

Lancaster County Council Infrastructure and Regulation (I & R) Committee Regular Meeting Agenda

Tuesday, June 12, 2018

County Council Conference Room
County Administration Building
101 N. Main Street
Lancaster, SC 29720

1. **Call to Order Regular Meeting – Committee Chair Larry Honeycutt** 3:00 p.m.
2. **Approval of the agenda** *[deletions and additions of non-substantive matters]*
3. **Citizens Comments**
4. **Approval of Minutes from the May 22, 2018 I&R Committee regular meeting – pgs. 2-7**
5. **Discussion / Action Items**
 - a. Discussion of RFATS Collector Road Study – *David Hooper/Penelope Karagounis*
 - b. Discussion of Regent Parkway – *Brian Carnes*
 - c. Discussion of Animal Shelter – *Nicholas Miller/Cary Perkins – pgs. 8-11*
 - d. Discussion of Garage – *Nicholas Miller*
 - e. Discussion of litter in Lancaster County – *Larry Honeycutt*
6. **Adjournment**

Anyone requiring special services to attend this meeting should contact 285-1565 at least 24 hours in advance of this meeting.

Lancaster County Council Infrastructure and Regulation Committee agendas are posted at the Lancaster County Administration Building and are available on the Website: www.mylancaster.org

Larry Honeycutt, District 4, Chairman
Terry Graham, District 1
Billy Mosteller, District 3



DRAFT

Minutes of the Lancaster County Council Infrastructure and Regulation (I & R) Committee Regular Meeting

101 N. Main Street, Lancaster, SC 29720

Tuesday, May 22, 2018

Council Members present were Larry Honeycutt, Terry Graham, Billy Mosteller, Charlene McGriff, Steve Harper and Brian Carnes. Also present were County Attorney John Weaver, Administrator Steve Willis, Clerk to Council Sherrie Simpson, Deputy Clerk to Council Chelsea Gardner, Budget Analyst Kim Belk, Public Work Director Jeff Catoe, Ken Holt of Holt Consulting Company, LLC, Airport Director Paul Moses, Planning Director Penelope Karagounis, Procurement Director Nicholas Miller, Recreation Director Hal Hiott and various department heads and citizens. A quorum of the Lancaster County I & R Committee was present for the meeting.

The following press were notified of the meeting by e-mail in accordance with the Freedom of Information Act: *Lancaster News*, *Kershaw News Era*, *The Rock Hill Herald*, *Fort Mill Times*, Cable News 2, Channel 9 and the local Government Channel. The agenda was posted in the lobby of the County Administration Building and also on the county website for the required length of time.

Call to Order

Committee Chairman Larry Honeycutt called the regular meeting to order at approximately 3:00 p.m.

Approval of the Agenda

Billy Mosteller moved to approve the agenda as written. Seconded by Terry Graham. The approval of the agenda passed by unanimous vote of 3-0.

Citizens Comments

Rita Vogel, Library Director, spoke regarding the timeline for the Library Renovation Programming and Community Meetings. She provided a handout attached as Schedule A.

Diane Rashall, Indian Land, SC, spoke regarding the Animal Shelter.

Approval of Minutes

Terry Graham moved to approve the minutes from the April 10, 2018 I & R Committee regular meeting. Seconded by Billy Mosteller. The approval of the April 10, 2018 I & R Committee regular meeting minutes passed by unanimous vote of 3-0.

Discussion / Action Items

Grant Application during FY 2018-19 for Airport Apron Rehabilitation – addition of Independent Fee Estimate/REILS request.

Steve Willis indicated that this Discussion/Action Item and the TUG have already been discussed by the Administration Committee. Ken Holt explained that the South Carolina Department of Aviation made a presentation to Council previously regarding the economic impact study for airports and the classification system for airports. He stated that the Lancaster Airport is currently a SCIII airport for business/recreation and that the only missing element to classify the Airport as a SCII, which is a business/corporate classification, is the addition of runway end identifier lights (REILS). He stated that the REILS project could be added to the Airport Apron Rehabilitation project. He noted that the pre-application has already been submitted for the Airport Apron Rehabilitation project and so to include the REILS in that project now would require a new pre-application be submitted to the Federal Aviation Administration (FAA) and the State. He provided a handout, attached as Schedule B, regarding the costs of the project. He noted that with the additional costs for the REILS, the County would now need an Independent Fee Estimate. He also provided a handout, attached as Schedule C, regarding the grant procurement schedule for the project. He noted that he has given the name of a consultant who can conduct the Independent Fee Estimate to the Procurement Department. He explained that Procurement has received a proposal and that the consultant has agreed to conduct the Independent Fee Estimate for two thousand five hundred dollars (\$2500.00) and they have agreed to complete it within five (5) days. He explained that after that Independent Fee Estimate is completed, then the grant application will need to be submitted and the deadline for that is July 1, 2018. He stated that he needs the County Administrator to execute the pre-application, contract for the Independent Fee Estimate and execute the grant application.

