



**MINUTES  
REGULAR MEETING  
FAIRFIELD COUNTY COUNCIL  
OCTOBER 10, 2022**

**Present:** Moses Bell, Shirley Greene, Tim Roseborough, Clarence Gilbert, Doug Pauley (Council Members); Malik Whitaker (County Administrator), Charles Boykin (County Attorney); Dr. Kimberly Roberts (Clerk to Council)

**Absent:** Cornelius Robinson

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 forty two other individuals.

Due to COVID-19 (Coronavirus), the meeting is being live-streamed through the County's YouTube page in order to keep citizens informed.

**1. CALL TO ORDER**

Chairman Bell called the Regular Meeting to order at 6:00pm.

**2. APPROVAL OF THE AGENDA**

Motion made by Councilman Pauley, seconded by Councilman Gilbert to approve the agenda. Vice Chair Greene made a motion to amend the agenda to add Item F under Ordinances, Resolutions, and Order: First Reading (By Title Only) Ordinance No. 803 – An Ordinance to Consider the Request to Amend the Fairfield County Land Management Ordinance No. 599 and the Related Zoning Map, to Provide for the Zoning Reclassification From RC (Rural Community District) to B2 (General Business District) for 4.44 Acre Parcel as TMS#: 077-00-00-023-000, Owned by Buckeye LLC, seconded by Councilman Pauley. Councilman Roseborough made a motion to add an executive session item for the purpose of receiving legal advice relating to pending claims regarding a County bridge, seconded by Councilman Trapp. Councilman Trapp made a motion to approve the agenda with the two approved amendments, seconded by Councilman Gilbert. ***The motion carried 6-0.***

**3. INVOCATION**

Councilman Pauley led the invocation.

**4. APPROVAL OF MINUTES**

Motion made by Councilman Trapp, seconded by Councilman Roseborough to approve the minutes from the Regular Meeting September 26, 2022. ***The motion carried 6-0.***

**5. PUBLIC PRESENTATIONS**

Fire Prevention Week – October 9-15, 2022.

Dr. Roberts read the proclamation in its entirety. Mr. Bell presented the proclamation to Chief Pope and Deputy Chief Webb. Mr. Bell said there were teams that went to some of the schools in Winnsboro that week providing fire education (his wife was a part of that team). He said if there was anyone in need of smoke alarms or carbon monoxide detectors to contact Jason Pope or Mr. Webb. The detectors and alarms were free and installed at no charge.

**6. 1<sup>ST</sup> PUBLIC COMMENT (3 MINUTES): INPUT MUST PERTAIN TO ITEMS ON THE AGENDA, FOR WHICH NO PUBLIC HEARING IS REQUIRED OR HAS BEEN SCHEDULED. THE TOTAL TIME ALLOCATED TO THIS PUBLIC COMMENT SEGMENT IS 30 MINUTES.**

Dr. Roberts read the following statement:

Fairfield County Government welcomes public input during appropriate times at County Council meetings. Such input will be allowed in the time, place and manner determined by the Chair of the County Council as the presiding officer. Persons wishing to speak must conduct themselves in the following manner:

Sign up at the appropriate time to speak, refrain from engaging in conduct or speech that seeks to disrupt or disturb the meeting, respect the time limit for the public comment, and refrain from personal attacks or personal statements about any individual(s). Such statements are disruptive because this part of our meeting is not conducive for such exchanges between individuals.

As stated, speakers were expected to express themselves within the time, place and manner previously described. Any violation will result in a warning from the Chair of County Council or the presiding officer. Any failure to heed the warning of the Chair or presiding officer will result in the violating speaker forfeiting their opportunity to finish speaking or to speak during the remainder of the meeting. Council welcomes the comments from members of the public and ask for the cooperation of everyone to allow for the orderly conduct of the people's business.

- Randy Bright – Ordinance 800

## **7. PUBLIC HEARINGS**

An Ordinance to Appropriate Funds Received by Fairfield County from the State of South Carolina Pursuant to the Rural County Stabilization Fund Established by Proviso 113.9 of the State General Appropriation Act (H. 5151).

Mr. Bell opened the public hearing at 6:13pm. Mr. Randy Bright signed up to speak and Mr. Bell closed the public hearing at 6:17pm.

