



RICHLAND COUNTY COUNCIL

DEVELOPMENT AND SERVICES COMMITTEE

Bernice G. Scott
District 10

Damon Jeter
District 3

Norman Jackson, Chair
District 11

Kit Smith
District 5

Bill Malinowski
District 1

March 25, 2008
5:00 PM

Richland County Council Chambers
County Administration Building
2020 Hampton Street

Call to Order

Approval of Minutes

- A. February 26, 2008: Regular Meeting [Pages 3 – 4]

Adoption of Agenda

I. Items for Action

- A. Intergovernmental agreement with the Town of Irmo regarding the Sease Road paving project [Pages 5 – 11]
- B. Request to provide temporary funds for the completion of delayed C Fund Projects: [Pages 12 – 20]
1. Bluff Road intersection improvement project
 2. Padgett Road sidewalk project
- C. Request to approve the awarding of a contract to B.P. Barber & Associates, Inc. in the amount of \$135,000 for the purpose of funding preparation of Gills Creek Watershed Management Plan Project [Pages 21 – 23]
- D. Request to approve an engineering contract with Joel Wood and Associates in the amount of \$311,220 for the Hopkins Community Water System [Pages 24 – 26]

II. Items for Discussion / Information

- A. Utility franchise fees [Pages 27 – 28]
- B. Discussion of on-premises display devices
- C. Discussion of requirements for moving and locating a manufactured home [Pages 29 – 36]

Adjournment

Staffed by: Joe Cronin

**Richland County Council
Development and Services Committee
February 26, 2008
4:00 PM**



In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, persons requesting notification, and was posted on the bulletin board located in the lobby of the County Administration Building.

Members Present:

Chair: Norman Jackson
Member: Bill Malinowski
Member: Bernice G. Scott

Absent: Damon Jeter
Kit Smith

Others Present: Michielle Cannon-Finch, Milton Pope, Tony McDonald, Roxanne Matthews, Joe Cronin, Brad Farrar, Amelia Linder, Stephany Snowden, Jennifer Dowden, Tamara King, Audrey Shifflett, Sandra Haynes, Teresa Smith, Michelle Onley

CALL TO ORDER

The meeting was called to order at approximately 4:05 p.m.

APPROVAL OF MINUTES

January 29, 2008 (Regular Session) – Mr. Jackson moved, seconded by Ms. Scott, to approve the minutes as submitted. The vote in favor was unanimous.

February 5, 2008 (Special Called Meeting) – Mr. Malinowski moved, seconded by Mr. Jackson, to approve the minutes as submitted. The vote in favor was unanimous.

ADOPTION OF AGENDA

The agenda was unanimously adopted by the committee.

ITEMS FOR DISCUSSION/INFORMATION

Utility Franchise fees – Mr. Pope gave a brief update regarding this item. The committee requested that legal clarify if the franchise fees would only apply to new service customers and for staff to research how other counties manage this issue.

Review of on-premises sign requirements – Mr. Pope gave a brief update regarding this issue.

Overview and discussion of vicious animal regulations – Mr. Pope gave a brief overview of the County's policy regarding this item. The committee requested that a recommendation be brought back regarding the possibility of limiting the number of dogs an owner may have at their residence and the requirements for kennels.

Request to accept roads in the Ashley Ridge subdivision for county ownership and maintenance – Mr. McDonald stated that the developer has completed the work and the roads were undergoing final inspection in order for the County to accept them.

Discussion of CMRTA issues:

- a. **Dissolution of CMRTA** – Mr. Pope informed the committee of the legal requirements for dissolution.
- b. **Board Membership** – Mr. Pope informed the committee of the legal requirements regarding the board membership of the CMRTA.

ADJOURNMENT

The meeting adjourned at approximately 4:39.

Submitted by,

Norman Jackson, Chair

The minutes were transcribed by Michelle M. Onley

Richland County Council Request of Action

Subject: Sease Road Paving Project

A. Purpose

The purpose of this report is to request the County Council's consideration of proceeding with the Sease Road paving project, with the Town of Irmo fronting the cost until C Funds become available.

B. Background / Discussion

The Sease Road paving project is one of the many projects that have been delayed due to the lack of availability of C Funds at this time. C Funds are not expected to become available again until early 2009 or later. It is not known at what rate the County will begin receiving the funds once they become available.

The Town of Irmo has been a strong advocate for the project because of the benefits that will accrue to the Friarsgate Subdivision, i.e., an alternate entrance will be provided to the community. For this reason, the Town has agreed to front the funds necessary to proceed with the paving project immediately provided the County agrees to reimburse the Town once C Funds become available.

Because Sease Road is one of the County's approved C Fund projects, County staff has no objections to accepting the Town's offer provided the Town understands that the money can only be repaid as C Funds become available, and, at this point, there is no definitive time frame for this to occur other than an indication from the County Transportation Committee that it could be early 2009. Also, the County would not pay any interest on the funds loaned by the Town. Town officials have accepted both of these caveats. The complete terms of the arrangement have been committed to writing and are included in the attached memorandum of understanding.

A final caveat involves the plans to install a passing track by CSX Railroad. Within the past two years, CSX officials notified the County of plans to construct a passing track at the location where Sease Road was to cross the existing track. If the passing track is constructed, trains could park on the track for up to eight hours a day, which would, in many ways, defeat the purpose of the Sease Road connector. More recently, however, CSX has identified an alternative location for the passing track which is further northwest in the less densely populated area of Three Dog Road. Approval to go forward with the Sease Road paving project should, therefore, be contingent upon CSX's agreement to not construct the passing track at the Sease Road location and to grant a deed to the County for the railroad crossing at the Sease Road intersection.

