



**MINUTES**  
**MARCH 13, 2018 - 5:30 P.M.**  
**LAURENS COUNTY COUNCIL**  
**HISTORIC COURTHOUSE – PUBLIC SQUARE**  
**COUNTY COUNCIL CHAMBERS**

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**ATTENDANCE:**     **COUNCIL MEMBERS PRESENT-** County Council Chairman Joe Wood and Vice Chairman Keith Tollison; County Council Members: Diane B. Anderson, Stewart Jones, Garrett McDaniel, Ted Nash and David Pitts.

**COUNCIL MEMBERS ABSENT** – None.

**COUNTY STAFF:** Laurens County Administrator, Jon Caime; Laurens County Clerk to Council Betty Walsh and Laurens County Attorney, Sandy Cruickshanks.

**DEPARTMENT HEADS PRESENT:** Laurens County Public Works Director Rob Russian; Laurens County Magistrate Judge, Leesa Inabinette; Laurens County Probate Judge, Kaye Fridy; Laurens County Registration / Elections Director, Lynn West; Laurens County Clerk of Court, Lynn Lancaster; Laurens County Parks, Recreation and Tourism Director, Andy Howard; Laurens County Library Director, Ann Szypulski; and Laurens County Human Resources Manager, Debi Parker.

**PRESS:** Iva Cadmus, WLBG Radio; Vic McDanald, *Clinton Chronicle* and John Clayton, *Laurens Advertiser*.

**SCHEDULED MEETING AGENDA ITEMS** – 1.) Call to Order – Chairman Wood; 2.) Invocation – Councilwoman Anders; 3.) Pledge of Allegiance; 4.) Approval of Agenda – March 13, 2018; 5.) Approval of Minutes February 23, 2018; 6.) Reports to Council – None; 8.) Old Business: a.) Contract Approval - Hillcrest Roof Consultant; b.) Grant permission/authority to the Director of PRTM - Swamp Rabbit ROW; c.) Committee As a Whole Report – Committee Chairwoman Anderson; d.) Professional Park Marketing; 9.) New Business: a.) Probate Judge Scanning Efficiency Proposal; b.) First Reading Ordinance #837- Alcoholic Beverage Sunday Sales Referendum; c.) Approval - Library Pay Standardization per Compensation Analysis Ver 1.0; d.) Approval - Part Time Lump Sum Pay Policy; e.) Approval - Full Time Probationary Pay Policy; f.) Approval - Inspections Pay Standardization per Compensation Analysis Ver 1.0; 10.) Public Comment- Fifteen (15) Minute Period for Public Comment; 11.) Public Comments; 12.) County Council Comments; 13.) Executive Session – None; 14.) County Council Comments; 15.) Adjournment.

**MEETING NOTIFICATION** – The requesting general public and Press were informed of the meeting in a timely manner. Postings of the Agenda were posted in County facilities on bulletin boards and also posted on the County Web Site.

**CALL TO ORDER** – Chairman Wood called the meeting to order and invited all to stand for the invocation and the Pledge of Allegiance. Councilwoman Anderson provided the invocation.

**PUBLIC COMMENT SIGN-UPS** – None

**APPROVAL OF AGENDA** – Chairman Wood called for approval of the agenda with any additions or deletions.

- 1.) Councilman McDaniel requested for a discussion period involving a task to be assigned to Planning Commission involving the removal of blighted areas.
- 2.) Councilwoman Anderson expressed her concerns over her motion at the last meeting to take certain items off of the agenda and to hold until budget discussions; and, that those items have been added again to this present agenda.

- *This was the previous motion at the February 27, 2018 meeting: “Councilwoman Anderson requested that items c, d, e. and f of New Business be deleted. Councilwoman Anderson stated, “These items should be part of the budget deliberations process and there were no monies appropriated for these changes now. All involve*

*compensation and I feel like we still need to be frugal with monies without making sure that the State Subdivision monies will be cut again. It is March and only three (3) months until budget deliberations will be completed.”*

County Attorney Cruickshanks stated, “In my opinion the motion did not state to table but to be considered with the budget deliberation process. The items omitted from the last meeting’s agenda can be brought back on another agenda by those not approving the earlier motion; with those being Chairman Wood and Councilman Nash”.

VICE CHAIRMAN TOLLISON made the MOTION to add / leave the items on the March 13<sup>th</sup> agenda with COUNCILMAN PITTS SECONDING for further discussion.

Councilwoman Anderson asked Vice Chairman Tollison why he wished to have these items added to this agenda. Vice Chairman Tollison stated that these items are areas that need to be discussed before Council moves in to budget deliberations by slowly leveling pay grades.

