

MINUTES OF A BUDGET WORK SESSION
SALUDA COUNTY COUNCIL
THURSDAY, MARCH 23, 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 5:38 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

Coun. Daniel 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

Emergency Management

Emergency Management Director, Josh Morton met with County Council and reviewed his budget requests.

Mr. Morton informed Council the request for proposals are due June 1st for the multi-site, simulcast P-25 radio system. Mr. Morton estimated the system to cost approximately \$2 million and requested Council to consider reserving \$250,000.00 a year towards the purchase and installation of the system, anticipating financing the system for ten years. Mr. Morton informed Council grants were being pursued to assist with funding for the radio system, but said grants were not as available as they once were. Mr. Morton said a JAG grant application previously approved by Council had been submitted for radios and plans were to submit to the Assistance to Firefighters Grant for radios, with the radios being deducted from the cost of the system if awarded. Mr. Morton said he would be working with the vendor to trade-in the current radio system/equipment.

Fire Board

Fire Service Coordinator, Josh Morton met with County Council and reviewed the Fire Board budget requests.

Mr. Morton informed Council the NFPA standard for replacement of turnout gear was every ten years. Mr. Morton informed Council 15 sets of turnout gear for a total cost of \$37,500.00 was included in #71 special department supplies to replace gear that has recently expired or would be expiring during the fiscal year. Mr. Morton said after FY17/18, the yearly turnout gear request would be for 10 sets instead of 5 sets as in past years. Mr. Morton said grants had been submitted for turnout gear for two departments, and whether awarded or not, the 15 sets would be disbursed according to the need to replace expired or soon to be expired gear.

Mr. Morton requested Council to consider increasing the amount paid to the Batesburg and Johnston Fire Departments for contracted fire protection service by 10%. The total requested amount in #72 special contracts was \$7,188.00.

Mr. Morton informed Council the SCBA cylinders must be hydrostatic tested every three years with \$6,000.00 being added to #79 other operating expenses for this testing.

Mr. Morton informed Council the SCBA cylinders have a maximum life span of 15 years. The cylinders currently in use by the Saluda County Fire Service would reach their end of life in June of 2023 and the total replacement cost would be approximately \$150,000.00. Mr. Morton said the Saluda County Fire Service was requesting Council to establish a fund within the Saluda County Fire Service rollover account to begin saving money for the replacement of these cylinders at an average of \$25,000.00 per year until June of 2023.

Five Year Plan

Mr. Morton addressed the following for the five year plan:

- FY17/18 – Replacement of fire alarm systems in the Multicomplex, Administration and Annex Buildings as soon as possible to be paid out of the Public Buildings account - \$31,000.00; transition all security systems to Protégé - \$12,000.00; replacement of Multicomplex lobby camera and relocation of a rear camera - \$1,700; and replace the Probate Office iPhone - \$3,800.
- Old Town Fire Department a new station; researching grants.
- Implement a truck/apparatus plan beginning in FY19/20.
- Compensation for firefighters.

Coroner

Coroner Keith Turner and Deputy Randy Simmons met with County Council and reviewed the department's budget requests.

Requests in the following accounts were addressed:

- #17 automotive operation expense – request to replace the camper top on Ford F250 truck with an all-aluminum cap with dual rear doors in the amount of \$3,025.96 in order to transport bodies. Current camper top leaks and allows dust inside.
- #21 telephones – request \$600.00 for one cell phone for the Chief Deputy to be used for communications and as a mobile hot spot, in lieu of requesting another hot spot.
- #26 maintenance service contracts – \$150.00 for additional stretcher maintenance for the new high-weight limit stretcher acquired.
- #41 uniforms – request for additional uniforms for Coroner, staff, and requested four new deputies in the amount of \$2,189.00 for a total line item request of \$2,409.00.
- #65 professional services – request additional \$5,000.00 for increase in charges for autopsies.
- #71 special department supplies – request an additional \$1,872.50 for fifty classic plastic body bags; body bags have been requested through a grant and if grant awarded, these additional funds would not be needed.
- #79 other operating expenses - \$12,075.00 requested for four deputy coroners to run on call shifts at night and on weekends. The Coroner presented Council with a proposed scheduling plan and rates of pay on a per-call basis.
- #83 office equipment - \$250.00 to purchase one Epson multiple sheet scanner to upload reports, pictures, and sensitive documents into the Coroner's offsite software program. Deputy Simmons showed Council the average size of one case file and addressed the process of scanning the file into the system.
- #84 – automotive equipment – The Coroner requested \$40,500.00 for a Chevrolet suburban, 4 wheel drive to be used as a transport vehicle. The Coroner's plan for the Ford F250 truck to be used by the on-call deputy; the 2012 Chevrolet van to be used by Mr. Simmons and the new vehicle would replace the 17 year old spare van.

Council and Mr. Turner discussed the request for a Chevrolet suburban versus other vehicle options. Mr. Turner said by folding the seats down the vehicle would be able to serve as a transport vehicle, but could also accommodate all of deputy coroners traveling to training/meetings.

Mr. Turner and Mr. Simmons discussed with Council a proposed revenue fee schedule for reports, files, and photo CD's requested by the public. A Saluda County ordinance would need to be adopted for the cremation permit fee.

Mr. Simmons mentioned the Vulnerable Adult Act Statute was now requiring all deaths at hospitals, long term care facilities and nursing homes to be reported to the Coroner's office. This would require more paperwork and may require more response of the Coroner or a deputy to these facilities if needed. Currently the Coroner or a deputy responds to the Nursing Home if a doctor is not available.

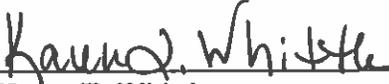
Coroner (cont.)

Mr. Simmons said the Coroner's office was now open 5 days a week at the following schedule unless they were on a call: Monday, Wednesday, Friday – 1:00 P.M. to 5:00 P.M. and Tuesday, Thursday – 9:00 A.M. to 1:00 P.M.

Council, Mr. Turner and Mr. Simmons discussed the following, but not limited to, the different calls/scenes as to the requirement of how many of staff needed to respond; capability of staff being able to lift bodies onto stretchers; current vehicles are able to transport bodies; and the proposed plan for four additional deputies to provide the Coroner's office with the resources to provide service to the citizens of Saluda County at a minimal cost with the rates being compared to surrounding counties.

E. ADJOURNMENT

On motion of Coun. Miller, seconded by Coun. Butler, it was unanimously approved to adjourn the budget work session at 7:13 P.M.


Karen T. Whittle
Clerk to Council


Donald E. Hancock
Chairman

May 8, 2017
Date Approved