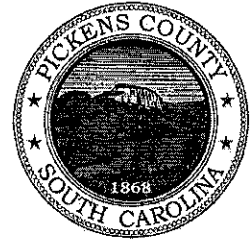


COUNTY OF PICKENS

www.co.pickens.sc.us



COUNTY ADMINISTRATOR
Ken Roper
CLERK TO COUNCIL
Meagan Nations

COUNCIL MEMBERS

CHRIS BOWERS, CHAIRMAN
ROY COSTNER, VICE CHAIRMAN
TREY WHITEHURST, VICE CHAIRMAN PRO-TEM
ALEX SAITTA
R. ENSLEY FEEMSTER
HENRY WILSON

COMMITTEE OF THE WHOLE MEETING

Monday, March 15, 2021

6:00 PM

**Main Conference Room, County Administration Facility
222 McDaniel Avenue, Pickens SC 29671**

1. WELCOME: Chairman Chris Bowers
2. COMMITTEE OF THE WHOLE:
 - a. **Log No. 133** – Solid Waste Needs
 - b. **Log No. 169** – Emergency Services Update
 - c. **Log No. 171** – AN ORDINANCE AMENDING ARTICLE I OF CHAPTER 34 OF THE PICKENS COUNTY CODE OF ORDINANCES SO AS TO PROVIDE REMEDIES AND PENALTIES FOR ILLEGAL LITTER AND DUMPING IN THE UNINCORPORATED AREAS OF PICKENS COUNTY, AND MATTERS RELATED THERETO.
 - d. **Log No. 170** –501-C3 Boards that Pickens County is currently supporting
 - e. **Log No. 161** – Council Rules (*Section 3.5, Rule 2, and Section 4.3*)
3. ADJOURN:

Log Number	Description	Date Referred	Meeting Date(s)	Report(s)	Action
80	County Radio System	11/06/17			
95	Request to Accept Roads in the Minimum Maintenance System	04/02/18	01/28/19	01/28/19-RPT	<ul style="list-style-type: none"> Committee recommends suspending any further approvals into the minimum maintenance program and staff work on language regarding the issue discussed. No action taken.
105	E911	08/20/18	10/15/18	10/15/18-RPT	<ul style="list-style-type: none"> The Committee advised staff to research and gather more information and report back. No action taken by Committee.
			12/13/18	12/13/18-RPT	<ul style="list-style-type: none"> Committee recommends staff gather more information and report back to Council in the April 2019 Committee of the Whole Meeting.
			04/08/19	04/08/19-RPT	<ul style="list-style-type: none"> Committee would like for staff to report back in six months at the October 2019 Committee of the Whole meeting. No action taken by Committee.
			10/21/19	10/21/19-RPT	<ul style="list-style-type: none"> No action taken by Committee.
			12/16/19	12/16/19-RPT	<ul style="list-style-type: none"> No action taken by Committee.
			06/15/20	06/15/20-RPT	<ul style="list-style-type: none"> No action taken by Committee, follow-up in 6 months.
			01/25/21	01.25.21-RPT	<ul style="list-style-type: none"> No Action Taken by the Committee.
109	Fort Prince George	10/01/18	10/15/18	10/15/18-RPT	<ul style="list-style-type: none"> Committee recommends staff working with the Historical Society to explore the logistics of the location and report back to Committee. No action taken by Committee.
			08/19/19	08/19/19-RPT	<ul style="list-style-type: none"> No action taken by Committee.

123	AN ORDINANCE No. 572 AMENDING ARTICLE I OF CHAPTER 34 OF THE PICKENS COUNTY CODE OF ORDINANCES SO AS TO PROVIDE REMEDIES AND PENALTIES FOR ILLEGAL LITTER AND DUMPING IN THE UNINCORPORATED AREAS OF PICKENS COUNTY, AND MATTERS RELATED THERETO.	05/13/19				
131	Opportunity Zones	08/13/19				
132	Solar Farm Ordinances	09/09/19	09/16/19	09/16/19-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
			10/21/19	10/21/19-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
			08/17/20	08/17/20-RPT	<input type="checkbox"/> Vice Chairman Bowers made a motion to move out of committee for first reading, and recommit to the committee for further discussion. Motion was seconded by Councilman Ensley Feemster, and carried unanimously (6-0).	
			10/19/20	10/19/20-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
			11/16/20	11.16.20-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
133	Solid Waste Needs	10/07/19	12/16/19		<input type="checkbox"/> No Action Taken by the Committee.	
			03/15/21			
134	Mental Health	10/07/19	01/21/20	01/21/20-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
			01/25/21	01.25.21-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
135	Discuss Policy behind reserving County Property	10/07/19				
139	Discussion of County Road User Fee and Alternatives	01/06/20	01/21/20	01/21/20-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
			02/10/20	02/10/20-RPT	<input type="checkbox"/> No Action Taken by the Committee.	
			03/16/20	n/a	<input type="checkbox"/> Meeting cancelled due to COVID-19 Special Called Meeting.	
140	Discussion on Insurance Options	02/03/20				

141	UDSO	02/03/20	03/16/20	n/a	<p>Meeting cancelled due to COVID-19 Special Called Meeting.</p> <p>No Action Taken by the Committee.</p>
142	Discussion on Old Jail	02/03/20	02/10/20 08/17/20	<p>02/10/20-RPT</p> <p>08/17/20-RPT</p>	<p>No Action Taken by the Committee.</p> <p>Vice Chairman Chris Bowers made a motion to implement a Memorandum of Understanding, laying out a plan on how Reverend Moss will implement the facility. Motion was seconded Councilman Whitehurst and carried unanimously (6-0).</p>
149	Discussion on Potential Citizen Award	05/04/20			
150	Sewer Use Ordinance	06/01/20			
152	Procurement Process	06/01/20	09/21/20	09.21.20-RPT	No Action Taken by the Committee.
157	Scenic Highway Overlay	09/14/20	09/21/20 02/16/21	<p>09.21.20-RPT</p>	No Action taken by the Committee.
160	Wastewater Disposal Management	11/02/20	11/16/20	11.16.20-RPT	No Action taken by the Committee.
161	Council Rules	11/02/20	11/16/20 03/15/21	<p>11.16.20-RPT</p>	No Action taken by the Committee.
162	Ordinance 592- AN ORDINANCE OF THE COUNTY COUNCIL OF PICKENS COUNTY, SOUTH CAROLINA, ABANDONING AND RELINQUISHING MAINTENANCE RESPONSIBILITIES TO CLEMSON UNIVERSITY FOR OLD ROUTE 28 ROAD RIGHT-OF-WAY LOCATED WITHIN THE COUNTY, APPROXIMATELY 50 FEET WIDE, ADJACENT TO AND IS SURROUNDED BY THE REAL PROPERTY ADDRESSED AS 105 OLD GREENVILLE HIGHWAY, CLEMSON, TAX MAP PARCEL NUMBER 4044-18-41-6810; REAL PROPERTY ADDRESSED AS 201 SUNSET AVENUE, CLEMSON, TAX MAP PARCEL NUMBER 4044-18-41-395; A PORTION OF THE CLEMSON UNIVERSITY CAMPUS, TAX MAP PARCEL NUMBER 4053-00-30-0529; AND A DIKE FOR LAKE HARTWELL MAINTAINED BY THE ARMY CORPS OF ENGINEERS.	12/07/20	01/25/21	01.25.21-RPT	No Action taken by the Committee; the Committee asks that this Log item stays until further information is brought back.
163	Committee of 99	12/07/20	02/16/21		No Action taken by the Committee.

