

May 14, 2020

MINUTES OF A BUDGET WORK SESSION
SALUDA COUNTY COUNCIL
THURSDAY, MAY 14, 2020 at 2:00 P.M.
COUNCIL CHAMBERS OF SALUDA COUNTY ADMINISTRATION BUILDING
400 WEST HIGHLAND STREET, SALUDA, SOUTH CAROLINA 29138

A. CALL TO ORDER

Vice-Chairman J. Frank Daniel, Sr. called the Budget Work Session to order at 2:00 P.M.

Present were: Vice-Chm. J. Frank Daniel, Sr.
Coun. Justin Anderson
Coun. Jones P. Butler
Coun. Wayne Grice

Also present were: County Director, Sandra G. Padgett
Clerk to Council, Karen T. Whittle

B. INVOCATION

Vice-Chm. Daniel delivered the invocation.

C. PUBLIC INFORMATION

It is noted by the Clerk herein, that in compliance with the Freedom of Information Act, notice of the budget work session was given to the local news media and properly posted, to include the county website.

Due to COVID-19, the following notice was placed at the beginning of the agenda:

PLEASE NOTE THAT IN RESPONSE TO THE THREAT OF COVID-19, THE SALUDA COUNTY COUNCIL CHAMBERS WILL BE RESTRICTED ACCESS TO COUNCIL AND REQUIRED STAFF ONLY. THE PUBLIC AND PRESS/MEDIA ACCESS TO THE LIVE BUDGET WORK SESSION WILL BE PROVIDED BY A LIVE STREAM. YOU MAY ACCESS THE LIVE STREAM WHEN THE BUDGET WORK SESSION BEGINS BY GOING TO THE COUNTY'S WEBSITE AT WWW.SALUDACOUNTY.SC.GOV, CLICK ON THE YOU TUBE BOX IN THE TOP RIGHT HAND CORNER AND CLICK ON THE MAY 14, 2020 BUDGET WORK SESSION VIDEO.

D. BUDGET WORK SESSION

Airport

Jill Warren informed Council the county would be receiving \$20,000.00 of stimulus money through the CARES Act for the airport to be used toward expenses beginning January 20, 2020 through the next four years. Ms. Warren said the funds required no county match and could be used for operational expenses. Ms. Warren informed Council one project to be

considered was to finish replacing the galvanized pipes in the fuel system with stainless steel pipes. Ms. Warren had requested a quote for the cost of the project. Council received this as information.

Budget Information (The following budget information was included in the figures for second reading).

Council staff advised Council of the following changes in salary, overtime, pensions, and insurance figures after the May 6th budget work session:

Coroner

#01 \$67,390
#03 \$18,122

Sheriff

#02 \$62,750
#03 \$247,545

Detention

#02 \$10,000
#03 \$236,176
#05 \$172,417

Roads and Bridges

#01 \$421,418
#03 \$102,147
#05 \$83,753

Staff informed Council the figures for the Roads and Bridges department were based on the current Superintendent's salary, pensions, and insurance through December and salary, pensions, and insurance for a new Superintendent beginning in November. The figures represented the new Superintendent working with the current Superintendent for two months unless Council decided to change the time frame. General consensus of Council accepted the figures.

Building Codes and Safebuilt (This is for information and was included in the figures for second reading)

Vice-Chm. Daniel read into the record, "we have added in the building codes account number a projected amount of \$128,000.00 to line item #72, special contracts for Safebuilt, and have projected in revenue a total of \$142,000.00 for building permits and mobile home decals. The difference will be revenue for the County."

Tax Assessor

General consensus of Council accepted the administrative recommendation of the following budget line item:

#83 - \$0 (Due to privacy panels were purchased for current desk)

Sheriff

Coun. Butler reported on the public safety committee meeting with Sheriff Perry and Chief Deputy Horne concerning courthouse security. Coun. Butler said Sheriff Perry said law enforcement officers would have to be present and assist while courts were in session. Sheriff Perry was okay with a private security company providing security officers to work the doors and metal detector at the courthouse, but in the event an arrest was needed, a law enforcement officer would need to make the arrest. Council discussed having a private company to provide security at the courthouse, should help decrease the amount of overtime in the Sheriff department. General consensus of Council was at the next meeting, authorize staff to develop a request for qualifications for courthouse security to be provided for by a private security company and not to place an estimated amount of funding in the budget for the security until packages were received to determine the costs of the service.

#26 – Council had wanted additional information on the Watchguard Redactive software request in the amount of \$8,335.00. Staff informed Council \$4,995.00 of the quote was a one-time fee and \$2,795.00 was for 3 years maintenance fee required for a first time purchase. After 3 years, the maintenance could be renewed for 1 or more years. General consensus of Council agreed to leave the requested Watchguard Redactive software purchase.

