



AGENDA
KERSHAW COUNTY COUNCIL MEETING
JANUARY 24, 2023 ~ 5:30 P.M.
 COUNTY COUNCIL CHAMBERS / KERSHAW COUNTY GOVERNMENT CENTER
 515 Walnut Street, Camden, SC 29020

Call to Order

Invocation Pastor Luther Harmon, Union Baptist Church of Elgin

Pledge of Allegiance

Public Comments

Adoption of Agenda

Public Presentation

- Hometown Heroes Project – Lowell Koppert, Chairman of Aiken County Veteran Council
 (placed on the agenda by Councilman Brant Tomlinson)

Approval of Minutes January 10, 2023 A
 January 12, 2023 Special CalledB

Resolution

- A Resolution by Kershaw County Council Express Support for Parental Rights in the Education and Upbringing of Children
 (placed on the agenda by Councilman Russell Brazell)C

Ordinances

1. 3rd Reading of an Amended and Restated Ordinance by Kershaw County Council Determining Rules and OrderD
 (placed on the agenda by Vice Chairman Jimmy Jones)
 - a. Amendment to add Section 4.4 regarding signature authorization pertaining to grants, ordinances, resolutions, agreements, etc.
 (placed on the agenda by Vice Chairman Jimmy Jones)

New Business

- Discussion regarding Planning & Zoning
 (placed on the agenda by Vice Chairman Jimmy Jones)
- Appointment of Interim Clerk to Council
 (placed on the agenda by Chairwoman Katie Guinn)
- Establishment of the Finance Committee
 (placed on the agenda by Chairwoman Katie Guinn)
- Funding Authorization for Kershaw County Opioid Settlement FundE
 (placed on the agenda by Chairwoman Katie Guinn)
- Cassatt Fire Station Update
 (placed on the agenda by Vice Chairman Jimmy Jones)

Old Business

Council Briefings

Administrator's Briefing

Legal Briefing

Executive Session

Adjournment

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The regular meeting of the Kershaw County Council was held on Tuesday, January 10, 2023, at 5:30 p.m. in Council Chambers at the Kershaw County Government Center.

Council Present: Katie Guinn Danny Catoe Russell Brazell
 Jimmy Jones Brant Tomlinson

Council Absent: Sammie Tucker, Jr.

Staff Present: Danny Templar Gerald Blanchard Lauren Reeder Tommy Morgan
 J. R. Scott Ryan Monaghan Jeremy Morrow Will Glover
 Debbie Branham Scott Wiles Janet Hasty Craig Hudson
 Barry Nelson Kevin Flowers Jim Edge Rollie Reynolds
 Gina Hudson

Members of the press and public were present.

In accordance with the Freedom of Information Act, copies of the agenda were sent to the newspapers, TV and radio stations, citizens of the county, department heads and posted on the website.

Chairwoman Guinn called the meeting to order and welcomed those in attendance. Derrick Proctor with New Life Christian Outreach gave the invocation and Chairwoman Guinn led the Pledge of Allegiance.

PUBLIC COMMENTS

Mr. Tim Taylor congratulated Council on a new year.

Ms. Linda Franklin Moore congratulated Chairwoman Guinn and is opposed to the development of a Kershaw County Sewer Authority.

Mr. Jeff Maddox congratulated Council and asked Council what are the goals of the new Council.

ADOPTION OF AGENDA

Councilman Russell Brazell motioned to approve the adoption of agenda and seconded by Councilman Brant Tomlinson.

Councilman Jimmy Jones made a motion to amend the agenda to remove the holiday schedule examples (item #3 under New Business) from the agenda packet. The amendment was seconded by Councilman Russell Brazell.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

Councilman Russell Brazell made the motion to adopt the agenda as amended and seconded by Councilman Brant Tomlinson.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

APPROVAL OF MINUTES

Councilman Russell Brazell motioned to approve the minutes of December 15, 2022 and seconded by Councilman Jones.

In Favor: Russell Brazell Jimmy Jones
Abstain: Katie Guinn Danny Catoe Brant Tomlinson

ORDINANCES

First Reading of an Amended and Restated Ordinance by Kershaw County Council Determining Rules and Order

Councilman Russell Brazell motioned to adopt the ordinance, seconded by Councilman Brant Tomlinson.