164	Shred Truck Options	01/19/21	01/25/21	01.25.21-RPT	<p>Councilman Wilson made a motion to accept the staff recommendation to discontinue the shredding services, and to communicate it widely throughout the community. Motion was seconded by Vice Chairman Costner and carried unanimously (6-0).</p>
165	AN ORDINANCE No. 596 TO PROVIDE FOR THE LEASE OF THE PICKENS COUNTY PERFORMING ARTS CENTER TO JWPR HOLDINGS, LLC, A SOUTH CAROLINA LIMITED LIABILITY CORPORATION, SO AS TO PROVIDE FOR THE CONTINUED OPERATION OF THE SAID FACILITY, AND FOR MATTERS RELATED THERETO.	01/19/21	01/25/21	01.25.21-RPT	<p>Councilman Henry Wilson called a vote, recommending this Log item to come out of Committee for Second Reading and Councilman Roy Costner seconded the motion. The motion carried (4-2), with Councilman Saitta and Councilman Whitehurst opposed.</p>
			02/16/21		<p>Vice Chairman Costner made a motion recommending this Log item to come out of Committee for Third Reading. Motion was seconded by Councilman Henry Wilson and carried (4-1), with Councilman Alex Saitta opposed.</p>
166	2021 Recreation Funding Requests	03/01/21			<p>Ordinance passed third reading on March 1, 2021.</p>
167	2021 Accommodations Tax Funding Requests	03/01/21			
168	Pickens County Performing Arts Center Foundation Board	03/01/21			
169	Emergency Services Update	03/01/21	03/15/21		
170	501-C3 Boards that Pickens County is currently supporting	03/01/21	03/15/21		
171	AN ORDINANCE AMENDING ARTICLE I OF CHAPTER 34 OF THE PICKENS COUNTY CODE OF ORDINANCES SO AS TO PROVIDE REMEDIES AND PENALTIES FOR ILLEGAL LITTER AND DUMPING IN THE UNINCORPORATED AREAS OF PICKENS COUNTY, AND MATTERS RELATED THERETO	03/01/21	03/15/21		

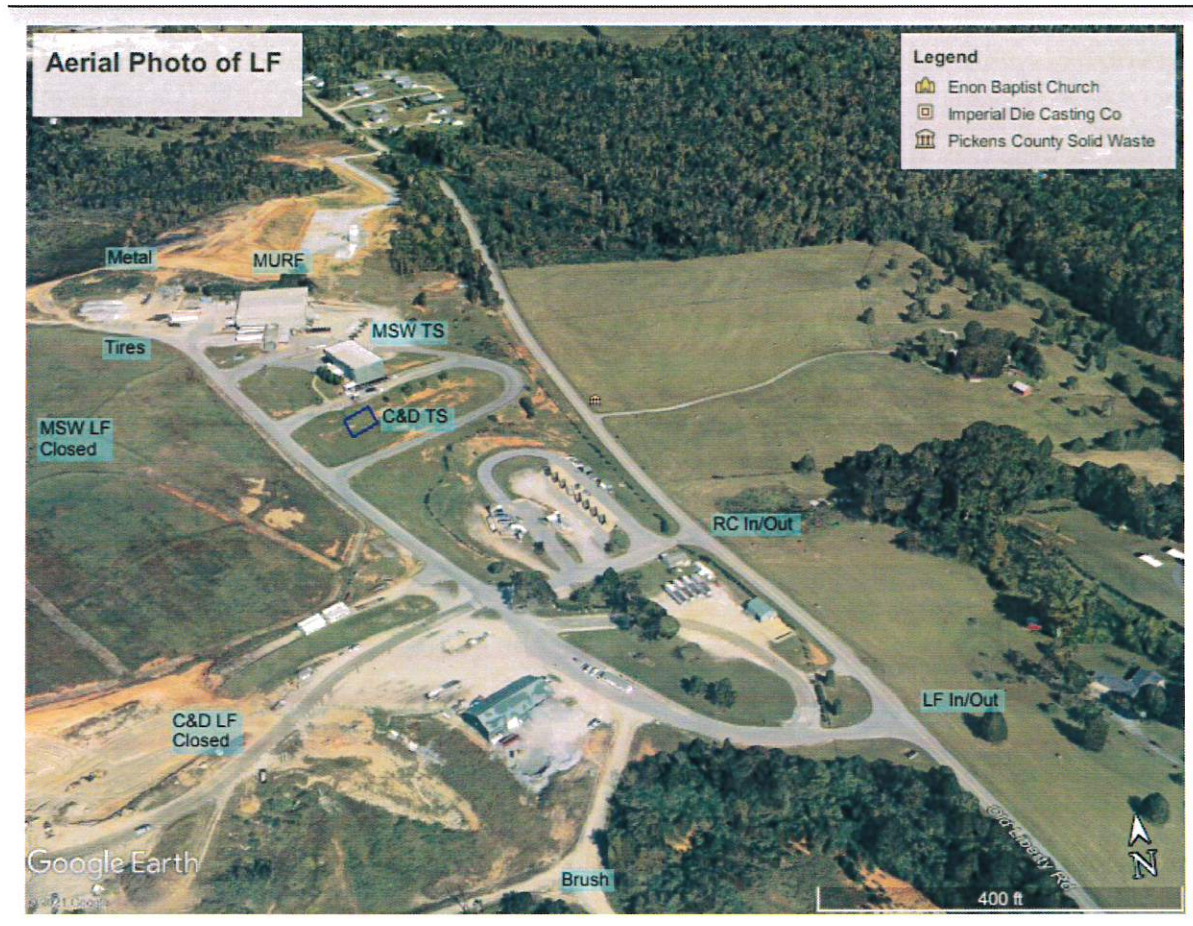
a. **Log No. 133** – Solid Waste

PICKENS COUNTY

SOUTH CAROLINA

SUPPORTING DOCUMENTATION

Committee of the Whole Log No. 133











From: Mack Kelly
Sent: Monday, March 8, 2021 10:58 AM
To: Ken Roper <kenr@co.pickens.sc.us>
Cc: Jessica Varney <jessicav@co.pickens.sc.us>
Subject: Solid Waste Update - C&D Options

Good Morning Mr. Roper,

The topics for consideration at the County Council Workshop March 15, 2021 are as follows:

MRR

The County and MRR are currently involved in litigation. [REDACTED]

[Discussion as needed suitable for executive session due to ongoing litigation.]

Piggy Back Landfill

Piggy Back Landfill would be permitting portions of our existing closed MSW Landfill for disposal of C&D waste. SCDHEC has just recently allowed permitting of these types of Landfills.

Shredder

The purchase of a C&D shredder would allow us to reduce the volume of our C&D waste. The Shredder provides potential recycling opportunities that are not feasible with our current process flow. Reducing the volume of C&D waste is beneficial because more weight can be hauled (meaning less trips made to Twin Chimneys) for disposal and less "air space" is used in the Landfill.

Trucking Operations

Trucking operations are highly interdependent. The dependencies are driver, truck, trailer, mechanic, parts, work area for mechanic. Additionally, the waste stream must be constant or additional storage is needed. The Pickens County C&D waste stream is not constant. Trucking operations are complicated by qualified driver shortages and fuel fluctuations. "Building in" redundancies can help smooth out dependencies and complexities of trucking operations.

Respectfully,

Mack Kelly

b. Log No. 169 – Emergency Services Update

PICKENS COUNTY

SOUTH CAROLINA

SUPPORTING DOCUMENTATION

Committee of the Whole Log No. 169

See attached minutes from Emergency Services Board meetings in January, December, and November.

PICKENS COUNTY EMERGENCY SERVICES ADVISORY BOARD

01.26.2021

Via Zoom

IN ATTENDANCE - BOARD:

Johnson Link
Ronald McGimpsey
Richard (Kenny) McPeters
Charles (Hub) Smith
Tracy Woodruff
Ron Freeman
Dennis Bauknight
Troy Burton
Paul Howlan

ABSENT - BOARD:

Tracie Barnett
Jan Kelley
Randy Bowers

IN ATTENDANCE - STAFF:

Billy Gibson, Director of Emergency Services...