C. Financial Impact

There is no immediate cost to the County to proceed with the Sease Road project as outlined above. Once C Funds become available, the County would then reimburse the Town from the County's C Fund allotment. The estimated cost of the project is between \$750,000 and \$800,000.

D. Alternatives

The following alternatives exist with respect to this request:

1. Approve the Town of Irmo's offer to front the money necessary to complete the Sease Road paving project. This would allow the project to proceed immediately.
2. Do not approve the Town's offer, in which case the project will be delayed until C Funds are available.

E. Recommendation

Recommend approval of the Town of Irmo's offer to front the money necessary to complete the Sease Road paving project, contingent upon CSX Railroad's agreement to not construct a passing track at this location and to grant a deed to the County for the railroad crossing at the Sease Road intersection.

Recommended by: Tony McDonald **Department:** Administration **Date:** 3/11/08

F. Reviews

Public Works

Reviewed by: Teresa Smith

Date: 3/20/2008

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Finance

Reviewed by: Daniel Driggers

Date: 3/20/08

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend that approval to award contract be contingent upon a signed IGA and the receipt of advance funds from the Town.

Legal

Reviewed by: Larry Smith

Date: 3/21/08

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Recommend approval subject to the terms of the IGA. It is advised that the committee's recommendation regarding the IGA be subject to any changes that are deemed appropriate by the County Attorney to protect the county's interest prior to council approval.

Administration

Reviewed by: Tony McDonald

Date: 3/21/08

Recommend Council approval
Comments regarding recommendation:

Recommend Council denial

1. Representations, Warranties and Covenants.

(a) Each party to this agreement represents and warrants that it or he has full legal right, power and authority to enter into this agreement and to perform and consummate all other transactions contemplated therein; and

(b) there is no action, suit, proceeding, inquiry or investigation at law or in equity before or by any court, public board, or body, pending or, to the best of the knowledge of each party, threatened against any party, nor to the best of the knowledge of each party is there any basis therefore, which in any manner questions the powers of each party to this agreement, or the validity of any proceedings taken by either party or its governing body in connection therewith or wherein any unfavorable decision, ruling, or finding could materially affect the transactions contemplated by this agreement other than as described herein or which, in any way, would adversely affect the validity or enforcement of it (or of any other instrument required or contemplated for use in consummating the transactions contemplated thereby).

2. Advancement of Funds to Commence Project/County's Procurement of Construction Services/Commencement of Construction.

Recognizing that the provision of "C" funds from the State of South Carolina to political subdivisions qualifying for such funds occurs at sporadic and indefinite periods based upon availability and other factors, the County at the time of this Agreement does not have sufficient C-funds to commence the Project. However, the Town does have and is willing to advance to the County for the express purpose of undertaking the Project "C" funds or other funds as permitted by law, provided that the County solicits any bids through its procurement process incident to the Project as soon after execution of this agreement as is practical (*i.e.*, the County will make a *bona fide* good faith effort to complete its procurement of construction services relative to the Project without unexcused delay upon the effective date of this agreement).

The parties agree that the Town has no obligation under this agreement to advance any funds to the County if either 1) the actual costs of construction exceed the amount the Town is considering advancing based on Project estimates at the time of this agreement or 2) the Town's

governing body does not approve the advancing of the costs contemplated herein for any reason.

Upon consideration by Town of the actual construction costs derived through County's procurement of the services contemplated herein and upon approval and advancing by the Town of the full construction costs of the Project, the County shall commence construction of the Project as soon thereafter as is practical, absent legitimate delay or events beyond the control of the County.

3. Repayment by County of Funds Advanced by Town.

Again recognizing the uncertainty and lack of control either party hereto has with respect to the State of South Carolina's provision of "C" funds or any other monies, the County is unable to specify a date by which it could repay any funds advanced by the Town under this agreement. However, the County agrees to repay the Town with the first available "C" funds the County receives from the State until the total amount advanced by Town hereunder to County is repaid (*i.e.*, the County will remit to the Town all "C" funds it receives from the State after the Town advances the funds contemplated herein until that advancement is repaid in full).

4. Term.

This Agreement shall be effective once signed by an authorized representative of Town and County, and shall continue in full force and effect unless the conditions of paragraph 2 hereof are not met or until either party terminates the agreement upon giving thirty (30) days written notice to the other party of its intent to terminate this agreement.

5. Miscellaneous Provisions.

(a) This agreement contains the entire agreement of the parties, and no prior agreements, oral or otherwise, among the parties not embodied herein shall be of any force or effect. Any amendment to this agreement shall not be binding upon all of the parties hereto unless such amendment is in writing and executed by all parties hereto.

(b) This agreement is intended to be performed in compliance with all applicable

laws, ordinances, rules and regulations. If any of the provisions of this agreement or the application thereof shall be invalid or unenforceable, then the remainder of this agreement shall not be affected thereby but shall be enforced as permitted by the law. The parties agree to notify each other if they become aware that any condition will significantly delay performance.

(c) The parties agree that the advancement or repayment of any funds herein by either party or the acceptance thereof by either party shall in no way create any agency relationship between the parties or any relationship which would subject either party to liability for any acts or omissions of the other party to this agreement.

(d) This agreement shall be governed by and construed in accordance with the laws of the State of South Carolina.

(e) Failure to exercise any right will not operate as a waiver of that right, power, or privilege.

