



**County Council of
Beaufort County
Community Services
Committee Meeting**

Chairman
LAWRENCE MCELYNN

Vice Chairman
MICHAEL COVERT

Committee Members
GERALD DAWSON
YORK GLOVER
CHRIS HERVOCHON

County Administrator
ASHLEY M. JACOBS

Clerk to Council
SARAH W. BROCK

Staff Support
MONICA SPELLS
PHIL FOOT

Administration Building
Beaufort County Government
Robert Smalls Complex
100 Ribaut Road

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Community Services Committee Agenda

Monday, May 04, 2020 at 2:00 PM

[This meeting is being held virtually in accordance with Beaufort County Resolution 2020-05]

THIS MEETING WILL CLOSED TO THE PUBLIC. CITIZEN COMMENTS AND PUBLIC HEARING COMMENTS WILL BE ACCEPTED IN WRITING VIA EMAIL TO THE CLERK TO COUNCIL AT SBROCK@BCGOV.NET OR PO DRAWER 1228, BEAUFORT SC 29901. CITIZENS MAY ALSO COMMENT DURING THE MEETING THROUGH FACEBOOK LIVE

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. *[Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act]*
4. APPROVAL OF AGENDA
5. APPROVAL OF MINUTES

ACTION ITEMS

6. CONSIDERATION OF A CONTRACT CHANGE ORDER FROM \$220,000 TO \$320,000 TO THE HILTON HEAD HUMANE ASSOCIATION TO PROVIDE ADDITIONAL SERVICES FOR BEAUFORT COUNTY'S ANIMAL SERVICES

DISCUSSION ITEMS

7. DISCUSSION REGARDING THE JANUARY NEEDS ASSESSMENT PUBLIC HEARINGS BY LOWCOUNTRY COUNCIL OF GOVERNMENTS REGARDING POTENTIAL BEAUFORT COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT PROJECTS AND REFERRED TO THIS COMMITTEE FROM COUNTY COUNCIL
8. DISCUSSION OF POTENTIAL BEAUFORT COUNTY COVID-19 SMALL BUSINESS AND COMMUNITY SUPPORT RELIEF PROGRAM
9. DISCUSSION OF ADDITIONAL VOTING PRECINCT ON HILTON HEAD ISLAND BY THE BEAUFORT COUNTY BOARD OF VOTER REGISTRATION AND ELECTIONS

BOARDS AND COMMISSIONS

10. CONSIDERATION OF THE REAPPOINTMENT OF PHIL KISER AND APPOINTMENT OF JAMES MACK TO THE PARKS AND RECREATION BOARD
11. CONSIDERATION OF THE REAPPOINTMENT'S OF LOUIS POINDEXTER AND ELAINE LUST TO THE BLUFFTON TOWNSHIP FIRE DISTRICT BOARD

CITIZEN COMMENTS

12. CITIZEN COMMENTS (Every member of the public who is recognized to speak shall limit comments to three minutes - Citizens may email sbrock@bcgov.net or comment on our Facebook Live stream)
13. ADJOURNMENT



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Community Services Committee Minutes

Tuesday, February 3, 2020 at 3:30 PM

Council Chambers, Administration Building Beaufort County
Government Robert Smalls Complex 100 Ribaut Road, Beaufort

PRESENT: Council Member Hervochon, Council Member Glover, Chairman McElynn, Vice Chairman Covert, Council Member Dawson, Council Member Rodman, Council Member Howard, Council Member Passiment.

CALL TO ORDER

Chairman McElynn called the meeting to order at 3:30 PM

FOIA

Chairman McElynn noted that Public notification of this meeting had been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

APPROVAL OF AGENDA

Motion: It was moved by Council Member Passiment, Seconded by Council Member Howard to approve the agenda. Voting Yea: Council Member Rodman, Council Member Hervochon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

APPROVAL OF MINUTES – October 21, 2019

Motion: It was moved by Council Member Passiment, Seconded by Council Member Dawson to approve the minutes. Voting Yea: Council Member Rodman, Council Member Hervochon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

CITIZEN COMMENTS

No citizens came forward for comment.

BOARDS AND COMMISSION

- Reappointment of Worth Lipfirt to the Alcohol and Drug Abuse Board
- Reappointment of David Green and Frankie Middleton to the DSN Advisory Board
- Reappointment of James Morral to the Library Board
- Reappointment of Joseph McDomick and Herbert Glaze to the Lowcountry Council of Governments
- Reappointment of Gregory Gilbert, Rudolph Glover, Robert Smalls and George Williams to the Sheldon Township Fire District
- Reappointment of Roosevelt McCoullough to the Lady's Island- St. Helena Fire District Board

- Appointment of Scott Denis to the Lady's Island- St. Helena District Board

Motion: It was moved by Council Member Glover, Seconded by Council Member Passiment to approve the reappointments/appointments for Boards and Commissions. The Vote - Voting Yea: Council Member Rodman, Council Member Hervocho, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

INFORMATION ITEMS

Mosquito Control Department Update- Robert Cartner

3 Main Strategies to control mosquitoes. Larvicide to control immature mosquitoes, by ground through trucks with ultra-low spray systems, and by air with ultra-low spray systems.

- FY20 Mosquito Control
 - 13 Full Time Employees
 - 3 Part Time Employees
 - 2 College Interns
 - 7 Spray Trucks
 - 1 Plane
 - 1 Helicopter
- Mosquitoes in Beaufort County
 - 53 Types of Mosquitoes: each with their preferred breeding habitat, feeding time, feeding host and flight range.
 - Salt-Marsh Mosquitoes: No. 1 pest and can fly up to 20 miles to find a food source.
 - Few Mosquitoes: capable of transmitting Eastern Equine, Encephalitis (EEE), West Nile, and Zika Virus
 - Few Mosquitoes: capable of transmitting dog heartworm
- 2017-2019 Mosquito Season by No. of request by month
 - Lowest is in December
 - Highest is in June, July, and August with the exception of September 2017 after Hurricane Irma
- Mosquito Borne Diseases (1989-2019) Our system has a very productive mosquito surveillance system for mosquito borne diseases.
 - EEE Virus (1989) can attack Central Nervous System
 - 15 horses (14 deaths)
 - 2 mosquito groups
 - 2 humans (1 death)
 - Wes Nile Virus (2003)
 - 20 birds (20 deaths)
 - 11 mosquito groups
 - 3 Humans
- Control of immature mosquitoes- strategy by larviciding by ground and air
- Treat= 28,000 Catch Basins. Program starts in Spring.
- Control of Adult Mosquitoes- also by ground and by air. 20,000 acres can be treated by air in one session
- Map: 3 work zones, 2 trucks/technicians assigned to Sheldon-Yemassee. 2 trucks/technicians are assigned to Lady's Island, St. Helena, and the Sea Islands. 3 trucks/technicians are South of the Broad, 1 Bluffton, 1 Hilton Head, 1 Daufuski.
- Technologies
 - Notifications
 - Data Base Management
 - GPS Tracking (Aircraft + Spray Trucks)
 - Laboratory

- Surveillance
- Mass Notification System (Swift 911): automation that citizens can sign up for, to let them know when their area will be serviced.
 - Multiple Contact Methods
 - Voice
 - Email
 - Text Messages
 - GIS Mapping
- No Spray (Exclusion) Zones
 - Beehives: 99 Members 124 Sites
 - Commercial Sites: Unknown Members 20 Sites
 - No Exposures: 49 Members 49 Sites
 - Organic Farms: 5 Members 5 Sites
 - Aqua Cultures: 4 Members 4 Sites
- Mosquito Control Websites
- Data Base Management (Map Vision) Public can view- Blue is flight zone, Red is truck areas
- Data Base Management (Catch Basin App) Employee Software
- GPS Tracking (Fixed Wing) – Environmental probe attached to aircraft that records temperature, humidity, windy speed, and wind direction. Communicates with software to compute how much product to release.
- GPS Tracking (Rotary Wing)
- GPS Tracking (Spray Trucks) monitors application and areas applied
- Laboratory (Drop Vision) Lets us know how to calibrate our system for efficiency
- Surveillance (Reporting App)
- Mosquito Control (843-255-5800)

Discussion: Council Member Passiment: 28,000 catch basins, does that include gated communities?
Robert Cartner: Yes

Council Member Howard: When there is a new development, do you receive that information from the County GIS?

Robert Cartner: New catch basins are usually found by field technicians, there isn't anything in place to alert new development.

Council Member Hervochon: Are there any adverse effects for humans?
Robert Cartner; No, not at the rate of this application.

Council Member Howard: How many Counties in the state have mosquito control programs?

Robert Cartner: Really robust counties. Beaufort, Charleston, Horry, Richland, Orangeburg, there are other counties where the mosquito control is within the public works department or animal control.

Council Member Glover: Are the Salt Marsh mosquitoes vector carriers?

