

Finance Committee Minutes

January 15, 2008

Members Present: John Wells John W. Lee Sammie Tucker

Others Present: Gary Elliott

Staff Present: Robert T. Boland James Absher Brenda Wilhite

In accordance with the Freedom of Information Act, the date and time of the meeting was posted on the bulletin board of the Kershaw County Government Center and posted on the Kershaw County Library web site.

Chairman Wells called the meeting to order.

Chairman Wells asked that the agenda for the meeting be amended to add consideration of the Elgin Centennial Committee's request as item VI. Councilman Tucker made a motion to amend the agenda to add consideration of the Elgin's Centennial Committee's request as item VI. Councilman Lee seconded and the motion passed unanimously.

Finance Director Absher requested that the committee consider the request from Voter Registration for the purchase of four (4) communication packs for the newly created precincts which was not in her original capital budget for 2007-2008 fiscal year. Councilman Lee made the motion to amend the agenda to include as item VII the Voter Registration Request for the purchase of four (4) communication packs and the budget transfer associated with the purchase. The motion was seconded by Councilman Tucker and the motion passed unanimously.

Councilman Lee made a motion to approve the minutes as presented. Councilman Tucker seconded the motion and the motion passed unanimously.

The Finance Committee then took up the second item on the agenda concerning the proposed schedule for the adoption of the 2008-2009 fiscal year budget. Chairman Wells stated that after review of the proposed schedule presented by staff that he would like to see more time for department head meetings than provided and move back third reading until June. County Administrator Boland then stated that earlier approval is better to eliminate last minute budget requests. Councilman Tucker then made a request to move the ending of departmental meetings until March 30, 2008 with final reading on May 27, 2008. Councilman Tucker made the motion to amend the proposed schedule as presented to end department head meetings on March 30, 2008 and final reading until May 27, 2008. The motion was seconded by Councilman Lee and passed unanimously.

The third item on the agenda concerning the funding for phase II bids for the Kershaw County West Recreation Complex was taken up next by the committee. Assistant County Administrator Brenda Wilhite explained to the committee that low bid for the project was \$736,108.16, but changes on the scope of work had been negotiated between the county and the contractor to reduce the bid to \$683,558.16. The scope of work was reduced in the area of irrigation and silk fencing. The recreation department had found a licensed irrigation volunteer who was willing to provide the labor for the irrigation installation. Ms. Wilhite then states that the county had \$500,000 available to fund the project which leaves a current deficit of \$183,558.16. County Administrator Boland states that Local Accommodations Tax Funds can be used for the park if it is used to schedule tournaments for traveling teams. Councilman Tucker states that this was the plan for the ball fields at the park anyway. Councilman Tucker made the motion to recommend to County Council the appropriation of \$183,558.16 of local accommodations tax funds to combine with the \$500,000 of available funds and accept the bid for construction of the ball fields at

Kershaw County West. The motion was seconded by Councilman Lee and the motion passed unanimously.

The committee then took up consideration of the fourth agenda item of moving the Economic Development Office to the new workforce development center at the new Central Carolina Technical College campus. Administrator Boland stated that administration proposes that the new job development center include a space for the Economic Development Office and the placing of the current office building to be sold. The proceeds from the sale would be used to upgrade the office facilities in the new development center. This process would take three readings and a public hearing for the approval of the sale of the existing building. Councilman Tucker made a motion to recommend to County Council to move the Economic Development Office into the new development center building and sell the existing building to pay for the office upgrades. The motion was seconded by Councilman Lee and passed unanimously.

Chairman Wells then made the suggestion that the fifth agenda item of executive session be moved to the end of the meeting and the other two agenda items be taken up next by the committee. The committee agreed.

The sixth item on the agenda was the Elgin Centennial Committee's request for funding of the festival and events around the town's celebration. Chairman Wells states that Elgin has requested \$10,000 to help fund the centennial celebration. Councilman Tucker asked if the county has the funds available to assist in the request. Administrator Boland states that if the event can be tied to tourism, then we have funds available in our Local Accommodations Tax funds. Wells states that the money would be used to fund a town festival and establish a historical museum which should tie the request to tourism so that Local Accommodations Tax funds could be used. Councilman Tucker made a motion to recommend to County Council the use of 10,000 in Local Accommodations Tax funds to meet the request of the Elgin Centennial Committee. The motion was seconded by Councilman Lee and it passed unanimously.

The Finance Committee then considered the seventh agenda item concerning Voters Registration's request for the purchase of four (4) communication packs and the transfer of General Fund appropriations to the capital fund to pay for the purchase. Finance Director Absher states that in the original budget for the 2007-2008 fiscal year, Voter Registration made the request to purchase four (4) ADA units, but did not request the communication packs to go along with these units. The units are not useable without the communication packs and they units are needed for the four new precincts created for this election. The first presidential primary is on Saturday and the units need to be purchased immediately. The committee asks Councilman Elliott if he agrees that the purchase is necessary and he says yes. A motion is then made by Councilman Tucker to authorize the purchase of the four (4) communication packs and transfer the funds necessary from the Voters Registration's General Fund appropriations to cover the shortfall in the capital fund. Councilman Lee seconds the motion and it passes unanimously. The committee then asks Administrator Boland to notify the other members of council of the purchase in Wednesday morning.

Councilman Tucker then made a motion to go into executive session to discuss personnel matters in the Library, Assessor's Office, and Environmental Services. Councilman Lee seconds the motion and it passes unanimously.

Councilman Tucker made a motion to come out of executive session. The motion was seconded by Councilman Lee and passed unanimously.

Councilman Lee made a motion to adjourn. The motion was seconded by Councilman Tucker and it passed unanimously.

Meeting adjourned.