IN ATTENDANCE - GUESTS:

Beverly Zwahlen
Michael Krauss
Ron Robison

Agendas, bearing date, time and location of meeting were emailed to Board members and news media and a copy was posted on the county website and bulletin board at the Administration facility.

Ron McGimpsey called the meeting to order at 6:00 p.m.

Kenny McPeters offered the invocation.

The 12.08.2020 meeting minutes were reviewed and approved.

TOPIC:

- Fire fee schedule discussion.
Still need to break out commercial 0-1500 to better suit smallest businesses.
There are 640 multifamily living units versus 376.
Flat fee vs. square footage discussion.
SF - time and resources warrant this approach.

Need clarification on multi-use properties (ie: business lower level/apartments upper level)

- Budget analysis report discussion

Still getting numbers so not a full discussion this evening.

How do we keep this fair for each station and how they are paid (ie: food, internet, dues, and supplies)

Needs: varying levels of coverage at stations

Budget 4.8MM versus current revenue chart of 4.4MM; how to make up the shortfall.

Council wants to see level or incremental changes to keep up with cost of inflation.

Billy will have time prior to next meeting to update budget and revenue numbers to give us more to work with then. Most beneficial to meet in person due to the work to be done.

The next advisory board meeting will be at 6:00 p.m. on February 9, 2021 at 222 McDaniel Avenue, Pickens, SC 29671.

Dennis Bauknight called for a motion to adjourn the meeting. Kenny McPeters seconded the motion. Motion passed. The meeting adjourned at 6:55 p.m.

Minutes taken by Tracy Woodruff, Secretary

PICKENS COUNTY EMERGENCY SERVICES ADVISORY BOARD
12.08.2020
222 McDaniel Avenue, Pickens, SC 29671

IN ATTENDANCE - BOARD:

Johnson Link (call in)
Ronald McGimpsey
Richard (Kenny) McPeters
Tracy Woodruff
Jan Kelley
Randy Bowers
Dennis Bauknight

ABSENT - BOARD:

Charles (Hub) Smith
Tracie Barnett
Ron Freeman
Paul Howland

IN ATTENDANCE - STAFF:

Billy Gibson, Director of Emergency Services

IN ATTENDANCE - GUESTS:

None

Agendas, bearing date, time and location of meeting were emailed to Board members and news media and a copy was posted on the county website and bulletin board at the Administration facility on 12.04.2020.

Ron McGimpsey called the meeting to order at 2:05 p.m.

Randy Bowers offered the invocation.

The 11.10.2020 meeting minutes were amended to reflect correct role of Ken Roper as County Administrator. Jan Kelley made a motion to approve amended minutes, second by Randy Bowers. Approved as amended.

TOPIC:

- Open discussion of Fire fee schedule
Referred to handouts provided by Billy Gibson.
 - Billy reviewed areas of concern.A sample fire fee schedule was provided and discussed at length. A few to mention:
 - A graduated fee structure seems to be a suitable approach.
 - May need to consider fewer categories on residential.

- Commercial-should consider a smaller category more suitable for small businesses (i.e. 0-1500 square feet)
- Residential includes mobile homes.
- Consider possibility of fee based on per unit versus per building on Multi family living units.
- Expectation of 7 ½ % growth expectation through year 2025. With this comes increased cost as well as revenue.
- Open discussion of 2021 Operating & Capital budget
Referred to handout.
Personnel is the most pressing need for 2021.

The next advisory board meeting will be at 6:00 p.m. on January 19th at 222 McDaniel Avenue, Pickens, SC 29671. Some board members feel best to allow Chiefs a period of time at this meeting to present any budget/ capital needs.

Jan Kelley called for a motion to adjourn the meeting. Kenny McPeters seconded the motion. Motion passed. The meeting adjourned at 5:25 p.m.

Minutes taken by Tracy Woodruff, Secretary

PICKENS COUNTY EMERGENCY SERVICES ADVISORY BOARD

11.10.2020

222 McDaniel Avenue, Pickens, SC 29671

IN ATTENDANCE - BOARD:

Johnson Link
Ronald McGimpsey
Richard (Kenny) McPeters
Tracy Woodruff
Tracie Barnett (call in)
Ron Freeman
Randy Bowers
Dennis Bauknight

ABSENT - BOARD:

Charles (Hub) Smith
Jan Kelley
Paul Howland

IN ATTENDANCE - STAFF:

Billy Gibson, Director of Emergency Services
Ken Roper, Acting County Administrator

IN ATTENDANCE - GUESTS:

Beverly Zwahlen

Agendas, bearing date, time and location of meeting were emailed to Board members and news media and a copy was posted on the county website and bulletin board at the Administration facility on 11.06.2020.

Ron McGimpsey called the meeting to order at 6:00 p.m.

Ron Freeman offered the invocation.

The 10.15.2020 meeting minutes were reviewed and approved.

TOPIC:

- At the request of the board at the last meeting, Ken Roper spoke to the validity of the role of the board. Ken acknowledged the frustrations of the board but spoke to the accomplishments made that were as a result of the board's involvement, specifically unifying services. He also gave direction for the board and requested our input on upcoming spring budget and fire fees and subsequent years. Suggested incremental changes to get to where we need to be.

- Board will meet mid-day at next meeting December 8th in order to have sufficient time to work on recommendations to the above, Ken Roper & Billy Gibson to provide supporting information for this work.
- No further items discussed as results of December meeting are needed to move forward.

The next advisory board meeting will be at 2:00 p.m. on 12.08.2020 at 222 McDaniel Avenue, Pickens, SC.

Dennis Bauknight called for a motion to adjourn the meeting. Ron Freeman seconded the motion. Motion passed. The meeting adjourned at 7:05 p.m.

Minutes taken by Tracy Woodruff, Secretary.

DRAFT

c. Log No. 171 – AN ORDINANCE AMENDING
ARTICLE I OF CHAPTER 34 OF THE PICKENS COUNTY
CODE OF ORDINANCES SO AS TO PROVIDE REMEDIES
AND PENALTIES FOR ILLEGAL LITTER AND DUMPING IN
THE UNINCORPORATED AREAS OF PICKENS COUNTY,
AND MATTERS RELATED THERETO.