6. Notices.

Any notices which may be permitted or required hereunder shall be in writing and shall be deemed to have been fully given as of the date and time the same are sent by facsimile transmission, nationally recognized overnight delivery service or registered or certified mail, return receipt requested, and sent to the parties as follows:

To Town: Its Administrator

To County: Its Administrator

Richland County Council Request of Action

Subject: Intersection Improvement Project

A. Purpose

The purpose of this report is to request the County Council's consideration of fronting the funds necessary to construct intersection improvements at the Bluff Road / Blair Street intersection.

B. Background / Discussion

In 2007, the Richland County Transportation Committee (CTC) entered into an agreement with the South Carolina Department of Transportation (SCDOT) and a private developer, Williams & Associates, to fund intersection improvements at the Bluff Road / Blair Street intersection. The intent of the improvements was to ease traffic congestion, which will likely increase once the multi-family housing development being constructed by Williams & Associates comes online. The project will consist of adding left turn lanes on Bluff Road at its intersection with Blair Street, along with the installation of a traffic signal at this location.

The agreement calls for the project, which will cost a total of \$384,184.94, to be funded as follows:

- \$243,184.94 to be funded by the CTC (C Funds);
- \$60,000 for traffic signal installation to be funded by SCDOT; and
- \$81,000 to be funded by Williams & Associates.

Because of the lack of availability of C Funds at this time, the intersection improvement project is currently on hold. As a result, Council Member Bernice Scott has proposed that the County front the money to cover the CTC's obligation (\$243,184.94) in order that the project can proceed. If the Council agrees to fronting the money, the CTC would reimburse the County once C Funds become available. At this time, C Funds are not expected to be available again until early 2009.

C. Financial Impact

The immediate cost to the County would be \$243,184.94. This amount would be reimbursed by the CTC once C Funds become available, which is expected to sometime in early 2009. In the meantime, the Council would need to approve a budget amendment appropriating \$243,184.94 from the General Fund fund balance.

D. Alternatives

The following alternatives exist with respect to this request:

1. Approve the proposed temporary funding appropriation in order that the Bluff Road / Blair Street intersection improvement project can proceed, with the County to be refunded once C Funds are available.
2. Do not approve the proposed temporary funding appropriation. Under this alternative, the project will be delayed until C Funds are available.

E. Recommendation

Recommend approval of the temporary funding appropriation.

Recommended by: Council Member Bernice Scott **Department:** Council **Date:** 3/11/08

F. Reviews

Public Works

Reviewed by: Teresa Smith

Date: 3/20/2008

Recommend Council approval

Recommend Council denial

Comments regarding recommendation:

Finance

Reviewed by: Daniel Driggers

Date: 3/21/08

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Council discretion. Approval as proposed would require a budget amendment.

Legal

Reviewed by: Larry Smith

Date: 3/21/08

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: Council discretion. However, I would recommend entering into a written agreement if necessary.

Administration

Reviewed by: Tony McDonald

Date: 3/21/08

Recommend Council approval

Recommend Council denial

Comments regarding recommendation: This decision is left to the Council's discretion. For clarification, this is a State DOT project, and Richland County has no obligation unless the Council decides to front the money as described above.

A second request of a similar nature has been submitted by Council Member Norman Jackson asking that Richland County front the money for sidewalks along Padgett Road. This, too, is a DOT project. Because of its similarity with the Bluff Road / Blair Street request, the Padgett Road request has been included here (backup materials are attached) for consideration.

RICHLAND COUNTY TRANSPORTATION COMMITTEE

September 26, 2007

Julie P. Barker, PE
Midlands "C" Project Engineer
SCDOT
Post Office Box 191
Columbia, SC 29202-0191

RE: Program Funds-Intersection Improvement Bluff Road and Blair Street

Dear Ms. Barker:

Enclosed please find a Program Request form and information for the referenced road improvement.

The Richland County Transportation Committee (RCTC) approved, in its September 2, 2007 meeting, to collaborate with the South Carolina Department of Transportation and Williams and Associates to fund an intersection improvement project at Bluff Road (S-42) and Blair Street (S-1568). Richland CTC's portion of the cost is \$243,184.94; Williams and Associates wishes to contribute \$81,000.00; and SCDOT agreed to pay for signal design and construction (\$60,000.00) in this collaboration, totaling \$384,184.94.

Please proceed and obtain the necessary approval from SCDOT Management and provide us with guidance on how best to proceed, in compliance; towards completion of this project.

Thank you for your assistance.

Sincerely,



James C. Brown
Chairman

JCB/kl

Enclosures (2)

cc: Randy Young, SCDOT

RICHLAND COUNTY TRANSPORTATION COMMITTEE

September 26, 2007

Mr. Jon Williams, President
Williams & Associates Land Planners, P.C.
PO Box 6146
Athens, GA 30606

RE: Blair Road/Bluff Street Intersection

Dear Mr. Williams:

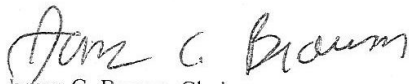
On behalf of the Richland County Transportation Committee, I would like to express our appreciation for your presentation before us on September 25, 2007. Your request for the committee to cogitate a partnership initiative for intersection improvement on Bluff Road at its intersecting point with Blair Street in Columbia, South Carolina, has been considered. The project request provides for left turn lanes at Bluff Road and Blair Street, with an installation of a signal by SCDOT, if lanes are built. The information presented was sufficient, allowing us to make an informed decision to approve your request.

