



**MINUTES
REGULAR MEETING
FAIRFIELD COUNTY COUNCIL
NOVEMBER 27, 2017**

Present: Billy Smith, Doug Pauley, Neil Robinson, Jimmy Ray Douglas, Dan W. Ruff, Mikel Trapp, Bertha Goins, Council Members; Jason Taylor, County Administrator; Davis Anderson, Deputy County Administrator; Tommy Morgan, County Attorney; Patti L. Davis, Clerk to Council.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80 (e), as amended, the following persons and/or organizations have been notified of the time, date and location of this meeting: The Independent Voice of Blythewood and Fairfield, The Country Chronicle, and one hundred twenty seven other individuals.

1. CALL TO ORDER

Chairman Smith called the Regular Meeting to order at 6:00 p.m.

2. APPROVAL OF AGENDA

It was moved by Council Member Ruff and seconded by Council Member Pauley to approve the Agenda. ***The motion carried unanimously 7-0.***

3. INVOCATION

Council Member Ruff led the invocation.

4. APPROVAL OF MINUTES

It was moved by Council Member Robinson and seconded by Vice Chair Goins to approve the minutes of the Regular Meeting of November 13, 2017, and the Special Meeting of November 21, 2017. ***The motion carried unanimously 7-0.***

5. PUBLIC PRESENTATIONS

None.

- 6. 1ST PUBLIC COMMENT (3 MINUTES):** All public comments made during this session must pertain to items on the agenda for which no Public Hearing is scheduled. Each speaker is allocated three (3) minutes for comment. The total time allocated for the public comment portion of the meeting is thirty (30) minutes. Those wishing to make public comment must sign to do so prior to the Council Chair calling the meeting to order. The Clerk to Council will make a public comment sign-up sheet available at least fifteen (15) minutes prior to the scheduled start time of the meeting.

- Randy Bright - Ordinance 683

7. Public Hearings

- A.** To Authorize Fairfield County to Purchase 14 Acres (Portion of Tax Map No. 134-02-00-036-000) for the Location of a Fire Station for \$60,000. Council Member

Robinson made a motion to open the public hearing at 6:05 p.m., seconded by Vice Chair Goins. ***The motion carried unanimously 7-0.*** No one signed to speak concerning the public hearing matter; therefore, motion was made by Vice Chair Goins, seconded by Council Member Pauley, to close the public hearing at 6:05 p.m. ***The motion carried unanimously 7-0.***

8. ORDINANCES, RESOLUTIONS AND ORDERS

- A. Second Reading: Ordinance No. 689** - An Ordinance to Amend Ordinance No. 404 and Subsequently Ordinance No. 529 to Reduce the Number of Members on the Fairfield County Council on Aging Board from Nine (9) Members to Seven (7) Members. It was moved by Council Member Trapp and seconded by Vice Chair Goins to approved Second Reading of Ordinance No. 689. ***The motion carried unanimously 7-0.***

- B. Second Reading: Ordinance No. 690** - An Ordinance Authorizing Fairfield County to Purchase 14 Acres (Portion of Tax Map No. 134-02-00-036-000) for the Location of a Fire Station for \$60,000. It was moved by Council Member Pauley and seconded by Council Member Douglas to approve Second Reading of Ordinance No. 690. Council Member Trapp asked who is in possession of the property now since it was sold at the tax sale. Chairman Smith deferred to Mr. Taylor for this information. Per Mr. Taylor, the owner's intent is to redeem the title within the allotted year to do this from the date of the tax sale. Council Member Trapp questioned if the payment of the back taxes would occur before the property is sold to the County. Chairman Smith believes there is about \$60,000 owed on rollback taxes and Mr. Taylor stated the taxes will be paid by the owner of the property before the property is received by the County. Council Member Trapp also questioned how this would affect the ISO ratings once the property is obtained and the fire station is built. Per Mr. Taylor, the ISO rating will improve, and one intent of this purchase is to assist with better ISO ratings. Chairman Smith also asked if the County has any further information concerning if there is a positive impact on the ISO rating in this area, will this also then negatively impact the ratings at the Dutchman Creek station. Per Mr. Taylor, there have been discussions concerning placement of a new fire station, which could possibly draw some of the volunteers to a different home station. The team has begun looking into this in an attempt to avoid it. Obviously, the need for volunteers is a problematic situation. This unintended consequence could potentially be a negative impact. As Council knows, the position of Fire Marshall is now vacant, and the hope is that the new Fire Marshall will be able to emphasize the need for volunteers thereby mitigating unintentional consequences such as this. ***The motion carried unanimously 7-0.***

