



**County Council of
Beaufort County
Executive Committee
Meeting**

Chairman
PAUL SOMMERVILLE

Committee Members
ALICE HOWARD
LAWRENCE P. MCELYNN
CHRIS HERVOCHON
BRIAN FLEWELLING
MICHAEL COVERT

County Administrator
ASHLEY M. JACOBS

Clerk to Council
SARAH W. BROCK

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Beaufort County Government
Robert Smalls Complex
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Executive Committee Minutes

Monday, August 27, 2020 at 3:00 PM

Virtual Meeting

CALL TO ORDER

Committee Chairman Sommerville called the meeting to order at 3:00 PM.

PRESENT

Committee Chairman Hervochoch
Committee Vice-Chairman Lawson
Council Member Passiment
Council Member Sommerville
Council Member Covert
Council Member Dawson
Council Member Rodman
Council Member Glover
Council Member Howard
Council Member McElynn

ABSENT

Council Member Flewelling

FOIA

Committee Chairman Sommerville noted that the Public Notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

PLEDGE OF ALLEGIANCE

Committee Chairman Sommerville led the Pledge of Allegiance.

APPROVAL OF AGENDA

Council Member Passiment stated that the agenda needed to be amended to add an item; County Council Values.

Motion: It was moved by Council Member Passiment, seconded by Committee Council Member Flewelling to amend the agenda to add the item, County Council Values as number 16. The vote: Unanimous without objection. The motion passed. 11:0

CITIZEN COMMENTS

Per Clerk to Council Sarah Brock, no emails regarding citizen comments have been received.

ACTION ITEMS

Agenda Item Summary Sheet Modifications

Discussion: Council Member Flewelling suggested adding the former voting outcome on the item from a Committee or Board level.

Council Member Hervochon also suggested adding the names of those who voted.

Council Member Passiment recommends adding how long the item presentation will last.

Clerk to Council, Sarah Brock, will send out the edited AIS for comments and editing.

Council Member Howard stated that a link to the meeting would be helpful.

DISCUSSION ITEMS

Finance Committee Issues

Discussion: Committee Chairman Sommerville stated that this is a discussion as far as if an item goes to the finance committee or if the item needs to be assigned elsewhere.

Items Finance should be Discussing:

Delinquent taxes- have a presentation from Jim Beckert, County Auditor and Maria Walls, County Treasurer

2019-2020 Budget- (timelines, review process, County Council input, presentations)

Financial Policies Review

Personnel Policies Review- needs to be removed per Council Member Hervochon (***possibly move to Executive unless it has a financial impact***)

Employee Pay Issues- (recent increases, vacancies, budget director position, FY Budget-COLA/Consultant Report/ Leave Policy/Holidays)

2018-2019 CAFR Review

County Contracts- (list of contracts per committee, those up for renewal and/or rebid-review)

Development Agreements- **Natural Resources**

Finance Committee Webpage- leave as is

Funding for the Concourse d'Elegance- (was it funded last year?, will it be funded this year?, what will be the funding source?)

Topics for Considerations

LOST- local option sales tax- (***leave with Executive Committee to move forward in 2022 during a general election year***)

Transportation Sales Tax referendum update (***used to be received by Rob McFee, requesting a monthly update from Administration and move to Public Facilities Committee***)

Impact Fees (***receive updates from CFO***)

Cultural and Heritage Tourism (***remain in Executive Committee***)

Economic Development (***remain in Executive Committee***)

Shared Services- (capital projects, EMS, Fire Districts) (***remain in Executive Committee***)

Housing Trust Fund- (attainable, affordable, initial home buyer) (***Move to Natural Resources***)

Garbage/recycling and tipping fees (***Public Facilities Responsibility***)

Road Maintenance and Ditch Maintenance (***separate road maintenance (Public Facilities) from ditch maintenance (SCDOT and Stormwater (Natural Resources)***)

Shared Purchasing (***Administrator Purview***)

County Council Issues

Impact fees (***need Ordinance to apply impact fees***)

Ordinance (***address by Legal- 3 readings and a public hearing***)

Resolution (***address by Legal- approved at County Council level***)