Billy Mosteller moved that the approval for the County Administrator to be authorized to execute the pre-application, contract for the Independent Fee Estimate and execute the grant application be moved to full Council with a favorable recommendation from the I & R Committee. Seconded by Terry Graham. The motion passed by unanimous vote of 3-0.

Discussion of UDO/Discussion of UDO Advisory Committee (UDO Section 9.1.6)/Discussion of Temporary Recreational Vehicle (UDO Section 5.12.4F).

Larry Honeycutt stated that the Committee is combining the discussion on the Unified Development Ordinance (UDO), the UDO Advisory Committee and the discussion of temporary Recreational vehicles in the UDO. He stated that Council would like to be able to change the UDO without discussing it with the Advisory Committee, which is an unnecessary step. Steve Harper stated that everyone is busy and the Advisory Committee is a step which could be eliminated and that it would simplify the process. Steve Willis stated that he does not want the County to end up in the same shape as it was before the new UDO was passed, which established the Advisory Committee, because before that time, the County was passing quick fix solutions to a problem which would lead to other problems in the future. He noted that the intent of the Advisory Committee was to vet how a text amendment change in one section would affect other sections of the UDO. Penelope Karagounis stated that the original intent of the UDO Advisory Committee was a vetting process and that it was an annual review of what was and was not working in the UDO. She noted that the Advisory Committee is made up of twelve (12) members: three (3) citizens, two (2) Planning members, two (2) Council members and various Department heads. She stated that the Advisory Board has met four (4) times this year and that that is too many. She stated that the Technical Review meetings are very helpful. Steve Harper stated that the process needs to be simplified. Charlene McGriff asked if having the Advisory Committee prolongs the process. The Committee discussed the difference between the Advisory Committee and the Technical Review Committee, which is comprised of Department Heads. Terry Graham asked who would fill the role of the Advisory Committee if that step is eliminated. Steve Harper noted that the Planning Commission and Council already have to approve all text amendments. Penelope Karagounis stated that more meetings were held by the Advisory Committee during the first year but that they stopped meeting so much due to funding. She explained that, after the Advisory Committee stopped meeting, staff simply met with the Department Heads and submitted text amendments directly to the Planning Commission. Terry Graham stated that you would expect to need more meetings during the first year that the UDO was adopted.

Steve Yeargin stated that the Department Heads see the hardships caused by the UDO and that the Advisory Committee is good if they will only meet just once per year. Steve Harper suggested giving the County Administrator emergency powers in emergency cases, as long as it will not violate the code, for one year only. Billy Mosteller moved that the UDO be re-written to give the County Administrator authority to sign temporary waivers during emergency situations. Seconded by Terry Graham. The motion passed by unanimous vote of 3-0. Penelope Karagounis stated that she will start the process of the text amendment for displaced residents based on a natural disaster. John Weaver advised that the UDO be changed so that the County Administrator be authorized to grant temporary waivers on a case by case basis after analysis of the situation.

Discussion of Small Area Plan.

Penelope Karagounis explained that the County is conducting a Small Area Plan along Highway 521 from Highway 75 to Highway 5. She noted that the Small Area Plan will look at land use planning and transportation needs in that area. She noted that it is the vision for the area. She stated

that a steering committee has been set up and she explained that it is composed of nineteen (19) people. She stated that the first meeting is scheduled for June 5, 2018. She explained that the first step is to compile data on the area and conduct community meetings. She stated that the area for the Small Area Plan contains 6000 acres. She stated that the goals for the steering committee will be to develop a small area plan through input from the community and establish a vision statement, planning principles and an implementation strategy for the area. She noted that the County has contracted with the Catawba Regional Council of Governments (COG) to help with the Small Area Plan. Terry Graham asked what the target completion date is for the plan and Penelope Karagounis responded that it is January 31, 2019. Steve Willis noted that the COG just completed a Small Area Plan for Chester County. Charlene McGriff asked what the boundaries are for the Small Area Plan. Penelope Karagounis stated that it runs along Highway 521 from Highway 5 to the Highway 75 turnoff. She noted that the population in that area is sparse.

