



# A G E N D A

## OCONEE COUNTY COUNCIL MEETING

### April 19, 2022

### 6:00 PM

Council Chambers, Oconee County Administrative Offices  
415 South Pine Street, Walhalla, SC

#### Call to Order

#### Moment of Silence

#### Invocation by County Council Chaplin

#### Pledge of Allegiance to the Flag of the United States of America

#### Approval of Minutes

April 05, 2022 Regular Minutes

#### County Attorney Comments

#### County Administrator Comments

#### Presentation to Council

- School District of Oconee County FY 2022-2023 Budget Presentation
- Mr. Chad Carson, Vice President Green Crescent Trail, presenting information related to trails and greenways and the benefits they provide for the community.

#### Proclamations

**PROCLAMATION 2022-04** A PROCLAMATION DECLARING APRIL 24, 2022 THROUGH APRIL 30, 2022 AS CONSERVATION STEWARDSHIP WEEK

**PROCLAMATION 2022-05** A PROCLAMATION RECOGNIZING APRIL AS CHILD ABUSE PREVENTION MONTH

#### Public Comment Session

*[Limited to a total of forty (40) minutes, four (4) minutes per person]*

*If you are not able to attend in person and you have a comment, you may submit it by emailing [jennifercadams@oconeesc.com](mailto:jennifercadams@oconeesc.com) or calling 864-718-1023, so that your comment may be read it into the record.*

#### Council Member Comments

#### COUNCIL MEMBERS

John Elliott, Chair, District I

Paul Cain, Vice-Chair, District III

Julian Davis, III, Chair Pro Tem, District IV

Matthew Durham, District II

Glenn Hart, District V



**First & Final Reading for the Following Resolutions**

**RESOLUTION 2022-09** A RESOLUTION RECOGNIZING AND DESIGNATING APRIL 2022 AS FAIR HOUSING MONTH.

**RESOLUTION 2022-10** A RESOLUTION SUPPORTING THE SOUTH CAROLINA AMERICAN REVOLUTION SESTERCENTENNIAL COMMISSION AND CREATING THE OCONEE COUNTY 250 COMMITTEE.

**Discussion Regarding Action Items**

**Council consideration and approval of funding in an amount not to exceed \$85,000 for Sewer South. Funding request is for 3,160 square yards of asphalt for repair and resurfacing of 25 driveways and 19 drainage pipes to be impacted by construction of the wastewater expansion project.**

**Council consideration and approval of funding in the amount of \$23,400 to Oconee Joint Regional Authority for the expansion of geographical scope in the Exits 1 and 2 Basin Study being conducted by Weston & Sampson from 41,900 acres to 89,500 acres.**

**Title: Road Paving 2021-2022**

**Department: Roads and Bridges**

**Amount: \$3,660,506.75**

**Contingency (10%): \$366,050.68**

**Total Award: \$4,026,557.43**

Procurement was approved by Council in Fiscal Year 21-22 budget process.

Budget: \$4,026,557.43

Project Cost: \$4,026,557.43

Balance: \$0

***Fund from Road Maintenance Fund***

On March 31, 2022, formal sealed bids were opened for paving of approximately eighteen (18) miles of County roads (see attached Tentative Road List). The methods of paving are Simple Overlay, Reconstruction Mill in Place and Excavation with Removal. Twenty-three (23) companies were originally notified of this bid opportunity with four (4) companies submitting bids. Hubbard Paving & Grading, Inc., located in Walhalla, SC submitted the low bid in the amount of \$ 3,660,506.75. A 10% contingency, in the amount of \$366,050.68, is requested to account for fluctuating asphalt prices, variations in estimated unit quantities and any other unforeseen items that may arise. No additional roads will be added without County Council Approval.

***It is the staff's recommendation that Council:***

- 1. Approve the Award of ITB 21-16, Road Paving 2021-2022, to Hubbard Paving & Grading, Inc., of Walhalla, SC in the amount of \$3,660,506.75, plus a 10% contingency in the amount of \$ 366,050.68, for a total award of \$ 4,026,557.43.***
- 2. Authorize the County Administrator to execute the contract documents and approve any change orders within the contingency amount.***

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Glenn Hart, District V

**Title: Engineering Consulting – ARPA Funding Management Compliance**

**Department: Administration**

**Procurement was approved by Council in Fiscal Year 21-22 budget process.**

**Funding will come from ARPA Funding**

At the June 1, 2022 meeting, Council approved the award of RFP 20-02 for On Call Engineering Services to Thomas & Hutton of Greenville, SC for Category E: On Call General Engineering Services. Administration wishes to contract with Thomas & Hutton to provide engineering consulting services for American Rescue Plan Act Funding (“ARPA”) management assistance. Thomas & Hutton will provide services that include General Consulting, Pre-Construction Reviews, Construction Review Services, and additional services requested by Oconee County, per the attached proposal.