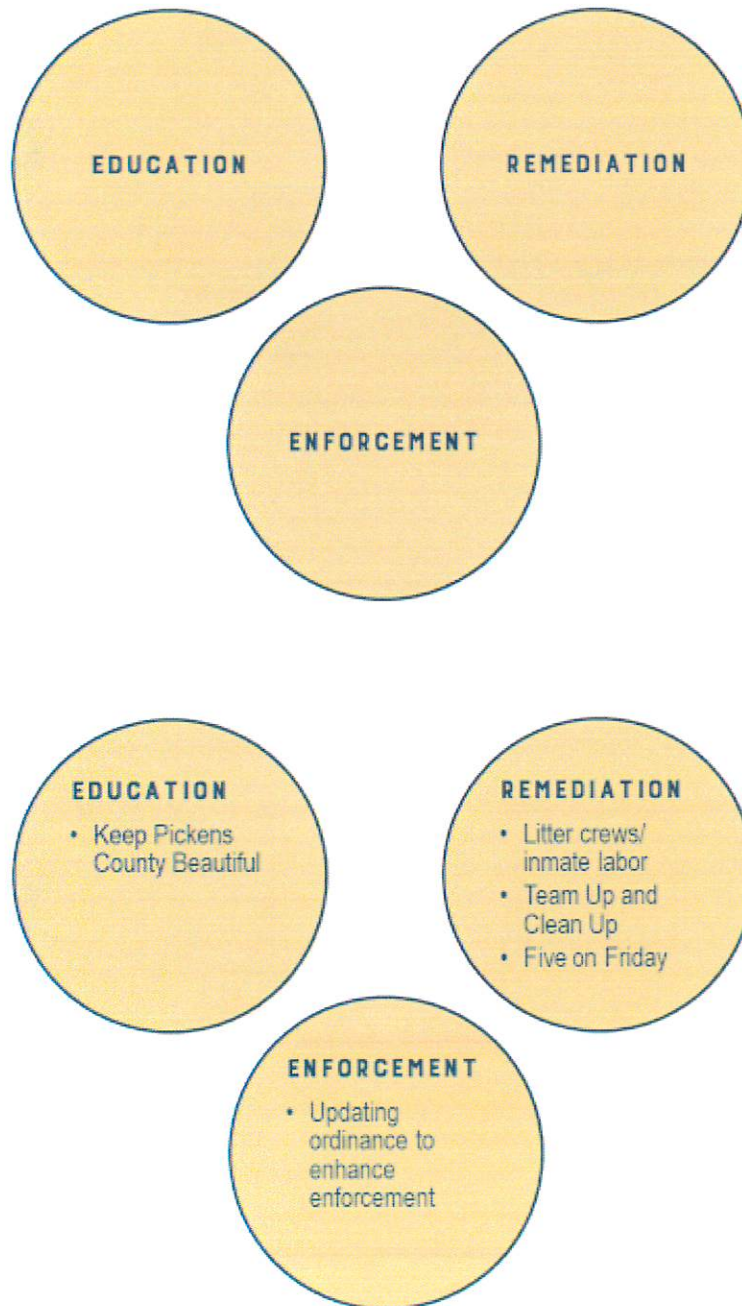
PICKENS COUNTY

SOUTH CAROLINA

SUPPORTING DOCUMENTATION

Committee of the Whole Log No. 171

ADDRESSING LITTER IN PICKENS COUNTY

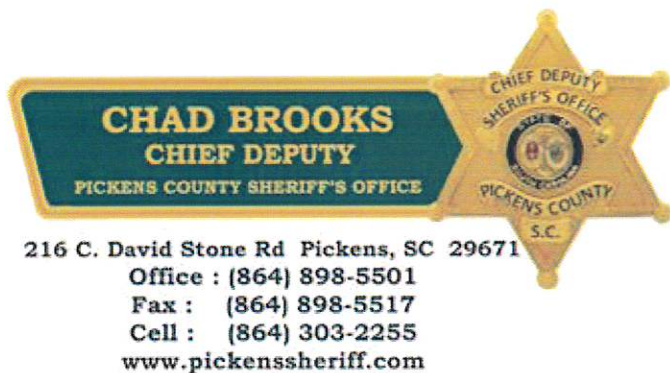


From: Chad Brooks
Sent: Tuesday, February 16, 2021 3:22 PM
To: Ken Roper <kenr@co.pickens.sc.us>
Subject: FW: Litter signs

Mr. Roper,

Do you think that you can get the sign shop to make us some of these signs? We would like to have them placed at problem areas throughout the County.

Thanks,
Chad



From: Anthony Raines
Sent: Tuesday, February 16, 2021 2:19 PM
To: Chad Brooks
Subject: Litter signs

Chief Brooks

I have attached the design that Bryan came up with for litter signs. He made it as a picture and as an Adobe document in case they need it one way or the other.

Thanks

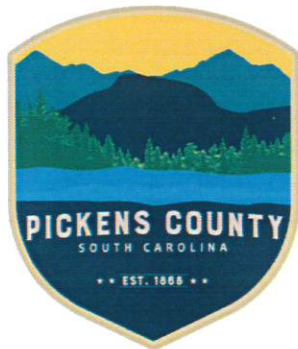
Anthony



REPORT LITTERING

**\$1,000 FINE OR
30 DAYS JAIL TIME**

898-5500



**KEEP
PICKENS COUNTY
BEAUTIFUL**

From: Anthony Raines

Sent: Friday, February 26, 2021 3:35 PM

To: Ken Roper <kenr@co.pickens.sc.us>

Cc: Chad Brooks <ChadB@co.pickens.sc.us>; Chuck James <chuckj@co.pickens.sc.us>

Subject: Solid Waste ordinance

Mr. Roper

The attached Word document is a draft of some possible changes to the solid waste ordinance

Thank you

Anthony



Chapter 34 - SOLID WASTE^[1]

Footnotes:

--- (1) ---

Cross reference— Buildings and building regulations, ch. 8; utilities, ch. 38.

State Law reference— Garbage collection and disposal in counties, S.C. Code 1976, § 44-55-1010 et seq.

ARTICLE I. - IN GENERAL

Sec. 34-1. - Appointment of recycling coordinator as county constable.

Pursuant to S.C. Code 1976, § 4-9-145, the county council appoints and commissions the recycling coordinator as a county constable with vested authority to enforce and carry out the duties and responsibilities contained in the litter, garbage disposal and junkyard ordinances of the county.

The county solid waste management division is hereby made the primary enforcing agency for this article and is hereby delegated the powers to perform such duties. All law enforcement officers in the county, including highway patrol officers, magistrates and constables, are called upon and empowered to enforce the provisions of this chapter.

(Res. of 3-1-1993)

Secs. 34-2—34-30. - Reserved.

ARTICLE II. - COLLECTION AND DISPOSAL SYSTEM

DIVISION 1. - GENERALLY

Sec. 34-31. - Authority to establish.

Pursuant to authority contained in S.C. Code 1976, § 44-96-10 et seq., as amended, and for the public health, welfare and safety of the citizens of the county, the county council hereby establishes a solid waste collection and disposal system.

(Ord. No. 273, § 1, 7-13-1999)

Sec. 34-32. - Compliance with this article and laws of the state.

Solid waste, to include recycled materials generated in or transported within the county, outside of unincorporated municipalities, shall be collected, transported and disposed of in accordance with this article and applicable laws of the state and appropriate rules and regulations of agencies of the state.

(Ord. No. 273, § 2.1.1, 7-13-1999)

Sec. 34-33. - Fee schedule established.

The solid waste fee schedule shall be as established by budget ordinance or resolution of the county council from time to time.

(Ord. No. 273, § 5.1, 7-13-1999)

Sec. 34-34. - Penalty for violation of article.

Any person who violates the provisions of this subsection may be ordered by the court to:

- (1) Pay a \$500.00 fine plus court costs or 15 days in jail;
- (2) Remove or render harmless the litter dumped in violation of this section; or

- (3) Repair or restore property damaged by or pay for damages arising out of dumping litter in violation of this subsection.

(Ord. No. 273, § 4, 7-13-1999; Ord. No. 329, § 4, 2-2-2004; Ord. No. 457, 8-20-2012)

Secs. 34-35—34-55. - Reserved.

DIVISION 2. - ADMINISTRATION

Sec. 34-56. - Department of solid waste management.

A department of solid waste management is hereby established for the purpose of supervising and managing the solid waste operation, recycling and anti-litter programs of the county. ~~The enforcement of litter laws shall be under the supervision of the sheriff's office.~~ This department shall be under the general supervision of the county administrator who shall have the authority to employ a solid waste manager, and such other employees as county council may authorize.

(Ord. No. 273, § 2.1.2, 7-13-1999; Ord. No. 329, § 2.1.2, 2-2-2004)

Sec. 34-57. - Duties of the solid waste manager.

The solid waste manager shall have direct responsibility for the management and supervision of solid waste and recycling operations to include: operations, maintenance and supply of equipment; supervision of personnel assigned to the solid waste management department; inspection of private landfill areas, and issuance of permits therefor; coordination of solid waste disposal operations of municipalities of Pickens County; operations, maintenance and supply of recycling equipment, to include collection containers; control and routing of collection vehicles; coordination of recycling activities with municipalities of Pickens County; coordination of personnel assigned to the department; coordinating with the agents and officials of departments of South Carolina. Enforcement of the provisions of this article; and such other duties as may be prescribed by the county administrator.