Steve Harper asked if the Small Area Plan could be expanded because once the sewer lines head north out of Lancaster, the growth and development in the area before getting to Highway 5 could be great. Steve Willis stated that the County would need a second Small Area Plan and that the County cannot conduct two plans at the same time so a priority would need to be set as to which would be conducted first. Penelope Karagounis stated that the Comprehensive Plan will update the future land use map which may help in the area before Highway 5. Steve Willis asked Penelope Karagounis to ask the COG for recommendations about what the costs would be for another Small Area Plan from the Lancaster city limits up to Highway 5.

Expansion of hours for Convenience sites.

Jeff Catoe stated that staff has reassessed the hours for the Convenience sites. He noted that Public Works has the most complaints about the sites being closed from Tuesday thru Thursday; therefore, the new hours will have five (5) sites opening on Tuesdays with staggered hours. Steve Willis noted that this change has been handled administratively at the request of staff and that this discussion/action item will be placed on the Council agenda for information only.

Update on the Playground at the Buford Recreation Center.

Hal Hiott stated that the procurement process for the playground at the Buford Recreation Center has been completed. He stated that this project is now in the protest period and that the purchase order should be issued after Memorial Day. He provided a picture of the playground but one was not provided to the Clerk for the record.

Update of signs for Parks and Recreation: Adding Directional Signs at Recreation Fields and Removal of Signs at municipal locations.

Larry Honeycutt stated that the County needs signs to let citizens know the locations of the recreation fields. Hal Hiott stated that the County Administrator has submitted a letter to the Department of Transportation (DOT) regarding putting up signs for the recreation fields. He stated that DOT has informed him that they are reviewing the legalities of the issue. He noted that DOT has stated that they will get back with him next week and he will keep the Committee updated on

the progress. He stated that if the County would produce the signs themselves, then DOT would likely approve them.

Hal Hiott stated that the County will be taking down their wooden County signs from the municipal parks sometime during the end of June and the City will be putting up their own signs the first part of July, 2018.

Finalization of proposed project list for Parks and Recreation Bond.

Steve Willis noted that this item has already been discussed by the Administration Committee. He reviewed the proposed project list for the bond: the Indian Land Recreation Center Addition, the Harrisburg Road Soccer Complex, the Lindsay Pettus Greenway Phase 1, the Barr Street Auditorium Renovations and the Heath Springs Soccer Complex. He noted that the County will be looking for potential alternatives to the Indian Land Recreation Center Addition. Steve Harper noted that the County cannot promote the recreation bond.

Nicholas Miller stated that a landscape architect is putting together conceptual designs for the soccer fields and that they can give the County cost estimates and financial options. Hal Hiott explained that the company he spoke with indicated that there would not be enough room for five (5) soccer fields at the Harrisburg location but that there would be room for two (2) full size soccer fields and some smaller ones as well. He noted that the company is recommending artificial turf for one of the fields. Brian Carnes asked if the Recreation Department had asked the School District about using their property for parking after 4:00 p.m. Hal Hiott stated that that option is worth exploring.

John Weaver stated that Michael Seezen, a bond attorney for McNair Law Firm, will be at the 5-29-2018 Council meeting to explain the bond process to Council. He explained that the bond ordinance will require three (3) readings. He requested that if the County does not have specific costs for the various projects at the first reading, then Council still consider passing the ordinance on first reading and that he would guarantee that the numbers would be finalized by the second reading.

Changes for the County Code section dealing with the Parks and Recreation Commission.

Steve Willis explained that the County will no longer have a Joint Recreation Commission as of July 1, 2018, so there will need to be changes to the Ordinance dealing with the Joint Recreation Commission. Hal Hiott stated that the Commission requested that the municipal appointments be left on the Commission as liaisons but without voting rights. Charlene McGriff noted that the municipalities have no capital invested, so she suggested that he could invite the municipal liaisons to the meetings as needed but not to participate as members of the Commission.

