

**MINUTES  
ADMINISTRATION & FINANCE COMMITTEE  
GREENWOOD COUNTY COUNCIL  
TUESDAY, JANUARY 21, 2020  
4:00 P.M.**

**MEMBERS PRESENT**

Chairman Steven J. Brown, District Five  
Vice-Chairman Chuck Moates, District Four  
Councilwoman Edith Childs, District One  
Councilman Mark Allison, District Two  
Councilwoman Melissa Spencer, District Three  
Councilman Robbie Templeton, District Six  
Councilman Theo Lane, District Seven

**STAFF PRESENT**

Toby Chappell, County Manager  
Elizabeth Taylor, County Attorney

**CALL TO ORDER**

Chairman Steven Brown called the meeting to order.

In accordance with the Freedom of Information Act, notice of this meeting's date, time, location, and agenda was posted outside the main entrances of the Greenwood County Courthouse and the Greenwood County Library. Agendas were distributed to the *Index-Journal*, local radio stations, and posted on the Greenwood County website calendar.

**INVOCATION**

Councilman Robbie Templeton, District Six, delivered the invocation.

Chairman Brown welcomed the guests to the meeting and thanked them for their attendance.

**APPROVAL OF TUESDAY, JANUARY 7, 2020 MEETING MINUTES**

Chairman Brown stated that the minutes were provided prior to the meeting and asked if there were any corrections to the minutes.

There were no corrections. Councilman Lane motioned to approve the minutes, seconded by Vice Chairman Moates, and the minutes were approved by a unanimous vote.

***ACTION: Council approved the January 7, 2020 Meeting Minutes.***

**PRESENTATION**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

- A. Consideration of Contract with The Gordon Group for the Carter Road Volunteer Fire Station. – Josh Skinner, CPST Coordinator

Mr. Skinner presented the details of the design of the proposed fire station. He added that the difference between the proposed fire station and the station being built in Bradley is that the station on Carter Road will need a well and septic tank, which added expense to the contract. He also stated that he received two contract quotes, one including the brick that is \$257,000, and one without the brick that is \$252,500. He reported that the budget in Phase I of the Fire Master Plan is \$260,000 for each fire station.

Mr. Skinner gave further detail on the phases of the collection of the funds and the building of the Carter Road Volunteer Fire Station. He also reported on the schedule and phases of the other fire station projects and the fire coverage they will provide across the County once they are complete. He concluded that he recommends approval of the contract to include the brickwork for the Carter Road Volunteer Fire Station.

- B. Consideration of appointment of GLEAMNS Commissioner representing the Low-Income Sector for Greenwood County. – Shunna Vance, GLEAMNS Chief Executive Officer

Toby Chappell, County Manager, reported that the appointment to be considered is Councilwoman Melissa Spencer. He reminded Council of the structure of the GLEAMNS Board representing Low-Income Sector, Public Sector, and Private Sector. He continued to explain the process of selecting the Low-Income representative, which was to hold a democratic voting selection process. Chairman Brown added that the Council is endorsing the appointment based on the results of that election which is to appoint Councilwoman Spencer to represent the Low-Income community.

- C. Consideration of appointments to the Greenwood County Farmers Market Board. – Tom Brant, Clemson Extension Coordinator

Mr. Brant introduced himself as the County Coordinator for Greenwood County sitting in the absence of James Hodges. He added that he would be reporting to Council regarding administrative duties such as the appointments to the board, as well as budget requests to the County. He stated his recommendations to reappoint Ella Wham and Eddie Baylor, and to appoint Diane Lee and Billy Rodgers as new members. He also reported on the statistics of the Farmers Market from the 2019 season from June through October. He reported that there were 34,052 visitors. Councilman Allison expressed his appreciation to Mr. Brant for holding the recent Farmers Market Board meeting in the absence of James Hodges.

- D. Consideration of the appointment of Special Tax District Commissioner for the following Subdivision. – Cathy Miller, County Treasurer:

Virgin Heights - James Williams (reappointment), District Seven

Ms. Miller presented the information for consideration and recommendation.

E. Update from the County Treasurer's Office. – Cathy Miller, County Treasurer

Ms. Miller distributed a packet for Council's review which included spreadsheets and reports for monthly financial management. She presented an update on a few items of interest within the Treasurer's Office pertaining to fund balances, bank accounts, monthly closing procedures, and administrative management. She gave detail of reconciling the balance sheet each month with a great number of accounts to manage. She added that some of the on-line reports for the County have been streamlined with the help of the IT/GIS department, for easy reporting from the Treasurer's Office. Councilman Lane expressed his appreciation to Ms. Miller and her staff for their great work. Councilman Allison asked about the number of accounts that are being handled and if some could be consolidated. Ms. Miller answered that many of the accounts need to be separated, however, she is working towards consolidating some that can be. Chairman Brown asked about the AS400 system and how long the County will use the system. Ms. Miller answered that they are currently discussing the options of the software system and the backup issues. There was further discussion regarding the next step to acquire information on other systems to update the County's system, and possibly hire a consultant to assist in determining the options.