Councilwoman Anderson said, “I think this is unfair to the other employees by not looking at the changes as a whole. Each needs to be treated fairly and I’m sure that there are upset employees. The steps we are taking is not fair”.

COUNCIL VOTED to leave the items on the agenda - 6-1 (Councilwoman Anderson objected).

COUNCILMAN JONES made the MOTION to approve the agenda as presented with the stated additions; COUNCILMAN MCDANIEL SECONDING; VOTE 7-0.

**APPROVAL OF MINUTES** - February 27, 2018 Regular Meeting COUNCILMAN MCDANIEL made the MOTION to approve with COUNCILMAN JONES SECONDING; VOTE 7-0.

**REPORTS TO COUNCIL** – None.

**OLD BUSINESS:**

**CONTRACT APPROVAL - HILLCREST ROOF CONSULTANT** – Public Works Director Rob Russian said, “In November of 2016, Council approved the replacement of the roof at the Hillcrest Judicial / Services Complex, and in order to move forward I ask that Council approve the contract of Shepard and Associates. This agency has worked with various local school districts and is familiar with the agency handling the HVAC installations. This agency also performed the pull testing confirming that the roof decking would handle the required fasteners and the structural components of the various roof lines involved. This project should not exceed thirty seven thousand twenty five dollars (\$37,025)”.

Chairman Wood stated that he thought the Reynolds agency was going to do all of the work. Mr. Russian replied that this is two (2) projects – roofing and HVAC.

Councilman Jones asked how actual bids were received. Mr. Russian replied that none were solicited as the procurement policy allows for professional services.

COUNCILMAN MCDANIEL made the MOTION to approve the contract with Shepard and Associates for the roofing needs at the County Judicial / Services Complex. COUNCILMAN PITTS SECONDING; VOTE 7-0.

A copy of the Memorandum provided by Mr. Russian is attached and is to be considered as part of these minutes.

**GRANT PERMISSION/AUTHORITY TO THE DIRECTOR OF PARKS, RECREATION AND TOURISM - SWAMP RABBIT ROW** – Mr. Andy Howard approached Council asking for permission to



allow him to start with securing the right of ways for the Swamp Rabbit Trail to come through Laurens County.

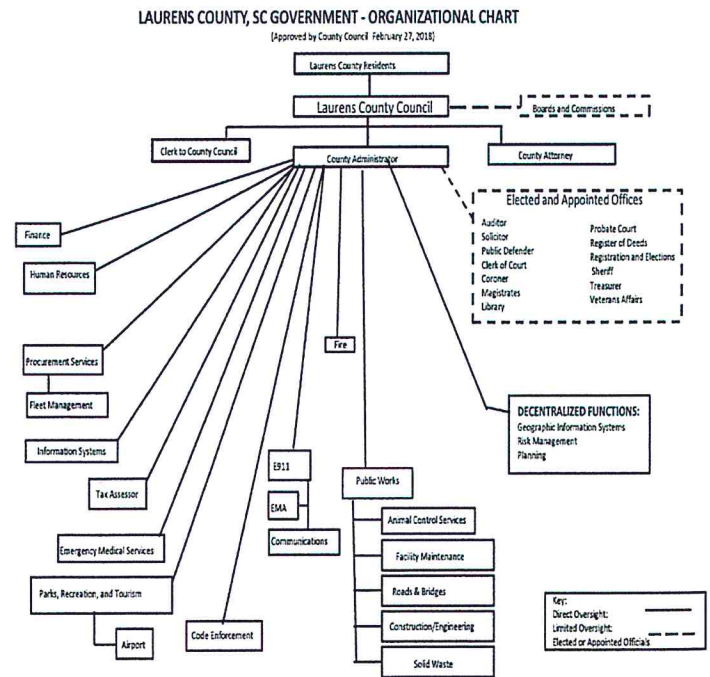
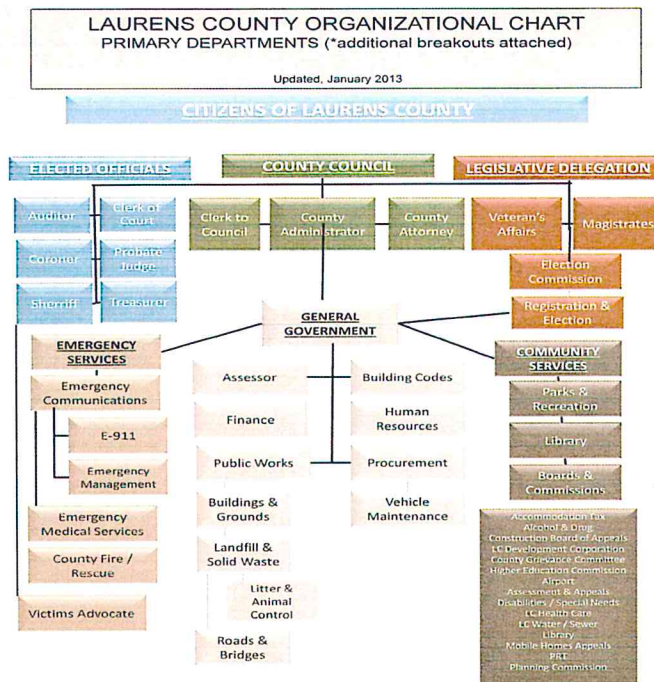
Councilman Jones noted that he had talked with Mr. Howard before the meeting and thought this to be a very good start for Laurens County.

