

**CHESTERFIELD COUNTY COUNCIL  
FINANCE COMMITTEE MEETING  
COUNCIL CHAMBERS  
May 23, 2023 . . . . . 9:00 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 Mary Anderson; Timothy L. Eubanks, Administrator; Betty M. Boswell, Clerk to Council/Administration Office Manager; Michelle Stanley, Finance Director; C. Heath Ruffner, County Attorney/Assistant Administrator; Elese Foard and Jody Barr, Queen City News. 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 23, 2023 meeting agenda. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**APPROVAL OF MINUTES**

**a. May 3, 2023 – Committee Meeting**

Committee Member Smallwood made a motion to approve the May 3, 2023 Committee Meeting Minutes. Committee Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**UNFINISHED BUSINESS**

**a. Portrait of The Honorable Charles Anthony Harris – Committee Chair Burns**

Committee Chair Burns advised the family of The Honorable Charles Anthony Harris is going to make other arrangements for this portrait.

**b. 2023-2024 General Fund Budget Overview (4<sup>th</sup> Draft) – Stanley**

The Committee was presented with the 2023-2024 General Fund Budget (4<sup>th</sup> Draft).

**c. 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.

**SOLICITOR'S OFFICE**

- Requested a Special Investigator/Technology Officer position. The Solicitor's Office advised they would provide the following for this position:

Vehicle (Used)	\$17,000
Fuel/Maintenance/Insurance	\$ 4,300
Laptop	\$ 1,800
Tablet	\$ 600
Mobile Phone & Service	\$ 880
Conference Registration & Lodging	\$ 1,240
Annual Subscription /Memberships	\$ 280
Miscellaneous	\$ 1,700
Total:	\$27,800.00

Committee Member Smallwood made a motion to fund a position at a cost not to exceed \$55,000, plus fringe, contingent on an agreement with the Solicitor as to the supervision and expectations of the employee. Committee Member Curtis seconded the motion. Motion passed.

**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 Smallwood made a motion to table this request until the Staffing Assessment has been completed. Committee Member Curtis 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.

**EMERGENCY PREPAREDNESS:**

- Requested COLA for employees.

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

**LIBRARY:**

- Requested one full time employee position of \$22,880.  
Committee agreed to approve \$17,160 for this position.
- Requested fringe increase for full time position requesting of \$12,883.  
Committee agreed to approve \$4,498 in fringe for this position.
- Requested County Books increase of \$5,000.

Committee Member Smallwood made a motion to approve the request for an increase of \$5,000 in County Books. Committee Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

**MAGISTRATE:**

- Requested COLA increase.

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

**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 denied.

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

- Request to charge towns for Animal Control Pickup.

Committee Member Smallwood made a motion to have an analysis performed as to animal pick up, and once completed, the findings are to be brought back to Committee. Committee Member Smallwood 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.

**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.

**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.

**PUBLIC DEFENDER:**

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

This request was denied.

**PEE DEE REGIONAL TRANSPORTATION AUTHORITY:**

- Requested Chesterfield County to enter into an agreement to fund \$20,000 annually for

a commitment for local support for over \$400,00 in federal dollars appropriated for Chesterfield County, SC. This agreement will be further contingent upon PDRTA receiving in aggregate a sufficient amount of funds from Federal and State grants and other local sources necessary to support the Chesterfield County Services and commuter routes. They are seeking a 3 year commitment. They will be providing at least 16 hours of new weekday fixed route service in Chesterfield, Jefferson, McBee, Pageland, Patrick, Mt. Croghan and Ruby connecting patients, employees, students and shoppers with workforce and essential services.

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.

#### **COLA INCREASE OPTIONS:**

- The Committee was presented with four options pertaining to COLA increases for County Employees.

Committee Member Curtis made a motion to approve the COLA increases in Option 2, and to include appointed officials, and the Treasurer and Auditor. Committee Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

#### **CAPITAL EQUIPMENT:**

- Committee Member Smallwood made a motion to increase mills 1.21 in Fiscal Year 2023-2024 and use sale of equipment to supplement revenue and then in Fiscal Year 2024-2025, mills would have to be increased the other 1.50 mills to the needed 10 mills. Committee Chair Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

#### **OPERATIONAL MILLAGE:**

- Committee Member Curtis made a motion to increase millage by the 4.09 banked mills.

Committee Member Burns seconded the motion. Voting in favor of the motion was Committee Chair Burns and Committee Member Curtis. Voting in opposition of the motion was Committee Member Smallwood. Motion passed.

#### **EXECUTIVE SESSION**

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

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

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

**REGULAR SESSION**

Committee Chair Burns 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 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: June 7, 2023

**ATTEST:**



Betty M. Boswell  
Clerk to Council