Robert Cartner: No, they are not known as vectors. They are the most nuisances but not carriers.

Recommendation: For informational purposes only.

Tennis Courts Discussion- *Wayne Lilley, United States Tennis Associations (USTA)*

Public Tennis Inc. Partners and Resources:

- USTA: Community Tennis Association (CTA)
- USTA: National Facilities Assistance (engineering, business planning, funding)
- USTAF: National Junior Tennis and Learning (NJTL) (pending)
- HHI/Bluffton Chamber of Commerce
- Universal Tennis (UTR)
- Community Foundation of the Lowcountry
- Beaufort County Economic Development Corporation
- Southern Tennis Patrons Foundation
- Island Recreation
- Parks & Recreation
- Beaufort County School District
 - Introduced 1200 + to tennis at elementary schools
 - 145 special needs athletes. 10 schools, 2 adult programs
- Relationship with two BC USTA Leagues (over 2500 players)
- Adult Team Tennis League (370 players)
- Junior Tennis League
- Local Tennis Clubs

Regional Tennis Center Conceptual Sketch:

<http://publictennis.org/beaufort-county-public-tennis-facility-profile/>

Location Under Consideration: Buckwalter Community Park

Regional Tennis Center Activities- What's going on at the Center?

- Staffed (programming focus)
- 7 day/evening operations
- *Making Tennis Connections... activity hub*
- Teams, individual players, visitors/spectators
- Reserve a court, check out court conditions/availability
- Take a lesson (individual, group clinic, team)
- Train, get fit, cardio tennis, groups, clinics
- Join a team, drop in play, mixers
- Play match, compete at a team, compete in a tournament
- Summer camps
- Spectate at tournament/event/exhibition (event weekends)
- Special Olympics, Special Needs, Wheelchair play
- Potential home for school teams (high schools, college)
- Diversity: Meet diverse groups of players and teams
- Availability/overflow for tennis programs with limited courts
 - Matches are court intensive
 - Small programs often lack critical mass of players for teams (by level)

Regional Center What to expect?

- Professionalism of staff (typical: GM/Program Director, Pros, Maintenance, Admin.)
- First Rate programs and first rate facility
- Affordable! Accessible!
- Programs specifically aimed at segments of our community
- Community-building, connections, teams, friendships

- Center Point/hub for County tennis events
- County focus for event bids/coordination/cooperation
- Lots of play under the lights

Expect a balancing act:

- User fees depend on:
 - Local play and outside events
 - Visitor fees, visitor impact
 - Typical: court fees (\$4-8) and/or inclusive family member fees (e.g. \$300-\$600/yr.)
- Community impact and Economic impact
- Early years expected subsidy as center builds local usage base, events base, partnerships

Initial Construction Cost (rough)

- Very rough. Based on 18 court facility concept (12 Har Tru, 6 Hard)
- Courts & Lighting: \$1.5-\$2 Million (impacted by drainage, cut/fill slope, court tech. features, center court design, seating, irrigation for Har Tru, Stadium Court)
- Site Work: \$1.5-\$2 Million (impacted by drainage/stormwater, retention pond, parking etc.)
- Activity Center: \$1.6-\$2.2M (impacted by overall size, social area, offices, locker rooms, fitness)
- Other site improvements (seating, shade, walkways, kids play, maintenance shed): \$500K

Range of Fee Structures at facilities we interviewed

- Simple (no court fees)
- Complex (junior, senior, family, visitor, team fees)
- Wide Range: \$0-\$600/year (almost in middle somewhere) and/or court fees of \$4-\$8 per session
- Generally: More outside play (events) = lower fees

Range of Tournament/Events

- A few (10-20) Moderate (20-40) A lot (40-80)

Operating Income and Expense

- Depends on how we “turn the dials” (more less outside events, local fee structure)
- Similar size facilities: Operating net contributions is small (steady state, after initial 2+ years), expenses offset by court/member fees, team fees, instruction fees, sponsorships.

Capital Expenditure Requires Planning

- Periodic resurfacing: (Hard 5/6 years) vs Har Tru (yearly +) (possibly share with school partners)

Learning from others, balancing Variables and factors

- Range of successful concepts
- Willingness to share (USTA facilitates/coordinates)

Most Useful facility interviews

- Westgate Tennis Center, Dothan, AL
 - 20 Har tru 3,500sf bldg....120 parking spaces- closest to our size (if following Buckwalter model)
- Dr. Eddie Floyd Tennis Center, Florence, SC (24 hard, 6 Har Tur, 5,000 sf building)
- Cary, NC (21 Hard, 6 Clay and 6 covered)
- Weeks Tennis Center, Aiken, SC (6 Hard, 10 Har Tru)

Next Steps

- Commitment to Buckwalter Tennis Center Concept
OR
- Provide list of location alternatives to support larger facility concept with future expansion possible.
- So that we can engage partners and potential resources and complete the business plan

Work Plan

- Confirm Buckwalter feasibility or alternate site
- Establish County champion, team, our role (PTI)
- Engage partners, resources to complete research
- Identify funding resources
- Educational Site Visits
- Business Plan Including initial engineering
- Presentation for approval

Discussion: Council Member Passiment: How long do you think it will take from start to finish?

Wayne Lilly: 6-month process

Council Member Passiment: One of the slides suggested other funding sources. Do you expect other funding for this program?

Wayne Lilly: USTA does have an assistance program that assist with funding programs like this. We also have funding through Community Foundation of the LowCountry and we are setting that up now.

Council Member Passiment: Will these funding sources be grants or loans? Or some or both?

Wayne Lilly: More grants than loans.

Council Member Rodman: We are a large County do we need something similar in the Northern part of the County and does Hilton Head need anything?

Wayne Lilly: I don't think there is enough land in Hilton Head. Buckwalter/Bluffton is a central location. We could do 18 court facility in Bluffton and then start to form an 18 court facility in Beaufort.

Council Member Rodman: There are a lot of small communities on Hilton Head that have slightly used courts. In the electronic age is there a way to tie those together.

Council Member Hervochon: What has the engagement been like with the Town of Bluffton?

Wayne Lilly: After a couple of meetings, they referred us to the County.

Council Member McElynn: There is no doubt that this is an interesting proposal and there is a great deal of interest in tennis in this entire community. Looks like the startup cost would be \$4.5M-\$6M and the county would have to make a substantial financial plus staff commitment to build and operate this type of facility. So what we would probably do here is to refer your proposal back to the parks and recreation department for further study and consideration and have them come back to us with some recommendations on how we are to proceed with this matter.

Councilman Glover: At one of our meetings the public talked about resurfacing the courts that we currently have, what are we doing about that?

Councilman McElynn: I was going to ask Mr. Foot, who has a brief report on what the status is on the courts in question during that presentation.

Phil Foot: Beaufort Downtown Tennis Courts across from the National Cemetery. So far what we have done is, we have been able to get to some lights that were difficult to get to, to fix. We had to get an Arborist on board and get two permits from the City of Beaufort to do some tree trimming, which has taken place. We have been able to repair the lights that were out. We had our facility maintenance come and fix the fence so the gate will open up properly and not scratch the court. We've power washed the building and the sidewalks that are there. We've changed out all the bleachers and replaced the old wooden bleachers with new aluminum bleachers. There was a concern about people just hanging out but it is hard for us to control that because it is a public park. So what we have tried to do is open up the area there, more for visibility purposes by removing the shed and we have ordered a new back board and are planning on placing that more toward the Congress Street fence. That will open up the area near the bathrooms, so there is more visibility coming in, for security reasons.

Councilman McElynn: You had some grants too for repairs?

Phil Foot: The little stuff we have been able to take care of with our own County Staff. When the sidewalks were done on Bladen Street and Boundary Street they were raised up higher than the tennis courts. So when the rain comes, so does the water off the sidewalks, it filters down and along with the rain comes the sand and it creates a thin layer across the courts. I reached out to our Public Works Department and what they are doing for us is engineering a plan to address the storm water issue around the courts. We need to take care of that first before we resurface the courts because we will continue to have the same drainage problem and it will continue to tear up the courts. One Public Works gets a plan together we will apply for grants. There is a land and water conservation grant and Mr. Lilly is helping us with the U.S.T.A grant to totally resurface all seven of our courts.

Councilman Dawson: Are we getting any assistance from the City of Beaufort?

Phil Foot: I believe they are helping us with the storm water issue. If and when we finalize our Bob Jones sale, the money from the sale will go into the Basil Green, Down Town Courts or the Lind Brown center. Hopefully we will have enough funding with grants and the other funding sources.

Councilman McElynn: Thank you for staying on top of this project and thank you Mr. Lilly for helping with the possibility of grants because this is going to be a very expensive project. What does it cost to resurface the court?

Wayne Lilly: Sometimes \$10k-\$15k depending on the cracks in the court. Those courts are difficult because of the drainage issue. That causes the courts to retain water and cause more cracks and then becomes a bigger repair. So those courts are going to be expensive to resurface. Once you mitigate that issue you will be good to go.