Chairman Wood asked if the County was obligated to purchase any of the proposed right of ways. Mr. Howard replied that the County is not looking to purchase and that he would forward the information on to the Trails Association for continuance of securing.

Vice Chairman Tollison asked if he had met with any resistance thus far? Mr. Howard replied that he had not but there were a lot of questions, mostly positive.

COUNCILMAN PITTS made the MOTION to approve for Andy Howard, the County Parks, Recreation and Tourism Director to works towards getting the right of ways approved for the Swamp Rabbit Row proposed to be coming through Laurens County; COUNCILMAN MCDANIEL SECONDING; VOTE 7-0.

**COMMITTEE AS A WHOLE REPORT – COMMITTEE CHAIRWOMAN ANDERSON –** As a MOTION AND A SECOND from the COUNTY COUNCIL COMMITTEE AS A WHOLE, Councilwoman Anderson noted that the Committee agreed to the chart proposed by Administrator Caime. COUNCIL VOTED 7-0 in regular session.



**PROFESSIONAL PARK MARKETING –** County Attorney Cruickshanks addressed Council approval towards the professional services of Seamon, Whiteside and Associates of Greenville, South Carolina to conduct an updated master plan for the Laurens County Professional / Business Park located near the vicinity of the present Laurens County Hospital.

Continuing, Attorney Cruickshanks said, “The original property in question was approximately one hundred acres (100 acres) of undeveloped property that now consists of several businesses and streets. The remaining land needs to be marketed and sold. Future sale from the land could bring in revenue to continue with adding

additional roadways and would be turned into taxable property. Council approved early on to move forward with securing a request for quote towards marketing the property. I have provided Council with a proposal for services to redesign the park by means of a new master plan. The necessary monies, thirty thousand dollars (\$30,000) to thirty five thousand dollars (\$35,000) for this services would come from the FILOT special projects fund and will be reimbursed from any future sale of property”.

Councilman McDaniel asked if this was not something that the Laurens County Development Corporation could not do. Attorney Cruickshanks replied that this was not their expertise.

Chairman Wood stated that he thought the County had a local real estate firm that was under contract to do this. Attorney Cruickshanks replied that the contract had expired.

Councilman Jones questioned the real estate firm documents included in the package. Administrator Caime replied that that was just a copy of activity in a previous sale.

Councilman Jones asked if the facts were known as to what the costs would be to implement. Attorney Cruickshanks replied that this firm with their plan will make that determination for us.

Vice Chairman Tollison said, “This strikes me as the Archer Study situation. If we can’t afford it lets don’t spend it. I am all for selling but what will be the per mile costs of paving and curbing? Mr. Russian, said that roadways and curbing would run into the millions of dollars and we already have needs there now with existing roadways.

Again, Vice Chairman Tollison said, “Are we willing to spend money if we dont have to?”

Chairman Wood stated that he thought that the Laurens County Development Corporation should do this since the County already pays to support them. Attorney Cruickshanks stated that we do pay the Laurens County Development Corporation to maintain current commercial businesses and to recruit industry.

Vice Chairman Tollison agreed and stated that they have done good jobs with the development of other parks.

Chairman Wood stated that he could not support.

Vice Chairman Tollison asked if Council could not put this on hold and at least talk with the Laurens County Development Corporation. Administrator Caime stated that the County could ask but this is a matter of thriving and not just surviving.

Councilman Pitts asked for confirmation that the FILOT special projects fund would be reimbursed from property sales. Administrator Caime stated, “It would, that the account is actually to be considered a revolving loan fund account. And noted that Council needs to consider establishing a homeowners association for the Park”.

Councilman Jones said, “I’m hearing all of this and I believe this needs to be more of a competitive process. I want to see bids, see costs and see the needs. I have not seen any bids on this process”.