## **8. ORDINANCES, RESOLUTIONS AND ORDERS**

**A.** Second Reading Ordinance No. 799: An Ordinance to Appropriate General Fund Revenues for the Hiring of Three (3) New Officer Positions for the Fairfield County Detention Center and to Increase the Bonus for Newly Certified Detention Center Officers and Sheriff's Deputies to One Thousand Five Hundred Dollars (\$1,500). Motion made by Councilman Pauley, seconded by Councilman Gilbert. ***The motion carried 6-0.***

**B.** Second Reading Ordinance No. 800: An Ordinance to Appropriate General Fund Revenues in the Amount of \$486,535.79 to Provide Cost of Living Increases Between Two Percent (2%) and Four Percent (4%), to the Base Salaries for All County Employees and to Increase the Operating Budget of the Sheriff's Department by \$100,000 for the Purpose of Additional Salary Adjustments Within the Department; and \$20,000 to Provide Incentive Bonuses to Volunteer Firefighters Who Meet the Requirements of the Volunteer Incentive Program Administered by the Office of State Fire Marshal. Motion made by Councilman Trapp, seconded by Councilman Roseborough. Mr. Whitaker stated they budgeted \$1.4 million from the fund balance to cover last year's budget. Due to the disciplined way they did the work, they currently had a budget under fund balance of \$239,000. They had not used any fund balance – things were looking good because the way they did things. He said they would get even better once he later talked about service plans and how they worked with budgets. They would know exactly the services they were purchasing in preparation for the budget. Mr. Pauley referenced the section of the ordinance that stated "\$20,000 to provide incentive bonuses to volunteer firefighters who meet the requirements of the volunteer incentive program". He asked for details regarding how it would be applied to the volunteers – would it be a cash payment or some other incentive. Mr. Bell said the State provided a tax incentive. The County's program allowed those who answered fire calls (who go to the fire based on their fire station) to receive additional money so they could have people respond to fire calls. It was basically an incentive to act. Mr. Pauley asked if other volunteers, depending on how much they respond, might not get anything. Mr. Bell said if they did not receive the incentive from the State then they would not receive an incentive from the County. Mr. Pauley said

ok. Mr. Bell said people kept asking where the revenue came from. It was a disciplined fiscal responsibility. He read a portion of the minutes from the Administration & Finance Committee meeting on July 25, 2022 – Mrs. Bass said “the total revenues to date were \$32,104,000 compared to a budget of \$32,343,000”. That was without any budgeted use of the fund balance. On June 30<sup>th</sup>, they passed the budget. They talked to the finance staff and County Administrator about how they could do something during those inflationary times to add a raise to the employees. through their research, they would be able to provide a raise that year and next year. The money came from a disciplined approach to finance, which was somewhat different from what was done in the past. They did the right thing. Should they have said because it was an election year, that they would not give a raise? No one would say that. Should they take the heat for doing right? They should celebrate that they did the right thing. Mrs. Bass and Mr. Whitaker’s teams looked at it and said they had \$1.4 million coming from the fund balance that they did not use. It was already allocated. The raise was done in a sustainable way and that was what it was all about. ***The motion carried 6-0.***

- C. Second Reading Ordinance No. 801: An Ordinance to Prohibit, With Support of the State Traffic Engineer, Large Trucks from Traveling on Patrick Road (S-20-44), From US 321 to SC 200. Motion made by Councilman Gilbert, seconded by Councilwoman Greene. ***The motion carried 5-1.***
- D. Second Reading Ordinance No. 802: An Ordinance to Appropriate General Fund Revenues in the Amount of \$363,000 to Provide Supplemental Funding the River Road Fire Station Project. Motion made by Councilman Trapp, seconded by Vice Chair Greene. ***The motion carried 6-0.***
- E. Third & Final Reading Ordinance No. 798: An Ordinance to Appropriate Funds Received by Fairfield County from the State of South Carolina Pursuant to the Rural Stabilization Fund Established by Proviso 113.9 of The State General Appropriation Act (H. 5151). Motion made by Councilman Trapp, seconded by Vice Chair Greene. Mr. Whitaker said due to the recent census shifting of population into and throughout the State, the General Assembly put \$12 million into a Rural County Stabilization fund. Under that proviso, any county that had a population growth as determined by the 2020 census of less than 5.35% since the 2010 census would be eligible to receive monies from the fund for fiscal year 2022-2023. Mr. Bell interjected and said to Mr. Bright that he hoped he was listening. Mr. Whitaker continued and said Fairfield County would receive \$357,477. The recommendations for the use of the funding was as follows: **1.** a land development study @ \$100,000. The County’s zoning