Councilman McElynn: Is Public Tennis in Beaufort County?

Wayne Lilly: Yes

Councilman McElynn: Where is it housed or located?

Wayne Lilly: We have a Hilton Head address. We all work from our homes. We have a Board of Directors, we are a pretty big group and the majority of us are volunteers.

Regional Command Coordination Center for Beaufort County Sheriff's Office Emergency Operations Center and Disaster Coordination at Camp St. Mary's- Lt. Col. Baxley, BCSO EMD

Lt. Col. Baxley: We are currently in a building built in 1989. It has not been substantially changed since then, the emergency operations center consist of 1,140 square feet. I don't know how many of you have had the opportunity to be there or see it as a training room or during an active situation. We have thirty positions in the emergency operations center and during an activation, depending upon the level of intensity, you may see forty-five – sixty people in there trying to work. This means people are standing up trying to work or using folding chairs. Adjacent to the emergency center we have the situation room where the policy group meets. The policy group consists of each of the Mayors from the municipalities in Beaufort County, Chairman of County Council, County Administrator, the Sheriff and myself. We make the decisions for what happens resulting from the emergency and how to deal with it and then word goes out. That is 280 square feet and it's not uncommon to have 15-20 people shoe horned in there during an emergency meeting trying to accomplish what we need to do and that bleeds over into an adjacent office and its becoming more and more unworkable. We have the dispatch center which is a consolidated 911 center for Beaufort County. We dispatch for the Sheriff's Office, 3 municipality Police Departments, County EMS, 6 Fire Departments, Beaufort Marine and Rescue, Bluffton Marine and Rescue. We have 13 consultant positions in the 1,222 square feet of the dispatch center. Right now we are bursting at the seams. We have used up every closet and storage space with active work and we've had to take the file cabinet and other things we maintain and they are being stored in the work spaces. We have remodeled the dispatch twice in 30 years, adding load bearing walls and taking out non load bearing walls as to change the configuration to meet the technology changes. Traffic management center which is adjacent to the dispatch center. We currently have 77 cameras county wide at every main intersection in Beaufort County and we have most major highways under county view. Those are available to the public through our app and through the internet and our website. Also shown daily through the County Channel during the drive time morning and afternoon. We are continuing to add cameras and as we do that, adding technology. This year we are going through an upgrade from analog to digital. We have a control room that is located between one of those walls we constructed between traffic control management center and dispatch center. Once that upgrade is completed we will be able to take out those control racks and we will be in a position to take down a wall that we built and that would add about 20 square feet to dispatch center. Not a lot but we will take everything we can get. Currently we have eleven highway advisory radios that are controlled out of this traffic management center. This center is staffed 24/7 and 365 days a year. We do close traffic management center on Christmas Day. We have continued to grow and this building was built in 1989 and internet was still a new thing. Sheriff's office didn't have any computers at that point. Since then we have added all the technology, it has grown, it has changed, it has improved, we have done some very unique things to get it into that room. It is very difficult to accomplish the mission but we get it done but it is difficult based on where we are now. So the concept of the regional operation center came up.

Sheriff Tanner: One of the things we talked about some months ago was the opportunity to utilize county property that is right now called Camp St. Mary's. This is a little over an 8-acre tract of land there. The concept is in depth because what this is, is we are looking at a unified command center with Beaufort, Jasper and Colleton, and possible Hampton County. What we deal with on a day to day basis. When it comes to any type of evacuation or a winter storm like we had last year where we actually utilized the emergency management center. We have to look at the growth that is going to prude by the municipalities by the county and then when growth pockets are created at our county line and you take Jasper County, Hardeeville, Margaretville, Argent and you look at the growth in Yemassee. You start looking at our evacuation route, 46, 278, 462, 21 and coastal highway 17, there is no change planned on any of those roads in the near future so our evacuation route isn't going to change. We aren't going to sprout opportunity to move people out of Beaufort County. We know we have all these arm chair quarterbacks that sit and watch the weather

entertainment channel to try and determine if they are going to evacuate or not. These arm chair quarterbacks watching the entertainment channel with their cars loaded, trailers packed, children ready to ride, dogs on a leash and then at the eleventh hour they think they need to leave or they decide to ride it out. With all this happening and us trying to move families off the coast or the coastal regions of the counties. Those inward pockets of growth and they are arm chair quarterbacking the storm as well and we are going to create a parking lot at the county lines. To ensure that we have the absolute best information and working with our partners in Jasper and Colleton and we have the coordination we can create is a unified command were we would have emergency management directors are working out of one house. The Regional concept is not only to create that ability to work as a single unit for three counties but also have the ability to dispatch all police, all fire, and EMS for three counties and maybe a portion of Hampton. The benefits of this is coordination, cooperation, a unified command with a board and a chair person. This command center will also give the municipalities an opportunity to have their own staff work their own consoles. Right now Beaufort County is responsible for all dispatching. The only thing we don't dispatch for is Hilton Head Fire and Hilton Head EMS. Everything else comes from that information center across the parking lot. For example, Bluffton would have their own console and they would dispatch for Bluffton PD. We would have Beaufort, Port Royal, Hardeeville, Ridgeland, Jasper County and Colleton County and the list goes on and of course the command at the communication center will be a unified command. When we have a call for service, for arm robber or a murder, or even a cat in the tree, everyone in that room would know it in seconds and calls wouldn't have to be circulated around trying to make sure information is reached to everyone about a bank robbery and the description of the vehicle and while we know if fairly quickly it may take some time for Jasper County to get the information or the South Carolina Highway Patrol. Let me add quickly that this will also be a great opportunity for us to have communication there with South Carolina Highway Patrol and Department of Natural Resources and have them a part of that unit as well. The concept is to have the consoles for regional law enforcement agency in one central room. This is just a concept, we still have a lot of research to do, and the location of this right now is just something we are entertaining, there could be a better location. But, I also don't want to get too far off the beaten trail. The closer we are for employment opportunities, with the growth in Hardeeville, Beaufort, and the lower part of Beaufort County. Those employment opportunities are attractive because people don't want have to drive too far for work and have a government job with benefits and appropriate salaries. Competitive salaries need to be considered through this. It needs to be one salary and something that needs to be agreed upon. We don't need someone from the police department outside of the county that doesn't make the same salary and jumping ship.

Councilman McElynn: As you said, there may be other properties to consider. What makes this property uniquely attractive to you for this type of command center?

Sheriff Tanner: Colonel Baxley will talk about the towers with Motorola. It would cause less traffic down that road and the location is a good fit for us based on the towers.

Colonel Baxley: The elevation at St. Mary's is 19/20 feet above sea level especially at the road which puts at almost the highest place in the county which makes it attractive. Beaufort County owns its own radio network, an 800mh system that all the public safety agencies in the county use and we also allow the state to have access to it for their various public safety agencies. As a result of owning it anything we build has to attach to that wave from tower to tower. We currently use 5 towers one of them being the controlling tower in Shell Point. When we put up a center, wherever it is at we are going to have to direct a tower that can send a signal to one of the established towers to join the network. Other locations we have looked at were negative when it came to regulations on putting a tower up, or the elevation site was to low and we would have to put up a 700-800 tower up to get a signal. I've spoken to Motorola, just a preliminary conversation and they are comfortable that Camp St. Mary's is doable. This site is also close to all of the

infrastructure network that has been installed on Hwy 170 from power to internet, Ethernet cables, T1 phone lines, all these things we would need to build a communications center. We would not have to lay cable very far; we would have to lay some but not very far. Like the Sheriff said, they further off the beaten path the more expensive that type of infrastructure becomes.

Councilman Covert: I support this endeavor and the location is a pristine thing and correct me if I am wrong, you would be right in the heart of all the regional counties.

Colonel Baxley: We have had brief conversations with Jasper County and they were intrigued by the idea. We need to start hear first and if the municipalities are not on board the idea dies.

Sheriff Tanner: We have had many backdoor conversations but last Friday was the first public comment. We have had conversations with different people in Beaufort, Jasper and Colleton and we have yet run into anyone that isn't agreeable.

Colonel Baxley: To answer your question, Camp St. Mary's is almost the geographic center of Beaufort County.

Councilman Covert: I know this is premature but do you have any plans of having a holding cells between the southern end and your county seat.

Sheriff Tanner: No, it is going to be an emergency center and a communications center. No holding cells.

Councilman Covert: Is there something in this facility that you can do to create something, like for exercise, to keep their minds off the monotony that would better the job for E 911 staff?

