



MINUTES BUDGET, FINANCE & ADMINISTRATION COMMITTEE May 22, 2018

MEMBERS, ALL OCONEE COUNTY COUNCIL

Ms. Edda Cammick District I, Chairwoman
Mr. Wayne McCall, District II Mr. Paul Cain, District III
Mr. Julian Davis, District IV Mr. Glenn Hart, District V

The Oconee County Budget, Finance & Administration Committee met Tuesday, May 22, 2018 at 5:30 PM in Council Chambers, Oconee County Administrative Offices, 415 South Pine Street, Walhalla, SC with Committee members Ms. Cammick, Mr. McCall, Mr. Hart, Mr. Cain and Mr. Davis, as well as Interim Administrator Rick Martin, County Attorney David Root, and Katie D. Smith, Clerk to Council present.

Press: Pursuant to the Freedom of Information Act, notice of the meeting, date, time, place of meeting and agenda were posted on the bulletin board at the County Administrative Offices, 415 South Pine Street, Walhalla, SC, and the County Council website [www.oconeesc.com/council]. In addition it was made available [upon request] to the newspapers, radio stations, television stations and concerned citizens.

Members of the press present: Norm Cannada / The Journal & Dick Mangrum / WGOG.

Call to Order:

Ms. Cammick called meeting to order at 5:31 p.m.

Approval of Minutes

Mr. Davis made a motion, seconded by Mr. Hart, approved 5 – 0, to approve the May 8, 2018 minutes as presented.

Discussion Items:

Discussion regarding FY 2018-2019 Administrator's Budget

Ms. Cammick opened the discussion noting they needed to pick up where they left off at the prior meeting. At the last meeting, Council committed to fund the Sheriff's SRO's and assistance to the Coroner, Mr. Karl Addis. There are more items that need to be considered, which include the additional fire truck, High Falls ADA upgrades, and the Westminster Magistrate office. Further, she noted there was a request from our local Emergency Planning Committee for clerical assistance and would like to discuss whether Council should consider funding this position as well.

Lengthy discussion continued to include:

- Amount for pay has not been determined but needs some clerical assistance
- Possibility if Deputy Coroner position is funded by the State, use this additional funding towards clerical position?
- State has not committed to fund anything and does not plan to return a budget until June 27
- SC Association of Counties & SC Appalachian Council of Governments; confident that the Senate and the House will pass a budget that includes the added money towards the SC Retirement plan

- Clerical position that floats among county departments?

Per Mr. McCall, Chief Charlie King addressed the Committee noting there was a clerical position which was a staff position up until the end of last budget year. Due to the layoffs and the six additional staff members that were provided last year, they were \$25,000 short of being able to fully fund the five positions and that is where the money came from to complete the funding of the six firefighters, which was the part-time clerical position. With all of the restructures that happened through County government positions, the clerical position was eliminated to make the six firefighters that were approved last budget year happen. Discussion continued.

Discussion continued to include:

- Westminster does not have plans or drawings for the building
- Debt service not general fund money
- Potential properties that can be used in Westminster as an alternative
- Fee schedule

Mr. Martin addressed the Committee utilizing handouts [copy filed with these minutes] noting potential fee changes in some departments and also a comparison list for fees from surrounding counties that include Anderson, Greenville, and Spartanburg.

Continued discussion included:

- Not increasing the animal control fees that include vaccines, dewormer, heartworm test, microchip fee, etc.
- Discussed lowering adoption fees
- Increase copier fees and use the additional to help offset the fees of the vaccines, dewormer, etc.; legal to shift money around?

Mr. Root noted that it is not a matter of legality of shifting money but the overall money the County may derive from the various fees charged. Discussion continued.

- Service offering to the citizens
- Copy fees
- GIS
- Copy machines are leased but do not pay a lease payment; pay for paper and pay per click
- Total revenue for all of the fees
- Charges for Services & License, Permits, & Fees
- Increase on building permits a few years ago?
- Possibly increase on the square footage
- Airport fees
- Leases for the T-Hangars
- Term dates
- Increase fees within the Parks, Recreation, & Tourism [PRT] department

Mr. Phil Shirley, PRT Director, addressed the Committee regarding the increased fees to include the following:

- Rent a building for half a day
- Propose full day rental only instead of half day rentals; not a fee increase but rather an operational issue

- Increased in customer base; numbers and data are up
- Over \$200,000 revenue increase over the last couple of years
- Recreation Buildings

Continued discussion to include:

- Hangar fees are lower than other counties
- Increase those fees, the revenue needs to go into a fund to build more hangars, not to subsidize other parts of our government
- Marriage certificates & marriage ceremony fee
- Rock Quarry fees; most fees have increased to \$1.00

Ms. Cammick noted the advertising agreement [copy filed with these minutes] with The Journal would be expiring on June 30, 2018. She noted the advertising commitments do not include legal ads. Additionally, the advertising commitments add up to \$108,400.00 a year.