In Favor: Katie Guinn Russell Brazell Jimmy Jones
 Brant Tomlinson Danny Catoe

NEW BUSINESS

Select Vice-Chairman

Councilman Russell Brazell made the motion to nominate Councilman Jimmy Jones as Vice-Chair for a two-year term. The motion was seconded by Councilman Brant Tomlinson.

In Favor: Katie Guinn Danny Catoe Russell Brazell
 Brant Tomlinson
Abstain: Jimmy Jones

Appointment of Clerk to Council by Council

Councilman Jimmy Jones made the motion that the Chair of County Council be a part of the interview process to hire and recommend a Clerk to Council with a second by Councilman Danny Catoe.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

2023 County Council Meeting Schedule

Councilman Jimmy Jones made a motion to meet the second and fourth Tuesday at 6:00pm every month with a second by Councilman Russell Brazell.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

Distribution of Narcan to all 1st Responders

Councilman Russell Brazell made the motion to distribute Narcan to all 1st responders to include volunteer firefighters. Councilman Brant Tomlinson second the motion.

Councilman Russell Brazell withdrew his motion and asked Fire to work with the Administrator on funding.

For Discussion Only. Potential Development of a Kershaw County Sewer Authority

Councilman Russell Brazell asked for input from County Council on creating a sewer authority of Kershaw County. Councilman Jimmy Jones opposes the development of a sewer authority. Councilman Brant Tomlinson was interested in seeing a presentation from County Sewer to provide an update to Council. Councilman Danny Catoe is not opposed to a sewer authority, but will need for information and time to discuss. Chairwoman Guinn agreed Council needs to be updated on the current sewer system, but is in disagreement on the potential establishment of a sewer authority due to the sensitivity of time.

For Discussion Only. Potential Development of a Kershaw County Architectural Review Board

Councilman Russell Brazell asked for input on the creation of a Kershaw County Architectural Review Board. Councilman Jimmy Jones opposes the development of an Architectural Review Board. Chairwoman Guinn stated by state law the development of an Architectural Review Board could only be created if it's a part of our

Comprehensive Plan which it currently is not. Chairwoman Guinn believes the retooling of the comprehensive plan will address the concerns of Councilman Brazell.

OLD BUSINESS

COUNCIL BRIEFINGS

Councilman Brazell

Mr. Brazell applauded the Administrator for the Plus One Program. Brazell also thanked Central Communications for the job they do and welcomed new members of Council.

Councilman Jones

Mr. Jones has no report.

Councilman Tomlinson

Mr. Tomlinson thanked Council and Administration Staff for their service.

Councilman Catoe

Mr. Catoe thanked the public for the opportunity to serve on Council and looks forward to working for Kershaw County. Catoe thanked Administration for their support and asked the community to pray for this Council.

Chairwoman Guinn

Mrs. Guinn thanked the public for being with Council during the first Council meeting. Guinn will be calling a special meeting for a second reading of the Amended and Restated Ordinance by Kershaw County Council Determining Rules and Order. Guinn also announced the Night to Shine Event on February 10th. Chairwoman also asked for any member of clergy in Kershaw County to pray at the January 24th Council Meeting.

Administrator

Mr. Templar thanked Council for the support of our employees and welcomed new council members to County Council.

Legal

No report.

EXECUTIVE SESSION

Councilman Jimmy Jones made a motion to go into Executive Session to discuss a personnel matter. Councilman Brant Tomlinson second motioned.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

Councilman Russell Brazell made a motion to come out of Executive Session. Councilman Danny Catoe seconded the motion.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

ADJOURNMENT

Councilman Brant Tomlinson made a motion to adjourn the meeting. Councilman Russell Brazell second motioned.

In Favor: Katie Guinn Danny Catoe Russell Brazell Jimmy Jones
 Brant Tomlinson

The meeting adjourned at 7:46 p.m.

Date Approved

Clerk to Council

The special called meeting of the Kershaw County Council was held on Thursday, January 12, 2023, at 1:00 p.m. in Council Chambers at the Kershaw County Government Center.

Council Present: Katie Guinn Danny Catoe Jimmy Jones
 Brant Tomlinson Russell Brazell (came in at 13:03)

Council Absent: Sammie Tucker, Jr.

