

**CHESTERFIELD COUNTY COUNCIL  
FINANCE COMMITTEE MEETING  
COUNCIL CHAMBERS  
May 3, 2023 . . . . . 10:00 A.M.**

**PRESENT:** Hattie Burns, Committee Chair and Committee Members Todd Smallwood and Douglas Curtis.

**OTHERS PRESENT:** Rhett Butler, Council Chair; Council Members Ethan Foard and Ben Conklin; Timothy L. Eubanks, Administrator; Betty M. Boswell, Clerk to Council/Administration Office Manager; Michelle Stanley, Finance Director; C. Heath Ruffner, County Attorney/Assistant Administrator; Cambo Streater, Sheriff; Jordan Seidhom, Sheriff's Department; Troy Timney, Sheriff's Department; Chris Page, Solicitor's Office; Jessica Hammonds, Solicitor's Office; Kernard Redmond, Solicitor's Office, Keith Snipes, AMR, and Marty Horton. There were others in attendance who did not sign the sign-in sheet.

**PRESS:** Pursuant to the Freedom of Information Act, notice of the meeting, date, time, place of meeting and agenda were posted on the bulletin board at the County Administrative Offices, 178 Mill Street, Chesterfield, SC, and the County Website ([www.chesterfieldcountysc.com](http://www.chesterfieldcountysc.com)). In addition, it was made available to the newspapers and concerned citizens (*upon request*).

**CALL TO ORDER**

Committee Chair Burns called the meeting to order.

**ADOPTION OF AGENDA**

Committee Member Curtis made a motion to adopt the May 3, 2023 meeting agenda. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPROVAL OF MINUTES**

**a. April 17, 2023 – Committee Meeting**

Committee Member Smallwood made a motion to approve the April 17, 2023 Committee Meeting Minutes. Committee Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPOINTMENTS**

**a. Solicitor's Office**

Chris Page, Deputy Solicitor Kernard Redmond and Jessica Hammonds appeared before the Committee for discussion regarding the County hiring a Special Investigator to work along with the Solicitor's Office to assist with case management and review, which would result in a more efficient handling of the docket. Advised what Mr. Page has done in Darlington County, and how they felt it would work in Chesterfield County.

There was discussion regarding this matter.

**UNFINISHED BUSINESS**

a. **2023-2024 General Fund Budget Overview (3<sup>rd</sup> Draft) – Stanley**

The Committee was presented with the 2023-2024 General Fund Budget (3<sup>rd</sup> Draft).

**PER DIEM FOR PLANNING COMMISSIONERS**

- Joint Comprehensive Plan Per Diem for Commissioners for training and travel to meetings

Committee Member Curtis made a motion to compensate Planning Commissioners \$25 per meeting and mileage at the current rate. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

b. **Departmental Requests – Stanley**

**ASSESSOR:**

- Requested a 5% salary increase for office staff. Cost increase salary/fringe \$20,214.

This request will be taken up with all other salary increase requests.

**DETENTION CENTER:**

- Requested the 4 slots back that Sheriff gave increases to retain officer. Cost \$155,000.
- Requested the fringe for the 4 slots above. Estimated with insurance mid-range (employee/spouse) Cost \$103,208.

The Administrator and Sheriff have requested a Staffing Assessment, and Mr. Robert Benfield, SCAC Director of Insurance Services, advised it would be the end of May before he could get to Chesterfield to perform the assessment.

Committee Member Curtis made a motion to table this request until the next Finance Committee meeting. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**E-911:**

- Requested a COLA for employees.

This request will be taken up with all other salary increase requests.

- Requested an increase of \$2,000 for Buildings/Grounds.

Committee Member Curtis made a motion to approve the \$2,000 increase to Buildings/Grounds. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

- Request to purchase used/new dependable vehicle for E911 on-call 24/7 TAC Officer \$25,000.

The Committee discussed this request and put this request on hold.

**ECONOMIC DEVELOPMENT:**

- Requested Communications increase of \$2,250 for Existing Industry/Administrative Assistant cell phones.