F. Consideration of reappointment of Accommodations Tax Advisory Board member. – Julie Latham, Deputy Treasurer

Ms. Latham gave a history and summary of the Accommodations Tax and its process. She gave further detail of the Advisory Board members. She asked for Council to consider the reappointment of Laura Bushinski for a four-year term.

G. Consideration of Accommodation Tax Commission's recommendations for distribution of funds. – Julie Latham, Deputy Treasurer

Ms. Latham presented the recommended distribution of funds by the Accommodations Tax Advisory Board. She added that the only new request was from the Veterans Center for the mobile Vietnam Memorial – A Wall that Heals. She continued that Engaging Men of Color submitted an application that did not comply with the guidelines of the A-Tax. She concluded that there were some extra funds this year, and the Committee chose to increase the distributions for the entities who request for annual events. She asked Council to consider the recommendations as presented.

H. Resolution 2020-02 regarding Accommodations Tax Budget Disbursements. – Julie Latham, Deputy Treasurer

Ms. Latham gave the detail of the Accommodations Tax Budget and the amount that is in the fund. She asked Council to consider the resolution that will allow the A-Tax Committee to disburse the remaining Accommodations Tax funds of \$7,345 from the FY2019 budget ending June 30, 2019.

- I. Resolution 2020-03 authorizing the execution of a Joinder Agreement by and between Greenwood County and Teijin Holdings USA, Inc., Teijin Carbon Fibers, Inc. and Duke Energy One, Inc. wherein Teijin Carbon Fibers, Inc. and Duke Energy One, Inc. shall join the Fee Agreement between Teijin Holdings USA, Inc. and Greenwood County as Sponsor Affiliates. – Elizabeth Taylor, County Attorney

Ms. Taylor gave further explanation of the agreement with Teijin Holdings. She confirmed that the agreement does not change the commitment or incentives, it only adds the investment of Teijin Carbon Fibers, Inc. and Duke Energy One into the agreement. Mr. Jay Rogers, attorney for Teijin Holdings, gave further detail to the agreement. Councilman Lane stated his intention to recuse himself from any discussion or vote regarding this topic.

J. First Reading:

1. Ordinance 2020-02 authorizing (1) pursuant to title 12, Chapter 44 of the Code of Laws of South Carolina 1976, as amended, the execution and delivery of a Fee-in-Lieu of Ad Valorem Taxes Agreement, by and between Greenwood County, South Carolina and Project Gold Rush, as sponsor, and one or more sponsor affiliates to provide for a Fee-in-Lieu of Ad Valorem Taxes incentive and certain special source revenue credits for the benefit of a project in the county; (2) the inclusion of certain property located in Greenwood County, South Carolina now or to be hereafter owned and/or operated by Project Gold Rush, or one or more companies related thereto, in a joint county industrial park; and (3) other related matters. (Title Only). – Elizabeth Taylor, County Attorney

**FIRST READING**

Chairman Brown read the title of the Ordinance.

**PENDING ITEMS**

None

**EXECUTIVE SESSION**

Action may be taken on items discussed in executive session. Chairman Brown reported that Council would go into Executive Session for the following reasons:

1. Discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body; however, if an adversary hearing involving the employee or client is held, the employee or client has the right to demand that the hearing be conducted publicly. Nothing contained in this item shall prevent the public body, in its discretion, from deleting the names of the other employees or clients whose records are submitted for use at the hearing. **(Personnel – Treasurer’s Office)**
2. Discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client

privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim. **(2 Legal Issues)**

3. Discussion of matters relating to the proposed location, expansion, or the provision of services encouraging location or expansion of industries or other businesses in the area served by the public body. **(Project Gold Rush; Project Packer)**

Councilwoman Childs motioned go into executive session, seconded by Councilman Lane, and the motion carried by unanimous vote.

***ACTION: At 4:50 p.m., Council entered into executive session.***

Chairman Brown recessed the executive session to hold the Regular Meeting at 5:45 pm.

#### **ADJOURNMENT**

Susan McIntyre, Clerk to Council, transcribed the minutes.