Staff Present: Danny Templar Gerald Blanchard John DuBose
 J. R. Scott Ryan Monaghan

Members of the press and public were present.

In accordance with the Freedom of Information Act, copies of the agenda were sent to the newspapers, TV and radio stations, citizens of the county, department heads and posted on the website.

Chairwoman Guinn called the meeting to order, an invocation was given by Councilman Danny Catoe, and Chairwoman Guinn led the Pledge of Allegiance.

ADOPTION OF AGENDA

Councilman Brant Tomlinson motioned to approve the adoption of agenda and seconded by Councilman Danny Catoe.

In Favor: Katie Guinn Danny Catoe Jimmy Jones Brant Tomlinson

ORDINANCES

2nd Reading of an Amended and Restated Ordinance by Kershaw County Council Determining Rules and Order
Vice Chairman Jimmy Jones motioned to adopt the ordinance, seconded by Councilman Brant Tomlinson.

Councilman Brant Tomlinson made a motion to amend:

- Article III, Section 3.1 Budget Ordinance and Millage Ordinance

b. Proposed amendments to the Kershaw County Budget Ordinance (the “Annual Budget”) subsequent to first reading in title only shall be made as follows:

1) On second reading, proposed amendments shall be made either verbally or by written motion. Verbal motions shall state with particularity the proposed budget amendment and provide the source of funding for such expenditure. Written motions, shall be submitted as an agenda item pursuant to Section 2.2 or Section 2.3. Amendments must state source of funding.

2) On third reading, proposed amendments may only be made in writing and shall be submitted as an agenda item pursuant to Section 2.2 or Section 2.3.

3) Motions to transfer funds appropriated in the Annual Budget for purposes other than specified in such Annual Budget shall be by motion as submitted as an agenda item pursuant to Section 2.2 or Section 2.3.

- Article V, Section 5.1 Committees of County Council

9. The Finance Committee will first consider the Annual Budget and recommend to Council a proposed budget prior to second reading of the budget. The recommendation of the Finance Committee must be provided to County Council as an agenda item under New Business (at least one council meeting prior to the scheduled second reading of the Kershaw County Budget Ordinance). After the proposed Annual Budget has been recommended by the Finance Committee and placed on the agenda for Second Reading the budget is then subject to proposed amendments (including the amount

and purpose of the expenditure and source of funding) by motions of Council members as provided for in Section 3.1.b or by administrative proposals so long as such proposals are contained in the Council agenda.

Councilman Russell Brazell seconded the motion.

In Favor:	Katie Guinn	Danny Catoe	Jimmy Jones
	Brant Tomlinson	Russell Brazell	

Councilman Russell Brazell made a motion to amend to allow up to two proclamations per Council Meeting under Section: 2.5: Order of Business

Vice Chairman Jimmy Jones seconded the motion.

Vice Chairman Jimmy Jones then made an amendment to Councilman Brazell's amendment and then withdrew.

In Favor:	Katie Guinn	Danny Catoe	Jimmy Jones
	Brant Tomlinson	Russell Brazell	

Chairwoman Katie Guinn made a motion to reorder Section 2.5 Order of Business, Item A: The Form of the Agenda to:

1. Call to Order
2. Innovation
3. Pledge of Allegiance
4. Adoption of the Agenda
5. Proclamations
6. Public Comments
7. Public Hearings
8. Public Presentations
9. Approval of Minutes
10. Discussions
11. Ordinances
12. Resolutions
13. New Business
14. Council Briefings
15. Administrator's Briefings
16. Legal Briefings
17. Future Agenda Items
18. Executive Session
19. Adjournment

Vice Chairman Jimmy Jones second the motion.

Vice Chairman Jones then amended the motion to identify the topic up for discussion has be to be placed on the agenda ahead of time and the council member who put it up for discussion must be named on the agenda. Councilman Russell Brazell second the amendment.

Vice Chairman Jones then withdrew his amendment.