Colonel Baxley: Currently we have put in two treadmills. I did some research and found out that it was a positive thing and was going on in some other dispatch centers Our operators have consoles that raise and you can raise the console and walk on the treadmill. I want to clarify something about the Emergency operations center is not a dormant room I think I mentioned that it was. The days that we are not activated for an emergency we use it for classes, training, and meetings. It is used all the time. The new facility will have areas that will contribute not only for their mental health and their physical health. You used the word monotonous. This job is not monotonous it is extremely stressful. They need breaks and sometimes you have to take a dispatcher off of the console after handling a traumatic experience. Now that they sit in the fire escape to get a moment for themselves.

Council Covert: That is excellent forward thinking. Sheriff did you say that each municipality would man their own console?

Sheriff Tanner: It is my position that all your fire districts, EMS, and law enforcement entities would have their console available for them in the center and maybe give them an option. They can have a county operator handle their console or they have the choice of having their own communications officer and having them work the discipline of the console that they are assigned.

The regional concept behind this was to get everyone in this together and not one group handling it all. You take Bluffton, Beaufort, Port Royal, they are our partners and we work well together but they don't worry about an employee in the dispatch center calling in sick or on annual leave and having to find coverage. When I took over Emergency Management in 2014 by first fiscal year budget 2015/2016, I took over 75 additional employees and a \$9-million-dollar budget. That budget connected 911, traffic management, communications, and emergency

management. If we continue down the road that we are currently in, the 30-year-old Emergency Management Center, we are out dated and out of space.

Council Member Howard: I would like to see more suggestions for locations in the comprehensive plan. This concept needs to go forward no matter where the location.

Council Member Passiment: We need to ensure our municipalities are on board and then reach out to other regional counties. We need to move forward as soon as we can because we continue to grow.

Council Member Rodman: Do I assume correctly that as long as our municipalities are on board that we could move it along?

Sheriff Tanner: We would like to do it regionally to help with the cost but it is definitely something we need to do in Beaufort County. I can't see the municipalities going against what we are doing.

Council Member Rodman: If we step out of this and move forward they might not join immediately but may in the future.

Sheriff Tanner: I already have indication from two municipalities outside of Beaufort County that are interested.

Council Member Rodman: Will your Senior Staff Officers stay in your current building?

Sheriff Tanner: Everyone connected to emergency management and communications will move to the new building. This leaves us with free space. Recommendation for new building is 30,000 SF and three stories at 10,000 SF for each floor.

Council Member Glover: Will the new facility have new equipment or will you transfer the equipment.

Sheriff Tanner: The new facility will have brand new equipment and our current facility will stay as is as a backup center.

Council Member Glover: Do you purchase or lease your equipment?

Colonel Baxley: Purchase

Council Member Glover: Have you thought about leasing?

Colonel Baxley: We can't for what we do.

Recommendation: To develop a comprehensive plan and bring forward to finance.

ACTION ITEMS

Consideration of a Loud and Obnoxious Vehicle Noise Ordinance. *Chris Inglese, Deputy County Administrator*

How to appropriately prevent loud vehicle noises that may be a public nuisance or disruption of the peace.

Chris Inglese: We left off with the need for definition. On page 2 paragraph 3 there is a lengthy definition for what loud and obnoxious means and this will give the officer some guidance on what meets the level of public nuisance.

Council Member Rodman: Do other municipalities have anything like this?

Chris Inglese: City of Beaufort, Town of Port Royal, and Bluffton have a noise ordinance that to some degree addresses vehicle noise. They are satisfied with the way their ordinances read.

Chairman McElynn: Recommendation is to move this forward?

Chris Inglese: Staff has no recommendation. We've received feedback from the Sheriff's Office and Public Safety. Staff has no position.

Chairman McElynn: Does the County Attorney have anything to add to this?

Kurt Taylor: No, it is very well drafted.

Chairman McElynn: If you would like, the committee could move it forward to Council or it will die here.

Council Member Dawson: The Sheriff weighed in on this, did he see any trouble enforcing it?

Chris Inglese: They expressed concerns of the subjectivity but they have participated and made comments. We've added code enforcement as authorized enforcer.

Council Member Dawson: It doesn't do us any good to draft an ordinance that is not enforceable by the Sheriff's Department. This ordinance is only dealing with vehicles. We have another issue with targeting practice. The Sheriff responds that there isn't anything they can do. I would like this issue crafted into this ordinance or a new ordinance.

Council Member Glover: I would also like to see language regarding gun shooting in rural areas.

Vice Chairman Covert: I think this ordinance is extremely subjective. Unnecessary noise, what defines that? Would a loud tractor fall under that category?

Chris Inglese: Paragraph E reads: loud and unseemly noise shall mean, loud, obnoxious, unnecessary or excessive noise which disturbs the peaceful enjoyment of private or public property. I don't think a tractor is going to be used adjacent to any private or public areas.

Chairman McElynn: It is very subjective. Law Enforcement Officers have to make decisions on these things based on how they understand the ordinance to mean and I think they do a very good job. I don't think this is going to restrict anyone's freedom but would certainly stop them from imposing their noise levels on other people.

Council Member Rodman: It falls heavily on what the public option is.

Chris Inglese: Vice Chairman Covert, the definition is rapid acceleration, misuse of acceleration, excessive rapid deceleration, racing or revving of engines, operating motor vehicles by excessive acceleration, above a certain decibel level, operating motor vehicle in violation with state statute. Loud music systems. Paragraph E 1-9 was an attempt to minimize any subjectivity to the officers in the field.

Motion: It was moved by Council Member Glover, Seconded by Council Member Howard to approve the loud and obnoxious vehicle ordinance and forward to full Council. Voting Yea: Council Member Hervochon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn. Voting Nay: Vice Chairman Covert and Council Member Dawson. Abstain: Council Member Rodman. The motion passed.

Consideration of a Beaufort County Building Codes Department Amendment Ordinance. *Charles Atkinson, Building Codes Director*

Amendment to Beaufort County Code of Ordinances, Section 74-64 is requested to more clearly reflect the specific versions of mandatory codes that are currently enforced in Beaufort County. Requested amendment will better reflect the specific version of state-mandated codes that are enforced in Beaufort County.

Motion: It was moved by Vice Chairman Covert, Seconded by Council Member Flewelling to approve the consideration of a Beaufort County Building Codes Department Amendment Ordinance and forward to Council. Voting Yea: Council Member Rodman, Council Member Hervochon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

A Resolution Supporting Certifications and Assurances to the South Carolina Department of Transportation (SCDOT) on Behalf of the Beaufort County Disabilities and Special Needs (DSN) Department for Release of FY20 Transportation Grant Funding in the Amount of \$50,000.00. *Bill Love, DSN Executive Director and/or Beth Cody, DSN Fiscal Operations Manager*

The Beaufort County DSN Department has applied to SCDOT for \$50,000.00 grant from the Section 5310 Program- Elderly Individuals and Individuals with Disabilities- to assist with local transportation needs for its Day Program Services. The DSN Department must submit to SCDOT specific certifications and assurances necessary to release funding along with an accompanying resolution from County Council. The Beaufort County DSN Departments has worked with SCDOT since 2013 for the coordination of transportation for adults with disabilities. The collaboration between the County and private entities such as Owl, Inc. is an effort to use multi-modal strategies as promoted by the Lowcountry Council of Governments Metropolitan Planning Organization. County Council approved DSN's contract for transportation with Owl, Inc. totaling \$283,140.00 on May 28,2019. DSN budgeted \$285,000.00 (line item 2442001-51230). This estimated budget includes \$225,000.00 of Medicaid funds from the SC Department of Disabilities and Special Needs, \$50,000.00 from SCDOT, and \$10,000.00 of General funds as the local match required by the grant.

Motion: It was moved by Council Member Dawson, Seconded by Council Member Passiment to approve a Resolution Supporting Certifications and Assurances to the South Carolina Department of Transportation (SCDOT) on Behalf of the Beaufort County Disabilities and Special Needs (DSN) Department for Release of FY20 Transportation Grant Funding in the Amount of \$50,000.00. Voting Yea: Council Member Rodman, Council Member Hervochon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

Request to Update Emergency Medical Services (EMS) Department Fees. *Philip Foot (Asst. County Administrator for Public Safety), Donna Ownby (EMS Director) and Marci Taylor (EMS Admin Specialist)*

EMS User Fee Schedule was last reviewed in 2005. Costs associated with providing citizens the highest quality EMS Service, mileage rates, fuel, medications and disposable supplies. All fees collected are returned to the General Fund (GF) for county

Phil Foot: State Code allows us to have fees, Section 4-21-10 for ambulance and fire services. Services we provide: BLS (Basic Life Support Emergencies), ALS (Advanced Life Support Emergencies) ALS #2, which is a more intense situation like heart attack. We charge by the level of service.

Chairman McElynn: So you have a tiered level pricing?

Phil Foot: Yes, Basically.

Chairman McElynn: When people are transported they receive a bill from the County?

Phil Foot: Yes. The General Fund pays to have everything ready to go for an emergency and staff. What is not paid for is when those services are needed. Supplies, disposables, pharmaceuticals, etc.