The total project cost is \$384,184.94. You agreed to pay \$81,000.00, which represents 21% of the project cost. SCDOT agreed upon signal design and construction with the cost of \$60,000.00 and Richland CTC will fund \$243,184.94. Our portion is committed and programmed through SCDOT "C" Fund Program. This entity manages our funds, and will obtain the necessary approval from management, insure compliance and help determine who will be responsible for this project.

We will notify you as to whom and when you can release your portion (\$81,000) for payment. We look forward to working with you on this partnership venture and towards its completion which will benefit all involved.

Thanks again, I can be reached at (803) 576-1906.

Sincerely,



James C. Brown, Chairman
JCB/kl

cc. Thad Brunson
Mark Nolt
Andrew Nichols
Tim Antley
Julie Barker
Randy Young
David Rogers
Senator Darrell Jackson

1701 Main Street, Suite 409/P.O. Box 192/Columbia, South Carolina 29202/ 803-748-4661



Florence & Hutcheson, Inc.

CONSULTING ENGINEERS

December 10, 2007

Christy Swofford
Richland County Procurement
2020 Hampton St., Ste 3064
Columbia, SC 29204

Re: RC-010-B-0708 2006 Sidewalk Program

Dear Mrs. Swofford:

Florence & Hutcheson, Inc. has reviewed the three (3) submitted bids for the 2006 Sidewalk Program and found no irregularities in the lowest bid. The bids were as follows:

CBD Inc.	\$63,312.50
H Senn Construction	\$99,606.00
L-J Inc.	\$99,951.00

Please see the enclosed final bid tab sheet. Please let me know as to the next course of action for this project. Thank you.

Sincerely,

Wes Lockard, P.E.
Florence & Hutcheson, Inc.
501 Huger Street
Columbia, SC 29201

CC: Howard Boyd, Richland County Public Works

Richland County Office of Procurement
 2006 Sidewalk Program
 Bid Opening
 2:00 p.m. *b*
 December ~~8~~, 2006
 Bid No. RC-010-B-0708

Contractor	Contractor's License #	Bid Bond	Bid
CBD Inc.	G111106	Yes	\$63,312.50
H Semm Constuction	G16114	Yes	\$99,606.00
LJ Inc.	G112370	Yes	\$99,951.00



South Carolina
Department of Transportation

March 10, 2006

Mr. James C. Brown
Chairman - Richland County
Transportation Committee
PO Box 192
Columbia, SC 29202

Dear Chairman Brown:

The South Carolina Department of Transportation is in receipt of the CTC's recent requests allocating funding for two improvement projects in Richland County.

As requested, \$1,000,000.00 was allocated to Richland County under Local Paving PCN 35655 for the Richland County 2006 County Dirt Road Improvement Program (Year 3). Also, \$40,000.00 was allocated to Richland County under C PCN 35656 for the Richland County 2005-06 State Road Sidewalk Program for the construction of sidewalks along Road S-311 (Beatty Road), S-70 (Padgett Road), and SC Route 12 (Percival Road).

Mr. Howard Boyd, Richland County Engineer, has been advised of the committee's action.

Please let us know if we can be of any further help to you.

Sincerely,

Linda L. Shealy
C Program Coordinator
C Program Development

LLS

cc: Kim Little, Secretary/Treasurer Richland CTC
FILE: PC/LLS



REQUEST FOR PROGRAMMING

("C" CONSTRUCTION PROGRAM)

COUNTY: _____ Richland _____ CONGRESSIONAL DISTRICT _____ 2 _____

STATE ROAD PROJECT (ON SYSTEM) SCDOT (DIRECT LABOR PROJECT)

MATCH PROGRAM LOCAL PAVING (OFF SYSTEM)

REVISION TO CURRENT C PCN _____

PROJECT INFORMATION SECTION

TYPE OF PROJECT: NEW CONSTRUCTION RESURFACING OTHER

DESCRIPTION OF REQUESTED IMPROVEMENT:
Request for increase of Pin#35656. 2005-2006 Sidewalk Program Richland County. Increase includes the construction cost of \$250,901.00 and an additional \$14, 184.04 for engineering design (Beatty Rd. (S-311), Padgett Rd. (S-70) and Percival Road (s-12).

INITIAL ESTIMATED COST OF PROJECT: \$ 250,901.00

INCREASE/DECREASE PCN FROM \$ 40,000.00 TO \$ 305,085.04

TOTAL MILEAGE: _____ MILE(S)

LOCATION MAP MUST BE ATTACHED

PLEASE GIVE INFORMATION IF WORK PERFORMED BY OTHERS THAN SCDOT

NAME OF GOVERNMENT ENTITY : _____ Richland County Public Works _____

NAME OF CONTACT PERSON: _____ Howard Boyd _____

TITLE OF CONTACT PERSON: _____ County Engineer _____

ADDRESS _____ 400 Powell Road _____

CITY/TOWN _____ Columbia _____ SC ZIP _____ 29203

TELEPHONE NUMBER:(803) _____ 576-2412 _____ EXT: _____ FAX: (803) _____

E-MAIL ADDRESS: _____

TAYPAYER IDENTIFICATION NUMBER: _____ 57 -6000398 _____

CONCURRENCE: Jan C. Brown 07-18-2007

CHAIRMAN, COUNTY TRANSPORTATION COMMITTEE DATE

REQUEST FOR PROGRAMMING

("C" CONSTRUCTION PROGRAM)

COUNTY: Richland CONGRESSIONAL DISTRICT 2

STATE ROAD PROJECT (ON SYSTEM) SCDOT (DIRECT LABOR PROJECT)

MATCH PROGRAM LOCAL PAVING (OFF SYSTEM)

REVISION TO CURRENT C PCN 35656

PROJECT INFORMATION SECTION

TYPE OF PROJECT: NEW CONSTRUCTION RESURFACING OTHER

DESCRIPTION OF REQUESTED IMPROVEMENT:
Request for increase of Pin # 35656. 2005-2006 Sidewalk Program Richland County. Increase includes the construction cost of \$250,901.00 and an additional \$14,184.04 for engineering design (Beatty Road (S-311), Padgett Road (S-70), and Percival Road (S-12).