Attorney Cruickshanks stated, “What has been presented, is my recommendations”.

COUNCILWOMAN ANDERSON made the MOTION to move forward with what has been presented with COUNCILMAN MCDANEIL SECONDING; VOTE 4-3 (Council Members Jones, Nash and Wood were in opposition).

## **NEW BUSINESS**

**PROPOSAL - PROBATE JUDGE SCANNING EFFICIENCY** – County Administrator Caime, Laurens County Probate Judge, Kaye Fridy and Laurens County Clerk of Court, Lynn Lancaster approached Council.

County Attorney Cruickshanks noted that they were collectively requesting use of funds that was recently removed from the Clerk of Court funds to a special revenue account with the County Treasurer for purposes as this.

Continuing Attorney Cruickshanks said, “The microfiche is used every day and the lifespan of one is no more than five (5) or six (6) years with the continued daily use. This is a critical piece of equipment and is needed by both the Clerk of Court and the Probate Offices. As it stands now, everything from 1996 forward is pretty much on computer”.

Administrator Caime said that there were two (2) actions needed with the agenda item – 1.) approval to hire a temporary person to scan the documents and; 2.) funds to purchase a microfiche scanner.

COUNCILWOMAN ANDERSON made the MOTION to allow for the purchase of two (2) microfiche scanners; one (1) for the Probate Court and one (1) for the Clerk of Court using the funds recently transferred and deposited into a special revenue account to be used for projects in need within the County; and to not exceed fifteen thousand dollars (\$15,000). COUNCILMAN JONES SECONDDING; VOTE 7/0.

- a.) **PROBATE DEPARTMENT – FUND TRANSFER TO HIRE TEMPORARY EMPLOYEE TO SCAN RECORDS** - As a second part of this request, Judge Fridy expressed that she felt it more department efficient to allow her to hire a temporary employee to scan the pre 2010 records than to outsource. The funds to be used would be the already approved line item of four thousand five hundred dollars (\$4,500). The remaining funds would be transferred to a temporary personnel budget line item paying the temporary employee \$11.15 an hour for 360 hours.

VICE CHAIRMAN TOLLISON made the MOTION to approve the request for the fund transfer and the temporary employee with COUNCILMAN MCDANIEL SECONDDING for discussion.

Councilwoman Anderson stated, “Here again Council is not adhering to the program that is being discussed and that she objected to the temporary employee to be making more per hour than a regular full time Clerk”.

VICE CHAIRMAN TOLLISON AMENDED his earlier MOTION to allow for the hourly pay to be no more than an existing full time Clerk would make; COUNCILMAN MCDANIEL ACCEPTED the amended motion; VOTE 7-0

**FIRST READING ORDINANCE #837 - ALCOHOLIC BEVERAGE SUNDAY SALES REFERENDUM** – Attorney Cruickshanks asked Council for first reading approval of the ordinance approving for the following question to be placed on a ballot in November:

*“Shall the South Carolina Department of Revenue be authorized to issue temporary permits in this county for a period not to exceed twenty four hours to all the possession, sale and consumption of alcoholic liquors by the drink to bona fide nonprofit organizations and business establishments authorized to be licensed for consumption on premises sales and to allow the sale of beer and wine at permitted off premises locations without regard to the days or hours of sales?”*

COUNCILMAN JONES made the MOTION to approve Ordinance #837 on first reading as presented. COUNCILWOMAN ANDERSON SECONDDING; VOTE 6-0-1 (Councilman McDaniel abstained)

**APPROVAL - LIBRARY PAY STANDARDIZATION PER COMPENSATION ANALYSIS VER 1.0**  
Administrator Caime and Library Director Ann Szypulski approached Council. Administrator Caime said,

“This will be revenue natural process. From a document secured from Mrs. Walsh of a 2005 Council Planning Session, we are making progress towards standardizing employee pay”.

Continuing Administrator Caime informed Council that there are several areas that will need action within this request: 1.) Setting the Librarian position to a grade nineteen (19) and adjusting any longevity on top of the starting salary; 2.) Reclassify the Children’s Librarian, one Library Assistant and the Bookmobile Librarian to one (1) new position as Library Coordinator at a pay grade of 12 with a starting salary of \$13.40 an hour and adjusting any longevity; 3.) Assistant Librarian positions to a grade 11 and adjusting any longevity; 4.) Eliminate the title of Clerk 1 for all part time positions; 5.) Approve the re-classification of one Clerk 1 position to a Clerk 2 position.

Councilman Pitts noted that he has heard a lot of great comments about the County Library and staff.

