

MINUTES OF A BUDGET WORK SESSION
SALUDA COUNTY COUNCIL
WEDNESDAY, MARCH 22, 2017 at 5:30 P.M.
COUNCIL CHAMBERS OF SALUDA COUNTY ADMINISTRATION BUILDING
400 WEST HIGHLAND STREET, SALUDA, SOUTH CAROLINA 29138

A. CALL TO ORDER

Chairman Donald E. Hancock called the Budget Work Session to order at 5:33 P.M.

Present were: Chm. Donald E. Hancock
Coun. Jones P. Butler
Coun. J. Frank Daniel, Sr.
Coun. D. J. Miller
Coun. Gwendolyn C. Shealy

Also present were: County Director, Sandra G. Padgett
Clerk to Council, Karen T. Whittle

B. INVOCATION

Chm. Hancock delivered the invocation.

C. PUBLIC INFORMATION

It is noted by the Clerk herein, that in compliance with the Freedom of Information Act, notice of the budget work session was given to the local news media and properly posted, to include the county website.

D. BUDGET WORK SESSION

Tax Assessor

Tax Assessor, Justin Ridgell met with County Council and reviewed his budget requests. Mr. Ridgell addressed the following accounts:

- #26 maintenance service contracts – requested to purchase a new appraisal system (MAPS) through QS/I at a cost of \$15,000.00 to be paid over two years that would integrate with the QS/I tax system. The MAPS system would replace the Marshall Swift appraisal system currently being used that requires 2 licenses at a cost of \$3,000.00 each. The annual maintenance fee for MAPS would be cheaper than annual maintenance for Marshall Swift.
- #64 employee training – requested an additional \$1,050.00 for appraisal courses for the new Apprentice Appraiser for a total budget request of \$1,550.00.
- #83 office equipment – 2 new desks for office.

Tax Assessor (cont.)

Mr. Ridgell informed Council the aerial flight of Saluda County for the GIS mapping program was due to be flown in February of 2018 at an approximate cost of \$24,000.00. Staff informed Council \$24,000.00 was in the Public Buildings account for budget purposes since the aerial photo would serve multiple departments.

Mr. Ridgell requested pay grade increases for the clerks in the Tax Assessor's office as well as himself.

5-Year Capital Plan

Mr. Ridgell addressed the following requests under the 5-year capital plan:

- The new MAPS appraisal program if not approved in FY17-18 budget. (The County Director informed Council that one-half of the program could be paid for out of the current FY16-17 budget due to personnel changes in the Tax Assessor's office (affected line items salaries, pensions and insurance).
- Rollback Software Program through QS/1 in the amount of \$7,500.00.
- Amplified speakers for the counter window in the amount of \$1,600.00.

Risk Management

Risk Manager, Mike Berry met with County Council and discussed the Worker's Compensation Insurance MOD rate for Saluda County. For fiscal year 2017-2018 Saluda County's MOD rate will be 1.52, which is 49 percent higher than last year, resulting in an increase of approximately \$128,284.00. Mr. Berry reviewed a strategic plan to improve worker compensation claims.

Mr. Berry addressed the Risk Management budget which included supplies in the amount of \$610.00 to support the county buildings inspections policy recently approved by Council and also resources/materials in the amount of \$1,310.00 to support a new County Safety Culture Program.

Mr. Berry also addressed with County Council the proposed Vehicle Accident Review Board Policy. The Board would review all county owned vehicle and motorized equipment accidents/incidents that occur in the course of conducting county business.

Solid Waste

Solid Waste Coordinator, Mike Berry met with County Council and addressed additional supplies needed for the Solid Waste department (County Convenience Centers) in the amount of \$931.00 and repairs to convenience center buildings in the amount of \$2,200.00.

Solid Waste (cont.)

5 Year Capital Plan

Mr. Berry said Saluda County's solid waste tonnage had increased and held steady since 2015 averaging 480 tons a month from all sites. Mr. Berry addressed the following in the 5 year capital plan:

- Establish a Recycling Education Program.
- Expanding site #2 Roads and Bridges (only site that can accommodate expansion) or increase operating hours and additional attendants.
- The creation of a new site #8 in the northern portion of the Newberry Highway.
- Conduct a waste audit to assess county trash pick-up services.
- The need for a Litter Control Officer through the Sheriff's Department in order for the officer to have authority to issue citations due to illegal dumping in the County.

Emergency Medical Services (EMS)

EMS Director, Jacob Starnes met with County Council and reviewed his budget requests and the process used in calculating the EMS budget. Mr. Starnes was to provide Council with an itemized list of contracts on equipment and services in the EMS budget.

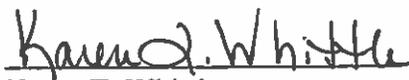
Council and Mr. Starnes discussed rewording and adding another line item for the planned overtime of the EMS work schedule on the budget printout for the EMS department and leaving the current overtime line item for unplanned/unscheduled overtime. Other departments within the county have unplanned overtime; not built into their work schedule. Council staff will consult with the Finance Coordinator and the Labor Attorney.

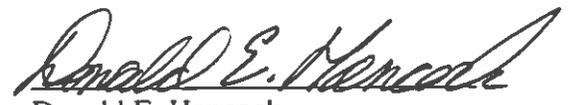
Mr. Starnes informed Council that Low Country Billing Services had projected \$1.2 million in collections for Saluda County EMS for FY16-17 with the collection rate being slightly over 70%. Mr. Starnes said the 70% did not include collections from the Debt Setoff and GEAR collection program.

Council and Mr. Starnes discussed the various service codes and rates for ambulance services.

E. ADJOURNMENT

On motion of Coun. Butler, seconded by Coun. Miller, it was unanimously approved to adjourn the budget work session at 7:17 P.M.


Karen T. Whittle
Clerk to Council


Donald E. Hancock
Chairman

May 8, 2017
Date Approved