- C. Second Reading Ordinance No. 683** - An Ordinance Authorizing Fairfield County to Purchase and Develop Approximately 508 Acres of Real Property (Tax

Map No. 057-00-00-003 (Part); Tax Map No. 058-00-00-017; Tax Map No. 041-00-00-024; Tax Map No. 041-00-00-023), to be Used for Economic Development Projects, and Other Related Matters. Total acreage for this Ordinance has been amended to 336 acres and going forward motions will be made concerning 336 acres. It was moved by Council Member Douglas and seconded by Vice Chair Goins to approve Second Reading of Ordinance No. 683 noting the amendment from 508 acres to 336 acres. Council Member Trapp inquired concerning the price of the property. Mr. Taylor requested Mr. Ty Davenport to come forward to provide information for the benefit of the public. The price and acreage is being amended because there is a parcel the County is not going to purchase, which is a more economical decision for the County at this time. The original price was \$2.7m and presently is at \$2.153m. The County has received a grant from the Department of Commerce in the amount of \$300,000 dropping the price to \$1.8m. Chairman Smith inquired concerning a possible second grant, and Mr. Davenport confirmed, which could potentially bring the price of the property down to around \$775,000. Council Member Trapp inquired as to what amount is being voted on at this second reading to which Chairman Smith responded \$1.8m. Chairman Smith also stated there will be the third and final reading on the ordinance and passing it tonight is only a procedural matter. One other concern of the Chairman is in regard to the property entrance. Parcels are identified as Parcel A, B, C and Parcel M. Currently Parcel M is not part of the sale, owned by a third party land owner and the County will receive an access right-of-way road into the property. One concern is having the access agreement in writing at the time of third reading, and also will the County be able to do staging work, lighting, landscaping, etc. Also, the Chairman would like for the County to have a fixed price agreement for Parcel M for possible future purchase. These matters will need to be dealt with before third reading. Council Member Ruff also agrees that the County must do its due diligence on this purchase. Council Member Trapp inquired if the County is responsible for paying the sales commission, to which Chairman Smith responded this fee is normally paid by the land owner. Chairman Smith wanted to be clear that he feels this is a good deal for the County, especially if the final figure is around \$775,000. However, there are some details that need to be taken care of in the process. Vice Chair Goins also added she is in agreement with performing due diligence and she is also in agreement with the purpose. Mr. Taylor informed the Council that he and Mr. Davenport have begun discussions with the third party but do not have a final agreement yet to present to Council. Mr. Davenport could not say there would be a final agreement ready by third reading which is scheduled for the next Council meeting in two weeks, but the County would have 180 days of due diligence to finalize all the details. Chairman Smith feels that third reading of this Ordinance could be postponed until these matters have been dealt with and agreements are in place. ***The motion carried 6-1 with Council Member Trapp voting nay.***

9. BOARD AND COMMISSION MINUTES

None.

10. BOARD AND COMMISSION APPOINTMENTS

- A.** Zoning Board - Reappointment of Mr. Robert W. Davis - District 3. It was moved by Council Member Trapp, seconded by Vice Chair Goins to approve the reappointment. ***The motion carried unanimously 7-0.*** Mr. Robert W. Davis was reappointment for a second term to the Zoning Board representing District 3.

11. OLD BUSINESS

- A.** Proposed Hospital Transformation Agreement Between Fairfield Memorial Hospital, Providence Hospital and Fairfield County Council. This item is listed under executive session; therefore, further discussion will be delayed until Council returns from executive session.