ordinance had to be revised and updated as part of the comprehensive plan update. Due to increased interest in the new development in Fairfield County, needed updates to the county road development and land disturbance standards would be included in the land development study. **2.** A County Engineer @ 120,000 including pay and benefits. The County Engineer would perform professional civil engineering work in the design development review/coordination of the county road paving and road maintenance projects, manage the State's C grant funds, federal entitlement funds for transportation projects and assist with other county capital improvement projects as necessary. The work was handled at that time through a contract with an outside consulting firm and bringing the position in-house would reduce costs. The County Engineer would report directly to the County Administrator and would work closely with the Director of Public Works on road projects. **3.** Gateway signage design @ 50,000. They would solicit proposals for a landscape architect or engineer to design gateway signage at the Fairfield County border on I-77. The design would include a cost estimate for the construction and installation of the gateway sign. **4.** Housing study at \$40,000. They would solicit proposals for a study of housing opportunities Fairfield County. The study would incorporate items in the comprehensive plan related to anticipated growth and development along with the plans for the new wastewater treatment plant. The result of the study would include recommendations on where to guide residential growth within Fairfield County in a manner that allowed the county to support residential development while also preserving the county's rural character. **5.** A class and compensation study @ \$20,000. The study went along with the Administrator's current efforts to update the county's human resources policies and procedures. The study would review internal equity and pay relationships between positions and compare the county's pay schedule with similar organizations. The study would help the county with employee recruitment and retention and containing labor costs. Mr. Pauley asked for the total amount they would receive and Mr. Whitaker said \$351,477. Mr. Pauley asked as he (Whitaker) mentioned the wastewater treatment plant if they had identified and acquired any property on the Broad River for the wastewater treatment plant. Mr. Whitaker said the results of the study would include where to guide residential development and incorporate items in the comprehensive plan. It would be in conjunction with the other work. Mr. Pauley said thank you. ***The motion carried 6-0.***

- F.** Mr. Pauley made a motion to defer this item until the next Council meeting to give Council members time to review the request, seconded by Councilman Gilbert. ***The motion carried 6-0.***

**9. BOARD AND COMMISSION MINUTES (For information only)**

Behavioral Health Services – 6/27/22; 7/18/22; 8/15/22

Aeronautics Commission – 8/16/22

**10. BOARD AND COMMISSION APPOINTMENTS**

None.

**11. OLD BUSINESS**

None.

**12. NEW BUSINESS**

None.

**13. COUNTY ADMINISTRATOR'S REPORT**

**A.** Visitor's Center – Mr. Whitaker said Gene Stephens was unable to attend the meeting due to illness so there would be no update on the visitor's center.

**B.** County Services Descriptions – Mr. Whitaker said he had a power point presentation and wanted to talk about what he thought tied in well regarding county service plans. He said the South Carolina Association of Counties provided tools that helped county governments govern more effectively. One of the tools that he liked and they were using was a handbook for county government in South Carolina. The handbook contained about 15 chapters that covered things like the history of county government and planning and zoning development. It was great resource for both appointed and elected officials. The power point presentation was as follows:

**South Carolina Association of Counties**

A Handbook for County Government in South Carolina

County Government Budgeting and Financial Management (Chapter 6)

Linkage of Budgets and Service Plans (p. 54)

**Service Plans**

"A service plan is an outline of the services that an entity provides or is expected to provide the consumer or client.

In the case of county government, it is the county services provided to county citizens." SUSAN TURKOPULS, DIRECTOR OF RESEARCH AND

TRANING SOUTH CAROLINA ASSOCIATION OF COUNTIES

**Handbook**

Linkage of Budgets and Service Plans

Although not specifically required in state law, the ideal budget process involves the parallel development of service plans to be provided along with the budget to fund those services. Through such a planning process, the



council and the citizens develop a clear understanding of what the budget will "buy" in terms of services. This will require the use of performance measures for each department and for outside agencies funded by the county budget (but not directly controlled by council). Requiring such measures is fully within the council's purview.

