to speak for Citizens Comments during the meeting.

Adjournment

Terry Graham moved to adjourn the Committee of the Whole meeting. Seconded by Brian Carnes. Motion to Adjourn Passed 6-0.; Absent: Honeycutt. There being no further business, the Committee of the Whole meeting adjourned at approximately 11:33 a.m.

Respectfully Submitted:

A handwritten signature in blue ink that reads "Sherrie Simpson". The signature is written in a cursive style with a large, looped 'S' at the beginning.

Sherrie Simpson
Clerk to Council

Approved by Council on February 8, 2021

A handwritten signature in black ink that reads "Billy Mosteller". The signature is written in a cursive style with a large, looped 'B' at the beginning. The signature is positioned above a horizontal line.

Billy Mosteller, Secretary