12. NEW BUSINESS

- A.** Authorizing Fairfield County to Accept One (1) Acre, More or Less, Situated on Shelton Road, Near the Town of Blair, Tax Map No. 045-00-00-016-000, from CDS Company. Council Member Douglas signed a Statement of Potential Conflict regarding this matter and did not participate in the discussion or resulting vote. It was moved by Council Member Ruff and seconded by Council Member Pauley to authorize the County to accept the above referenced property. Vice Chair Goins asked for further explanation of this matter. Per Mr. Taylor, this is a piece of property CDS Company was planning to release at the tax sale. It is situated next to one of the County recycling centers which limits the property value. Instead of releasing the property through a tax sale, the company decided to give the property to the County. ***The motion carried 6-0 (with Council Member Douglas recused).***

13. COUNTY ADMINISTRATOR'S REPORT

- A.** Purchasing Department Overview and Update - By Director, Mrs. Sheila Pickett. Mrs. Pickett explained that the Purchasing Department handles the acquisitions of supplies, equipment, services and construction necessary for the everyday operation of the County. Mrs. Pickett gave the following brief overview of the department:
- Purchasing Department consists of two employees.
 - Currently, the department services 30+ departments, including elected officials, with duties including:
 - Purchase of all goods and services
 - Negotiation of contracts for goods and services including state contracts and cooperative buying groups. These would include

groups that have already completed the bidding process for the County and other municipalities, and these contracts are then utilized for the County.

- Copier agreements
 - Property lease agreements
 - Disposal of surplus (this process is primarily handled by state surplus)
 - Administrator of CTC projects
 - Submit payment requests for Bond 2013 (includes current recreation projects and also payments are currently being submitted for the Commerce Center)
 - Annual Workers' Compensation audit. In August of every year the County has to produce a Certificate of Insurance through the Association of Counties for contractors and subs who provide services for the County.
 - Annual Financial Audits (documentation is provided to ensure that bids, advertising, contracts are in order)
 - Cell phones. The County utilizes Verizon primarily because it is on state contract, they offer a discount and penalties are not paid if a service is discontinued.
 - Mansfield Oil. This includes the gas card system. Gas cards are issued for each County vehicle, each employee who drives a County vehicle has a gas PIN. The PIN is assigned to the employee, but the gas card stays with a particular vehicle.
 - Assuring insurance coverage for all County vehicles and buildings through the Association of Counties.
 - Credit Cards, such as Wal-Mart, Bi-Lo, Lowes and County VISA cards, which are typically used for items needed quickly instead of going through the purchase order system.
 - County vehicle tags through DMV. The vehicles must be registered and tags obtained. Some unmarked vehicles would go directly through the Sheriff's Department.
- Capital purchases: For this fiscal year, items have been purchased such as the Sheriff's Department Dodge Chargers, mobile radios, ambulance, ATV for EMS Department, dump truck for Public Works, mini excavator (ditch machine which was partially paid by CTC), HVAC system at the Detention Center, etc. The pumper for the Ridgeway station is on order. Currently, the department has processed over 871 purchase orders, as opposed to last year of over 2,000 purchase orders.
 - Current solicitations: The recreation concession services for which bids are due by December 12 and the time and attendance which has been short listed and the interview process is pending.
 - Upcoming solicitations: Hunting property on I-77. Mrs. Pickett is working with the County Attorney on details of this project in order to use the property wisely. Cascade System for Mitford Fire Station with Mitford receiving a grant toward this system. County solicitations can be found on the County website, www.fairfieldsc.com – procurement – active bids. Solicitations can also be found through S.C. Business Opportunities at www.mmo.sc.gov/ps/general/scbo/ps-scbo-online.phtm which lists all state

and municipality solicitations. This site offers posting free of charge. The County does at times use the local paper, The Voice.

- Vendor information and requirements:
 - Check the County website for the vendor information form which needs to be completed and returned to the County. The vendor can then check the websites listed above or the local paper for solicitations.
 - Vendors must have insurance with minimum requirements of \$500,000 to \$1m.
 - Vendors must have Workers' Compensation insurance. If a vendor does not have this, the Association of Counties is then contacted and a risk factor is provided which is a percentage of the type of work being done, which is then used in a formula and deducted from the amount due to the vendor.
 - Bid bond: Based on the type of solicitation.
- Procurement Manual Highlights:
 - Over \$2,500 must have three (3) written quotes.
 - Approval process: The department can approve up to \$15,000. Purchases in excess of \$25,000 must be approved by Council (including change orders).
 - Conflict of interest: No employee, elected official or close family member of the County may bid on a County contract if that individual is authorized to exercise decision making authority.
 - Bid bonds: Requested for any amount over \$50,000.
 - Construction projects now have 10% retainer which is withheld to make sure the vendor returns to complete the project.
 - Contractors must acquire permits from Planning and Zoning for inspection services, construction, plumbing, electrical work, heating and air conditioning at their own cost.