INITIAL ESTIMATED COST OF PROJECT: \$ 250,901.00

INCREASE/DECREASE PCN FROM \$ 40,000.00 TO \$ 265,085.04

TOTAL MILEAGE: 1/3 MILE(S)

LOCATION MAP MUST BE ATTACHED

PLEASE GIVE INFORMATION IF WORK PERFORMED BY OTHERS THAN SCDOT

NAME OF GOVERNMENT ENTITY: Richland County Public Works

NAME OF CONTACT PERSON: Howard Boyd

TITLE OF CONTACT PERSON: County Engineer

ADDRESS: 400 Powell Road

CITY/TOWN: Columbia SC ZIP: 29203

TELEPHONE NUMBER: (803) 576-2412 EXT: FAX: (803) 576-2499

E-MAIL ADDRESS:

TAYPAYER IDENTIFICATION NUMBER: 57-6000398

CONCURRENCE: *Dan C. Roney* 07-18-2007
 CHAIRMAN, COUNTY TRANSPORTATION COMMITTEE DATE

Richland County Council Request of Action

Subject: Funding the Preparation of Gills Creek Watershed Management Plan Project from Richland County Department of Public Works Stormwater Management Division and Richland County Conservation Commission Budgets

A. Purpose

County Council is requested to approve the award of contract to B.P. Barber & Associates, Inc. in the amount of \$135,000 with \$87,000 from Stormwater Management and \$48,000 from Conservation Commission from their respective FY08 budgets for the purpose of funding preparation of Gills Creek watershed Management Plan Project.

B. Background / Discussion

Gills Creek Watershed Association (GCWA) was revived in early 2007 with Richland County Administrator's initiative. In July 2007, with the assistance of Clemson University, a strategic plan was prepared with identified objectives and goals. Management body with various committees was formed and the committees started implementing the Strategic Plan. Gills Creek Watershed Management Plan (GCWMP) project is part of implementation of strategic plan and is a technical initiative in making Gills Creek watershed a "national model". The project is being undertaken as a partnership between Richland County and the Gills Creek Watershed Association (GCWA).

Proposals for GCWMP preparation were solicited in October 2007 with a due date of November 16, 2007. Request for proposal was sent to all 20 pre-qualified/qualification in-process engineering firms and proposals were received from five engineering firms. Others either declined the opportunity or not responded. GCWA has reviewed the received proposals submitted for the GCWMP Project. After a rigorous evaluation process in January 2008, B.P. Barber & Associates, Inc. was recommended for award of the project. The project is divided into two phases and is anticipated to be completed in eight months from Notice to Proceed (NTP) date.

C. Financial Impact

The cost of the contract for developing the GCWMP is \$135,000.00. The Public Work's Stormwater Management Division has funding available for this project in FY 08 in the amount of \$87,000 as per budget approved by Council. The remaining \$48,000.00 has been obligated by Richland County Conservation Commission through County Council and funds are available in FY08. Council approval is needed authorizing the award of contract to B.P. Barber & Associates, Inc. B. P Barber proposed performing the work with below costs.

GCWMP Phase I	\$50,000.00
GCWMP Phase II	\$85,000.00
Total Cost for GCWMP Project	\$135,000.00

D. Alternatives

1. Approve the request in full, and exactly as presented by the Department of Public Works and Conservation Commission. **Reason:** The request involves no new financial impacts. GCWMP is a vital project for future GCWA efforts and guides future restoration, retrofit, mitigation, recreation, conservation, environmental best management practice projects in the Gills Creek watershed through 2018.
2. Do not approve the recommendations, and send it back to the Department of Public Works and Conservation Commission. **Consequences:** Anticipated delay in preparing the GCWMP and there by its implementation. It will impact the momentum of the GCWA which was an initiative of Richland County.

E. Recommendation

It is recommended that Council approve the award of contract to B.P. Barber & Associates, Inc. in the amount of \$135,000 with \$87,000 from Stormwater Management and \$48,000 from Conservation Commission from their respective FY08 budgets for the purpose of funding preparation of Gills Creek watershed Management Plan Project.

Recommended by: Srinivas Valavala, DPW Stormwater Manager
Teresa C. Smith, P.E. Director of Public Works
Department: Public Works Date: 03/14/2008

Recommended by: Jim Wilson, Richland County Conservation Commission
Hugh Caldwell, Richland County Conservation Commission
Department: Conservation Commission Date: 03/14/2008

F. Reviews

Finance

Reviewed by: Daniel Driggers Date: 3/20/08
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: Budget dollars are available as stated

Procurement

Reviewed by: Rodolfo Callwood Date: 3/20/08
 Recommend Council approval Recommend Council denial
Comments regarding recommendation:

Legal

Reviewed by: Larry Smith Date: 3/20/08
 Recommend Council approval Recommend Council denial
Comments regarding recommendation: Recommend approval consistent with the County's procurement process.

Administration

Reviewed by: Tony McDonald

✓ Recommend Council approval

Comments regarding recommendation:

Date: 3/20/08

Recommend Council denial

RICHLAND COUNTY COUNCIL REQUEST OF ACTION

Subject: Hopkins Community Water System

A. Purpose

The purpose of this report is to seek County Council approval to proceed with the design of the Hopkins Community Water Project.

