

**Newberry County Council
Finance Committee Meeting Minutes
Sheriff's Office Building
550 Wilson Road, Newberry, SC 29108
January 27, 2014
6:00 P.M.**

PRESENT: Henry H. Livingston, III, Chairman
Leslie Hipp, Councilman
William D. Waldrop, Councilman
Scott Cain, Councilman
Kirksey Koon, Councilman
Lee Foster, Sheriff
Todd Johnson, Sheriff's Department
Danny Gilliam, Sheriff's Department
Robert Dennis, Sheriff's Department
Ben Chapman, Sheriff's Department
Wesley Boland, Sheriff's Department
Ron Halfacre, Magistrate
Wayne Adams, Administrator
E. West, Carter Goble Lee
Karen Brehmer, Finance Department
Debbie S. Cromer, Finance Director

MEDIA: No News Media Present

The meeting was duly advertised as required by law.

Agenda Item 1. A tour of the of the new Sheriff's office building.

The tour was conducted at conducted at 6:00p.m.

Agenda Item 2 – Councilman Henry H. Livingston, III called the meeting to order at 6:45 p.m.

Agenda Item 3 – Approval of January 6, 2014 minutes.

Councilman Hipp made a motion to approve the minutes as submitted and seconded by Mr. Waldrop.

Agenda Item 4 –Proposed FY13-14 Budget Amendment – Wayne Adams, County Administrator

Mr. Wayne Adams, County Administrator stated staff is offering for Council's consideration an amendment to the FY13-14 budget. We have two capital purposes and four operating purposes.

The two capital purposes:

- A. Council toured the Sheriff's Building Amendment A would increase the construction budget for the Sheriff's Department new Offices on Wilson Road by \$235,318, with \$121,000 or this amount coming from grant reimbursements and the remainder \$114,318 being supplied from the County's fund balance. Also the request for an additional \$8,000 is needed for the employee entrance way. The Sheriff also requested equipment for the fitness room.**
- B. This item would increase the budget for the Whitmire Rescue/EMS construction project by \$29,300. The main items added would be the installation of a third roll-up door , interior painting, replacement of gas unit heaters, installation of power cord reels in bay ceilings and re-glazing of windows. All revenue to meet the increased expenses would come from the County's fund balance.**

The four operating purposes:

- A. This item would replenish the budget's general fund contingency and provide sufficient revenue to offset the recent purchase of the Jacob's building, which is located next to the Market Basket. The net effect would be to offset this purchase and restore the account to \$100,193 for the remainder of the current fiscal year. The additional revenue requirement is \$100,000, all of which would come from the County's fund balance.**
- B. This item, unlike the others in the proposed amendment, represents a significant continuing cost. Specifically, it creates a new position in the County's budget, that a Director of Facilities Planning and Maintenance. This proposal envisions the County taking a more active role in the planning and maintenance of its buildings, including the formal development and implementation of a capital improvement plan, as well as taking all future construction project management in-house. Though the cost increase would be \$62,658 in the current fiscal year - \$30,000 of which would be for the purpose for the purchase of a vehicle – a full year of the added personnel cost annualizes at \$110,747. The largest new personnel expense would be an \$82,200 annual salary for the department's director. However, these costs obviously do not include the recommended capital expenses that will be a natural extension of establishing this position. Additionally, personnel costs beyond the 2013-2014 fiscal years would be borne by the operating millage. The proposed amendment would fund the remainder of the fiscal year with \$62,658 of fund balance. The value of establishing the position would be found in savings from timely maintenance, and in voter approval of a subsequent round of the capital project sales tax.**
- C. This item would provide for the rental of mobile units for the Sheriff's Department for the remainder of the fiscal year. The original 2013-2014 budget funds these rental costs only through February. While current estimates have the Sheriff's Department moving**

into their new buildings by April, construction schedules are rarely reliable. The additional \$25,600 needed for this purpose would come from fund balance.

- D. This item restores funding to the Public Works Department’s “LAND IMPROVEMENTS” line item, which has been depleted, largely through the transfer of funds to satisfy an unexpected requirement concerning an assessment study that DHEC is requiring at the old landfill. This line item would be restored to approximately \$100,000 as a contingent plan in the event that the Public Works Department has to make road repairs that the C-Fund Committee will not participate in. The \$100,000 would come from fund balance.**

Mr. Adams asked with the committee if they would like to move forward with the amendments and if they agreed to adding the additional \$8,000 to the Sheriff’s budget for the employee’s entrance way. Committee is in agreement to add \$8,000 and to place on the agenda for next meeting for Council review.

Agenda Item 5 – Questions/Comments from Committee Members

Councilman Hipp stated that he was a little surprised that some of these items were not included in the scope of work.

Councilman Cain stated that we should look into a Y membership before purchasing fitness equipment.

Councilman Livingston requested Todd Johnson to get the cost of the equipment for the next meeting.

Councilman Waldrop stated that he had talked to one of the members of the CTC members and they are willing to assist in the paving of the parking lot.

Sheriff Foster also stated that he had talked to one of the members and he had stated that they would be willing to assist maybe not with all but with part.

Mr. E. West stated that the CTC committee will meet on the third Tuesday of each month. He will contact Mike Pianso and get placed on the agenda for that meeting. Also, the entrance into the Lynch’s Woods needs to be paved it is in bad condition.

Agenda Item 6 – Public Comments

There were no public comments.

Agenda Item 7 – Adjournment

There being no other business. The meeting was adjourned at 7:20p.m.

Newberry County Finance Committee

Henry H. Livingston, III, Chairman

Debbie S. Cromer, Finance Director

Approved: _____