General consensus of Council agreed due to the Sheriff's election, for ½ year of the Sheriff's budget be placed in the Sheriff's account and the other ½ of the Sheriff's budget be placed in the Public Safety account and January 1, 2021 transfer the ½ that was placed in Public Safety back to the Sheriff's account.

National Guard

General consensus of Council agreed to fund the National Guard the request of \$500.00.

Clemson Extension

General consensus of Council agreed to change line item #67 to \$4,000.00.

Revenues for Budget

Property, vehicle and delinquent tax revenue

Council staff informed Council the projected revenue for the property, vehicle, and delinquent taxes on page 1 of the revenue sheets were the amounts as projected for FY19-20; plus the amount added for the CPI increase of 3.20 mills (\$181,682.00); and projected amount for lots at Palmetto Pointe, which were projected conservatively by the Tax Assessor. The conservative amount for Palmetto Pointe was \$280,000.00, which included county and school taxes. The percentage for county operating is 43.10% for a county operating amount of \$120,680.00. General consensus of Council agreed on the projected revenue for Palmetto Pointe.

FILOT Taxes

Council staff informed Council the projected revenue for FILOT taxes on page 2 of the revenue sheets were for 2 solar farms (\$41,359.00); ROYA (\$28,982.00); and a conservative estimate received by the Auditor for S.C. Pet Foods (\$342,000.00). S.C. Pet Foods should receive a tax bill this year, but DOR had not assessed S.C. Pet Foods as of last conversation with Auditor. General consensus of Council agreed on the projected revenue for SC Pet Foods.

Road Fee

Council staff informed Council projected revenue from the road fee was \$480,000.00 (road fees averaging \$40,000.00 per month). General consensus of Council agreed on the projected revenue from road fees.

Roads and Bridges Revenue

Council staff informed Council projected revenue for driveway installations and application fees was \$11,240.00. General consensus of Council agreed on the projected amount for driveway installations and application fees.

Other revenues

Council staff informed Council other revenues were projected and some revenues had been decreased due to the effect COVID-19 has had or was projected to have on revenue. (Council was provided with revenue sheets.)

Increase Millage

General consensus of Council did not agree to increase the millage to make up for the prior year deficit.

Policy Manual and Budget book

Council staff informed Council the personnel policy manual was being updated and the County's human resource consultant had advised that the meal reimbursement and uniform allowance sections needed to be placed in the budget book rather than the manual. General consensus of Council agreed with the recommendation.

Meal Allowances

Council staff informed Council the current meal allowances were:

Breakfast \$7.00
Lunch \$9.00
Dinner \$18.00

General consensus of Council agreed on the administration recommendation for breakfast and dinner allowances would only be reimbursed involving an overnight stay for a meeting or conference.

Mileage allowance

General consensus of Council agreed on the administration recommendation for travel reimbursement to remain at .52 cents per mile for overnight travel or if a county vehicle was not available to use, and .48 cents per mile if personal vehicle was used when a county vehicle was available.

Out of State and National Conferences, Meetings, and Training

Council staff informed Council there were currently votes of Council for the following:

To not allow attendance to National conferences/meetings, to include national conferences held in South Carolina, or Out of State conferences/meetings with county funding or any other source of funding without approval from County Council.

And

To not allow attendance to Out of State training with county funding or any other source of funding without approval from Council.

General consensus of Council agreed to remove from the two above mentioned votes, "any other source of funding".

Reserve Accounts

Public Building Repair Reserve account (on millage)

Council staff informed Council there was currently one-half mill on for the public building repair reserve account and one mill on for economic development. Council staff asked if

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Council would consider taking one-half mill from economic development and adding it to the public building repair reserve account, which would then be a total of one mill. Staff informed Council in 2003 the entire HVAC system was replaced at the Courthouse and within a week during the past month, two of the units had to be replaced. The balance in Public Building Repair Reserve account to date was \$35,129.55. Staff informed Council preparation was needed for the rest of the units along with other major repairs at county buildings. General consensus of Council was to add one-half mill to the public building repair reserve account for a total of one mill.

Economic Development (on millage)

General consensus of Council agreed to reduce economic development to one-half mill. (Note: Originally one mill, but Council agreed to remove one-half mill and add to public building repair reserve account. See above mentioned public building repair reserve account minutes).

Public Building Reserve Account


Council staff informed Council the public building reserve account was for construction, renovations, or purchasing county buildings. Council staff asked Council if they would consider adding "repairs to county buildings" in the description. General consensus of Council agreed for "repairs to county buildings" being added to the description.

E. ADJOURNMENT

On motion of Coun. Anderson, seconded by Coun. Grice, it was unanimously approved to adjourn the budget work session at 3:19 P.M.



Karen T. Whittle
Clerk to Council



J. Frank Daniel, Sr.
Vice-Chairman

June 8, 2020
Date Approved