(Ord. No. 273, § 2.1.3, 7-13-1999; Ord. No. 329, § 2.1.3, 2-2-2004)

Sec. 34-58. - Agreements with municipalities and agencies for solid waste disposal.

The county council may enter into agreements with municipalities of the county and with private agencies for the disposal of solid waste in county operated facilities to include recycling centers. Such agreements shall be in accordance with rules and regulations of the state department of health and environmental control, and they shall ensure that the county is not held responsible for accidents or injuries to personnel or for damages to equipment of such municipality or private entity.

(Ord. No. 273, § 2.1.4, 7-13-1999; Ord. No. 329, § 2.1.4, 2-2-2004)

Secs. 34-59—34-75. - Reserved.

DIVISION 3. - DISPOSAL FACILITIES

Sec. 34-76. - Authorized sites and facilities.

- (a) No person shall throw, drop or deposit, or cause to be thrown, dropped or deposited on any premises or vacant property in the county any waste, including, but not limited to, garbage, ashes, rubbish, building rubbish, dead animals, putrescible matter and anything injurious to health, provided, however, that this prohibition shall not apply to the filling in or grading of property with earth, mud, ashes and similar materials.
- (b) Solid waste, including recyclable materials, shall be deposited only in solid waste facilities and recycling stations owned and operated by the county, during posted operational hours, in privately owned and licensed landfills or other licensed disposal facilities.

(Ord. No. 273, § 3.1, 7-13-1999)

Sec. 34-77. - Authorized users and uses.

- (a) Individual citizens of the county disposing of household waste, licensed collectors, municipalities and commercial and industrial establishments may dispose of solid waste in county-owned facilities in accordance with this article and applicable state laws.
- (b) Large bulky items, such as, household furniture and appliances, lumber, building material residue, grass clippings, limbs and leaves are to be deposited in designated containers at recycling centers or the county construction and demolition landfill.
- (c) Small dead animals may be disposed of at the county collection and disposal landfill in accordance with instructions of the solid waste manager.

(Ord. No. 273, §§ 3.2.1, 3.2.6, 3.2.7, 7-13-1999; Ord. No. 329, § 3.2.6, 2-2-2004)

Sec. 34-78. - Restrictions.

- (a) It shall be unlawful for any person, business, or agency not resident of the county to utilize any solid waste facility owned and/or operated by the county for the purpose of disposing of waste generated outside of the county. No waste covered by this article shall be moved in any manner into the county from any area outside of the county.
- (b) It shall be unlawful for any businesses, licensed collectors, municipalities, or commercial and industrial establishments to dispose of solid waste at recycling centers in the county.
- (c) It shall be unlawful for any person to set fire to or burn any papers, trash or garbage deposited in any solid waste facility operated by the county.
- (d) It shall be unlawful for any person, business or agency to deposit in any solid waste facility in the county any dangerous materials or substances considered hazardous, to include poisons, acids, caustics, infected materials and explosives unless such disposal is authorized by the state department of health and environmental control.
- (e) No vehicle which transports litter may be driven or moved on state highways or county roads unless **highway unless such vehicle is so constructed, loaded, or covered as to prevent any of its load from dropping, sifting, leaking, blowing or otherwise escaping therefrom.**
- (f) County decal for using Pickens County Solid Waste Facilities: It shall be unlawful for any **lawful resident** of Pickens County to utilize any solid waste facility owned or operated by Pickens County for the purpose of disposing of waste generated within the county without display of a county decal/**placard** which proves **the person legally resides** within Pickens County. Any Pickens County tax payer without a decal ~~will be allowed to dispose of waste and~~ with proof of residency ~~and will be~~ given information on how to obtain a decal/**placard**. Decals/**placards** shall be given to **legal residents** of Pickens County at no charge. Any non-taxpayer from out of county disposing of waste at a county-owned facility will be fined under section 34-34 penalty of the solid waste ordinance.

(Ord. No. 273, §§ 3.2.2—3.2.5, 3.2.8, 7-13-1999; Ord. No. 329, § 3.2.3, 2-2-2004; Ord. No. 457, 8-20-2012)

Sec. 34-79. - Disposal site operations.

All solid waste facilities and disposal activities are subject to provisions of this article and rules and regulations of the state department of health and environmental control.

(Ord. No. 273, § 3.3, 7-13-1999)

Sec. 34-80. - Waste sludge disposal.

Effective October 9, 1998, no sludge from any source may be disposed of in any county solid waste facility.

(Ord. No. 273, § 3.4, 7-13-1999)

Secs. 34-81—34-99. - Reserved.

ARTICLE III. - LITTER CONTROL

Sec. 34-100. - Title.

This article shall be known as the "Litter Control Ordinance of Pickens County, South Carolina."

Sec. 34-101. - Purpose.

The purpose of this article is to set standards and regulations for the control of litter in the county. The control of litter will have a lasting effect upon the county's environment and appearance. The goal of this article is the general upkeep of the community for the health, safety and welfare of its citizens. Subjects such as transporting loose materials, illegal dumping, unlawful disposal, nuisances, weeds and debris shall not be allowed on any public or private property within the boundaries of the county by any person or persons.

Sec. 34-102. - Authority.

This article is adopted pursuant to the provisions of S.C. Code 1976, § 4-9-30. Personnel employed by the county administrator shall be vested with the authority to enforce and administer litter control within the county in accordance with the provisions of S.C. Code 1976, § 44-67-10 et seq., and all rules and regulations adopted thereunder and the same are incorporated herein by reference as fully set forth verbatim and may be amended from time to time.

Sec. 34-103. - Definitions.

For the purpose of this article the following definitions shall apply:

Disposal package or container. All packages or containers defined as such by rules and regulations adopted by the department of health and environmental control. See S.C. Code 1976, § 44-67-10.

Litter. All waste materials, including but not limited to, cigarettes and cigarette filters, disposable packages or containers, trash, garbage or refuse.

Junk. Old or scrap copper, brass, rope, rags, batteries, paper, trash, rubber debris, or tires, waste, junked, dismantled or wrecked motor vehicles or parts thereof, iron, steel and other old or scrap ferrous or nonferrous metal. The term junk shall include, but not be limited to, abandoned barrels or drums, dismantled or inoperable industrial or commercial equipment, machinery being salvaged for parts, appliances, motors, industrial or commercial fixtures, or parts thereof.

Litter receptacle. Those containers adopted by the department of health and environmental control which may be standardized as to size, shape, capacity and color and which may bear a state or county anti-litter symbol, as well as any other receptacle suitable for the depositing of litter.

Owner. The term "owner" includes any person owning or having title, possession or control over real property, including but not limited to, landholders, landlords, tenants, proprietor, and business operators.

Tenant, occupant. The term "tenant" or "occupant," applied to a building or land, shall include any person who occupies in whole or a part of such building or land, whether alone or with others.

Person. An individual, partnership, company, contractor, subcontractor, developer, cooperatives, corporation, firm, landlord, tenant, proprietor, owner, political subdivision, subdevelopment, state or county agency, trust, estate, joint venture or any other legal entity or its legal representative, agent or assigns.

Sec. 34-104. - Application.

(a) No person shall dump, throw, drop, deposit, discard or otherwise dispose of litter or other solid waste upon any public or private property in the county or in the waters of the county

whether from a vehicle or otherwise, including but not limited to, any highway, park, beach, campground, forest land, recreational area, trailer park, highway, road, street or alley except:

(1) When such property is designated by the county or the state for the disposal of litter and other solid waste and such person is authorized to use such property for that such purpose;

(2) Into a litter receptacle in such a manner that the litter will be prevented from being carried away or deposited by the elements upon any part of such private or public property or waters.