Ms. Cammick asked for a motion to direct the Interim County Administrator to renegotiate the contract.

Mr. Hart made a motion, seconded by Mr. McCall, to direct the Interim County Administrator to renegotiate the contracts.

Lengthy discussion followed to include:

- Advertise half a page for the Westminster Apple Festival, Walhalla Oktoberfest, Walhalla Mayfest, & Seneca's 4th of July would be sufficient instead of two full pages
- Mountain Lakes Visitors Guide
- Graduation section
- Oconee County Progress Edition
- Oconee County Chamber of Commerce
- Clemson Visitor's Guide
- Closer look at what Celebrate Oconee covers
- Animal Shelter adoption ads
- Newspaper Run of the Press [ROP] advertising: 60 pages of advertising throughout the year in The Journal; ads are reserved for administrative purposes, County may promote Economic Development, School District of Oconee County, Recycling, Government contracts, etc.
- Upstate Living Magazine with 2 full pages in each issue
- Keowee Key Scuttlebutt with 1 full page monthly per issue; Keowee Key is a private community and Scuttlebutt is a private newsletter and on occasion advertise with them
- Not the only advertising Oconee County does
- Look into the other contracts
- Contract was not signed or dated
- Recommend to invite all advertisers to the next Budget, Finance, & Administration meeting, which is scheduled for Tuesday, May 29, 2018
- Dick Mangrum, WGOG, noted he doesn't handle the money at the station
- Benchmark fees
- Subdivisions
- Legal ads will continue to be advertised and is not added in the contract
- Amount spent on other advertisers

- Renegotiating contracts or negotiating a new contract with a vendor needs to be completed at the same time
- Who is the best market and how best are they reached?
- What are other counties spending?
- Trying to cut back so we do not have so many financial constraints
- Bid this out to other vendors

Mr. Davis made a motion, seconded by Mr. Cain, to table the advertisement agreement to a later date in order for the other vendors to get in touch with Mr. Martin and then would give them a specific time limit to speak at a meeting.

- Contract is not signed
- 5 different contracts that the Administrator had the ability to spend up to \$50,000 per agreement and these would all be less than this amount
- Agreement expires June 30, 2018
- Renegotiate contract and get it signed

Regarding the previous motion to table made by Mr. Davis, seconded by Mr. Cain, it **failed 2 – 3** [Ms. Cammick, Mr. Hart, & Mr. McCall opposed].

Regarding the original motion made by Mr. Hart, seconded by Mr. McCall, it was **approved 3 – 2** [Mr. Davis & Mr. Cain opposed] to direct the Interim County Administrator to engage to negotiate down \$60,000 & renegotiate the contract with The Journal.

Ms. Cammick noted Mr. Davis asked for this additional Budget, Finance, & Administration meeting and asked if there was something specific he wanted to discuss. Mr. Davis noted they have discussed the addition of \$350,000 for a fire truck, ADA upgrades, and the Westminster Magistrate with no direction toward our Administrator on what to do.

Continued discussion to include:

- .73 mil increase to cover the 6 SRO's for the Oconee County Sheriff's Office and the Deputy Coroner
- Concern for the pay increases is a total of \$630,000, not the \$320,000
- Locate the remaining \$307,000 next year for pay increases?
- One-time expenditures
- Vehicle Replacement plan
- Pay for High Falls ADA upgrades but did not mean if millage was raised it would stay with PRT
- Fund raises with this amount
- Continually replace fire trucks due to 20 fire trucks being bought at the same time some 15 to 20 years ago and now they are needing to be replaced; maintain millage to be able to replace the fire trucks
- Industry paying taxes and that will be revenue coming in
- 2 Public Hearings for the budget?