Chairwoman Katie Guinn made a motion to amend her motion to reorder Section 2.5 Order of Business, Item A: The Form of the Agenda to:

1. Call to Order
2. Innovation

3. Pledge of Allegiance
4. Adoption of the Agenda
5. Proclamations
6. Public Comments
7. Public Hearings
8. Public Presentations
9. Approval of Minutes
10. Discussions
11. Ordinances
12. Resolutions
13. New Business
14. Council Briefings
15. Administrator's Briefings
16. Legal Briefings
17. Future Agenda Items
18. Executive Session
19. Adjournment

And to add in Section 2.3 matters placed on the agenda will have a notation by which member of Council placed items on the agenda under the listed item.

Councilman Russell Brazell second the motion.

In Favor:	Katie Guinn	Danny Catoe	Jimmy Jones
	Brant Tomlinson	Russell Brazell	

Motion as amended

In Favor:	Katie Guinn	Danny Catoe	Jimmy Jones
	Brant Tomlinson	Russell Brazell	

Councilman Russell Brazell made a motion to amend Appendix 3 make Public Comments a maximum time limit of one hour.

Councilman Brant Tomlinson second the motion.

Councilman Russell Brazell then withdrew his motion.

Chairwoman Katie Guinn then called for a vote to approve the ordinance as amended.

In Favor:	Katie Guinn	Danny Catoe	Jimmy Jones
	Brant Tomlinson	Russell Brazell	

ADJOURNMENT

Councilman Russell Brazell made a motion to adjourn the meeting. Councilman Brant Tomlinson second motioned.

In Favor:	Katie Guinn	Danny Catoe	Jimmy Jones
	Brant Tomlinson	Russell Brazell	

The meeting adjourned at 1:49 p.m.

Date Approved

Clerk to Council

A RESOLUTION BY KERSHAW COUNTY COUNCIL EXPRESSING SUPPORT FOR PARENTAL RIGHTS IN THE EDUCATION AND UPBRINGING OF CHILDREN

WHEREAS, Kershaw County Council believes that the public policy of Kershaw County government, the public education system, and other governmental entities should be to support and protect the fundamental right of parents to control a child’s exposure to discussion, instruction, and written materials related to human sexuality; and

WHEREAS, Kershaw County Council believes that classroom discussion or instruction by school personnel, or third parties on human sexuality is not appropriate in kindergarten through grade 5, or in any manner that is not age-appropriate or developmentally appropriate for students, regardless of age or grade; and

WHEREAS, Kershaw County Council believes the public education system and governmental entities should not allow children to access discussion, instruction, or materials on human sexuality without express parental knowledge and consent; and

WHEREAS, Kershaw County Council recommends the public education system and governmental entities that engage in discussion or instruction on human sexuality adopt policies and procedures that will assure children are not exposed to such discussion or instruction absent express parental knowledge and consent; and

WHEREAS, Kershaw County Council recommends that the public education system and governmental entities adopt policies and procedures that will assure children are unable to access materials, whether physical or electronic, on human sexuality absent express parental knowledge and consent; and

WHEREAS, Kershaw County Council believes the recommendations set forth herein are critical in assuring the fundamental rights of parents to control a child’s exposure to discussion, instruction, and written materials related to human sexuality are not abridged or infringed upon.

NOW, THEREFORE, BE IT RESOLVED by Kershaw County Council that Kershaw County Council hereby expresses its strong support for the rights of parents in the education and upbringing of their children and further recommends and encourages the public education system and other governmental entities to adopt policies and procedures that will prevent children from access or exposure to discussion, instruction, or written materials related to human sexuality absent express parental knowledge and consent.

<signature page follows>

RESOLVED by Kershaw County Council this _____ day of January, 2023.

KERSHAW COUNTY COUNCIL

By: Katie Guinn
Its: Chair, Kershaw County Council

Resolution Proposed By: Russell Brazell
Kershaw County Councilmember

Brant Tomlinson
Kershaw County Councilmember

Danny Catoe
Kershaw County Councilmember

ATTEST:

Clerk to County Council

ORDINANCE NO. _____

**AMENDED AND RESTATED ORDINANCE BY KERSHAW COUNTY COUNCIL
DETERMINING RULES AND ORDER OF BUSINESS**

ARTICLE I. PURPOSE AND AUTHORITY

Section 1.1 Purpose

The purpose for this ordinance is for Kershaw County Council (“County Council” or “Council”) to adopt and determine its own rules and order of business pursuant to Section 4-9-110 of the South Carolina Code of Laws.