Steve Willis recognized Kenneth Cauthen's retirement and noted that this meeting would be his last I & R Committee meeting.

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Adjournment

Terry Graham moved to adjourn the meeting. Seconded by Billy Mosteller. The motion to adjourn passed by unanimous vote of 3-0. The I & R Committee meeting adjourned at approximately 4:20 p.m.

Respectfully Submitted:

Approved by the I & R Committee

Sherrie Simpson
Clerk to Council

Larry Honeycutt, Chairman

STATE OF SOUTH CAROLINA)
)
COUNTY OF LANCASTER)

RESOLUTION NO. 0980-R2017

A RESOLUTION

RELATING TO THE DECLARATION OF INTENT BY LANCASTER COUNTY, SOUTH CAROLINA, TO REIMBURSE CERTAIN EXPENDITURES PRIOR TO THE ISSUANCE BY THE COUNTY OF ITS TAX-EXEMPT DEBT.

WHEREAS, the Internal Revenue Service and U.S. Treasury Department have promulgated Section 1.150-2 of the Treasury Regulations (the "Regulations") that authorizes an issuer to reimburse itself from the proceeds of tax-exempt debt; and

WHEREAS, Lancaster County, South Carolina (the "County"), anticipates incurring expenditures (the "Expenditures") related to certain capital improvements including but limited to constructing and equipping an animal shelter and a fleet facility (the "Project") prior to the issuance by the County of tax-exempt debt for such purpose; and

WHEREAS, the County intends to fund the Project from proceeds of tax-exempt debt not to exceed \$5,500,000; and

WHEREAS, the Regulations require that the governing body of the political subdivision declare an official intent to reimburse an expenditure prior to the incurrence of the expenditure.

NOW, THEREFORE, BE IT RESOLVED by the Council of Lancaster County, South Carolina:

Section 1. The County Council hereby declares that this Resolution shall constitute its declaration of official intent pursuant to Section 1.150-2 of the Regulations to reimburse the County from the proceeds of tax exempt debt of the County to be issued pursuant to South Carolina state law, for Expenditures with respect to the Project. The County Council anticipates incurring Expenditures with respect to the Project prior to the issuance by the County of its tax-exempt debt for such purposes.

Section 2. To be eligible for reimbursement of the Expenditures, the reimbursement allocation must be made not later than 18 months after the later of (a) the date on which the Expenditures were paid, or (b) the date the Project was placed in service, but in no event more than three (3) years after the original Expenditures.

Section 3. The Expenditures are incurred solely to acquire, construct or rehabilitate property having a reasonably expected economic life of at least one (1) year.


Section 4. The County Council hereby authorizes the use of general fund monies or other funds on hand as the source of funds for the Expenditures with respect to the Project.

Section 5. This Resolution shall be in full force and effect from and after its adoption as provided by law. This Resolution shall be made available for inspection during normal business hours by the general public at the offices of the County.

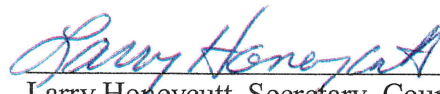
Adopted this 27th day of November, 2017.

LANCASTER COUNTY, SOUTH CAROLINA

[SEAL]

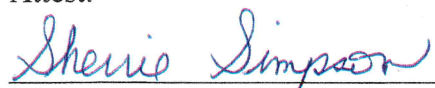


Steve Harper, Chair, County Council



Larry Honeycutt, Secretary, County Council

Attest:



Sherrie Simpson, Clerk to Council

Infrastructure and Regulation Committee

June 12, 2018

Lancaster County Animal Shelter

Proposed Costs of Construction

I.	Building	\$1,900,000.00
	6,000 square feet	
II.	Potential Building Additions	
	a. Additional Block of Runs	\$ 200,000.00
	b. Break Room	\$?
III.	Site Preparation	\$ 400,000.00
	a. Public Works	-\$?
Total without add-ons / deducts		\$2,500,000.00



mcmillan | pazdan | smith
ARCHITECTURE



Keck & Wood, Inc.

LANCASTER ANIMAL SHELTER
LANCASTER, SC



DIAGRAMMATIC PLAN