



**MINUTES**  
**ADMINISTRATION & FINANCE COMMITTEE**  
**JULY 25, 2022**  
**250 NORTH WALNUT STREET**  
**WINNSBORO, SC 29180**  
**5:30PM**

**Members Present:** Moses Bell (Chair), Shirley Greene

**Staff Present:** Anne Bass (Finance Director), Beverly Mozie (Asst. Finance Director)

**I. Call To Order**

Mr. Bell called the meeting to order at 5:30pm.

**II. Invocation**

Invocation was led by Councilwoman Greene.

Mr. Bell said Councilman Trapp would be late but would try to make it to the meeting.

**III. Capital Recommendations**

Mr. Bell asked Deputy Administrator Williams to read the recommendations for the American Rescue Plan Act funds. She recalled during the budget process staff was asked to create a 5-year capital project list to start long-range planning. She said there were some excess funds related to the first allotment of ARPA funds from the repair of the DSS building roof repair because the project was completed under budget by \$233,000.00. The recommendation was to use those funds to replace two Sheriff's Department vehicles @ \$71,700.00, equipment for those vehicles @ \$28,447.00, purchase a pre-owned vehicle thru State surplus for the Coroner's office @ \$16,000.00, replace a vehicle for Animal Control @ \$36,000.00, and replace a vehicle for the Airport for \$30,000.00. Both vehicles for Animal Control and the Airport received a report from the maintenance department that they were at the end of usefulness and that was why they were chosen to be replaced.

Mrs. Williams said they should receive the second allotment of ARPA funds (approximately \$2,170,321.50) in August or September. The recommendations for those monies were to upgrade the HVAC at the Courthouse @ \$1,030,793.00 and upgrade the electrical at the Courthouse @ \$492,008.00. Mr. Bell said regarding the Courthouse renovations, they only had about \$4.2 million in the bond and the project was \$5.3 million and additional funding was needed to move the utilities. Mrs. Williams said they wanted to use the remaining bond funds to finish as much as they could with the Courthouse but they looked at specific Courthouse projects that could be utilized from the second allotment of

ARPA. She said they also recommended replacement of a 35-year old fire services tanker @ \$340,000.00 and the replacement of an EMS ambulance (Medic 1) @ \$300,000.00.

Mr. Bell asked if there were any questions. Mrs. Greene said no. Mr. Bell said due to the \$400,000 earmarked by Senator Fanning to purchase air packs, a portion of the ARPA funds could be used for the tanker.

Mrs. Greene made a motion to forward the recommendations to full Council, seconded by Mr. Bell. ***The motion carried 2-0.***

Mr. Bell asked Mrs. Bass for an update on the County's financial status. Mrs. Bass said she would give a preliminary update (as of that date) regarding revenues and expenditures for fiscal year ending June 30, 2022. The tax collections to date were \$22,788,000.00 compared to a budgeted \$22,919,000.00 (taxes, delinquent taxes and penalties). With other taxes (other State revenues and taxes and local option sales taxes) they received \$1,243,000.00. They had a budgeted \$3,291,000.00 but they had not yet received anything in that area. They had not received their final payments from local option sales tax or some of the fee in lieu agreements. It was not unusual for that to be off track from budget at that point. All other revenue she grouped together and to date they received \$8,072,779.00 compared to a budgeted \$6,132,000.00. They exceeded that by about \$1,900,000.00. She said their total revenues to date were \$32,104,000.00 compared to a budgeted \$32,343,000.00 – that was without any budgeted use of fund balance. She felt revenues were looking pretty fair for the year. For expenditures, they had a budgeted \$33,757,551.00 but they were still receiving a lot of invoices – things coming in after the 30-45 day year-end. As of that date, they had expenditures of \$30,359,000.00. They were well under budget at that point but things were still coming in probably thru August 31<sup>st</sup>. It was a very preliminary picture of the status as of that date.

Mr. Bell said some citizens asked when the budget would be posted. He talked to Dr. Roberts and the budget was posted. He said some other counties did not have their budget posted as of that date. Mrs. Bass wanted to make sure the numbers were correct so the budget would be accurate. He said the data presented spoke to fiscal responsibility. They wanted to make sure the County's finances were in order. He thanked Mrs. Bass and Mrs. Mozie for their work.

Mrs. Greene asked about unassigned funds. Mrs. Bass was not prepared to expound. Mrs. Greene said she wanted to make sure they talked about the Accommodations tax and its recommended usage so the public could be on board with their plans. Mrs. Williams said some of the things they were looking at to address some capital needs involved some of the unassigned Dominion settlement funds – land development study as part


of their comprehensive plan update. As they went through the comprehensive plan, they would have to update their zoning, land development requirements, ordinances – that was one recommendation. They were also looking at a long-range class and comp study to see how to improve their employer recruitment and retainment.

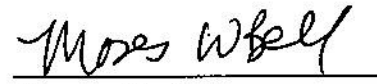
Mr. Bell mentioned the rural stabilization fund (\$351,000) was designed for such projects. He said they had too much RD-1 zoning in the County. The land study would help with that.

Mrs. Greene asked about the Accommodations tax monies. Mrs. Williams said they could be used to promote travel and tourism in the County. They recommended installing sprinklers at the Farmer's Market and making upgrades to the museum (windows).

#### **IV. ADJOURN**

At 5:47pm, Councilwoman Greene made a motion to adjourn, seconded by Councilman Bell. ***The motion carried 2-0.***

  
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Kim W. Roberts, Ed. D.  
Clerk to Council

  
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Moses W. Bell  
Chairman