(b) The responsibility for the removal of litter from property or receptacles shall be upon the person responsible for littering the property or receptacles. However, if the person responsible for littering the property or receptacles is unknown or has not been charged with littering by the law enforcement officer, then the owner of the property shall be responsible for the removal of litter from such property or receptacles in accordance with subsection 66-47(e); and in such cases, the court may consider the financial or physical ability of the property owner to remove said litter, but the burden is on the property owner to prove same. (See S.C. Code 1976, § 16-11-700.)

(c) Where litter has traveled through forces of elements onto property of another, the owner of the property of origin of the litter is responsible for the removal of litter from the property wherever the forces of elements carry or spread the litter.

(d) The driver of any vehicle shall be held in violation of this article in the event it cannot be determined which occupant of the vehicle committed any acts in violation of this section.

(e) Litter items found bearing markings which identify the owner of such items shall serve as prima facie evidence to hold the owner of the litter responsible and in violation of this section.

(e) It shall be unlawful for any person, firm, corporation, institution or organization to transport any loose materials by truck, trailer or other motor vehicles within the corporate limits of the county unless said material is covered and secured in such a manner as to prevent litter on public and private property. Lack of adequate covering and securing of material while the loaded truck, trailer or other motor vehicle is in motion shall constitute a violation of this section.

(3) All properties in the county shall be maintained in a safe and sanitary manner. The owner, occupier, or tenant shall be responsible for its maintenance and upkeep.

(a) Every owner, tenant, or occupant shall dispose of the garbage he generates by placing it in a county garbage disposal facility, causing it to be placed in a county garbage control facility, or placing it in garbage storage containers as is provided by his landlord. It shall be unlawful for a person to leave garbage or waste on the premises he occupied as a tenant or to otherwise do damage to or create an unsanitary or unsafe condition when he departs by completion of or breach of any lease.

(b) Every owner, tenant, or occupant shall keep and maintain their property to a safe and sanitary condition. Sanitary conditions are determined at the discretion of the law enforcement officer at the time of inspection and include but are not limited to landscape conditions and the presence of litter or junk.

Sec. 34-105. - Penalties and fines.

Any person violating the provisions of this ordinance shall be guilty of a misdemeanor and upon conviction shall be fined not less than \$250.00 nor more than \$500.00 for each offense plus court costs, provided, however, that any conviction for violations of this article involving cigarettes and cigarette butts shall result in a fine of \$25.00, plus court costs. The court shall also direct litter gathering labor as appropriate under the supervision of the court. In addition, the court may

order any person violating the provisions of this article to pay restitution to the county or to the victims for the costs of removing or abating such litter.

Sec. 34-106. - Enforcement.

(a) The provisions of this article shall be enforced by the duly authorized law enforcement officers of the county, including but not limited to, the county environmental enforcement officers and all law enforcement officers and deputies employed by the sheriff's department.

(b) The county law enforcement officers shall be authorized and required to cause the inspection of any public or private property within the limits of the county whenever it shall be necessary to enforce the provisions of this article.

(c) Any person violating the provisions of this article in the presence of the law enforcement officer shall be issued a uniform summons for the offense.

(d) Whenever it appears to the county law enforcement officer that property lying within the county limits contains litter as defined by this article, the law enforcement officer shall serve written notice on the owner of the property requiring the owner to abate or remove the litter within 15 days.

(e) Any property owner, tenant, or occupant who refuses or neglects to abate or remove litter or junk from property or receptacles after receiving 15 days' written notice shall be served with a uniform summons and subject to prosecution in accordance with section 34-105 above. In addition, the law enforcement officer may also cause the removal or abatement of such litter and all expenses incurred in so abating or removing such litter may be recoverable from the owner of the property from which the litter is removed or abated, or from any person causing or maintaining the same, in the same manner as debts of like amounts are now recoverable by law.

(f) Any person who sustains damages arising out of a violation of this article shall be entitled to recover in a civil action threefold the actual damages from the person violating this article, plus court costs and reasonable attorney's fees. See S.C. Code 1976, § 16-11-700(4).

Supporting Documentation - Committee of the Whole Log No. 171

On Mar 8, 2021, at 12:02 PM, Allison Fowler <afowler@co.pickens.sc.us> wrote:

Ken,

Below are a few points on how a litter ordinance and KPCB could work together in our community:

KPCB is about changing the behavior that causes someone to litter, so it focuses on education and programs surrounding the benefits of a litter-free community

From Keep America Beautiful:

Using the fundamentals of the field-tested, time-proven Keep America Beautiful Behavior Change System, our affiliates reach deep into communities to effect meaningful, positive and lasting change by delivering innovative, locally-focused programs that address their community's needs. Education and behavior change are the cornerstones of Keep America Beautiful®. We strive to educate and empower generations of community and environmental stewards with curricula and real-world experiences that teach the essentials of proactive community citizenship, including the preservation of our natural resources.

Goals of KPCB:

- 1) End Littering
- 2) Improve Recycling
- 3) Beautify Communities

Benefits of being litter free:

- Cleaning up litter, graffiti, junk cars and illegal dumpsites deters criminal activity
- Cleaner neighborhoods make residents feel safer, friendlier and healthier
- Cleaner neighborhoods strengthen communities and improve quality of life

Litter by the Numbers:

80% of littering is intentional

76% of roadway litter originates from motorists and pedestrians

21% of roadway litter comes from unsecured loads

15% of littering is directly affected by the environment

Enforcement:

Littering is a gateway crime that emboldens criminals and encourages additional crime

Engaging your law enforcement officers in litter prevention strategies will result in a more effective campaign and lowered crime rates

- SC Litter Control Association (SCLCA) – partner of Palmetto Pride; can provide training for officers
- Ordinances: The starting point of any enforcement program is to review existing ordinances. Putting local ordinances in place sets the tone for litter enforcement in your community

d. Log No. 170 – 501-C3 Boards
that Pickens County is currently
supporting

PICKENS COUNTY

SOUTH CAROLINA

SUPPORTING DOCUMENTATION

Committee of the Whole Log No. 170

501(c)3 Organizations:

Pickens Alliance

Hagood Mill Foundation

Friends of the Library*

Performing Arts Center*

Museum Board*

Pickens County Meals on Wheels

Rescue Squads

Economic support for the County

Promotes and operates the Hagood Mill

Raises funds for the Library System

Raises funds for the PAC

Raises funds for Museum

note: outstanding mortgage in favor of county

note: equipment provided by county

***No financial funding from the County**

**2019
Tax Return
South Carolina Secretary of State
Public Charities Division
Registration Statement**

**HAGOOD MILL FOUNDATION
138 Hagood Mill Road
Pickens, SC 29671**

**Cassell & Hendricks, PA
Certified Public Accountants
269 Ann Street
Pickens, South Carolina 29671
Phone (864) 878-7735
Fax (864) 878-0690**

SOUTH CAROLINA SECRETARY OF STATE

PUBLIC CHARITIES DIVISION ANNUAL FINANCIAL REPORT

COPY

Filing Instructions

- Organizations who file the IRS 990-N or are not required to file with the IRS should complete this form.
- **Please follow the instructions provided on pages 4 and 5 to complete this form.** You may contact our office with any questions at 803-734-1790 or email charities@sos.sc.gov.
- **We do not accept this filing by fax or email;** you may upload this report using our online filing system at www.sos.sc.gov or mail this form to: South Carolina Secretary of State, Attn: Division of Public Charities, 1205 Pendleton St., Suite 525, Columbia, SC 29201.