This ordinance amends and restates the ordinance of Kershaw County Council Determining Rules and Order of Business.

ARTICLE II. AGENDA

Section 2.1 Council Meeting

County Council meetings shall be scheduled and special meetings called as provided in Section 4-9-110 of the South Carolina Code of Laws.

County Council meetings shall be held and conducted in accordance with the South Carolina Freedom of Information Act and the South Carolina Home Rule Act and in accordance with the general law of the State of South Carolina affecting meetings of public bodies.

Section 2.2 Preparation of Agenda

The County Administrator and Clerk to County Council shall prepare a proposed agenda which shall be published by 4:00 p.m. on Friday preceding the next scheduled County Council meeting. Matters to be placed on the agenda shall be submitted to the Clerk to Council no later than 4:00 p.m. on Thursday preceding the next scheduled County Council meeting.

For special meetings, the agenda shall be published at least twenty-four (24) hours prior to the meeting.

Section 2.3 Members of County Council placing matters on the agenda

County Council members can place proposed matters on the agenda (subject to Section 5.1(b)) by providing the agenda item to the County Administrator and Clerk to County Council by 4:00 p.m. on Thursday preceding the next regular scheduled Council meeting at which County Council will vote on or take action on any matter coming before County Council together with

supporting documentation. Matters placed on the agenda by a County Council member shall bear the name of that County Council member.

The proposed agenda shall be reviewed by the Chairperson prior to publishing of the agenda, and approved by the Chairperson as being compliant with these rules.

For special meetings the proposed Agenda with supporting documentation shall be provided at least twenty-four (24) hours prior to the meeting.

Section 2.4 Matters to be placed on the agenda

Matters to be placed on the agenda shall include matters to be considered by County Council for enactment, approval, or execution, for consideration, or for information pursuant to County Council's authority or to serve the public need, or for action pursuant to County Council's statutory authority or jurisdiction.

Section 2.5 Order of business

- a. The form of the agenda

The form of the agenda shall be as follows:

1. Call to Order
2. Invocation
3. Pledge of Allegiance
4. Adoption of Agenda
5. Proclamations
6. Public Comments
7. Public Hearings
8. Public Presentations
9. Approval of Minutes
10. Discussion
11. Ordinances
12. Resolutions
13. New Business
14. Council Briefings
15. Administrator's Briefings
16. Legal Briefings
17. Future Agenda Items
18. Executive Session
19. Adjournment

- b. Adoption of agenda

The agenda shall be adopted by Council. Deletions at adoption can be made by majority vote. Additions to the agenda at adoption require a vote of two-thirds and items can be added at

adoption only in case of emergency or deadline considerations that are exigent circumstances. The order of business on the agenda may be varied if required by the Chairperson.

c. Motions to reconsider a matter already decided must be made at the next meeting of Council as an agenda item, in the manner provided for by Section 2.2 and Section 2.3, and the motion must be made by a member on the prevailing side of the prior matter.

d. Rules of conduct for Public Comment and rules of conduct for Public Hearings may be established by County Council and altered or amended by County Council by a single vote.

e. Ordinances can be read in title only at first reading as agenda items.

f. Proclamations by County Council honoring a person or persons or an event or a matter of public interest as an agenda item are limited to no more than two per meeting.

g. Proclamations may be issued (not as an agenda item and not during the council meeting) by individual council members under the council member's name. Other council members may also join in the proclamation if desired. Issuance of proclamations under this provision (not as an agenda item) may be issued in the Council Chamber.

ARTICLE III. KERSHAW COUNTY ANNUAL BUDGET ORDINANCE AND APPROPRIATION AND EXPENDITURE OF FUNDS

Section 3.1 Budget Ordinance and Millage Ordinance

a. The proposed schedule for adoption of the Kershaw County Annual Budget (and any Supplemental Appropriation Budget Ordinance) shall be set by Council no later than the first scheduled meeting in April. The schedule can be amended or altered by subsequent vote of Council.

b. Proposed amendments to the Kershaw County Budget Ordinance (the "Annual Budget") subsequent to first reading in title only shall be made as follows:

