



**CHESTERFIELD COUNTY COUNCIL
REGULAR COUNCIL MEETING
COUNCIL CHAMBERS
DECEMBER 4, 2024**

PRESENT: Chairman Wm. Rhett Butler, Vice-Chair Mary Anderson; Council Members: Hattie Burns, Ben Conklin, Ethan Foard, Todd Smallwood, Douglas Curtis and Eddie Rivers.

OTHERS PRESENT: Tim Eubanks – County Administrator, Betty M. Boswell – Clerk to Council, Michelle Stanley – Finance Director/Assistant Administrator, C. Heath Ruffner – County Attorney/Assistant Administrator, Kip Kiser – Coroner, Sheriff Cambo Streater, John Bittle – Mayor, Town of Chesterfield, Marcia Butler, Lauren Griggs – Duke Energy, Catherine Caulder, Sammy Copeland, John James – Coroner’s Office, Libby Lear – CCEDB, Stacey Hurst, Lisa Beam and Jane Pigg – The Link. There were others 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 Office, 178 Mill Street, Chesterfield, SC, and the County Website (www.chesterfieldcountysc.com). In addition, it was made available to the newspapers and concerned citizens (*upon request*).

CALL TO ORDER

Chairman Butler welcomed everyone and Council Member Bruce E. Rivers opened the meeting with prayer and led in the Pledge of Allegiance.

ADOPTION OF AGENDA

Chairman Butler advised that Project Maple Leaf FILOT Ordinance would be struck from the agenda and taken up at a later date.

Council Member Hattie Burns made a motion to adopt the December 4, 2024 meeting agenda. Council Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

SPECIAL RECOGNITION

a. Council Member Ben Conklin – Chairman Rhett Butler

Chairman Butler recognized Council Member Ben Conklin for his years of service to Chesterfield County by presenting him with a plaque.

b. Council Member Bruce E. Rivers – Chairman Rhett Butler

Chairman Buter recognized Council Member Bruce E. Rivers for his many years of service to Chesterfield County by presenting him with a plaque.

c. Chairman Rhett Butler –Vice-Chair Anderson

Vice-Chair Anderson recognized Chairman Rhett Butler for his many years of service to Chesterfield County by presenting him with a plaque.

d. Employees Years-Of-Service Recognition – Kim Cole

Staff has implemented a Service Recognition Program that is designed to honor the County’s Employees. The program will recognize years of service beginning at five year increments. The following employees were recognized and presented with their Certificates:

<u>Employee</u>	<u>Department</u>	<u>Date of Hire</u>	<u># of Years</u>
Stacey Hurst	Treasurer’s Office	08/12/2019	5 Years
Robert Knight	Convenience Center	09/17/2019	5 Years
Charles Oliver	Convenience Center	09/17/2019	5 Years
Lucinda Barksdale	Sheriff’s Department	11/19/2019	5 Years
Damien Shields	Sheriff’s Department	10/24/2014	10 Years
Michelle Stanley	Finance Director	09/21/2009	15 Years
Lisa Beam	Administration	11/02/2009	15 Years
Betty (Susie) Boswell	Clerk to Council	11/23/2009	15 Years
Jennifer Vaughn	Sheriff’s Department	11/30/2004	20 Years
Catherine Caulder	Veteran’s Office	10/05/1999	25 Years
Bonnie Davis	Public Works	09/07/1999	25 Years
Norma Jordan	Assessor	11/01/1984	40 Years

APPROVAL OF MINUTES

a. November 6, 2024 – Regular Council Meeting

Council Member Conklin made a motion to approve the November 6, 2024 Regular Meeting Minutes. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed. Council Member Curtis did not vote, as he was not present at the November 6, 2024 Council Meeting.

SIGNING OF BONDS, PAYROLL AND AUTHORIZATIONS

Bonds, payroll and authorizations were distributed to Council for approval by signatures.

PUBLIC HEARINGS

a. Budget Ordinance Amendment – Public Hearing

Council Member Smallwood made a motion to open the Public Hearing. Council Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

There were no oral comments from the public made nor were any written comments received.

Council Member Smallwood made a motion to close the public hearing. Council Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

b. Alligator Fire District Ordinance Amendment – Public Hearing

Council Member Conklin made a motion to open the Public Hearing. Council Member Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

There were no oral comments from the public made nor were any written comments received.

Council Member Conklin made a motion to close the public hearing. Council Member Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

ORDINANCE READINGS AND RESOLUTIONS

a. Budget Ordinance Amendment – 3rd Reading

Council Member Burns made a motion to pass 3rd Reading. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

b. Alligator Fire District Ordinance Amendment – 3rd Reading

Council Member Conklin made a motion to pass 3rd Reading. Council Member Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed. Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed

c. Project Seaboard FILOT Ordinance – 2nd Reading

Council Member Smallwood made a motion to pass 2nd Reading. Council Member Curtis seconded the motion. Voting in favor of the motion were Vice-Chair Anderson, Council Members Smallwood, Rivers, Burns, Curtis and Conklin. Voting in opposition of the motion was Council Member Foard. Motion passed 6-1.