Ms. Taylor: A fee comparison was done with other Counties and we are higher in some areas, right on point with some but what we are low on is BLS, this is one of the areas we would like to have reviewed for an increase.

Council Member Passiment: Did you look at Jasper County?

Ms. Taylor: We did not. We tried to look at Counties similar to our own in size and amount of calls. Jasper, Hampton and even Colleton didn't fit the criteria. Medicare/CMS is the governing body over any reimbursements that we get. If Medicare decides a rate other insurance companies will follow. For 2018 the allowable rate for BLS is \$355.55 and we currently charge \$255.00.

Chairman McElynn: If we go up to \$535.00 and the allowable is \$355.55 is the patient responsible for the difference?

Ms. Taylor: No, there will be a write off. Even with the \$255.00 Medicare forces us to write a portion of that off. Specialty transport rate is another area we are way below on. We charge \$355.00 and the reimbursement rate is \$722.00. Mileage reimbursement is \$11.43 a mile and we are at \$7.25. I would like to see that go up as well.

Chairman McElynn: Are you wanting to increase so you can get the maximum amount from Medicare.

Ms. Taylor: In general, yes and to reimburse the cost of what we are doing.

Chairman McElynn: What is the benefit of write offs?

Ms. Taylor: There isn't but we are currently taking a write off.

Chairman McElynn: What does that mean?

Ms. Taylor: For example, for the last 3 fiscal years we have received \$184,000.00 from Medicare but wrote off \$564,000.00. We are not participating provider with any network because there isn't a network for EMS.

Chairman McElynn: But what does that mean?

Ms. Taylor: That is money we didn't charge the patient for. Just money we lost.

Chairman McElynn: So that is just money gone?

Ms. Taylor: Yes, we can't recoup that. I call them forced because there is no choice, it's a federal statute. Self-pay and commercial insurance, we don't take a write off on.

Chairman McElynn: How will the write offs be reduced with the new pricing?

Ms. Taylor: Write offs will stay the same. Medicaid/CMS decides how much that is going to be. We don't have a choice in that. If we raise the rate the write off will be the same because it's a certain percentage, 80 % of reasonable and customary. So their reasonable and customary is \$422, so they will do 80% of that.

Chairman McElynn: If we are charging \$255 and allowable is \$355, we get \$255 then right?

Ms. Taylor: No, they will still do the reasonable at 80% whether we charge under or not.

Vice Chairman Covert: What she is proposing is closing that gap.

Ms. Taylor: Changes in the fees could bring money back in the county. Just the mileage would bring \$125,000.00 to \$175,000.00 depending on how much we transport. BLS we did roughly 2,500, which would increase \$46,000.00 to \$62,000.00. Treatment/transport would increase \$1,000.00 to \$1,500.00.

Chairman McElynn: That is mainly reimbursements from other things besides being transported.

Ms. Taylor: Yes, we would like to go to \$535.00 for BLS emergent, increase specialty care to \$1085, ALS no transport to \$150.00, BLS no transport to \$75.00. We would also like to increase mileage to \$12.00 per mile and add BLS and ALS disposable supplies, IV supplies, Oxygen supplies because these are supplies things we aren't getting reimbursed for.

Council Member Hervochon: Current vs. proposed how much would it cost the average person?

Ms. Taylor: It would depend on the insurance. Average is \$50 - \$100 and the difference is a forced write off. If we increase, we would be able to recoup more.

Council Member Hervochon: So all these fees would be covered by insurance, theoretically?

Ms. Taylor: Yes.

Chairman McElynn: So if Blue Cross Blue Shield has the top limit then you would have a write off?

Ms. Taylor: No, we don't have a contract with Blue Cross and Blue Shield. They don't have a network to participate in. It is passed off to the patient right now. Beaufort County doesn't have anything in place for us to negotiate a price with the patient or with the insurance company.

Chairman McElynn: Why?

Ms. Taylor: I can't answer that, I've been here for 20 years and it has always been that way and I can't answer why we don't have something like that in place.

Council Member Rodman: If we put this in place, it will bring \$200,000.00 from providers with little impact on the citizens. I don't see a downside.

Ms. Taylor: There isn't. If we changed our rate today on BLS they would pay.

Council Member Rodman: Is this an ordinance?

Phil Foot: Yes, we have an ordinance ready to go, we just need a recommendation to forward to council.

Chairman McElynn: Do you have any marketing or explanation for the citizens?

Phil Foot: We will have the same procedure going through county council and a public hearing.

Council Member Hervochon: Why has it been 15 years since it has been reviewed?

Ms. Taylor: It has been monitored but recently the cost has been drastically changing especially medications.

Council Member Hervochon: Do you expect small business premiums to increase?

Ms. Taylor: No, I say that because these reimbursement rates have been in place for years.

Vice Chairman Covert: What about the person who has insurance and paying out of pocket and haven't met the deductible, does this cost them more money?

Ms. Taylor: Depends on their insurance sand deductible. I say no because these reimbursement rates have been in places for years, approximately four years and for four years we've been reimbursed at \$255.00 instead of \$355.00.

Vice Chairman Covert: So the bill John Doe will receive \$355.00 instead of \$255.00?

Ms. Taylor: It will say \$535.00 but 52% of our income comes from Medicare?

Council Member Glover: Could you start bringing this forward regularly?

Ms. Taylor: Yes.

Motion: It was moved by Council Member Rodman, Seconded by Council Member Glover to move forward to Council the Request to Update Emergency Medical Services (EMS) Department Fees Voting Yea: Council Member Rodman, Council Member Hervochoon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

Request to Purchase Public Health Insecticide for Beaufort County Mosquito Control Department- Dave Thomas, CPPO, Purchasing Director & Gregg J. Hunt, Mosquito Control Director.

The Purchasing Department received a request from the Mosquito Control Director to purchase an EPA- registered public health insecticide (Altosid XR ingots) at a non-competitive price from Target Specialty Products. Mosquito Control will use this product to treat 26,4000 catch basins throughout the county starting in April 2020. Mosquitoes potentially associated with West Nile virus use the underground stormwater systems as breeding sites. The timely treatments will help reduce the risk of this mosquito-borne disease among humans, horses, and birds. The application of this product requires three (3) 2-person teams to operate utility vehicles from early April to mid-June. Wellmark International (DBA Central Life Sciences) is the sole manufacturer of above referenced mosquito product brands and markets direct to all U.S. end use customers via Agency Agreement. The Agency and distribution agreement in place for 2020 require ALL authorized Central Life Sciences agents to price and Bid subject agency products at one set price- 2020 manufacturer list price. Funding is through 10001400-52320 Mosquito Control- Public Health Products. Mosquito Control's Fiscal Year appropriation is \$1.84 Million. Approximately \$790,000.00 is obligated for personnel costs and \$500,000.00 is expended/encumbered as of 1/24/2020. This results in an available balance of approximately \$500,000.00. Prior Year Cost: \$89,698.60 (Natular XR tablets). The purchasing department recommends that the Community Services Department purchase of Altosid XR ingots for \$96,608.16 from Target Specialty Products.

Motion: It was moved by Council Member Passiment, Seconded by Council Member Glover to approve the purchase of EPA-Registered Public Health Insecticide, Altosid XR ingots for \$96,608.16 from Target Specialty Products, to treat Underground Stormwater Systems. Yea: Council Member Rodman, Council Member Hervochoon, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

Request Authority for the County Administrator to Negotiate a Contract for Construction Services for Building a Single-Family home for the Beaufort County Disabilities and Special Needs (DSN) Department. Dave Thomas, CPPO, Purchasing Director.

Request Authority for the County Administrator to Negotiate a Contract for Construction Services for Building a Single-family Home for the Beaufort County Disabilities and Special Needs (DSN) Department Reference IFB 112019, and the take title to the home after construction is complete. The Purchasing Department Received a request from the DSN

Department to advertise for bid construction services to build a single-family home on the County's lot at 1 Bostic Circle, Battery Point Subdivision, Beaufort, SC. The County held a mandatory pre-bid meeting on October 10, 2019, at 3:00pm in our Finance Conference Room. Six contractors attended. On November 20, 2019, the County Received the following four bid responses: 1) Patterson Construction, Inc. Beaufort, SC \$287,777.77 (Withdrew bid due to scheduling issues) 2) Beau Allen America, LLC, Beaufort, SC \$337,700.00 3) Kenneth Scott Builders, Inc., Okatie, SC \$353,263.00 4) Construction Management Services, LLC, Bluffton, SC \$373,933.00. This home will adhere to all ADA standards and include a staff office, four bedrooms, two full bathrooms, and one half-bathroom to accommodate four full-time residents. One County vehicle will be assigned on-site to support the residents. The Battery Point Architectural Review Committee granted final approval for the application to build at 1 Bostick Circle in October 2019. Staff reviewed the bids and determined that Beau Allen America, LLC is the lowest responsive/responsible bidder. The contract will have 270 days to complete the home from the Notice to Proceed date. Funding Balance account #24500021-54410 Disabilities and Special Needs- Building Acquisition. The fund balance as of 1/24/2020 is \$800,000.00. The purchasing Department recommends that the Community Services Committee recommend approval to County Council allowing the County Administrator to negotiate a contract with Beau Allen America, LLC for construction services for building a single-family home for the County's Disability and Special Needs Program Reference IFB 112019, and to take title to the home after construction is complete. Total construction cost is \$337,700.00 plus a 10% contingency of \$33,770.00.