B. Background

County Council approved a resolution on or about April 4, 2007 to proceed with the development of a public water system to serve the Hopkins Community. This system will incorporate existing wells at two (2) lower Richland schools into a construction project that will provide a public water supply to approximately six hundred (600) existing homes. The construction of this system will be funded in part by Richland County, S.C.DHEC and Rural Development.

C. Discussion

Rural Development has committed to provide a \$2,033,000 loan and a \$1,793,000 grant toward the construction of this project. In order for these funds to be released, certain conditions must be met. The single most important condition was the commitment from 445 homeowners to connect to the system once it is operational. We are proud to report that we currently have commitments for 461 property owners and that number continues to climb.

Representatives from Rural Development have reviewed our progress and based on the property owner commitments, have authorized the County to proceed with the system design (see attached letter). Rural Development also establishes the rate at which engineers will be compensated for their services. For this size project, they have established a design fee at 5.7% and an inspection fee at 2.1%. For this project that equates to \$227,430.00 for design and \$83,790.00 for inspection. A contract has been negotiated with Joel Wood and Associates for a total engineering fee of \$311,220.00.

D. Financial Impact

Funds are available through Rural Development, Richland County and S.C. DHEC to cover the cost of this project. No additional funds should be required.

E. Alternatives

1. Approve the engineering contract with Joel Wood and Associates in the amount of \$311,220.00.
2. Disapprove the engineering contract.

F. Recommendation

It is recommended that the engineering design and inspection contract with Joel Wood and Associates be approved in the amount of \$311,220.00 plus a 10% contingency for unanticipated additional services.

Recommended by: Andy H. Metts **Department:** Utilities **Date** 3/13/08

G. Reviews

Staff recommendations will be provided to committee members prior to the committee meeting.

ANDY METTS

From: Cardwell, Michele - Aiken, SC [Michele.Cardwell@sc.usda.gov]
Sent: Tuesday, March 11, 2008 5:28 PM
To: ANDY METTS
Cc: Joel Wood; Langworthy, Joy - Aiken, SC
Subject: Richland County- Hopkins Area Water Project

Andy,

You, your staff, council and the community has accomplished and exceeded a major task and condition for the loan and grant for the Hopkins Area Water Project by signing up the required number of customers, 445 residential and 2 commercial (schools). I can now conclude that the requirement for customer sign up on Rural Development's Letter of Conditions dated March 26, 2007 has been met. We advise that you proceed with your approved engineering consultant, Joel Wood and Associates, to develop the plans and specifications for this project for review and approval by SCDHEC and USDA, Rural Development.

Congratulations to all involved on achieving the number of customers needed for this well deserved project! I know that alot of time, effort and numerous community meetings were held to accomplish this task.

The next step:

1. Project engineer to develop plans and specifications submit to SCDHEC and USDA, Rural Development
2. County's attorney to complete all items in the legal services and property rights sections of the Rural Development's Letter of Conditions.

Let me know if I can provide further assistance.

Look forward to breaking ground!

Michele J. Cardwell
Rural Development Specialist

USDA, Rural Development
1555 Richland Avenue, Suite 100
Aiken, SC 29801
803-649-4221, extension 118
803-642-0732 fax

The County of Richland



Office of the County Attorney

MEMORANDUM

TO: Milton Pope, County Administrator
FROM: *LS* Larry C. Smith, Richland County Attorney
SUBJECT: Establishment of Franchise Fees upon utilities operating in Richland County
DATE: November 14, 2007

1. The County has the legal authority to impose franchise fees upon utilities operating in the County's designated Service Area without the County's consent.
2. The County's designated Service Area is defined as "an area in which the particular service is being provided or funds have budgeted or funds have been applied for as certified by the governing body thereof".
3. If the County designated a "Service Area," the County's consent and application of the fee would only likely apply to new service.
4. Telephone, telegraph, gas and electric are exempt and don't require the County's consent to operate.
5. In addition to the imposition of a franchise fee, the County could also consider the imposition of a business license tax on the for the extension of the lines in the unincorporated.

Cc: Honorable Joseph McEachern, Chair of Richland County Council
Tony McDonald, Assistant County Administrator
Any Metts, Utilities Director

November 7, 1978

RICHLAND COUNTY REFERENDUM

A REFERENDUM TO DETERMINE WHETHER THERE SHOULD BE ESTABLISHED AND IMPLEMENTED BY THE GOVERNING BODY OF THE COUNTY OF RICHLAND A COMPLETE AND COMPREHENSIVE PROGRAM DESIGNED TO PROVIDE WATER AND SEWAGE SERVICES TO THE RESIDENTS OF THE COUNTY OF RICHLAND.

The governing body of the County of Richland should take what action is necessary to establish and implement a complete and comprehensive program designed to provide water and sewage services to the residents of the County of Richland.

- In favor of the issue
- In opposition to the issue

The results were as follows:

In favor of the issue:	23,130	(70.5%)
In opposition to the issue:	9,674	(29.5%)

2020 Hampton Street, 1st floor
Columbia, SC 29204-1002
P.O. Box 192
Columbia, SC 29202-0192
(803) 576-2174 direct
(803) 576-2182 fax
(803) 576-2180 front counter
geoprice@richlandonline.com

Richland County Planning and
Development Services

Mo

To: Roxanne L. Matthews, Assistant to the County Administrator
From: Geonard H. Price, Zoning Administrator
Date: 20 March 2008
Re: Discuss the issue of manufactured homes being relocated without appropriate permits

Council questioned the policy of Richland County regarding manufactured homes being relocated without obtaining a moving permit. This question would better be addressed by the Treasurer's Office since that office issues the moving permits. However, Kendra Dove, Deputy Treasurer, and I have discussed the process that citizens must go through in order to establish a manufactured home. It was determined that the permitting process should be reviewed to ensure that the efforts of the Planning Department and Treasurer's Office are coordinated.