For the fiscal year ending 06/30/2019 (mm/dd/yy) EIN: 82 - 5235551 Charity ID: P50234

Organization's Name: Hagood Mill Foundation

Part I— Fundraising Events or Contracts

If your organization held any fundraising events, or used a commercial co-venturer (CCV) or professional fundraising company (PFR) during the previous fiscal year, you must report all revenue and expenses in the following table. Events include, but are not limited to, carnivals, dinners, galas, raffles, and bingo games. If you need additional space, you may list additional events on a separate sheet and include the amounts in the total revenue and expenses on this table.

(A) Name of Event, CCV or PFR	(B) Gross Receipts & Contributions	(C) Cash & Noncash Prize Expenses	(D) Other Expenses	(E) Total Expenses	(F) Net Revenue
1.				\$ 0.00	\$ 0.00
2.				\$ 0.00	\$ 0.00
3.				\$ 0.00	\$ 0.00
4.				\$ 0.00	\$ 0.00
5.				\$ 0.00	\$ 0.00
6.				\$ 0.00	\$ 0.00
7.				\$ 0.00	\$ 0.00
8.				\$ 0.00	\$ 0.00
9.				\$ 0.00	\$ 0.00
10.				\$ 0.00	\$ 0.00
11. Gross Revenue (add 1B through 10B)	\$ 0.00	12. Total Expenses (add 1E through 10E)	\$ 0.00	\$ 0.00	\$ 0.00

Part II— Gross Revenue

Organizations must report their gross receipts from all sources of revenue.

1. Fundraising events (from page 1, part I, box 11B)	\$ 0.00
2. Fundraising activity revenue not reported on line 1.....	
3. Federated campaigns (such as United Way)	
4. Membership dues	
5. Related organizations (such as related parent or national organizations)	
6. Government grants (from federal, state or local governments)	\$ 39,945.30
7. All other contributions, gifts, grants not listed above	\$ 10,000.00
8. Program service revenue	\$ 16,367.61
9. Other income.....	\$ 69.20
10. Total revenue (add lines 1 through 9)	\$ 66,382.11

Part III— Program Service Expenses

Describe the organization's program accomplishments and the amount spent on each. If more space is needed you may attach an additional sheet if necessary.

11. <u>To operate the Hagood Mill historical site for public education and public events.</u>	\$ 30,175.41
12.	\$
13. Total Program Service Expenses (add lines 11 and 12).....	\$ 30,175.41

Part IV— Management, General and Fundraising Expenses

14. Program expenses (from part III, line 13)	\$ 30,175.41
15. Direct expenses from fundraising events and contracts (box 12E)	\$ 0.00
16. Fundraising expenses (not included in the amount on line 15).....	
17. Payments to related organizations	
18. Salaries and other compensation	
19. Management and general expenses	\$ 2,188.20
20. Professional fees and other payments to independent contractors	
21. Other expenses not listed above.....	\$ 266.25
22. Total expenses (add lines 14 through 21)	\$ 32,629.86
23. Excess or (deficit) for the year (subtract line 22 from line 10)	\$ 33,752.25
24. Fund balances/net worth at the beginning of the fiscal year	\$ 559.33
25. Changes in fund balances/net worth (attach explanation).....	
26. Fund balances/net worth at the end of the fiscal year (add lines 23 through 25).....	\$ 34,311.58

Part V— Balance Sheet

27. Total assets	\$ 34,311.58
28. Total liabilities	
29. Net assets or fund balances at end of year (subtract line 28 from line 27)	\$ 34,311.58

Certification

As required by Section 33-56-60 of the Solicitation of Charitable Funds Act, this form shall be signed by the Chief Executive Officer and the Chief Financial Officer of the charitable organization. (If one person serves as both CEO and CFO, he or she should sign in both places below.)

We certify that the information furnished in this statement is true and correct to the best of our knowledge and belief.

CEO/President

Name : Robert Sams

Signature: _____

Date: _____

CFO/Treasurer

Name : Michael Sheriff

Signature: _____

Date: _____

Mailing Address: 138 Hagood Mill Rd, Pickens, SC 29671

Email Address: hagoodmillfoundation@gmail.com Phone Number: 864-898-2936



January 31, 2021

Pickens County Council
County Administrator

On behalf of our board, staff and most of all those we serve, Pickens County Meals on Wheels would like to thank you all for your support over the years. In March of 2019, Pickens County staff started delivering meals to our homebound seniors. When COVID hit in 2020, several Pickens County staff members stepped up and helped prep food, pack meals, clean, and deliver during this pandemic. These extra hands were invaluable.

With the overwhelming support of our community during COVID, PCMOW was able to create three new delivery routes along with an additional hired driver route. We were able to add 150 new seniors to our program and for five months we served frozen weekend meals to all of our seniors. In 2020, we served a total of 93,600 meals to our homebound seniors. We have grown leaps and bounds, made possible by community volunteers, staff, donations, and grants. As we continue to expand, our board is thinking ahead of how we can continue to support the growth in coming years.

Pickens County holds a mortgage for PCMOW with a remaining balance of \$109,543.39. Currently, we pay \$4,454.26 on a quarterly basis. PCMOW's goal is to start an endowment that would help support the growth of our program. We would like to make a proposal that Pickens County forgive PCMOW of this debt. In turn, we will use those funds to start our endowment.

On a side note, I wanted to let you know that we have recently met with Dendy and Justin who are running the PCPAC. We are very excited to have the auditorium up and running with events. They are using our dining area in March for their Leukemia Society fundraiser. We plan to work together on future events and have had a very open conversation regarding boundaries and how we can work together to benefit both parties. I look forward to working with Justin and Dendy on future endeavors.

Thank you for your consideration to help jumpstart our endowment. If you should have any questions, please don't hesitate to contact me. I look forward to hearing from you.

Sincerely,

A handwritten signature in cursive script that reads "Kim Valentin".

Kim Valentin
Executive Director

RULE 2: COUNTY OFFICERS

2.1 The Council shall elect a Chair, Vice Chair, Vice Chair Pro Tempore, and such other officers as it may deem necessary for terms as hereinafter set forth, at the initial meeting of the Council in January following each General Election.

- A. **Chair.** The Council shall elect one of its members to serve as Chair for a term of two (2) years. Any vacancy in the Chair shall be filled by the Council for the un-expired portion of the term. The Chair shall preside at all regular and special meetings of the Council, shall execute, on behalf of the Council, all ordinances, resolutions, directives, bonds, and other official instruments or documents, and shall have such other duties and perform such functions as are set forth in these rules. The Chair shall exercise no authority over any elected officials of the county whose offices were created either by Constitution or by the general law of the state.
- B. **Vice Chair.** The Council shall elect one of its members to serve as Vice Chair for a two (2) year term; in the event that the Chair shall be temporarily absent or unable to serve, the Vice Chair shall serve as Chair in his/her stead and shall, during the time necessary for such service, carry the authority, powers, and responsibility of the Chair. In the event a vacancy occurs in the office of Chair, the Vice Chair will then become the Chair thereby, creating a vacancy in the position of Vice Chair to be filled by Council.
- C. **Vice Chair Pro Tempore.** The Council shall elect one of its members to serve as Vice Chair Pro Tempore for a two (2) year term for the purpose of conducting meetings of Council in the absence of the Chair and Vice Chair. In the event a vacancy occurs in the office of Vice Chair, the Vice Chair Pro Tempore will then become the Vice Chair thereby, creating a vacancy in the position of Vice Chair Pro Tempore to be filled by Council.

2.2 Administrator. As provided by law, Council shall employ an Administrator, not a member of Council, who shall be the administrative head of the County Government and shall be responsible for the administration of all the departments of the County Government which the Council has the authority to control.

- A. The Administrator shall be employed with regard to executive and administrative qualifications only, and need not be a resident of the County at the time of employment. However, the Administrator must establish residency in Pickens County within a period of one year following the effective date of employment. The term of employment of the Administrator shall be at the pleasure of the Council and he/she shall be entitled to such compensation for his

services as the Council may determine. The Council may, in its discretion, employ the Administrator for a definite term, not to exceed the term of the Council as then constituted.