Of course, the development of service plans is easier for county offices under the council's immediate control. Such a process would involve the following five steps:

1. *Budget plan and preparation.* Under uniform guidelines issued by the council and the chief executive, departmental staffs develop budget proposals and service plans for the next year. The service plans should include measurable objectives related to what departments intend to accomplish during the year. In addition to specific objectives, such plans could also include mission statements or broad goals to provide for the overall direction of the departments.
2. *Recommendations to council.* The chief executive reviews department heads budgets and **service plan** proposals and develops recommendations for the legislative body. He/she should already have a good understanding of the council's financial and programmatic objectives for the coming year, so council will be receptive to the recommendations presented. The departmental budgets and **service plans** should be in different formats and provide much more detail than the proposals presented by the chief executive to the council.
3. *Legislative review and approval of budget and plan.* The council reviews and approves the overall county budget and **service plan** for the year. This review is conducted with the input of citizens and other beneficiaries of county government services.
4. *Budget and plan execution.* The chief executive and staff execute the budgets and service plans, including monitoring of budget and program performance during the fiscal year. Where there are variances from the overall plan approved by the council, the chief executive should report back to the council on changes required.

### **Step 1 County Service Descriptions**

County Service Descriptions

What we do?

Tell our story about the work we do and services the County offers

Communicate clearly about what the County is purchasing in services at the budgeted price.

### **Questions**

What do we intend to accomplish in each department?

What will the budget "buy" in terms of services?

**Example (Fire Services)**

Fairfield County Fire Services operates on a budget of \$1,076,818 and is Responsible for:

Fire Suppression (house fires, car fires, wood and brush fires and others).

Fairfield County covers more than 710 square miles

Responding to all hazards within the unincorporated areas of Fairfield County and the Town of Ridgeway to include vehicle accidents, downed trees and power lines on roadways, emergency medical calls, fire alarms and missing persons.

Administering and enforcing the fire code

Conducting training and public education on fire prevention

plan review for new commercial construction & fire inspections

**Finance Department (In progress)**

Puts together County's fiscal year budget, which is a complex policy document that sets priorities, shapes service delivery, and impacts all areas of county government. Budgeting Process (preparation, submission, approval, implementation, audit review)

Accounting (fund management)

Accounting Reports

Revenue administration

Treasury management (return on investments)

Debt management

Risk management

Financial support to departments, elected officials and the public

Annual financial statements and audit reports

Monthly expenditure reports and tax rate information.

Accounting oversight for departments,

Monitors and audits payments to vendors

Purchasing: assists County departments and agencies in purchasing required goods and services, ensures an open and competitive bid process

**BUILDING MAINTENANCE SERVICES**

Management and maintenance of over 20 County owned/ leased buildings and facilities.

HVAC/Electrical Technician cares for approximately 100 air conditioning units.

Janitorial Responsibilities including the daily upkeep and cleanliness of over all County restrooms and floor coverings. (20 + buildings)

Oversee work performed by contractors on county property.

Routine maintenance of the County's HVAC, plumbing, and, electrical systems, Buildings and Maintenance also provides on-call corrective maintenance for departments throughout the County.

Remodel/renovate buildings and office space as needed

Monitor the utility bills for county buildings to ensure accuracy

Maintains all Fairfield County public buildings and surrounding grounds. This includes county fire stations, Sheriff's Department, county administrative and judicial building.

NOTE: averaging 75 work orders each month.



Mr. Whitaker said the service plan would be a part of their budgeting process, which would include service descriptions and plans to show how much was accomplished from year to year. They would use guidance from the South Carolina Association of Counties. It would allow them to have data to quantify if they needed more or less. Staff were working diligently to understand the services. It was not a strategic plan but a service plan – what was being done and how much did it cost to do it. Mr. Bell thanked him for the work. He said those who attended the annual South Carolina Association conference received a book every two years – The Wage and Salary Studies. In that book, the County was an outlier. He thought Mr. Pauley mentioned the book about 3-4 months ago. Because of the size of the county, they were too large in a lot of areas. They needed to look at what needed to be done going forward. It was a good piece of work and he was glad it was being done.

#### **14. COUNTY COUNCIL TIME**

Mr. Gilbert said at the last meeting he requested information on the Ridgeway project. He asked for it the next day and to date he had not received it. he said about one month ago, he asked about the employee survey and was told it was completed and they had not heard anything about it. They needed to know the results of the survey – when could they expect it. Mr. Whitaker said the survey was still under review with the attorney's office and he was not sure about the Ridgeway project but offered his email or a meeting at any time. Mr. Gilbert said he asked who the bidders were and they would also like to see some plans. Mr. Whitaker said they could schedule a meeting to share that information with him, although it was on the procurement website. Mr. Gilbert said ok.