Committee Member Curtis made a motion to approve an increase of \$1,200 for Communications. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**EMERGENCY PREPAREDNESS:**

- Requested COLA for employees.

This request will be taken up with all other salary increase requests.

**LANDFILL:**

- Requested utilities increase of \$5,000.

Committee Member Curtis made a motion to approve a \$500 increase to utilities. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**LIBRARY:**

- Requested one full time employee position of \$22,880.
- Requested fringe increase for full time position requesting of \$12,883.
- Requested County Books increase of \$5,000.

Committee Member Curtis made a motion to table these requests. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**MAGISTRATE:**

- Requested COLA increase.

This request was tabled.

**REGISTER OF DEEDS:**

- Requested salary increase for Recording Clerk.
- Requested fringe increase for Recording Clerk based on salary increase.

This request will be taken up with all other salary increase requests.

**SHERIFF:**

- Requested salary increase of \$235,665.25; which consists of regular pay scale increase needed \$14,315, pay scale not funded (funds that's charged to home detention account) \$35,350.25, and requested 2 new deputies \$86,000.

These requests were tabled.

- Requested an increase of \$25,000 in Training/Travel.

Committee Member Curtis made a motion to approve an increase of \$25,000 in Training/Travel. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

- Requested increase of \$20,000 in Uniforms.

Committee Member Curtis made a motion to approve an increase of \$15,000. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

- Requested Animal Control increase total of \$153,375 which consists of a regular line item expense increase of \$10,000, Salary increase \$21,200 to get officers on same pay scale as deputies. Fringe increase \$7,950 for pay scale increase. New officer \$59,125 salary/fringe and new vehicle for new officer \$55,100.

Committee Member Smallwood made a motion to table these requests. Committee Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

- Request to charge towns for Animal Control Pickup.

Committee asked the Sheriff to come up with a cost for this request.

- Request in fee for housing inmates for municipalities.

Committee Member Smallwood made a motion to increase the fee from \$20.00 per day to \$55.00 per day. Committee Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**TELECOMMUNICATORS:**

- Requested COLA for employees.

This request will be taken up along with other salary increase requests.

- Requesting two (2) new dispatcher slots. \$56,864 salary increase and \$44,030 fringe increase.

Committee Member Curtis made a motion to approve these 2 positions and the positions be funded as follows: County paying \$50,000, Sheriff's Department paying \$25,000, Town of McBee paying \$12,500 and the Town of Chesterfield paying \$12,500. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**VETERANS AFFAIRS:**

- Requested COLA for employees.

This request will be taken up along with other salary increase requests.

**VOTER REGISTRATION:**

- Requested 8% COLA increase of \$9,642 for staff.
- Requested \$2,527 fringe increase for above salary increase.

These requests will be taken up along with other salary increase requests.

- Requested an increase of \$4,000 for Election Expense.

Committee Member Smallwood made a motion to approve the \$4,000 increase for Election Expense. Committee Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**BUILDING CODES:**

- Requested increase of salaries of Office Manager \$5,107.06 also Permit Tech increase of \$5,171.36 and add another Codes Officer \$40,000-\$45,000.
- Requesting increase of fringe for above salary increases existing personnel \$2,694 and fringe for new slot officer \$26,358.

This request was taken as information.

**SOLICITOR:**

- Requesting County to fund 2 slots: Assistant Solicitor, Administrative Assistant and Special Investigator. Total additional cost requested \$234,401.

Committee Member Curtis made a motion to table this request. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**PUBLIC DEFENDER:**

- Looking at possibly funding \$110,000-\$120,000 to assist with jail population.

This was taken as information.

**c. Portrait of The Honorable Charles Anthony Harris – Stanley**

Will discuss this item at the next Finance Committee meeting.

The next Finance Committee meeting will be held on Tuesday, May 23, 2023 at 9:00 a.m.

**ADJOURN**

Committee Member Curtis made a motion to adjourn. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPROVED:**



Hattie Burns, Committee Chair

Finance Committee

Dated: May 23, 2023

**ATTEST:**



Betty M. Boswell

Clerk to Council