



**CHESTERFIELD COUNTY COUNCIL  
FINANCE COMMITTEE MEETING  
COUNCIL CHAMBERS  
April 21, 2025 . . . . . 9:00 A.M.**

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**PRESENT:** Todd Smallwood, Committee Chair and Committee Members Bishop Johnnie McLendon and Ethan Foard.

**OTHERS PRESENT:** Council Members Hattie Burns and Brandon Price; Timothy L. Eubanks, Administrator; Betty M. Boswell, Clerk to Council; Michelle Stanley, Finance Director/Assistant Administrator and C. Heath Ruffner, County Attorney/Assistant Administrator. 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 Smallwood called the meeting to order.

**ADOPTION OF AGENDA**

Committee Member Foard made a motion to adopt the April 21, 2025 meeting agenda. Committee Member McLendon seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPROVAL OF MINUTES**

**a. October 18, 2024 – Finance Committee Meeting**

Committee Member Foard made a motion to approve the October 18, 2024 Finance Committee Minutes. Committee Member McLendon seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**NEW BUSINESS**

Ms. Stanley presented the Committee with an overview of the 2025-2026 General Fund Budget (1<sup>st</sup> Draft).

**Non-Departmental:**

**Solicitor's Office:**

- 100 408 100 816 Solicitor's Office - Requested a budget increase of \$224,000.

The Committee approved this request.

**Public Defender's Office:**

- 100 408 100 821 Public Defender – Requested a budget increase of \$154,000.

The Committee approved this request.

**St. David's Cemetery:** St. David's Cemetery submitted a request for a donation for fencing.

The Committee denied this request.

**Clerk of Court:**

- 100 412 200 110 and 100 412 200 211 (Salaries and Fringe Benefits) - Requested a 30% COLA increase.

Will be discussed with COLA increase for all employees.

- 100 412 200 254 Bonds – Requested a decrease from \$1,000 to \$800.

The Committee approved this request.

- 100 412 200 841 Court Expense/Juror Mileage – Requested a decrease from \$40,000 to \$35,000.

The Committee denied this request and agreed to leave this line item at \$40,000.

**Probate Court:**

- 100 412 400 252 Travel/Training – Requested an increase of \$500 increase.

The Committee approved this request.

**County Administrator:**

- 100 415 100 110 Salaries/County Administrator – Requested \$40,845 for Security Guard (Class III) for County Administration Building.
- 100 415 100 211 Fringe Benefits – Requested \$18,775 for Security Guard (Class III) for County Administration Building.

The Committee agreed to this request and directed staff to speak with Sheriff Streater about this matter. Fund this personnel from his current budget.

**Request from Solicitor for 2 Slots and Public Defender for 1 slot:**

- Ms. Stanley advised the total would be \$385,000 - \$154,000 (1 slot for Solicitor and 1 for public defender and ½ year for 1 slot for Solicitor \$77,000, in addition to current investigator under the County.

**Auditor:**

- 100 415 300 253 Travel/Training – Requested an increase of \$200 due to training inflation.

The Committee agreed to present to full Council for approval.

**Treasurer:**

- 100 415 400 110 Salaries: Treasurer/Delinquent Tax Collector – Requested \$2,560 for part-time employee for an extra week during the year.
- 100 415 400 211 Fringe Benefits – Requested \$696.58 for part-time employee for an extra week during the year.

The Committee agreed to present to full Council for approval.

**Sheriff's Department:**

- 100 421 100 110 – Salaries: Sheriff – Increase of \$179,150 which would include two grant employees.
- 100 421 100 211 – Fringe Benefits – Increase of \$139,085 which would include two grant employees.

The Committee agreed to present to full council for approval, with the stipulation that security be provided at the County Administration Building. Staff to speak with the Sheriff regarding this matter.

- 100 421 100 340 Technical Support – Requested an increase from \$27,540 to \$66,190.

The Committee requested Staff to get more information regarding this request.

- 100 421 100 420 Pest Control – Requested an increase from \$1400.00 to \$2500.00.

The Committee denied this request.

- 100 421 100 800 Animal Control Expenses – Requested an increase from \$20,000 to \$22,500.

The Committee denied this request.

- Requested County to fund \$25,000, which currently comes from Home Detention for E-911 Dispatch warrants housing.

The Committee denied this request.

**Detention Center (Under Sheriff):**

- 100 421 200 33- Dr./Lawyers/Engineers – Requested an increase from \$208,000 to \$260,000.

The Committee agreed to an increase from \$208,000 to \$220,000 per the Finance Director's recommendation.

- 100 421 200 410 Utilities – Requested an increase from \$150,000 to \$250,000.

