



**MINUTES  
REGULAR MEETING  
FAIRFIELD COUNTY COUNCIL  
DECEMBER 10, 2012**

**Present:** David L. Ferguson, R. David Brown, Mary Lynn Kinley, Dwayne Perry, Carolyn B. Robinson, Mikel R. Trapp (excused at 6:25 P.M.), Council Members; Philip L. Hinely, County Administrator; Davis Anderson, Deputy County Administrator; Jack James, County Attorney; Shryll Brown, Clerk to Council

**Absent:** Kamau Marcharia

**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 Herald-Independent, The State, and Winnsboro Cablevision, and sixty-two individuals.**

**1. CALL TO ORDER**

Chairman Ferguson called the meeting to order at 6:04 P.M.

**2. INVOCATION**

Council Member Kinley led in the invocation.

**3. APPROVAL OF MINUTES**

*It was moved by Council Member Trapp; seconded by Vice Chairman Perry to approve the minutes of the regular meeting of November 26, 2012 and worksession of December 3, 2012. The motion carried unanimously.*

**4. PUBLIC COMMENT**

Mr. Ernest Yarborough and Miss Precious Hill spoke to Council on the matter of Blair Community Park.

**5. COMMITTEE REPORTS**

None.

**6. OLD BUSINESS**

**A. Fairfield Memorial Hospital Collection Policies/G.E.A.R. Criteria**

Chairman Ferguson set forth that the G.E.A.R. criteria was previously disseminated to the Council and he hoped that everyone has read it in its entirety. He added that the hospital approached the Council to ascertain what the Council's determination would be on it; however, it was pointed out that it was not the Council's decision to tell the hospital board what they can or cannot do. *It was moved by Council Member Robinson; seconded by Council Member Brown that the Board of Directors at the Fairfield Memorial Hospital, along with the Administrator, use every opportunity and everything that is available to them under the Code of Laws for the State of South Carolina to collect bills that are due to them.* {Chairman Ferguson expressed that he wants it thoroughly understood that the Council is not negotiating to the hospital what they can and cannot do; but rather are taking an opinion poll of the Council. *The motion carried as follows: 3 ayes; 2 nays; 1 abstention.*

**B. Revision To Fairfield County Application For Service On Boards And Commissions**

Chairman Ferguson set forth that the Council had received a copy of the new application with the new language added, and is asking Council for a vote to accept the new language as new policy on the application. *It was moved by Council Member Robinson; seconded by Council Member Trapp to accept the new language as new policy on the Board and Commissions application. The motion carried unanimously.*

**7. NEW BUSINESS**

**A. Appointments/Reappointments To Fairfield County Boards And Commissions**

*It was moved by Council Member Brown; seconded by Council Member Kinley to approve the appointment as listed on the Appointment Listing of December 10, 2012. The motion carried unanimously. The Clerk announced that Ms. M. Kay Boulware was appointed by the Council to serve on the Fairfield Behavioral Health Services Board.*

**B. Resolution:** To Authorize The County Administrator And Director Of Fairfield County Transit System To File An Application With The South Carolina Department Of Transportation (SCDOT), On Behalf Of The Fairfield County Transit System

*It was moved by Vice Chairman Perry; seconded by Council Member Trapp to approve the Resolution as posted. The motion carried unanimously.*

**8. COUNTY ADMINISTRATOR'S REPORT:**

**A.** Mrs. Sheila Pickett was asked to give a report of the series of events surrounding the closure of the Blair Community Park. Mr. Hinely read, for the Council's information, the content of the Resolution adopted by the Council April 13, 2009, as it relates to Limiting Fairfield County's Expenditures For Repairs And Improvements To Leased Property And Related Matters. Council Member Trapp set forth that he has been in contact with two landowners in the area, and they seem to talk favorably about allowing the County to purchase some property. One of the landowners is out of town until the first of the year; once he returns, will contact him again. The other landowner is discussing this matter with her family members. He stated that a park will be relocated in the Blair area; however, it may not be in that exact, precise location.

**B.** Mr. Steven Gaither addressed the FY 2011-2012 Needs Assessment. He highlighted a couple of areas of the results of the Needs Assessment, saying citizens reported they were happy with water treatment, fire protection, police services; however, they indicated concern about community senior centers. Citizens indicated they were aware of the locations of the recycling centers; however, more information needs to be circulated about the glass and wood chipping services. Mr. Gaither reported that at one point, people indicated they did not know where to get services; however, those numbers have gone down. He noted he was proud of the fact that people reported they would pay for an increase in additional service such as police and fire service. Additionally, people reported the best way for them to receive information was through the local newspaper, signs by the road, flyers and door to door.