Mr. Root noted there was only one public hearing this year which is different than in previous years. The public hearing is scheduled for Tuesday, June 5, 2018. He noted he would prefer to have an additional public hearing on Tuesday, June 19th during 3rd reading of the budget ordinances.

The first public hearing is scheduled for June 5, 2018 and the second one is scheduled for June 19, 2018.

Discussion continued to include:

- New fire truck considered part of health and safety
- Chau Ram upgrades in progress?

Mr. Phil Shirley, PRT Director, addressed the Committee noting the money has been identified with the assistance of Mr. Richard Blackwell and Council but because they are in the middle of the season, restrooms are needed. The money will be put into a capital account and will then roll over for next year and in hopes if Council funds ADA upgrades at High Falls they can be put together.

Continued discussed followed to include:

- Westminster Magistrate office
- Unsafe
- Matter of public safety, health, security, etc.
- No plans for the building
- Fund through debt service
- Bonds
- Fund balance
- Include fire truck, High Falls ADA upgrades and bond service for the Magistrate which totals 1.37 mils
- Operate in a competitive environment
- State pension obligations
- Retirement costs
- Healthcare costs
- Inflation
- Reassessment
- Revenues
- New industry and new jobs
- Upgrade parks
- Parks provide low-cost entertainment
- ATAX funds used for upgrades, such as the tennis courts at South Cove

Continued discussion from Mr. Phil Shirley as follows:

- Capital upgrades
- Facilities
- Same operating staff as in 2005 and bringing in \$200,00 more than 4 years ago
- Salary

Per Mr. McCall, Sheriff Crenshaw addressed the Committee with the following:

- Bicycle race
- Animal Control officers directing traffic
- Overtime and extra deputies
- Additional personnel needed for special events
- Not reimbursed by the special event for overtime
- Noise ordinance

Mr. Davis made a motion, seconded by Mr. Cain, **approved 4 – 0** [Mr. McCall abstained] to include the fire truck, High Falls ADA upgrades, and Westminster Magistrate as the debt service millage for a total of 1.38 mils.

Discussion continued to include:

- Fund balance
- Healthcare claims cost
- Surplus
- Solid Waste
- Campus expansion
- Contracted funds
- OPEB Reserve
- Insurance is pay as you go and we pay our bills that include current employees, retirees, spouses, etc.
- Entity rewards
- Self-funding vs. group policy
- Retiree insurance
- COBRA insurance
- Continue to fund health insurance through the County after employees retire?
- Look at what employees contribute and what the County contributes in order to make the determination
- Recreation grants
- Recreation districts [Westminster, Walhalla, Fair Oak, Salem, Seneca]
- Continue to dispense \$10,000 for each district and additional \$12,500 rotates each year to different districts
- Appears the State will be picking up the 1% in SC retirement and once the state budget is passed, the County will not have to pay and will give us an extra \$200,000 to allocate to some of the rec centers
- Additional money in grant form to be dispensed
- District 5 would receive the additional \$12,500 in FY2019

Mr. Cain made a motion, seconded by Mr. Davis, **approved 5 – 0**, to return back to the same system as used in prior years, giving \$10,000 to all five districts and then rotate the \$12,500 thru each district, which is a total of \$62,500.

Mr. Root noted he has relayed the issues with the resolution and the old ordinance that are in place, how it has been implemented, how it has been followed, and how it exists for this year and to consider adding discussion for the next meeting regarding the fund balance policy. Discussion continued.

Ms. Cammick asked the Clerk to add “Discussion regarding fund balance policy” to the May 29, 2018 agenda.

Other Business

None at this meeting.

Adjourn

Mr. Hart made a motion, approved unanimously, to adjourn the meeting at 7:24 p.m.

Respectfully Submitted:

Katie D. Smith
Clerk to Council



OCONEE COUNTY COUNCIL
RECUSAL FORM

Council Member Name: Wayne McCall
(Please Print)

Council Member Signature: [Handwritten Signature]

Meeting Date: 5/22/2018

Item for Discussion/Vote: Motion to include fire trucks
ADA upgrades, Westminster
Magistrate to budget & add
1.38 mills.

Reason for Recusal I was not present for original meeting/discussion

I have a personal/familial interest in the issue.

Other: _____

[Handwritten notes: My debt is low]
[Handwritten notes: My house for town]

Katie D. Smith
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Clerk to Council