- 1) On second reading, proposed amendments shall be made either verbally or by written motion. Verbal motions shall state with particularity the proposed budget amendment and provide the source of funding for such expenditure. Written motions shall be submitted as an agenda item pursuant to Section 2.2 or Section 2.3. Amendments must state source of funding.
- 2) On third reading, proposed amendments may only be made in writing and shall be submitted as an agenda item pursuant to Section 2.2 or Section 2.3.
- 3) Motions to transfer funds appropriated in the Annual Budget for purposes other than specified in such Annual Budget shall be by motion as submitted as an agenda item pursuant to Section 2.2 or Section 2.3.

c. The Millage Ordinance for Kershaw County millage shall be adopted no later than the council meeting at which the Kershaw County Annual Budget is enacted.

ARTICLE IV. SELECTION OF COUNTY COUNCIL OFFICERS

Section 4.1 Officers to be selected by County Council.

Pursuant to Section 4-9-110 of the South Carolina Code of Laws, County Council shall designate the following officers:

Section 4.2 Chairperson

Chairperson: The Chairperson is elected at large as a separate office and presides at all meetings of County Council, preserves order and decorum at all meetings, and states every question, where applicable, coming before County Council. The Chairperson of Kershaw County Council shall pursuant to the rules when a vote is called and taken on any motion or matter before Council require a show of hands of those member(s) voting for the matter and a show of hands of those member(s) voting opposed to the matter and shall state for the record each council member(s) voting for the matter and each council member(s) voting against the matter which shall be stated in the minutes of county council. When a member abstains and does not vote the member shall state the reason why the council member abstained.

The Chairperson shall preside at all regular and special meetings of the County Council, and may vary the order of business on the agenda. The Chairperson shall, and when required, execute, on behalf of County Council, all ordinances, resolutions, directives, bonds, and other official instruments or documents as required by County Council.

The Chairperson acts as parliamentarian and rules on parliamentary and procedural issues while presiding at meetings and rules on points of order and delineates points of order. When a challenge is made as to the ruling by the chair and after an explanation if required is made as to the challenge of a ruling by the chair, and after the chair rules on the point of order made, then any appeal from the ruling by the chair is debatable subsequent to which council votes on the appeal with the chair breaking a tie.

The Chairperson shall disseminate to members of County Council pertinent correspondence that requests action by County Council.

Section 4.3 Vice-chairperson

Vice-chairperson: At a meeting in January following each general election, the County Council shall select one (1) of its members to serve as Vice-chairperson for a two-year term. In the event the Chairperson shall be temporarily absent or unable to serve, the Vice-chairperson shall serve as Chairperson in the Chairperson's stead. When the Chairperson shall be temporarily absent or unable to serve, the Vice-chairperson shall, when required, execute, on behalf of County

Council, all ordinances, resolutions, directives, bonds, and other official instruments or documents as required by County Council.

ARTICLE V. COMMITTEES

Section 5.1 Committees of County Council

a. Committees of Kershaw County Council (other than Ad Hoc Committees – Section 5.2) shall be created by County Council as provided in this ordinance.

b. Finance Committee:

1. The Finance Committee shall consist of three Council members appointed by County Council for two-year terms in January subsequent to the general election.

2. The Chairperson of the Finance Committee shall be appointed by the Chairperson of County Council.

3. The Chairperson of County Council shall serve as an ex-officio member of the Finance Committee and may participate in discussions but shall not vote on matters of the committee and shall not be a part of the quorum of the committee.

4. The Finance Committee is subject to the South Carolina Freedom of Information Act. The Finance Committee may adopt rules and order of business.

5. The Clerk to Council shall act as the Clerk to the Finance Committee.

6. The County Administrator will assist the Finance Committee as required.

7. Recommendations from the Finance Committee to County Council for official action shall be by written recommendation as a County Council agenda item.

8. All matters as to the financial affairs of the county and appropriations, and expenditure of funds and industrial incentives shall first be submitted to the Finance Committee for consideration and a recommendation to County Council.

9. The Finance Committee will first consider the Annual Budget and recommend to Council a proposed budget prior to second reading of the budget. The recommendation of the Finance Committee must be provided to County Council as an agenda item under New Business (at least one council meeting prior to the scheduled second reading of the Kershaw County Budget Ordinance). After the proposed Annual Budget has been recommended by the Finance Committee and placed on the agenda for Second Reading the budget is then subject to proposed amendments (including the amount and purpose of the expenditure and source of

funding) by motions of Council members as provided for in Section 3.1.b or by administrative proposals so long as such proposals are contained in the Council agenda.