Council Member Hervocho: What is the total price of the home?

Dave Thomas: \$337,700.00 and to be paid to contractor with a 10% contingency.

Council Member Hervocho: All in land and everything, what is the all in price?

Dave Thomas: I don't know that, this is just the cost of the construction.

Mark Sutton: \$371,470 is the total price and is lower than the other three homes.

Council Member Howard: Is there onsite parking?

Mark Sutton: We are allocated two spaces. According to the ordinance we can have three. Each house has a transportation van that stays there 24/7.

Motion: It was moved by Council Member Dawson, Seconded by Council Member Howard recommend approval to County Council allowing the County Administrator to negotiate a contract with Beau Allen America, LLC for construction services for building a single-family home for the County's Disability and Special Needs Program Reference IFB 112019, and to take title to the home after construction is complete. Total construction cost is \$337,700.00 plus a 10% contingency of \$33,770.00 Voting Yea: Council Member Rodman, Council Member Hervocho, Council Member Howard, Council Member Glover, Council Member Flewelling, Council Member Passiment, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

ADJOURNMENT

Motion: It was moved by Council Member Passiment, Seconded by Council Member Howard to adjourn meeting Voting Yea: Council Member Rodman, Council Member Hervocho, Council Member Howard, Council Member Glover, Council Member Passiment, Council Member Flewelling, Chairman McElynn, Vice Chairman Covert, Council Member Dawson. The motion passed.

Ratified by Committee



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Request Contract Change Order approval with Hilton Head Humane Association for Veterinary Services for Beaufort County's Animal Shelter

Council Committee:

Community Services Committee

Meeting Date:

May 4, 2020

Committee Presenter (Name and Title):

Dave Thomas, Purchasing Director, Tallulah Trice, Director Animal Services

Issues for Consideration:

The Partnership was awarded by the RFP process for Veterinary Services back in 2013. Hilton Head Humane Association (Non-Profit) was the only organization willing to contract with the County. Since moving into the new campus their services has expanded to include supplies for Beaufort County's Animal Services, discounted pharmaceutical supplies, support staff, spay and neuter free vouchers, free feral cat program, crematory services and general medical care of shelter animals. The additional funds will be redirected from other accounts with no increased budget request. This partnership will improve customer services and public support for Beaufort County.

Points to Consider:

The Hilton Head Humane Association is the only (Non-Profit) organization willing to provide all of our required services for the new shelter. We have bid the services out several times for various services and they are the only organization to respond. Over the years they have provided funding, staff, and services at a fair and reasonable cost and are willing to take over additional services in the future.

CONTRACTOR:	Annual Cost
1. Hilton Head Humane Association, HHI, SC	\$100,000*
2. Additional services through June 30, 2020	\$220,000
Total cost of contract with change order:	\$320,000

*Previous contract was \$100,000

Funding & Liability Factors:

FUNDING: Available Funds: \$320,000

1. Account 10001270-51160 Animal Shelter Professional Services Hilton Head Humane \$100,000
2. Account 10001270-51165 Animal Shelter Spay/Neuter Services \$100,000* (Previous Contract)
3. Account 10001270-52040 FOOD SUPPLIES \$20,000
4. Account 10001270-52300 MEDICAL/PHARMACY \$100,000

Redirecting funds from Account 10001270-50020 Salaries and Wages and Account 10001270-51100 Heating Fuels

Council Options:

Approve or disapprove the change order request

Recommendation:

The Community Services Committee approves and recommends the contract change order of \$220,000 to County Council for a new contract total price of \$320,000 to the Hilton Head Human Association to provide additional services for Beaufort County's Animal Services.



**COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT**

106 Industrial Village Road, Bldg. 2, Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

David L Thomas, Purchasing Director
dthomas@bcgov.net 843.255.2353

TO: Councilman Lawrence McElynn, Chairman, Community Services Committee

FROM: David L Thomas. CPPO. Purchasing Director

SUBJ: Contract Amendment

Request Contract Change Order Approval for Hilton Head Humane Association for Veterinary Services for Beaufort County's Animal Shelter

DATE: 04/24/2020

BACKGROUND:

The partnership with Hilton Head Humane Association was awarded by the RFP process for veterinary services in 2013. Hilton Head Humane Association (non-profit) was the only organization willing to contract with the County. Since moving into the new campus, their services have expanded to include supplies for Beaufort County's Animal Services, discounted pharmaceutical supplies, support staff, spay and neuter free vouchers, free feral cat program, crematory services and general medical care of shelter animals. The additional funds required will be redirected from other accounts with no increased budget request. This partnership will improve customer services and public support for Beaufort County.

VENDOR INFORMATION:

COST:

Hilton Head Humane Association, Hilton Head Island, SC	\$100,000*
*Previous contract was \$100,000	
Additional Services through June 30, 2020	\$220,000
Total cost of contract with change order:	\$320,000

FUNDING:

Available Funds: \$320,000

1. Account 10001270-51160, Animal Shelter Professional Services Hilton Head Humane \$100,000
2. Account 10001270-51165, Animal Shelter Spay/Neuter Services \$100,000* (Previous Contract)
3. Account 10001270-52040, Food/Supplies \$20,000
4. Account 10001270 52300, Medical/Pharmacy \$100,000

Redirecting funds from Account 10001270-50020, Salaries and Wages and Account 10001270-51100, Heating Fuels

Total requested in the change order for Hilton Head Humane Association's contract: \$220,000 + \$100,000* = \$320,000

Funding approved: By: Date:

FOR ACTION:

RECOMMENDATION:

The Community Services Committee approves and recommends to County Council the approval of the contract change order with Hilton Head Humane Association in the amount of \$220,000 for a new total contract price of \$320,000 to provide services for the Beaufort County's Animal Services Department.

Attachment:

cc: Ashley Jacobs, County Administrator

Approved: Date:

Check to override approval: Overridden by: Override Date:

Raymond Williams, Finance Director

Approved: Date:

Approved: Date:

Check to override approval: Overridden by: Override Date: ready for admin:

Approved: Date:

Check to override approval: Overridden by: Override Date: ready for admin:

After Initial Submission, Use the Save and Close Buttons



COUNTY COUNCIL OF BEAUFORT COUNTY
PURCHASING DEPARTMENT

106 Industrial Village Road, Bldg 3 Post Office Drawer 1228
Beaufort, South Carolina 29901-1228

TO: Councilman Larry McElynn, Chairman, Community Services Committee
FROM: Dave Thomas, CPPO, Purchasing Director
SUBJ: **Request Contract Change Order approval with Hilton Head Humane Association for Veterinary Services for Beaufort County's Animal Shelter**
DATE: May 4, 2020

BACKGROUND: The Partnership was awarded by the RFP process for Veterinary Services back in 2013. Hilton Head Humane Association (Non-Profit) was the only organization willing to contract with the County. Since moving into the new campus their services has expanded to include supplies for Beaufort County's Animal Services, discounted pharmaceutical supplies, support staff, spay and neuter free vouchers, free feral cat program, crematory services and general medical care of shelter animals. The additional funds will be redirected from other accounts with no increased budget request. This partnership will improve customer services and public support for Beaufort County.

<u>CONTRACTOR:</u>	<u>Annual Cost</u>
1. Hilton Head Humane Association, HHI, SC	\$100,000*
2. Additional services through June 30, 2020	\$220,000
Total cost of contract with change order: \$320,000	

*Previous contract was \$100,000

FUNDING: Available Funds: \$320,000

1. Account 10001270 -51160 Animal Shelter Professional Services Hilton Head Humane \$100,000
2. Account 10001270-51165 Animal Shelter Spay/Neuter Services \$100,000* (Previous Contract)
3. Account 10001270- 52040 FOOD SUPPLIES \$20,000
4. Account 10001270- 52300 MEDICAL/PHARMACY \$100,000

Redirecting funds from Account 10001270-50020 Salaries and Wages and Account 10001270-51100 Heating Fuels

Total requested in the change order within Hilton Head Humane Association's contract: \$220,000 + \$100,000* = \$320,000

FOR ACTION: Community Services Committee meeting occurring on May 4, 2020.

RECOMMENDATION: The Community Services Committee approves and recommends the contract change order of \$220,000 to County Council for a new contract total price of \$320,000 to the Hilton Head Human Association to provide the additional services for Beaufort County's Animal Services.