Questions:

- What are two are three of the priorities that stood out from this Needs Assessment that we need to work on as a Council?

**C. FY 2011-2012 Audit Report - Elliott Davis, LLC**

Mr. Tom McNeish gave the following report of the 2011-2012 Audit as follows:

- Auditing process went very well this year. One of the things that has progressed is the process on the County's side has become much more efficient and fluent. This has allowed the auditing firm to delve into more areas. Some of the items looked at have actually been driven and suggested by Finance and Administration. The information and balances in the report have been tested and examined to be sure it is materially correct. Have issued an unqualified opinion, which means that, based on the testing performed on the balances and amounts in the financial statements, are materially correct in accordance with Generally Accepted Accounting Principles.

Recommendations: Over the course of the next year, the auditing firm will want to see that these areas are followed up on.

- ◆ Procurement Process. Had a vendor that performed certain maintenance projects throughout the County on various buildings. Procurement policy calls for anytime there is a purchase in excess of \$25,000+ dollars, the County must secure three qualified sources of potential vendors, if they are available. If that is not available, the Procurement Officer should document in the file that additional sources were sought, but not able to engage them or receive a proposal from them.

- ◆ Tuition Reimbursement/education Assistance Policy. Allows for reimbursement of educational expenses that are essential for job responsibilities. Want to make sure that not only complying with the County's policy as to what is allowable under that reimbursement program, but also the County is subject to IRS requirements. Two employees received in excess of the IRS allowable limit for educational reimbursement.

- ◆ Magistrate Bank Account. A checking account is maintained for fines and fees and bail bond funds are deposited. Detailed recordkeeping as to whether those funds constituted revenue in the form of fines and fees that were due to the County as revenue versus a portion that was bail bonds funds due back to an individual. Recommend that in the event that some of the funds could be revenue due to the County that all efforts be made to determine that breakdown between potential fines and fees and bail bonds funds.

- ◆ Property Tax General Ledger System. The software for the property tax general ledger is developed and solely supported by a single vendor. If something were to happen to with that vendor, potentially the County is left with a system they would have a hard time maintaining and operating without the proper level of support. Recommending that a contingency plan be developed to include identifying other potential software vendors that would have broader support.

- ◆ Planning and Zoning Department. Would like to see an appropriate level of detail by payer, so for any given deposit on any given day, that money can be traced into the bank.

➤ Mr. McNeish pointed out that none of the above were considered red flags or major issues.

**D.** Circulated an economic development brochure that was prepared by Mrs. Tiffany Harrison and presented at the Mid-County water board meeting. Pointed out that the Shaw Group will be present at the QuickJobs Center every Tuesday, beginning December 4, 2012. Mrs. Harrison, Ms. Workman and Ms. Samuel are available to assist and answer questions.

**9. CLERK TO COUNCIL'S REPORT**

**A.** December 10, 2012 is the last scheduled meeting for the year 2012.

**B.** Intergovernmental Council Meeting will be hosted by the Town of Ridgeway at Mayor Charlene Herring's home on Wednesday, December 12, 2012.

**C.** Thanked Council for a very successful and productive year.

**D.** January 14, 2013 is the first regular scheduled meeting. The Inauguration ceremony oath of office and election of officers will begin at 5:15 P.M., followed by the regular meeting at 6:00 P.M.

**10. BOARD AND COMMISSION MINUTES**

Provided as information.

**11. INFORMATIONAL ITEMS**

Provided as information.

**12. COUNTY COUNCIL TIME**

Kinley: Reported the Disabilities and Special Needs Board is planning the grand opening of the new building in January. Expressed how brave it was for the young lady to speak out about the community park. Introduced Cameron Yelton, who was assisting Mrs. Brown tonight and earning community service hours.

All members of Council thanked everyone for coming out tonight and wished everyone a Merry Christmas and prosperous New Year.

**13. EXECUTIVE SESSION**

*There was no need for executive session.*

**14. ADJOURN**

The meeting was adjourned at 7:10 P.M., upon unanimous approval of Council.

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SHRYLL M. BROWN  
CLERK TO COUNCIL

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DAVID L. FERGUSON, SR.  
CHAIRMAN