10. Council members may submit matters to the Finance Committee for consideration and recommendations to Council. If a matter is submitted to the Finance Committee for consideration by a Council member, the Finance Committee shall make its recommendation to Council within twenty-one (21) days of submission of the matter by the Council member. If no recommendation is made to Council as to the matter submitted within twenty-one (21) days, the matter can be placed on the agenda by the council member.

11. Council members may submit proposed matters to the Finance Committee for inclusion in the recommended Annual Budget to Council but it is in the discretion of the Finance Committee whether to include such proposal in the recommended Annual Budget. Council members may propose amendments to the proposed Annual Budget as agenda items as provided in Section 5.1.(b)(9)

12. Members of the Finance Committee may attend committee meetings by electronic equipment so long as a quorum is physically present at the meeting.

Section 5.2 Ad Hoc Committees

Ad Hoc Committees that use county staff or facilities and deal with matters for submission or recommendation to Council may be created only by the Chairperson of the Kershaw County Council.

Ad Hoc Committees of Kershaw County Council created by the Chairperson of the Kershaw County Council shall be for a specified task and limited purpose and for a limited duration specified at the creation of the committee.

All appointments to Ad Hoc Committees created by and established by the Chairperson of the Kershaw County Council shall be made by the Chairperson of the Kershaw County Council.

Ad Hoc Committees may make recommendations to Council.

ARTICLE VI. APPOINTMENTS BY KERSHAW COUNTY COUNCIL TO BOARDS, COMMISSIONS, AND COMMITTEES AND NAMING COUNTY PROPERTY AND HONORARIUMS

Section 6.1 Appointments by County Council to Boards, Commissions, and Committees

Appointments by County Council to boards, commissions, or committees provided by state law, provided by Kershaw County Code or provided by action of County Council, shall be made by County Council for the term specified.

Section 6.2 Notification of appointments

The County Administrator and the Clerk to Kershaw County Council shall notify the County Council in the agenda of pending appointments or vacancies caused by resignation or expiration of terms.

Notification of appointments to be made shall be placed in the agenda under Future Agenda Items at least one regularly scheduled meeting prior to placement of the appointment on the agenda under Appointments.

Section 6.3 Identification of candidates

Persons desiring to be appointed shall submit their application as designated by the County Administrator which shall be contained in the agenda package together with any other persons proposed by any member of Kershaw County Council or any recommendation from the boards, commissions, or committee for which appointments are to be made. Members of Kershaw County Council need not submit an application to be eligible for appointment where otherwise eligible.

Section 6.4 Eligibility for appointment

No person shall be eligible for appointment to a board, commission, or committee unless his/her name is proposed by application, by request of a County council member, or proposed by the board commission or committee and the person's application is placed in the agenda package for consideration of County Council prior to appointment.

Section 6.5 Prior Appointments

Appointments made by Kershaw County Council for committees and officers provided for in this ordinance during 2009 and prior to the effective date hereunder are ratified and confirmed.

Section 6.6 Naming of county property and displays of honorariums

Only County Council, by express action and approval of County Council, can name County property or buildings and only County Council, by express action and approval, can permit the display of honorariums on or in County property or buildings including names, plaques, or portraits.

Section 6.7 Attendance at Council Meetings by Members by Electronic Equipment, Public Comments by Electronic Equipment, and Comments at Public Hearings by Electronic Equipment

1. Attendance by members at Council meetings by electronic equipment. County Council members may attend County Council meetings remotely by electronic equipment so long as and for long as a positive majority of Council members are physically present at the meeting.

2. Subject to the rules established by Council, public comments are allowed by electronic equipment.
3. Subject to the rules established by Council, comments for public hearings are allowed by electronic equipment.
4. Rules as to Council public comments by electronic equipment and rules as to Council comments for public hearings by electronic equipment are attached as Appendix III. These rules may be changed or altered by County Council by a single vote.
5. County Council meetings will continue to be live streamed where available and will continue to be accessible to the public live streamed in real time via the County's Facebook page and/or YouTube.