Appointments (**address by Legal- recommended by Council**)
Status of Old Court House (**Public Facilities-currently with Administration**)
Status of the parking lot lease at the Old Court House (**leave on Public Facilities as it is updated**)
Status of the Facilities Study (**Administration- completed by January 2021**)
Status of the lawyers hired by the Solicitor for the DUI cases (**Community Services/Public Safety- Solicitor to update periodically**)
Status of the additional lawyers hired by the Solicitor (**Community Services/Public Safety**)
Status of the DNA lab improvements (**Community Services/Public Safety- update**)
HHI reduction of payment for Sheriff services and the exchange for those service payment reductions (**Remain Executive Committee**)
Stipends for deputies that live on HHI- who is paying those stipends (**Hilton Head pays \$120,000.00 remove from Executive Committee**)
Council Meeting protocol- rules and regulations (**Communication and Transparency Committee**)
Parliamentarian- What do we use as the source- Robert Rules of Order or something else (**Brian Flewelling**)
Status of DSN- is it a county department or a state agency (**Legal-Administration**)
Status of the Capital Projects as part of the current budget (**Administration- handled through GO bonds and will be presented**)
Employee compensation- what is done, what needs to be done (**Administration-Evergreen study has been complete and a report will be presented in the next few weeks**)
Status of a PIO for County Council (**Administration- PIO has resigned but will be filled/ County Council requests their own PIO**)
Status of the budget- since we do not get monthly reports, what we need to know and what should we have (**Finance Committee- should be getting monthly reports**)
Status of the goals set at retreat (**Executive Committee Status Updates**)
Website development (**handled by Clerk to Council Staff & Josh Riley when needed, get Council Members to check their website information periodically**)
Annual training of council (**Executive Committee/Administrator- routine training/coach**)

Topics for Discussion

Assigning Committee

Budget- **Finance**

Personnel- **Administration**

Reserve Study of County Owned building and land- **Public Facilities**

Passive Parks- **Natural Resources and there is a management plan done this last year**

Active Parks- **community Services/public safety**

Development Agreement- **Natural Resources**

Route 278 bridge replacement/ Jenkins Island Project- **Public Facilities**

Route 170 study and plan- **Public Facilities**

Multi-jurisdictional housing trust organization (we have a Beaufort County housing authority, committee reps from each entity has been appointed to evaluate proposed format and contractor who is doing the research- similar probably to what Greenville, SC has done)- **Natural Resources**

Decal system for the convenience centers- **Public Facilities**

Enterprise fund for recycling and waste- **Public Facilities**

Future referendum for transportation projects- **Public Facilities**

Future referendum for changing from County Administrator Form of Government to County Manager and bringing the Treasurer and Auditor under County Manager- **Executive Committee**

Municipalities and County relationships- **this will depend on the subject as what committee**

Audit Committee- what departments will be analyzed **Finance Committee**

Communication and Transparency Committee Updates

The Old Federal Court House building and the leasing of it and discontinue leasing of the parking lot- **Public Facilities**
The current Administration building and possible additions and renovations- **Public Facilities**
The 2020 census- **Natural Resources**
Infrastructure shovel ready projects if a Federal Stimulus bill is enacted- **Public Facilities**
The future of Tourism in our county over the next months and years- part of economic development **No set committee**
Economic Development Outlook (**Executive Committee Items- SC Alliance yearly reports/ Economic Development Quarterly Updates**)
Water and sewer hookups to replace failing septic systems and wells- this is going to probably be funded via CDBG grants in the low/moderate income areas for the most part which now is under Community Services- the municipalities have their planning departments do the coordination for CDBG but for some reason, county had done under Community Services; this may be an organizational structure change question too; we need to look at failing septic systems not only in low/moderate income areas as a pollution issue to stormwater in my opinion and how to reduce costs with BJWSA for extending to older neighborhoods where feasible-
Technology Infrastructure – **Public Facilities**
Daufuskie Ferry- current and future location- **Community Services (service)/Public Facilities (location)**
Hilton Head Island Airport Expansion- **Public Facilities**
Comprehensive Plan- **Natural Resources**

ADJOURNMENT

The meeting adjourned at 4:49 pm.

Ratified by Committee: September 14, 2020