Mr. Pauley thanked everyone for attending the meeting. He said it was great to look out and see a larger crowd. He said he was recently invited and attended a meeting in the Midford Community. The meeting was to inform the citizens in that area about several major concerns they had regarding EMS, fire, Sheriff and other issues in the County. The group had to pay \$50/hour for the rental of the building. They were advised later that they had to pay another \$50 because they went over the allotted time slot. It was not a wedding, birthday party or other special event. The meeting was to inform and make aware issues in the community. Citizens pay enough taxes on the buildings and should not have to pay to be informed by their Council member of what was going on in their community. County buildings were used recently to hold Town Hall meetings to inform citizens in that community what was going on and did not pay so what was the difference. Thank you.

Mr. Bell asked Mr. Whitaker to please take a look at that and ensure that all rules were being followed. They wanted everyone to be treated the same.

Mrs. Greene thanked the citizens of District 2 and the Midford area for inviting them to talk about EMS, fire and police. One of the things that came out of what was at times a contentious meeting was the idea of an auxiliary EMS program. When they came together as citizens, it was very important that they find ways to work together. It could be a result of retired EMS workers and others that might be able to fill in areas when another EMS crew was out on a call. It was probably something they could explore and see if it could be instituted to ensure response times to call was decreased.

Mr. Bell thanked everyone for always attending the meetings. Regarding first responders and public safety, it was where his heart was. He was a volunteer firefighter since the age of 21 and he was now 68. He tells them he was getting too old for it but he still enjoys the work and felt like he was doing some good. He wanted to mention what the Council was doing regarding first responders because they hear a lot of stuff and one would wonder where they were getting their information. Last year, with the ARPA money, the first responders received \$4,000. They requested a grant through the State office for \$400,000 for air packs for fire services, some of which were 15 years outdated. They purchased a fire truck, an ambulance, two Sheriff's cars and they provided a 3-4% raise for first responders. They gave the Sheriff, along with the raise, an additional \$100,000 for additional raises so he can (as he said) stop the bleeding. They also provided \$20,000 for incentives for volunteer firefighters. It was significant especially when they did research across the state and nation how many public safety positions were open. They had in the nation more public safety vacancies ever in the nation's history. They were working to get to the place they needed to be. The Council was working hard to make sure that happened. On another note, people kept saying the Broad River Treatment Plant would cost \$75 million – where that came from he did not know because that was not the case. The plant would cost \$18.5 million as the preliminary estimates were just given to them that day. It was \$20 million but because the line would be shorter, it would be \$18.5 million. It was still believed that they could build the wastewater treatment plant for the amount of money given to them by Dominion Energy. The wastewater treatment plant would allow Fairfield County to grow and prosper. All citizens needed to be on board with them to ensure it happened. It was probably the most important thing to the county because they did not have the infrastructure in place and until they got it, they would not grow. They were working hard to get things done but when people said things that they did not have facts to back them up, it put forth a terrible image – they ask questions and one did not know where the questions came from. He said Mr. Bright said they needed citizen's input. He was asking the citizens to help them inform the public that they were trying to get the wastewater treatment plant in place to help the county grow and

prosper. It had been a long journey. They tried to get a one cent sales tax – it failed. They were able to get money from the Dominion Energy settlement negotiation. It meant a lot to the county – let us move forward and those were the numbers.

**15.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.)**

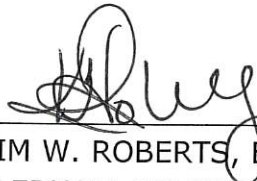
At 6:53pm, motion made by Councilman Roseborough, seconded by Councilwoman Greene, to go into executive session concerning the below listed items. ***The motion carried unanimously 6-0.***

- A.** Legal advice – Related to a Pending Claim regarding a County bridge Pursuant to S.C. Code Ann. §30-4-70(a)(2).

At 7:07pm, motion made by Councilman Pauley, seconded by Councilwoman Greene to come out of executive session and return to regular session. Mr. Bell said there was no action taken in executive session. ***The motion carried unanimously 6-0.***

**ADJOURN**

At 7:07 p.m., motion made by Councilman Trapp, seconded by Councilman Pauley, to adjourn. ***The motion carried 6-0.***



KIM W. ROBERTS, Ed. D.  
CLERK TO COUNCIL



MOSES BELL  
CHAIRMAN