Enclosed is the information guide for setting up a manufactured home.

SETTING UP A MANUFACTURED HOME IN RICHLAND COUNTY

1. Check with the Richland County Zoning Department for your zoning classification. The zoning classification will determine whether or not a manufactured home can be placed on the property. The Zoning Department is located at 2020 Hampton Street, telephone number 576-2180.
2. For property not served by a local sewer district, you must apply for a septic tank permit at the D.H.E.C. Office, Room 1058, 2020 Hampton Street. The D.H.E.C. telephone number is 576-2920. A perk test must be done before the permit is issued. Property served by a sewer district requires payment of a sewer tap fee before a permit to set up your manufactured/mobile home can be issued. You must present either the approved septic tank permit or the original sewer tap fee receipt when applying for your set-up permit. If you are on city sewer, obtain proof of sewer from the City of Columbia Sewer Dept. located at 1225 Laurel Street, telephone number 545-3400.
3. You must have an assigned street address before a manufactured home permit can be issued. You can contact the Richland County E-9-1-1 Addressing Coordinator at telephone number 576-2147 for more information regarding address assignment.
4. If the proposed se-up site lies within the 100 year flood plain, you will need to provide the Richland County Flood Coordinator's office with a certified plat of the property and have the flood coordinator sign-off on the flood zone data portion of the permit application form.
5. You must have a decal issued by the Richland County Treasurer's office **BEFORE** electrical or sewer permits can be issued by the Planning Department. You will not be able to obtain electrical service or a refuse roll cart until these permits have been issued and all required inspections have been passed.

REQUIRED DOCUMENTS FOR SET-UP ON PRIVATE PROPERTY

Bring the following documents to the Planning Department at 2020 Hampton Street when applying for permits:

1. Ownership or sales paperwork for the manufactured home and a registered plat of the property showing ownership.
2. The approved septic tank or sewer tap fee receipt.
3. A moving permit to move the manufactured home within Richland County or moving permit from another county or state authorizing the move to Richland County.

DOCUMENTS REQUIRED FOR SET-UP IN A MOBILE HOME PARK

1. Ownership or sales paperwork for the manufactured home.

2. Moving permit is required even if the manufactured home is being moved within the mobile home park where it is presently located.

3. The name, address and lot number of the mobile home park where the manufactured home is to be located.

At the Planning Department you will fill out a Richland County mobile home permit form and take it upstairs to the Treasure's Office. You will be required to pay a \$5.00 fee to receive a current tax decal. After receiving a current tax decal, you will return to the Planning Department to obtain a set-up permit. Permit fee is \$110.00. Permit fees are due when the set-up application is made.

AFTER THE SET-UP PERMIT IS ISSUED

1. Once the permit is issued, it shall be posted in a conspicuous location on the set-up site.

2. The tax decal shall be posted so that it is clearly and readily visible from the front side of the manufactured home.

3. Measure for locating the manufactured home to insure its location does not violate zoning setback requirements.

4. Follow below instructions for posting house numbers: a. Numbers must be posted within 10 days of receipt or before approval of final inspection.

b. Residential numbers shall be at least 3 inches in height.

c. All numbers should be constructed of durable, clearly visible material and shall contrast with the color of your mobile home.

d. The numbers shall be placed immediately above or beside the entrance.

e. Buildings situated more than 50 feet from the street require address numbers placed near the driveway, walkway, common entrance, mailbox, gatepost, fence, or other appropriate site clearly visible from the road.

f. Keep posted numbers conspicuous and free from obstruction.

g. Every dwelling shall have its own address. There shall be no address sharing unless approved by the addressing staff.

h. You must notify the post office and utility companies of your new address.

Any person who violates any of the above provisions is guilty of a misdemeanor and shall be subject to a fine not exceeding two hundred dollars or thirty days imprisonment for each day of violation.

THE FOLLOWING ITEMS WILL BE CHECKED BY THE BUILDING INSPECTOR

All items must be completed before the electric company is allowed to connect power.

STAIRS AND LANDINGS

Stairs with landing shall be required at all exits, from the manufactured home as follows:

Minimum landing size – 3 feet in width and 3 feet depth
Maximum riser height – 8 ¼ inches
Minimum tread depth – 9 inches
Maximum stair width – 36 inches

HANDRAILS AND GUARDRAILS

Handrails shall be required on all stairs with continuous run of treads or flight with four or more risers.

Handrail height shall be 30 inches minimum and 38 inches maximum.

Spacing between guards or pickets shall be such that will not allow the passage of a 4-inch sphere between the guards or pickets.

Open sides of stairs or walking surfaces 30 inches or greater above the finished grade shall have guardrails not less than 36 inches in height.

Front entry – Handrails are required on both sides of the stairway.

Side entry – Handrails are required on at least one side of the stairway and 3' by 3' landing with guardrails is required.

WATER

A potable water supply is required either by a local water service provider or a D.H.E.C. approved well.

SEWER OR SEPTIC SYSTEM

A 4" schedule 40 or ASTM 3033/3034 white PVC sewer line shall be installed to a proper depth and a 4" cleanout shall be located within 3 feet of the manufactured home/mobile home.