Administration is requesting Council Approval for Thomas and Hutton to provide ARPA funding management compliance.

County Council Approved Ordinances to appropriate ARPA funding to the following Sub-recipients

- City of Seneca \$3,000,000.00
- City of Walhalla \$2,474,080.00
- City of Westminster \$1,300,000.00
- Town of Salem \$2,000,000.00

There is no specific dollar amount associated with this request. Thomas and Hutton will bill the County

- \$14,300.00 for General Consulting Services which includes; Review of funding requirements and guidelines, assist in preparation of a County Sub-Recipient Agreement for Non-Entitlement Units (NEU’s) receiving funding.

- 1.5% of the Allocated Fund / Project for Project-Specific Pre-Construction Review Services which includes, Review and specific project submittal information as provided by various NEU’s receiving funding, or County, review preliminary construction cost estimates as prepared by NEU to determine if pricing shown is consistent with the current construction industry pricing, review proposed schedule, review final construction documents, review permits-to Construct applications, Review NEU monthly reimbursement request to the County.

- 2.5% of the Allocated Fund / Project for Project-Specific Construction Review Services which includes; Review and specific project submittal information as provided by various municipalities or County entities, Review Bid Documents as prepared by NEU or its consultants, Review Advertisement for Public Bids, Review completed Bid Tabulations as prepared by NEC or its consultant, review final contract documents between NEU and Contractor, Perform intermittent construction observations, review construction status reports, review monthly reimbursement requests to the County, review final testing reports, review as-built drawings or the improvements, review final submittal package to SCDHEC requesting Permits-to-Operate, confirm receipt of SCDHEC Permit –to Operate as provided by NEU or its consultant, and review NEU and County Reports as required per the official Federal Reporting Schedule.

**Staff is requesting Council Authorize the County Administrator to execute work orders for projects under ARPA.**

*It is the staff’s recommendation that Council approve*

**1. The award to Thomas & Hutton, of Greenville, SC for engineering services for the above mentioned project.**

**2. Authorize the County Administrator to execute work authorizations from Thomas and Hutton for projects under the ARPA.**

**COUNCIL MEMBERS**

- |   |                                     |
|---|-------------------------------------|
| John Elliott, Chair, District I               | Paul Cain, Vice-Chair, District III |
| Julian Davis, III, Chair Pro Tem, District IV | Matthew Durham, District II         |
| Glenn Hart, District V                        |                                     |

**Title: Engineering Services for Solid Waste**

**Department: Solid Waste**

**Amount: TBD**

*There is no dollar amount associated with this approval at this time. Any future Solid Waste engineering project that exceeds \$50,000 will be brought to Council for approval.*

The Solid Waste Department requires the services of an engineering firm that specializes in Solid Waste related issues such as: planning, permitting, facility design, environmental monitoring and reporting and construction design and quality assurance. By awarding this RFP, the County would have one firm to contact for these services. This firm would be responsible for future projects including any reporting required by SCDHEC.

Request for Proposals, RFP 21-14, Engineering Services for Solid Waste was issued on January 26, 2022 and sent to 20 firms.

Five proposals were received on March 1, 2022. An Evaluation Committee consisting of County Staff reviewed / scored all responses and unanimously recommended Smith Gardner, Inc. of Columbia, SC for award.

The current contract for Engineering Services for Solid Waste expires June 30, 2022. The contract for RFP 21-14 will begin July 1, 2022 and end June 30, 2023. The County has the option to renew for up to four (4) one-year terms, providing the services are satisfactory.

*It is the staff's recommendation that Council:*

- 1. Approve the award of RFP 21-14, Engineering Services for Solid Waste, to Smith Gardner Inc., of Columbia, SC*
- 2. Authorize the County Administrator to execute the contract documents and to renew this contract for up to four (4) one-year renewals as long as the amount does not exceed the amount budgeted for Solid Waste Engineering and the services provided are satisfactory.*

**Request for Council's approval to commit matching funds, not to exceed \$750,000, toward the Community Project Funding Request for the Emergency Operations Center (EOC) Grant Program for the expansion of the existing Oconee Emergency Operations Center.**

**Amount: Not to exceed \$750,000 over a three (3) year period**

- The application is for the expansion of the footprint of the existing Oconee Emergency Operations Center.
- The EOC Grant Program has a 75 percent (75%) Federal and 25 percent (25%) grantee cash or in-kind cost match requirement.
- Estimated cost is \$3,000,000, the County match would be approximately \$750,000 over a three-year period.
- If approved, the grant would be managed by South Carolina Emergency Management Division (SC EMD) and State Law Enforcement Division (SLED).
- Application deadline is April 28, 2022.