B. Powers and Duties: The powers and duties of the Administrator shall include, but not be limited to the following:

1. to serve as the chief administrative officer of the County Government;
2. to execute the policies, directives, and legislative actions of the Council;
3. to direct and coordinate operational agencies and administrative activities of the County Government;
4. to prepare annual operating and capital improvement budgets for submission to the Council and in the exercise of these responsibilities the Administrator shall be empowered to require such reports, estimates and statistics on an annual or periodic basis as the Administrator deems necessary from all County departments and agencies;
5. to supervise the expenditure of appropriated funds;
6. to prepare annual, monthly and other reports for Council on finances and administrative activities of the County,
7. to be responsible for the administration of County personnel policies, including salary and classification plans approved by Council,
8. to be responsible for employment and discharge of personnel subject to the provisions of subsection (7) of Section 4-9-30 of the 1976 South Carolina Code of Laws, as amended, and subject to the appropriation of funds by the Council for that purpose;
9. to perform such other duties as may be directed by the Council.

C. Review: The County Administrator shall be evaluated annually during the month of December by the members of County Council. This process will be accomplished by the County Administrator and members of County Council, concluding with an executive session conference between these individuals to review performance and establish goals for the following year.

D. Authority over Elected Officials: With the exception of organizational policies established by the Council, the County Administrator shall exercise no authority over any elected officials of the County whose offices were created either by Constitution or by the general law of the state.

E. Council to Deal with Employees through Administrator: Except for the purposes of formal inquiries and investigations, conducted by Council as a whole or a duly authorized committee thereof, the Council shall deal with County officers and employees who are subject to the direction and supervision of the County Administrator solely through the Administrator, and neither the Council nor any of its members shall give orders or instructions to any such officers or employees.

- F. During the extended absence or disability of the County Administrator the Council shall designate another person to serve as Acting County Administrator.
- G. If the Council determines to remove the County Administrator, the Administrator shall be given a written statement of the reasons alleged for the proposed removal and the right to a hearing thereon at a public meeting of the Council. Within five (5) days after the notice of removal is delivered to the Administrator, the Administrator may file with the Council a written request for a public hearing. This hearing shall be held at a Council meeting not earlier than twenty (20) days nor later than thirty (30) days after the request is filed. The Administrator may file with the Council a written reply not later than five (5) days before the hearing. The removal shall be stayed pending the decision after the public hearing.

2.3 Clerk to Council: The Council shall appoint a person, not a member of the Council, to serve as Clerk. This person shall report to County Council and be subject to annual review by Council on the employment anniversary, provided however that Council may delegate this authority to the Chair and/or County Administrator. Regardless, the Clerk will follow the same personnel rules and procedures as all other county employees. The Clerk will:

- A. record all proceedings of the Council;
- B. deliver copies of the minutes of each Council meeting to all members prior to the next regular Council meeting,
- C. keep the minutes of all committee meetings,
- D. keep a register of all proposed Ordinances and Resolutions, assigning them a number and arranging them in order of introduction;
- E. render any needed assistance to members of the Council in preparation of reports, recommendations, ordinances, resolutions, directives and correspondence, and
- F. assist the Administrator in the performance of duties as it relates to County Council.
- G. In the event a member of Council sends or requests information of the Clerk or the Administrator, that information is to be provided to all Members of Council in the most timely and efficient method practical. It is specifically provided for that this subsection is intended to assist the Clerk in the performance of duties and to prevent any council person from conduct in their individual capacity that would violate Rule 2.2(E), Rule 3.5 herein, and/or any provisions of applicable state law.

2.4 Signatory Authority of County Officers

- A. The Council Chair shall sign the following on behalf of the County Council:
 - 1. Ordinances after approval by Council on 3rd Reading
 - 2. Resolutions after approval by Council

3. Minutes of Council after approval by Council
 4. Proclamations
 5. Any document which asks for the signature of an "elected" representative of County
 6. Vice Chair to sign where Chair has conflict of interest
 7. Other (on case by case basis in consultation with County Attorney)
- B. Administrator shall sign the following on behalf of the County:
1. Documents under Administrator's authority
 - a. Day to day managerial issues
 - b. Expenditures under \$5000.00
 - c. Personnel issues
 - d. Submissions to Council
 - e. Grant applications for programs previously authorized by Council where application requires no match and no commitment for future funding
 2. Documents when specifically authorized by Council:
 - a. Deeds, leases, and/or other conveyances of interest in real property
 - b. Contracts / Memoranda of Understanding
 - c. Grants and/or applications for Grants requiring a match or a commitment for future funding
 - d. Settlements
 3. Chair to sign where Administrator has a conflict of interest
 4. Other (on case by case basis in consultation with County Attorney)
- C. Clerk to Council
1. Minutes when submitted to Council
 2. As formal attestation to:
 - a. Ordinances
 - b. Resolutions
 3. As witness and/or notary on documents signed by Administrator and/or Chair
 4. Other (on case by case basis in consultation with County Attorney)

3.5 Council to Act Collectively. As elected members of a corporate body, County Council members have no authority as individuals, and shall refrain from conduct that would suggest a supervisory or executory authority on behalf of the County.

- A. Council members only have authority when in a lawful, duly-noticed assembly of County Council or its component Committees.
- B. Members shall not bind, contract, obligate, or offer to bind, contract, or obligate the County in any matter whatsoever unless and until specifically authorized by full Council in a lawful meeting, duly noticed.
- C. Members shall not participate, or attempt to influence, day-to-day operational activities of the County, nor should Members communicate with County employees (other than the Administrator, an employee designated by the Administrator for a specific, limited purpose, or the Clerk to Council) on matters reserved to the Administrator under the provisions of the Home Rule Act and/or other provisions of state law.

RULE 4: MEETINGS

4.3 Agendas. County Council will conduct its meetings in accordance with an Agenda, to be published in advance of the meeting under the provisions of applicable law.

- A. The Council Agenda for any meeting thereof shall be approved by the Chairman of County Council.
- B. If a Member desires to place an item on the regular agenda this should be done by (2) members of Council sponsoring the item. The item should be sent to the Clerk nine (9) days prior to the regular meeting. All requested items will be automatically placed on the Consent Agenda for referral to the appropriate committee unless the Chairman chooses to move it for action.
- C. Council Agendas will be sent to Council Members by the Clerk to Council on the Tuesday prior to the Monday meeting date.
- D. Agenda Format:
 - 1. Invocation and Pledge
 - 2. Public Forum
 - 3. Approval of minutes
 - 4. Administrator's Report
 - 5. Committee reports
 - 6. Council Correspondence
 - 7. Motion Period and new business (see Section E. below)
 - 8. Ordinances for First Reading/Resolutions 11
 - 9. Ordinances for Second Reading
 - 10. Ordinances for Third Reading
 - 11. Other requested agenda items
 - 12. Consent Agenda
 - 13. Executive Session (as needed)
 - 14. Action on Executive Session Items (as needed)
 - 15. Appointments
 - 16. Adjourn

E. Motion Period and new business. During this period, Council Members may introduce new ordinances, resolutions or propose that Council consider ideas for ordinances, resolutions or policy without prior notice having been given. During this period, a unanimous vote of Council on a motion to add a new item to the agenda would allow immediate action to be taken on that item, however any item for final action should be included on the published

agenda so that the public is given appropriate notice; one dissenting vote or more would automatically refer the issue to the appropriate Council Committee for study. Council can add an issue to go to Committee during Motion Period with one motion and a majority rule. Matters previously considered by Council may be reconsidered by Council, and, also, any other motions appropriate under Robert's Rules of Order may be considered at this time.