ANCHORS AND TIE DOWNS

Cast in place concrete "dead men", eyelets imbedded in concrete, screw anchors or arrow anchors shall be placed in each corner and at intervals no more than 20' apart along the perimeter of the manufactured/mobile home.

Each device shall be rated to sustain a minimum load of 4,800 pounds.

SKIRTING

Skirting shall be required in order to receive a release for electrical power. An exception to the skirting requirement may be obtained from the Zoning Department that would allow a 30-day extension for skirting completion. Call 576-2178 for more information.

ELECTRICAL

Location of the Service Pole:

Manufactured home service equipment shall be located adjacent to the manufactured home and shall be mounted on a pole.

Service equipment shall be located in sight of and not more than 30 feet from the exterior wall of the manufactured home.

Exception: service equipment shall be permitted to be located elsewhere on the premises, provided that a service disconnect means suitable for the service equipment is located in sight of and not more than 30 feet from the exterior wall of the manufactured home.

Exception: Some manufactured homes are designed to have service equipment attached directly to the exterior wall. This installation is allowed only if all of the following requirements are met:

Manufacturer's documentation is provided to the permitting department at the time of the permit application.

The manufactured home is secured to a permanent foundation.

Service equipment is installed in accordance with the 2002 National Electrical Codes.

Means are provided for grounding of service equipment outside of the structure.

Service Pole:

Manufactured home service poles are not provided by the County or electrical service provider and must be purchased by the homeowner.

Service poles shall be pressure treated and poles shall be set at least 4 feet in the ground below grade.

Service Wire Support:

A service wire support attachment bolt may be installed by our electrical service provider. Contact your utility for their specific requirements and placement.

Service Wires:

Service wire height shall be a minimum of 12 feet above finished grade over driveways, 18 feet above finished grade over public streets, alleys, roads or parking areas subject to truck traffic and a minimum of 10 feet above finished grate to the bottom of the drip loop.

Masthead or Weatherhead:

Masthead/Weatherhead shall be rain tight and can be purchased at most hardware stores.

Conduit:

Conduit diameter and type shall be determined by calculations from the 2002 National Electrical Code for allowable conduit fill, based on size, type number of conductors and service amps.

Minimum Allowable Conduit Size:

100 AMP service – 1 ¼ inch

200 AMP service – 2 inches

Conduit shall be adequately secured to the service pole and shall not rely on attachment of service equipment for support.

Allowable Service Entrance Conductor Types:

EMT – Electrical Metallic Tubing

FMC – Flexible Metal Conduit

IMC – Intermediate Metal Conduit

RMC – Rigid Metal Conduit

RNC – Rigid Non-Metal Conduit

Conductors:

Allowable service conductor types: RH, RHW, RHW-2, THHN, THHW, THW, THW-2, THWN, THWN-2, UF, XHW, XHHW-2, USE-2 AND USE.

Conductors shall be sized in accordance with the 2002 National Electrical Code.

Minimum allowable service conductors:

100 AMP Service - #4 Copper, #2 Aluminum

200 AMP Service – 2/0 Copper, 4/0 Aluminum

Minimum allowable grounding conductors:

100 AMP Service - #8 Copper 200 AMP Service - #6 Copper

#8 and larger shall be stranded wire.

#8 wire shall be protected with metal conduit.

Grounding electrodes are allowed to be bare or green insulated wire.

Burial Depth Requirements:

Direct burial cables or conductors – 24 inches

Rigid metal conduit or intermediate metal conduit – 6 inches

Non-metal conduit listed for direct burial – 18 inches.

Meter Base and Service Disconnect:

Contact your electrical service provider for specific requirements and meter mounting height.

Some electrical service providers require that you use meter bases that they provide. Tri-County Electrical Cooperative is one that requires that you pick up a meter base from them at one of their cooperative office locations. Before purchasing a meter base, contact your electrical service provider.

The metal cabinet of the meter base shall be bonded through the neutral bar attachment to the metal cabinet of the electrical service panel or by means of a grounding bond screw which for identification is green in color.

Conduit attachment shall be through means of approved threaded adapters secured with lock rings and fitted with bushings to protect wire from damage. Other means of attachment shall be in accordance with the 2002 National Electrical Code.

Service disconnects shall have a rating of not less than the load to be carried, determined with article 230 of the 2002 National Electrical Code.

Service disconnects may vary by type and manufacturer, but shall contain no more than 6 breakers.

Grounding at the service disconnect is required.

Grounding of the service disconnects' metal cabinet is required.

The service disconnect means shall be mounted so that the bottom of the service disconnect cabinet is a minimum of 2 feet above the finished grade level.

Ground Rod and Ground Clamp:

Rod and pole electrodes shall not be less than 8 feet in length and shall consist of the following materials:

Electrodes of pipe shall not be smaller than ¾ inch trade size and, where of iron or steel, shall have an outer surface that is galvanized or otherwise metal coated for corrosion protection.

Electrodes of iron or steel rods shall be at least 5/8 inch in diameter. Nonferrous rods or their equivalent shall be listed and shall not be less than ½ inch in diameter.

Grounding clamps shall only be those listed for direct burial.

The upper end of the grounding rod shall be flush with or below ground level unless protected from physical damage by enclosure in wood or equivalent protective covering.

Grounding rods shall be installed in one of the three following manners:

- Driven to a depth of not less than 8 feet.

- Where rock is encountered, the rod may be driven at an angle not to exceed 45 degrees from vertical.

- Buried in a trench that is at least 30 inches deep.