d. Second Master MCP Park Ordinance (Project Seaboard) – 2nd Reading

Council Member Conklin made a motion to pass 2nd Reading. Council Member Burns seconded the motion. Voting in favor of the motion were Vice-Chair Anderson, Council Members Smallwood, Rivers, Burns, Curtis and Conklin. Voting in opposition of the motion was Council Member Foard. Motion passed 6-1.

e. Project Maple Leaf FILOT Ordinance – 1st Reading, by title only

Stuck from Agenda.

f. Ordinance Authorizing Purchase of Property I - 1st Reading, by title only

Vice-Chair Anderson made a motion to pass 1st Reading, *by title only*. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

g. Ordinance Authorizing Purchase of Property A - 1st Reading, by title only

Council Member Conklin made a motion to pass 1st Reading, *by title only*. Council Member Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

h. Ordinance Authorizing Sale of Property L - 1st Reading, by title only

Vice-Chair Anderson made a motion to pass 1st Reading, *by title only*. Council Member Burns seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

i. Flood Prevention Program Ordinance Amendment - 1st Reading

Council Member Burns made a motion to pass 1st Reading. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

ITEMS SUBMITTED BY STAFF

a. Setting Meeting Dates/Time – Eubanks

Administrator Eubanks recommended the following dates and times for the 2025 Regular Council Meetings: January 8, February 5, March 5, April 2, May 7, June 4, July 2, August 13, September 3, October 1, November 5, and December 3. All meetings will begin at 9:00 a.m.

Council Member Conklin made a motion to approve the above 2025 Regular Council Meeting dates and times. Council Member Curtis seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

b. Setting Holiday Schedule – Eubanks

Administrator Eubanks recommended the following dates and times for the 2025 County Holiday Schedule: January 1, January 20, February 17, April 18, May 26, June 19, July 4, September 1, November 11, November 26, November 27, November 28 and December 24, December 25 and December 26.

Council Member Smallwood made a motion to approve the above 2025 County Holiday Schedule. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

c. Bid Award – Re-Roofing Project on Library – Stanley

Ms. Stanley advised a Request for Proposals was issued for the re-roofing project on the Library. Staff received the following three bids:

Michael Jordan Construction, LLC	\$29,875.00
Palmetto Roofing	\$41,880.42
IP Builders	\$49,546.66

Staff recommends that the bid be awarded to Michael Jordan Construction, LLC in the amount of \$29,875.00.

Council Member Burns made a motion to accept the proposal from Michael Jordan Construction, LLC in the amount of \$29,875.00. Council Member Conklin seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

d. Bid Award – Inmate Food Services – Stanley

Ms. Stanley advised a Request for Proposals was issued for Inmate Food Services. Staff received the following three bids:

Skilllet Kitchen	120-129 Inmates	\$2.4501 per meal
	130-139 Inmates	\$2.3823 per meal
	140-149 Inmates	\$2.3238 per meal
Summit Correctional Services	120-129 Inmates	\$2.707 per meal
	130-139 Inmates	\$2.554 per meal
	140-149 Inmates	\$2.424 per meal

Trinity Services

Only provided based on 70 inmates \$2.822 per meal

Staff recommends that the bid be awarded to Skillet Kitchen.

Council Member Conklin made a motion to accept the proposal from Skillet Kitchen. Vice-Chair Anderson seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

e. Surplus Property (Sheriff's Department) - Stanley

Ms. Stanley advised that the Sheriff's Department has requested that Council declare the items on the attached lists as surplus so that it may be removed from inventory.

Council Member Conklin made a motion to declare the requested items as surplus. Council Member Smallwood seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

UNFINISHED BUSINESS

a. Fire Departments/Rescue Squads – Independent Auditor Recommendation – Stanley

Council was presented with a draft letter to all fire departments and rescue squads requesting an accounting of expenses paid from county collected funds for the fiscal year.

Council Member Foard made a motion to approve the letter to be sent to all fire departments and rescue squads. Vice-Chair Anderson seconded the motion. Voting in favor of the motion was unanimous. Motion passed.

ADMINISTRATOR'S REPORT

- Reminded Council of Special Meeting scheduled for Wednesday, December 18, 2024.
- Reminded Council of Christmas luncheon scheduled for Wednesday, December 11, 2024.
- Thanked all Council members that would be leaving at the end of the year.

COUNCIL MEMBERS' COMMENTS

Chairman Butler: Stated he appreciated all citizens of Chesterfield County, especially in District 9 and that he has enjoyed working with everyone.

Council Member Curtis: Stated he would also like to remember Council Member Gerald Miller and wished leaving members well.

EXECUTIVE SESSION

a. Pursuant to S.C. Code § 30-4-70(a)(1) and 30-4-40(a)(13), Council entered into executive session for the discussion of employment, appointment, compensation, promotion, demotion, discipline or release of employees.

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

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

REGULAR SESSION

Chairman Butler reported Council 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

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

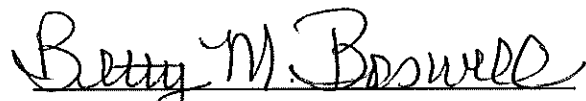
APPROVED:

ATTEST:



Council Chair

Date: January 8, 2025



Betty M. Boswell, Clerk of Council