CC: Ashley Jacobs, County Administrator
Alicia Holland, Assistant County Administrator Finance
Philip Foot, Assistant County Administrator, Public Safety
Tallulah Trice, Director Animal Shelter

Att: Summary of Invoices



County Council of Beaufort
Beaufort County Animal Services
PO Drawer 1228
Beaufort, South Carolina 29901-1228

HILTON HEAD HUMANE COST BREAKDOWN

PAID/OWE/PROJECTED	FOOD/LITTER	PROFESSIONAL SERVICES	SPAY/NEUTER	MEDICAL SUPPLIES
PAID	\$15,446	\$51,431.	\$25,111	\$62,310
OWE	\$3,486	\$12,494	\$62,866	\$6,501
PROJECTED	\$6,309	\$21,000	\$12,000	\$22,800
TOTAL	\$25,241	\$84,925	\$99,997	\$91,611

TOTAL COST \$301,774



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Discussion of Potential Beaufort County COVID-19 Small Business and Community Support Relief Program

Council Committee:

Community Services

Meeting Date:

May 4, 2020

Committee Presenter (Name and Title):

Fred Leyda, Human Services Director / Monica Spells, Assistant County Administrator / Ashley Jacobs, County Administrator

Issues for Consideration:

- This item is being presented per request of Council during its Caucus meeting on April 27, 2020.
- Aim is to help mitigate the impact of the economic downturn in Beaufort County caused by the COVID-19 public health crisis.
- Potential community investment of \$1M+.
- County government does not have the staff or systems in place to manage a potential program internally, but can assist in developing program parameters to help ensure desired outcome and financial accountability.

Points to Consider:

- The application process could open Mid-May, subject to Council approval.
- The additional funding would be allocated quarterly beginning in the last quarter of FY20 through March 2021 (3rd quarter of FY21) to two local agencies with established COVID-19 relief programs in place and staff available to manage facilitating grant funding to small businesses, residents and nonprofits:
 - Community Foundation of the Lowcountry (based on Hilton Head Island):
 - \$500,000 for small business support, e.g. payroll expenses, rent and mortgage payments, insurance costs, utility expenses or similar expenditures occurring in the course of business.
 - \$250,000 to address food insecurity, rent, utilities, and other needs in the community
 - \$15,000 (2%) requested administrative fee reduced from typical 4% standard
 - United Way of the Lowcountry (based in Beaufort):
 - \$250,000 for individual assistance through the HelpLine (843-524-HELP) to address food insecurity, rent, utilities, and other needs
 - \$10,000 County-initiated program administration support

Funding & Liability Factors:

- \$1M+ currently available in unassigned funds; but given financial outlook for government operations limit total funding to the above.
- Beaufort County Council has maintained an "Emergency Assistance" account (Human/Social Services 10001510-55020) for several years which is currently managed by the ACA for Civic Engagement and Outreach and the Human Services Department; the COVID-19 Small Business and Community Support Relief Program could be a component of the EA account for FY21.

Council Options:

- Reject or Accept

Recommendation:

- Accept



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Discussion of Additional Voting Precinct on Hilton Head Island by the Beaufort County Board of Voter Registration and Elections

Council Committee:

Community Services

Meeting Date:

May 4, 2020

Committee Presenter (Name and Title):

Ron Clifford, Chair / Marie Smalls, Executive Director - Beaufort County Board of Voter Registration and Elections

Issues for Consideration:

- This item is being presented for discussion per request of Council during its Caucus meeting on April 27, 2020.
- Board to determine whether the HHI Government Center meets exterior and interior site standards.
- Board to determine availability and whether Providence Presbyterian Church on Cordillo Parkway in HHI meets exterior and interior site standards.

Points to Consider:

- Board must ensure compliance with specific Federal and State guidelines when opening voting locations.
- Board must secure additional staff necessary to operate an additional location and ensure new staff receive prescribed training by the State Elections Commission.

Funding & Liability Factors:

- Board's FY21 budget request includes additional staff and support needs necessary to accommodate a location on HHI.

Council Options:

- For information and discussion only.

Recommendation:

- For information and discussion only.
- Consider the Board's FY21 budget request as presented.



BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Reappointment and Appointment to Beaufort County Parks and Recreation

Council Committee:

Community Services

Meeting Date:

May 4, 2020

Committee Presenter (Name and Title):

Issues for Consideration:

Reappointment of Phil Kiser
Appointment of James K. Mack

Points to Consider:

Funding & Liability Factors:

none

Council Options:

Approve, Modify, Reject

Recommendation:



COUNTY COUNCIL OF BEAUFORT COUNTY
DIVISION OF PARKS AND RECREATION
905 Buckwalter Parkway
Bluffton, SC 29910
Phone (843) 255-6710 Fax (843) 255-9408

To: Beaufort County Council
PO Drawer 1228
Beaufort, SC 29901

From: Phil Kiser

Yes I intend to continue to serve on the Parks and Recreation Board for the term of
2020 - 2024.

No I do not intend to continue to serve on the Parks and Recreation Board for the term
of 2020-2024.

PHILIP S KISER

Print Name

Philip J. Kiser

Signature

2/19/20

Date



COUNTY COUNCIL OF BEAUFORT COUNTY

County Boards, Agencies, Commissions, Authorities and Committees

County Council of Beaufort County selects citizens for service on Council appointed Boards, Agencies, Commissions, Authorities and Committees from a roster of individuals who have either volunteered or have been recommended for appointment. The Clerk to Council uses this form to keep an up-to-date roster of volunteers and to provide Council basic information about each volunteer.

Top Three Priorities: Please indicate by placing a "1", "2", or "3" alongside your choices.

BOARDS AND COMMISSIONS

- Accommodations Tax (2% State)
Airports
Alcohol and Drug Abuse
Assessment Appeals
Beaufort County Transportation
Beaufort-Jasper Economic Opportunity
Beaufort-Jasper Water & Sewer
Beaufort Memorial Hospital
Bluffton Township Fire
Burton Fire
Coastal Zone Management Appellate (inactive)
Construction Adjustments and Appeals
Daufuskie Island Fire
Design Review
Disabilities and Special Needs
Economic Development Corporation
Forestry (inactive)
Historic Preservation Review
Keep Beaufort County Beautiful
Lady's Island / St. Helena Island Fire
Library
Lowcountry Council of Governments
Lowcountry Regional Transportation Authority
1 Parks and Recreation
Planning*
Rural and Critical Lands Preservation
Sheldon Fire
Social Services (inactive)
Solid Waste and Recycling
Southern Beaufort County Corridor Beautification
Stormwater Management Utility
Zoning

DATE: 2/14/2020 NAME: James Kenneth Mack

BEAUFORT COUNTY VOTER REGISTRATION NUMBER: 074503494

OCCUPATION: Quality Assurance / Safety Advisor

TELEPHONE: (Home) 843-441-3381 (Office) 843-228-6354 EMAIL: jm42091@yahoo.com

HOME ADDRESS: 38 Mathis Drive, St. Helena Island STATE: 29920 ZIP CODE: 29920

MAILING ADDRESS: PO BOX 1224, St. Helena Island STATE: 29920 ZIP CODE: 29920

COUNTY COUNCIL DISTRICT: 1 2 3 4 5 6 7 8 9 10 11

ETHNICITY: Caucasian African American Other

Are you presently serving on a Board, Agency, Commission, Authority or Committee? Yes No

If "yes", what is the name of the board and when does term expire? N/A

- Please return completed form and a brief resume either Email or U.S. Mail:
o Email: boardsandcommissions@bcgov.net
o U.S. Mail: Clerk to Council, County Council of Beaufort County, P.O. Drawer 1228, Beaufort, SC 29901
Applications without a brief resume cannot be considered.
Applications will be held three (3) years for consideration.
All information contained on this application is subject to public disclosure.

YOU MUST BE A BEAUFORT COUNTY REGISTERED VOTER TO APPLY
YOU MUST ATTACH YOUR RESUME WITH THIS APPLICATION TO BE CONSIDERED
An incomplete application will be returned

* Anyone submitting an application to serve on the Planning Commission must fill out the questionnaire on page 2.

Applicant's Signature:

Submit by Email

Beaufort County Planning Commission Supplemental Application Questionnaire

This questionnaire will assist the County Council in assessing your qualifications and experience for the Planning Commission vacancy.

Please explain why you want to serve on the Planning Commission.

What qualifications, experience and expertise make you a good candidate for the Planning Commission?

What role do you feel the Planning Commission plays in making Beaufort County a desirable community in which to live and work?

What do you believe are the most important planning issues facing the County during the next five years?

What previous experience have you had in serving on a Planning Commission? Give some examples of the items typically handled by the Planning Commission.