Council Member Ruff inquired concerning the exception to the Workers' Compensation insurance which was further explained by Mrs. Pickett. Council Member Douglas inquired concerning the gas cards, and per Mrs. Pickett, the gas cards are assigned to a particular vehicle and only used for that vehicle until the vehicle is sold. If an employee has a PIN, this can be used in any vehicle and will be documented as being used by that employee. Mileage is required to be recorded when gas is purchased. Chairman Smith asked if the gas card is assigned to the vehicle, how will the employee be identified as using the vehicle. The PIN number will identify the employee. The cards can be used at any station with Right Express on the card. Chairman Smith thanked Mrs. Pickett for the presentation. Mrs. Pickett also passed out vendor information to the Council.

- B. Department Update - Concerning Airport and Recreation.** Mr. Taylor reminded Council of the recent director openings, and the County has interviewed and filled two of these positions. Denise Bryan, who was acting as the Airport Interim Director, has been hired as the full-time director. Also, Russell Price was recently hired as the Recreation Director. Mr. Price was in attendance in the audience and addressed Council. He is very excited to be with the County in this capacity as recreation is his passion. He feels very fortunate to have been

selected for an interview, and he could tell that Mr. Taylor and Mr. Anderson wanted to see things happen in the Recreation Department. With administration, the Council and the community, Mr. Price feels he can make a difference and the future is bright for recreation in Fairfield County. He thanked the Council for giving him this opportunity, and he looks forward to working with everyone.

- C. Receipt of Grant from Department of Commerce in the amount of \$300,000 toward the purchase of 508 acres as delineated in Ordinance No. 683. Again, the amount of acreage has changed from 508 acres to 336 acres going forward.

14. CLERK TO COUNCIL'S REPORT

None.

- 15. 2ND PUBLIC COMMENT (3 MINUTES):** All public comments made during this session must pertain to items not on the agenda or under Council's consideration. Each speaker is allocated three (3) minutes for comment. The total time allocated for the public comment portion of the meeting is thirty (30) minutes. Those wishing to make public comment must sign to do so prior to the Council Chair calling the meeting to order. The Clerk to Council will make a public comment sign-up sheet available at least fifteen (15) minutes prior to the scheduled start time of the meeting.

- Shirley Greene - United Way
- Virgil Porter - Economic Development (Mr. Porter declined to speak when called)
- Randy Bright - Why not us?

16. COUNTY COUNCIL TIME

Robinson: Congratulated Mr. Price on his appointment as Recreation Director. Recreation is also his passion, and he encouraged Mr. Price to come to Council with any needs going forward to ensure success.

Ruff: Also congratulated Mr. Price and he feels no better person could have been chosen to lead the Recreation Department. He looks forward to great things in the future.

Trapp: Also congratulated Mr. Price and asked that he please include the outlying areas in the County, such as Blair, Feasterville and Shelton, as he feels this has been lacking in these areas over the years.

Smith: In reference to the citizen comment concerning the SCE&G gas plant location, the Council did think about this as well and it was discussed. These discussions were in executive session and he is not at liberty to divulge specific details, but he wanted the citizens to know the Council did discuss this. Also congratulated Mr. Price on his appointment.

17. EXECUTIVE SESSION (The following statement is provided in compliance with the South Carolina Freedom of Information Act: Subsequent to Executive Session, Council may take action on matters discussed in Executive Session.)

At 6:45 p.m., it was moved by Council Member Ruff and seconded by Vice Chair Goins to go into executive session for (a) Contractual Matter - Proposed Hospital Transformation Agreement Between Fairfield Memorial Hospital, Providence Hospital and Fairfield County Council. ***The motion carried unanimously 7-0.***

At 7:00 p.m., it was moved by Council Member Douglas and seconded by Council Member Robinson to come out of executive session and return to open session. ***The motion carried 6-0.*** Council Member Trapp left prior to returning from executive session.

There was no action taken in executive session.

It was moved by Council Member Douglas, seconded by Council Member Ruff, to approve the Proposed Hospital Transformation Agreement between Fairfield Memorial Hospital, Providence Hospital and Fairfield County Council. ***The motion carried 6-0.***

18. ADJOURN

At 7:02 p.m., it was moved by Vice Chair Goins, properly seconded by Council Member Pauley to adjourn. ***The motion carried 6-0.***

PATTI L. DAVIS
CLERK TO COUNCIL

WILLIAM B. SMITH, JR.
CHAIRMAN