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Oconee County Emergency Services and County Personnel successfully operate within the Oconee EOC while working to mitigate disasters. However, the EOC is utilizing a 927± ft<sup>2</sup> room with four sets of tables to accommodate 50-60 people at any given time. The space also houses a large computer case with necessary audio/visual equipment and an operator. The cramped space of the EOC has led to excessive noise and congestion during training exercises and actual events. Furthermore, the only possible layout within the existing facility could pose a risk in the event that an evacuation of the space is required in an emergency.

Oconee County requests the commitment of the balance of funding needed for the EOC expansion project from the Capital Projects Fund. The allocation of funds is contingent on the award from EOC Grant Program.

*It is the staff's recommendation that Council approve the commitment of matching funds, not to exceed \$750,000 over a three-year period, toward the Community Project Funding Request for the Emergency Operations Center Grant Program for the expansion of the Oconee Emergency Operations Center.*

**Title: Title Search Services**

**Department: Delinquent Tax**

**Amount: Estimated \$135,250.00**

**Procurement was approved by Council in Fiscal Year 2022-2023 budget process.**

**FY 2022 Budget Year**

**Budget: \$29,000.00      Project Cost: \$29,000.00      Balance: \$0.00**

**FY2023Budget Year**

**Budget: \$150,000.00      Project Cost: \$106,250.00      Balance: \$43,750.00**

The Request for Proposal (RFP) # 21-13 was issued on February 4, 2022, to select a contractor to conduct approximately 2,000 title searches (\$65.00 each) plus 300 title updates (\$17.50 each) of various parcels of real property for the Delinquent Tax Office in preparation for the annual Tax Sale. The RFP allows for a one-year contract with the option of four, one-year renewals if pricing and terms are mutually acceptable. On March 8, 2022, formal sealed proposals were opened for Title Search Services. Nine (9) firms were originally notified of this opportunity and one firm submitted a proposal.

An evaluation committee consisting of County Staff reviewed all responses and unanimously recommended Evans M. Bunch III and Associates, Inc. of Columbia, SC, as a qualified firm to perform these services.

Delinquent Tax is estimating 2,000 Title Searches (\$130,000.00) and 300 Title Search Updates (\$5,250.00) for the October / November Tax Sale. The actual amount will depend on the number of delinquent parcels that require Title Searches and/or Title Search Updates.

South Carolina Law Title 12, Section 12-51-120 requires that the Delinquent Tax Office give notification to the defaulting taxpayer and any grantee, mortgagee, or lessee of the property of record in the appropriate public records of the county. Notification must be by certified mail (return receipt requested) neither more than forty-five days nor less than twenty days before the end of the redemption period for real estate sold for taxes. If the county fails to meet the requirement of Title 12, Section 12-51-120 the delinquent tax sale could be challenged which would result in a loss of approximately \$ 500,000.00 in delinquent and current taxes. The cost for the title search contract will be paid from fees collected from delinquent taxpayers and the tax sale proceeds.

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The current Title Search Contract expires May 16, 2023. The contract for this RFP would begin May 17, 2022 and end May 16, 2023. The County has the option to renew for up to four (4) one-year terms, providing the services are satisfactory.

*It is the staff's recommendation that Council:*

- 1. Approve the award of RFP #21-13, Title Search Services for Delinquent Tax Office to Evans M. Bunch III and Associates, Inc. of Columbia, SC, in the estimated amount of \$135,250.00, not to exceed the amount budgeted each year for this service.*
- 2. Authorize the County Administrator to execute the contract documents and to renew this contract for up to four (4) one-year terms as long as the amount does not exceed the amount budgeted for title searches and the services provided are satisfactory.*

## **Council Committee Reports**

*None scheduled for this meeting.*

## **Board & Commission Appointments**

*The Board & Commission seats listed below are co-terminus with Council District seats and will require [in the 1st quarter of 2021] appointment and/or reappointment as follows:*

### **Building Codes Appeal Board**

1 At-Large Seat: No questionnaire on file for this seat

### **Arts and Historical Commission**

1 At-Large Seat: No questionnaire on file for this seat

### **Conservation Bank Board**

1 At-Large Seat: No questionnaire on file for this seat

## **Executive Session**

*[upon reconvening Council may take a Vote and/or take Action on matters brought up for discussion in Executive Session, if required]*

*None scheduled for this meeting.*

## **Adjourn**

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