Councilwoman Anderson echoed comments from Councilman Pitts and asked what would the percentage of the raises be? Ms. Supulski replied that she could not answer her question because it is like buckshot right now being at so many different levels.

Councilwoman Anderson said, “Surely you know whether this comes to a two percent, four percent raises, I want this comparison to be apples to apples. Plus they are getting longevity factored in the overall pay per hour. Again, how much are you raising their salaries?” Administrator Caime said, “It’s going to be different with each position. We cannot say the percentage at this time because what we are doing is standardizing the positions and the employee compensation. We have over four hundred (400) employees with the County and we have almost one job title for every two (2) full time employees. We have thirty four (34) Clerk 1 titles and twenty three (23) different levels of pay for the same job”.

Councilwoman Anderson asked again for someone to please give her an answer as to the percentage of increases these employees are getting.

COUNCILMAN PITTS made the MOTION to approve the recommended changes as noted with VICE CHAIRMAN TOLLISON SECONDING; VOTE 6-1 (Councilwoman Anderson was in opposition).

**APPROVAL - PART TIME LUMP SUM PAY POLICY** – In review Administrator Caime said, “While standardizing the compensation program the part time positions need to be addressed as well. A designated amount for part time line items allows for the Department Head can hire up to the approved hourly wage and as many part time positions as necessary”.

The proposed policy states as follows: “For part time employees under the lump sum system, the department head can hire at a rate less than the approved entry level pay. This allows us to reduce the number of job titles required and also allows the department head the flexibility to gain more work hours from the lumps sum budget granted thereby increasing efficiency and reducing costs”.

COUNCILMAN MCDANIEL made the MOTION to approve as presented with COUNCILMAN JONES SECONDING; VOTE 6-1 (Councilwoman Anderson in opposition).

**APPROVAL - FULL TIME PROBATIONARY PAY POLICY** – Administrator Caime asked for Council approval for the full time positions, the department head can hire at a rate less than the approve entry level pay during the probationary period. And after the probationary period ends the full time employee will have been terminated or will be raised to the entry level pay.

Vice Chairman Tollison questioned the minimal standards for hiring probational periods, as six (6) months is a long time.

Public Works Director Rob Russian expressed his concerns of how hard it is to hire those with a CDL license and train them then secure their CDL.

Councilwoman Anderson stated that she felt like this would be playing with the lives of the people and that job postings should be made hiring at the starting salary with the option to terminate if needed.

COUNCILMAN JONES made the MOTION to allow for the six (6) month probationary period with COUNCILMAN MCDANIEL SECONDING for discussion.

Councilman Pitts stated that he had concerns.

COUNCIL VOTED 4-3 (Council Members Anderson, Pitts and Woods were in opposition). Vice Chairman Tollison added that this needs to be watched closely.

**APPROVAL - INSPECTIONS PAY STANDARDIZATION PER COMPENSATION ANALYSIS VER 1.0** – Mr. Chuck Bobo and Administrator Caime approached Council with standardizing the Codes Department employee compensation by utilizing the savings from the recent telephone audit.

Mr. Bobo stated that this audit reduced the telephone line account from two thousand two hundred dollars (\$2,200) to one thousand three hundred dollars (\$1,300).

Administrator Caime stated that only one (1) action is necessary at a cost of one thousand three hundred dollars (\$1,300). To approve the Inspections Office Clerk 1 positions to be a grade 10 and approve pay adjustments to the grade 10 starting salary of \$11.25 per hour and adjusting any longevity. The codes enforcement position and the three (3) inspectors positions will not be standardized at this time.

COUNCILMAN MCDANIEL made the MOTION to approve. The MOTION DIED due to the lack of a second. The staff is to come back to Council with better revenue sources in order to approve.

**ADDED AGENDA ITEM – PROJECT DIRECTION FOR THE PLANNING COMMISSIONS** – As a MOTION COUNCILMAN MCDANIEL asked that Council approve for the Planning Commission to develop a program to monitor and attend to the blighted communities within Laurens County. COUNCILMAN JONES SECONDING for discussion.

Administrator Caime noted that this is done in other counties and that there are tools available to process.

COUNCIL VOTED 7-0.

**PUBLIC COMMENT** – NONE.

**COUNTY COUNCIL COMMENTS:**

- 1.) Chairman Wood noted the recent retirement reception for Judge Tucker and the progress being made with the moves of the Magistrate offices and the Department of Juvenile Justice.

**EXECUTIVE SESSION** – NONE.

**ADJOURNMENT** – With no further action required by Council, Chairman Wood adjourned the meeting at 7:40 P.M.

Respectfully Submitted,



Betty C. Walsh  
Laurens County Clerk to Council