The Committee agreed to an increase from \$150,000 to \$170,000 per the Finance Director's recommendation.

- 100 421 200 420 Custodial/Pest Control – Requested an increase from \$1,000 to \$5,000.

The Committee denied this request.

- 100 421 200 610 General Supplies – Requested an increase from \$12,500 to \$18,000.

The Committee denied this request.

- 100 421 200 846 Prisoner Food Cost – Requested an increase from \$256,767 to \$341,857.

The Committee agreed to an increase from \$256,767 to \$269,605, per the Finance Director's recommendation.

- 100 421 200 900 Juvenile Holding

The Committee agreed to increase this amount from \$20,000 to \$25,000 per the Finance Director's recommendation.

**Coroner's Office:**

- Requested to transfer old van to Sheriff for SWAT Team.

Staff to get more information from Sheriff on what the van will be used for.

**Telecommunicators:**

- 100 422 400 254 Uniforms – Requested an increase from \$3,000 to \$3,500.

The Committee agreed to present to full Council for approval.

**Animal Shelter:**

Committee Member Foard advised he would like to take a closer look the budget for the Animal Shelter.

- 100 422 500 110 Salaries: Animal Shelter and 100 422 500 211 Fringe Benefits

The Committee agreed to take one slot from the Animal Shelter (\$50,000).

**Emergency Preparedness/Risk Management:**

- 100 429 100 252 Travel/Training – Requested increase from \$2,000 to \$2,500.

Committee agreed to present to full Council for approval.

- 100 429 100 865 Risk Management Supplies – Requested a decrease from \$18,200 to \$15,000.

The Committee agreed to take this request to full Council for approval.

**Landfill & Recycling (Under Administrator):**

- 100 432 100 877 Convenience Center Operations – Ms. Stanely advised that Staff proposes implementation of a Solid Waste Management Fee in the amount of \$47.00 for unincorporated dwelling parcels and \$20.00 for municipal dwelling parcels, and elimination of the per bag charge.

**Treasurer Pass Throughs:**

- 100 380 000 827 Northeastern Technical College.

The Committee agreed discontinue any millage funds allocated to NETC.

**Economic Development (Under Administrator):**

- 100 465 100 822 Industrial Appreciation – Requested an increase from \$4,000 to \$6,000.

The Committee denied this request.

### **Road Maintenance Fund:**

- 400 431 100 110 Salary/Road Maintenance – Increase of \$105,552 for two new road employees.
- 400 431 100 211 Fringe Benefits – Increase of \$85,169 for two new road employees.
- Driveway Installation – Staff recommended increasing the cost for driveway installation. The Committee agreed to increase the fee from \$500 to \$800.

### **E-911:**

- Has requested funding for an Assistant Tac Officer and a dispatcher.

The Committee asked Staff to discuss this request with Chad Arant to determine exactly what he needs, as far as staff.

### **Employee Food Allowance for Conferences:**

- Staff proposed to the Finance Committee an increase in employee food allowance for Conferences, if food is not offered.

The Committee agreed to increase the per diem for breakfast from \$8.00 to \$10.00; Lunch from \$12.00 to \$15.00 and dinner from \$15.00 to \$25.00.

### **Building Codes:**

- Advised Codes Enforcement would like to increase fees and Ms. Stanley will have this at the next Finance Committee meeting.

Committee Member Foard made a motion to approve and take to full Council all recommendations made by the Committee at today's meeting. Committee Member McLendon seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

### **EXECUTIVE SESSION**

Committee Chair Smallwood advised pursuant to S.C. Code § 30-4-70(a)(1) it was necessary for the Committee to enter into executive session for discussion of employment, compensation, promotion, demotion, discipline, or release of employees including the County Attorney.

Committee Member Foard made a motion to enter into executive session. Committee Member McLendon seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

Committee Member Foard made a motion to exit executive session. Committee Member McLendon seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

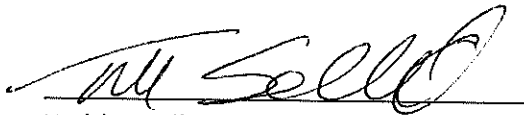
**REGULAR SESSION**

Committee Chair Smallwood reported the Committee is back in regular session and that no action was taken and no motions were made in executive session other than to exit executive session.

**ADJOURN**

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

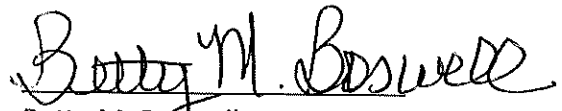
**APPROVED:**



Todd Smallwood, Committee Chair  
Finance Committee

Dated: May 7, 2025

**ATTEST:**



Betty M. Boswell  
Clerk to Council