

**Kershaw County Planning and Zoning Commission  
Minutes - Regular Session  
April 8, 2010, 5:30 p.m.  
County Council Chambers, 515 Walnut Street  
Camden, SC 29020**

Members in Attendance: Charles Cottingham, Karen Eckford, Dan Matthews, and Richard Simmons

Members Absent: Lewis Shaw, David Brown, and George Gibson

Staff in Attendance: Carolyn Hammond and John Newman

**Call to Order**

Vice Chairman, Richard Simmons, called the meeting to order at 5:30 p.m.

**Public Comment Period**

There were no comments from the public.

**Approval of Minutes**

Karen Eckford motioned that the minutes of the March 11, 2010 regular session be approved. Charles Cottingham seconded. All voted in favor.

Dan Matthews motioned that the minutes of the March 18, 2010 special called meeting be approved. The motion was seconded by Charles Cottingham and approved by all.

**The FY 2010-2011 CIP**

Vice Chairman Richard Simmons explained that prior to the meeting he had asked all Commissioners to review the draft CIP and to mark questions, comments, and suggestions for discussion. Rather than going over the entire document item by item, the Planning Commission discussed the items they had marked in the order they were presented in the document. They are as follows:

Administration

**Transportation and Sewer Planning Studies**

All were in agreement to give high priority to the transportation and sewer studies. These studies were in the Planning Commission's Annual Priority list in the FY 2008-2009 CIP, and will also be included in the Commission's FY 10-11 annual priorities list.

Information Technology

**Telephone System**

It was noted that a new phone system for the government center, courthouse, jail and voter registration has been proposed. It was also noted that the Recreation Department has requested \$9,000 to upgrade the phone system at the Recreation Department office. The Commission wanted to know the reason for not putting in the same system throughout the County at the same time, as it would appear this would be more cost-effective. The Planning Commission recommended that from among the IT Department capital requests, a new phone system should be given high priority.

### **Video Streaming**

The Commission felt that the live video streaming of County Council meetings was a good idea, but should be given a low priority given the current budget constraints.

### **Work Station Replacement**

The Planning Commission recommended that from among the IT Department capital requests, work station replacements should be given high priority.

### **Server Replacement/Server Virtualization and Disaster Recovery**

The Commission was in favor of the server virtualization with disaster recovery, and felt that spending money on server replacement would be counter productive. There was some confusion about this request and they asked for more information.

### **Assessor's Office Software Upgrade**

The Commission asked why the IT CIP has \$150,000 budgeted for Assessor's Office software upgrades and the Assessor's CIP has \$254,100 for Manatron CAMA software.

### Assessor / GIS

### **Website Upgrades**

Members of the Commission asked John Newman to find out what the requested upgrades are.

### Auditor

### **Satellite Office**

The Planning Commission does not think that Kershaw County has the population density to justify any county government satellite offices, and felt they should not be considered at this time.

### Central Communications

The Planning Commission has received various information and opinions concerning radio communications. The Central Communications and Fire Service departments have both stated a case for conversion to 800 MHz. The Sheriff's Department has concerns over costs, coverage, and especially the monthly per-unit usage fees. The Planning Commission recommended that a communications assessment be made that would include total capital and operating costs; impact of FCC regulations; coverage; and ability of cross-communications with all local, state, and federal first-responder agencies.

### Economic Development

The Planning Commission places top priority on economic development as it is essential to the prosperity of Kershaw County. They felt initial priority should be given to installing the necessary infrastructure of the road and water at Steeplechase Business Park and water and sewer at Governor's Hill Business Park.

### Fire Service

### **Pumper/Tanker Replacement Plan**

Funding constraints may limit the implementation of much of the Fire Service's capital improvement plan, but the Commission agreed it is essential to have reliable, fully operative fire trucks.

## Library

### **West Wateree Branch**

As important as libraries are to the educational and cultural enrichment of the County, the County cannot afford new facilities at this time. The Planning Commission expressed concern that if the Capital Sales Tax goes through and partially funds the proposed West Wateree Library, the County will not be able to come up with the additional funding needed to build the facility or support the operational costs.

## Public Works

### **Landfill Paving and Scales**

Top priority needs to be given to paving the landfill road and replacing the scales. The County is losing too much revenue by not attending to these necessities.

## Recreation

### **West Wateree Park**

With the limited resources available, priority should be given to the West Wateree Park upgrades. The West Wateree Park is the flagship park. With its proximity to I-20 and its playing fields, tournaments and other events can attract tourist dollars.

### **Lake Wateree Park**

In today's economic climate, recreational dollars need to be focused on maintaining and operating the existing facilities. Therefore, the Commission felt low priority should be placed on constructing the Lake Wateree Park at this time.

### **Capital Sales Tax**

A number of recreational projects are on the Capital Sales Tax Commission's list. The CIP needs to be revised to reflect this potential funding. The Planning Commission asked if the unspecified grants funding is from grants already awarded or if these grants need to be applied for. They also wanted to know who will be responsible for the grant writing. The Commission recommended that applications for recreational grants be aggressively pursued.

## Register of Deeds

### **Document Scanning for Online Access**

The Planning Commission supported funding the document scanning as the more citizens and other end users utilize on-line services, the more the County will benefit in operational savings. There will be less demand on personnel and equipment.

## Sheriff

### **Vehicle Replacement Program**

From among the capital projects identified by the Sheriff's Department, the highest priority should be placed on vehicle replacement.

## Clerk of Court

### **Family Court Complex**

The Planning Commission had recommended in the FY 08-09 CIP to budget \$30,000 for a needs assessment for the Courthouse and Detention Center. They asked the status of that study.

Coroner  
**Vehicles**

The Planning Commission did not recommend this as a high priority item.

Detention Center

There is not enough information given for the Planning Commission to comment on. The Planning Commission had recommended in the FY 08-09 CIP budgeting \$30,000 for a needs assessment for the Courthouse and Detention Center. They requested information on the status of the study.

Public Works – Engineering

There seem to be requests under Public Works - Engineering (Dana Reeder) that were also listed under Public Works - Solid Waste (Dean Hendrix). John Newman will get clarification.

Utilities – Sewer

It was noted that much of the verbal description of the sewer system was taken from outdated documents. The Commission recommended that no sewer expansion projects be funded until a new, updated master sewer plan has been completed. The Planning Commission recommended that the requested upgrades and repairs to existing infrastructure be funded.

**Adjournment**

At 6:25 p.m., the Vice Chairman called for a motion to adjourn. It was made by Dan Matthews, seconded by Karen Eckford, and received unanimous approval.

Respectfully submitted,

Carolyn B. Hammond  
Secretary