

MINUTES OF A BUDGET WORK SESSION
SALUDA COUNTY COUNCIL
WEDNESDAY, MAY 17, 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 5:32 P.M.

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

Also present were: County Director, Sandra G. Padget
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.

Chm. Donald E. Hancock turned the budget work session over to Vice-Chair Gwendolyn C. Shealy.

D. BUDGET WORK SESSION

1. General consensus of Council approved the following:

3.85% pay raise for all county employees, elected and appointed officials, with the exception of County Council members.

Clerk of Court

Increase the Clerk of Court's salary to \$41,050.00, includes 3.85%.

Coroner

\$12,075.00 to fund 4 Deputy Coroners to run on-call shifts at night and on weekends with rates as proposed in the Coroner's FY17-18 budget request for line item #79. The \$12,075.00 will be placed in line item #01 (salaries).

Information Technology

Authorize an Information Technology Analyst position, Pay Grade 25 with the job description to be adopted in an upcoming meeting in order to begin the hiring process to be implemented July 1, 2017.

Roads and Bridges/County Transportation Committee

Increase the Roads and Bridges Superintendent Assistant's annual compensation for County Transportation Committee Secretary duties to \$3,000.00.

Restructure the following:

- Move the Grants Coordinator to the Emergency Management Department with the Emergency Management Director being the Department Head.
 - The Grants Coordinator title will become Asst. Emergency Management Director and a new job description to be approved at an upcoming meeting to include, but not limited to, duties of the Grant Coordinator. The Asst. Emergency Management Director's pay grade will be grade 23.
 - Move the GIS Analyst, pay grade 17, to the Emergency Management Department with the Emergency Management Director being the Department Head and a new job description to be approved at an upcoming meeting.
 - Authorize a part-time Administrative Clerk position in the Emergency Management Department, 22.50 hours per week, at 11.75 per hour, to be funded with Local Emergency Management Performance Grant funds (LEMPG), contingent upon grant funding from year to year, and a job description to be approved at an upcoming meeting, to be implemented July 1, 2017.
2. General consensus of Council denied the following requests pending the results of the wage and salary study:

Clerk of Court

Real Estate Clerk increase from grade 13 to grade 14

Family Court

Family Court Clerk increase from grade 13 to grade 14

Magistrate

1 Magistrate Clerk increase from grade 13 to grade 14
1 Magistrate Clerk increase from grade 13 to grade 15(criminal clerk duties)
Magistrate Court Assistant increase from grade 15 to grade 16

Probate Court

Pay increase for Deputy Probate Judge
Pay increase for Probate Court Clerk

Auditor

Auditor Assistant increase from grade 15 to grade 17
Auditor Clerk increase from grade 13 to grade 15

Assessor

Tax Assessor increase from grade 27 to grade 28
3 % increase for Real Estate Clerk
3% increase for Part-time Real Estate Clerk

Treasurer

3% increase for Treasurer Assistant
3% increase for Treasurer Clerk

Delinquent Tax Collector

3% increase for Delinquent Tax Collector

Detention Center

Pay increases for all officers, to include a pay grade division for supervisory positions.

Dispatch

Telecommunications Coordinator/Administrator increase from grade 18 to grade 19
Telecommunications Asst. Coord/Adm. increase from grade 15 to grade 17
Separate supervisors from dispatchers and make supervisors grade 15
Dispatchers increase from grade 13 to grade 14
Hire 2 additional dispatchers

Public Buildings

2 new positions
Public Building Maintenance II increase from grade 17 to grade 18

Building Codes

Building Code Officer increase from grade 22 to grade 23
Building Official Assistant increase from grade 15 to grade 16
Increase pay for Part-time Inspector

Roads and Bridges

Increase all employees one pay grade

Vehicle Maintenance

2 Equipment Mechanics increase from grade 15 to grade 16

Recreation

Increase Director's salary

3. General consensus of Council denied the following request:

Clerk of Court

Increase the Clerk of Court's salary 5% higher than the highest paid employee in the Clerk of Court's office.

Sheriff

General consensus of Council to change overtime, line item #02 from \$50,000 to \$37,500 due to additional positions approved from the reorganization plan of the Sheriff's Office in January of 2017. Council said the Sheriff informed them in the reorganization plan meeting that the reorganization and additional positions would help decrease overtime.

Solid Waste

General consensus of Council agreed to fund a second convenience center attendant (approximately \$5,000 salary and pensions) at site #2, Roads and Bridges Highway 178, on Saturdays and Sundays due to increased solid waste disposal and flow of traffic within the site.

Soil and Water Conservation

General consensus of Council to fund line item #67, appropriation payments \$14,700.00.

Economic Development

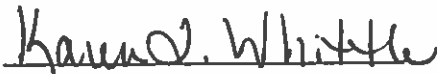
General consensus of Council to leave line item #72, special contracts at \$25,000 as requested.

Roads and Bridges/Vehicle Maintenance

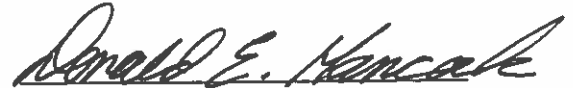
General consensus of Council to set the permanent working hours of 7:30 a.m. to 3:30 p.m. for Vehicle Maintenance Shop employees and Roads and Bridges employees, with the exception of the Roads and Bridges Superintendent Assistant.

E. **ADJOURNMENT**

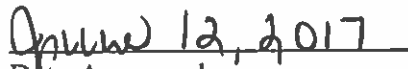
On motion of Coun. Miller, seconded by Coun. Butler, it was unanimously approved to adjourn the budget work session at 5:57 P.M.



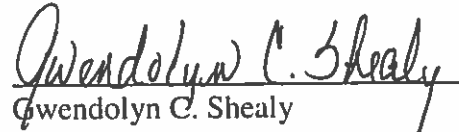
Karen T. Whittle
Clerk to Council



Donald E. Hancock
Chairman



Date Approved



Gwendolyn C. Shealy
Vice-Chair