JAMES KENNETH MACK

Post Office Box 1224
St. Helena Island, South Carolina 29920

843 441-3381
jm42091@yahoo.com

EDUCATION

05/93 Technical College of Low Country; Associates of Science, Electronics Technology

TECHNICAL TRAINING

09/01 – 09/01	System Administrations
09/00 – 11/00	Network Essentials
05/00 - 05/00	Data Communications
01/99 – 03/99	Windows NT Workstations 4.0
05/95 – 10/98	Diebold Processors (386, 486, Pentium I, II)
03/98 – 03/98	Close Circuit Televisions
11/97 – 11/97	Basic Alarms
02/97 – 02/97	Air Transportation Craftsman
07/93 – 10/93	Telephone Data Circuitry
03/93 – 03/93	Basic Electronics
08/91 – 08/91	Basic Electricity

WORK HISTORY

10/14 - Present	Computer Operator V, BRC, MCAS Beaufort SC
05/07 – 10/14	Technical Specialist II, SCE&G, Beaufort SC
05/05 – 10/14	Superintendent of Air Terminal Operations Center CAFB, SC
08/01 – 5/05	Electronic Technician II, BAE Systems, Charleston SC
05/95– 08/01	Customer Service Engineer II, DIEBOLD, INC, West Columbia SC
02/94 – 04/95	System Specialists, Crowley Communications Products, Charleston SC

PROFESSIONAL EXPERIENCE

Computer Operator V

Familiarization of air crews with range capabilities, assets, and operational procedures with detailed debriefings. Supports planning and coordination for agencies participating in or supporting training operations on the range complex. Supports users and support groups in conducting live missions. Coordinates user flight schedules/training requirements with tactical training system range and warning area availability to ensure maximum utilization of tactical training system facilities to ensure coordination of necessary participants. Maintains computer database of range utilization, prepares reports of range availability/scheduling/utilization. Develops and presents briefings on capability, operation, and requirements to military and government agencies, to include VIP presentations. Provides for equipment operator training for RTO and other on-site personnel in operation of display consoles. Conducts equipment demonstrations for authorized personnel.

Proficient on the following equipment:

- Data Recording Devices, Digital Radio Management Systems
- Individual Combat Aircrew Display Systems, Joint Debriefing Subsystems
- Live Monitor, Mission Data Tool
- Mission Line Up, Multi Source Formatter
- Radiant Mercury Firewall, Radar Acquisition and Display System
- Remote Interface Controller, Range Information Management System
- Remote Joint Display System, Remote Range Unit
- Simple Key Loader, Virtual Tactical Bridge
- Link 16/JRE

Technical Specialist II

Assigns, prepares, and completes minor and major project work orders. Performs technical computations, studies and estimates of material a labor required for completion of work. Coordinates jobs and resolves customer/vendor/contractor issues (internal and external vendors/contractors/utilities); obtain material and rental equipment for crew; and processes contractor and vendor invoices. Creates technical drawings using related information systems for additions and modifications to SCE&G electrical system based on standards. Performs routine technical work such as the resolution of right-of-way issues, verification of filed work, develops encroachment permits and the layout of electrical facilities. Performs tests and inspections of material, equipment, and/or processes. Plans, schedules and coordinates technical projects. Performs all duties in accordance with safe work practices complying with Company safety rules and construction standards. Assists with storm and other restoration efforts. Performs Senior level technical specialist schedule. Coordinate and lead projects of a technical and complex nature; has decision making responsibilities on project; and directs, assigns and leads the work of other technical specialist.

Superintendent of Air Terminal Operations Center

Planned and organized the selection of the team chiefs, supervisor and members for Passenger Services. Manage and Supervised movement of passengers, cargo and vehicle. Receives, processes and categorizes passengers and baggage; identifies passengers who are eligible for airlift. Stores all passengers and baggage in designated areas, processing them using automated and manual methods. Briefs passengers in anti-hijacking, electronic device usage, personal item restrictions and flight information. Operates material handling equipment, prepares manifest and source documents; forwards to data records.

Electronic Technician II

Repair, install, and service MDI Alarm System software and hardware devices to include: Dual files servers, workstations, passive infrared and motion detectors, Balanced Magnetic switches, telco boards, voice communications modules, processors and fiber optics. Performs systems administration functions to include issuing passwords, setting up schedules, issuing badges and assigning pin numbers and access levels at Beaufort Marine Corp Air Station, PMO.

Proficient on the following software/equipment:

Computer Software OS/2, Window NT, 98, 2000. Motion detectors, Balanced Magnetic switches, telco boards, voice communications modules, processors and fiber optics.

Customer Service Engineer II

Repair, install, service and troubleshoot Electro-mechanical and electronic equipment. Install and configure software, hardware and upgrades. Duties include: supporting WIN 95, WIN 98, WIN NT, & OS2 operating systems. Effective organizational, communications, time-management, problem solving, and customer service skills. Troubleshoot and repaired PC equipment to achieve 99.9% up-time. Upgrade hardware and software specifications for future procurements to keep systems up-to-date. Performed preventive scheduled and unscheduled maintenance. Inspect, repairs, and installs alarms telephone terminal and media. Provides solutions to both network host and data communications problems. Troubleshoot dual file servers, voice communication modules, and fiber optics

Proficient on the following equipment:

Automated Teller Machines (ATMs), Close Circuit Television, VCR's Switchers, Text Inserters, Transaction Generators, Visual Audio Tellers, Alarms, Computers, Teller Cash & Coin Dispensers, Modems, Data Communications.

System Specialist

Install, troubleshoot, preventive maintenance and repair electronic scales, embossing machines and postal meters' machines. Repair and service analog digital circuits. Performed functional and continuity checks with multi-meter, and oscilloscope. Experienced in reading electrical schematics, wiring diagrams and technical manual. Inspected and repair switches, sensors, solenoids and stepper motors. Inspected and repaired wires, connectors, connections, terminals and contacts.

Customers Relations

Interact effectively with individuals of diverse background and experience. Demonstrates strong analytical and management skills. Adept at both oral and written communication

CERTIFICATIONS/LICENSES

- Microsoft Certified Professional Windows NT
- Certified in Optimal Robotics (U-Scan)

COMPUTER SKILLS

Linux, Red Hat, NVIDA, Windows NT, Windows 10, Microsoft Office, LAN, Ethernet, Token Ring TCPIP

Vaughn, Tithanie

From: Weitz, Kristina
Sent: Thursday, February 20, 2020 9:10 AM
To: Vaughn, Tithanie
Subject: RE: James K Mack

His information is correct, he's active, and he is in CC 3.

From: Vaughn, Tithanie <tithanie.vaughn@bcgov.net>
Sent: Wednesday, February 19, 2020 13:52
To: Weitz, Kristina <kweitz@bcgov.net>
Subject: James K Mack

Good afternoon ,

Can you check

James Kenneth Mack
Vr# 074503494

Home address:
38 Mathis drive
St. Helena Island , SC 29920

Mailing address:
Post Office Box 1224
St. Helena Island, South Carolina 29920

Tithanie Vaughn
Senior Administrative Assistant to Clerk to Council
Beaufort County Government, SC
843-255-2182 (Office)





BEAUFORT COUNTY COUNCIL

Agenda Item Summary

Item Title:

Reappointment to Bluffton Township Fire District Board

Council Committee:

Community Services

Meeting Date:

May 4, 2020

Committee Presenter (Name and Title):

Issues for Consideration:

Reappointment of Louis Poindexter and Elaine Lust

Points to Consider:

Funding & Liability Factors:

none

Council Options:

Approve, Modify, Reject

Recommendation:



BLUFFTON TOWNSHIP FIRE DISTRICT

357 FORDING ISLAND ROAD
BLUFFTON, SOUTH CAROLINA 29909
843-757-2800 • FAX 843-757-7305

January 30, 2020

Mr. Stu Rodman, Chairman
Beaufort County Council
P.O. Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment

Dear Mr. Rodman:

I hereby respectfully request that I be considered for reappointment to service as a member of Bluffton Township Fire District Fire Board, effective February, 2020.

Sincerely,

A handwritten signature in black ink, which appears to read "Louis Poindexter". The signature is written in a cursive, flowing style.

Louis Poindexter



BLUFFTON TOWNSHIP FIRE DISTRICT

357 FORDING ISLAND ROAD
BLUFFTON, SOUTH CAROLINA 29909
843-757-2800 • FAX 843-757-7305

January 30, 2020

Mr. Stu Rodman, Chairman
Beaufort County Council
P.O. Drawer 1228
Beaufort, SC 29901-1228

Re: Reappointment

Dear Mr. Rodman:

I hereby respectfully request that I be considered for reappointment to service as a member of Bluffton Township Fire District Fire Board, effective February, 2020.

Sincerely,

A handwritten signature in black ink that reads "Elaine Lust". The signature is written in a cursive style with a long horizontal stroke at the end.

Elaine Lust