Section 6.8 Repeal of inconsistent county ordinance or policies

All previous ordinances, policies, or resolutions of Kershaw County to the extent the ordinance or policy is inconsistent with the matters contained herein are repealed.

Section 6.9 Effective Date

This ordinance is effective upon third reading.

KERSHAW COUNTY COUNCIL

By: _____
 Kaitlyn Guinn
 Its: Chairperson

ATTEST:

 Clerk to County Council

First Reading: _____
 Second Reading: _____
 Third Reading: _____

APPENDIX I

PUBLIC HEARING GUIDELINES

Rules as to Public Hearings

1. Prior to the public hearing persons wishing to speak should sign up to speak.
2. Immediately prior to the public hearing, it shall be announced that persons wishing to speak must identify that they wish to speak.
3. When the public hearing is opened, that persons be notified as to how many people have signed up, and identified, and in what order.
4. Persons will speak in the order in which they signed up, and identified, and in the order they have identified themselves as wishing to speak.
5. Each person can speak a maximum of ten minutes.
6. Comments at public hearings should be germane to the matter subject to the public hearing which should be liberally construed.

These rules may be altered or amended by County Council by a single vote – including, but not limited to, when the agenda item is reached.

APPENDIX II

PUBLIC PRESENTATION GUIDELINES

Rules as to Public Presentations

These rules may be varied by county council by a single vote at the time of the presentation.

1. A “public presentation” as an agenda item is limited to non-governmental organizations that wish to make requests or present information to County Council involving matters which are within the purview or statutory scope of County Council’s authority.
2. A public presentation is limited to no more than three per meeting. The maximum time allotted for a public presentation is 20 minutes. No action is taken by County Council as a result of a public presentation.
3. Governmental entities, agencies of Kershaw County, or boards of Kershaw County can likewise present a public presentation as an agenda item. Governmental entities, agencies of Kershaw County, or boards of Kershaw County or entities that have a contractual relationship with Kershaw County can likewise request to be put on the agenda under New Business.
4. A request to be put on the agenda as a public presentation, or new business (if applicable) shall be accompanied by a written request which shall state the nature of the public presentation and the substantive content of the proposed presentation.
5. Individuals or representatives of organizations that wish to express concerns to County Council or to comment as to public matters are more appropriate to present their concerns or comments during the “public comment” section on the Council agenda.

These rules may be altered or amended by County Council by a single vote – including, but not limited to, when the agenda item is reached.

APPENDIX III

PUBLIC COMMENT GUIDELINES

1. Public Comment:

- is an opportunity for members of the public to share information with Council
- is not a time for debate with or questions and answers from Council
- is a time for Council to receive input
- is not a time for Council response

In short, during Public Comment Council will listen to public comment, but not comment on public comment.

2. Offensive and inappropriate comments will not be tolerated.
3. If a group would like to speak to Council, we request that a spokesperson be selected and that this person indicate the group he/she is representing on the sign-up sheet and in his/her comments.
4. Public comment is a time to discuss issues.
5. Public comment period is limited to 5 minutes maximum allowed per individual speaker.
6. Public Comments to Council as an agenda item shall continue uninterrupted to be live streamed by audio and video (where available) until the Public Comments agenda item is finished and concluded.

I MAKE A MOTION TO AMEND THE ORDINANCE BY
ADDING THE FOLLOWING LANGUAGE:

Section 4.4 Signatory Authority of Council

A. All documents required for signatory approval by County Council shall be executed as follows:

- 1)The Chairperson of County Council shall be the primary signatory for all documents required to be approved by County Council.
- 2)In the event the Chairperson is incapable of executing a document that is required to be approved by County Council, the Vice-Chairperson shall be the secondary signatory.
- 3)In the event neither the Chairperson or Vice-Chairperson is capable of executing a document that is required to be approved by County Council, then the Chairperson shall designate a member(s) of County Council to execute on Council's behalf and in the stead of the Chairperson and/or the Vice-Chairperson.
- 4)Should a document require two (2) signatures on behalf of County Council, then the Chairperson and Vice-Chairperson shall so execute on behalf of County Council, subject to the appointment of an alternate signatory as described in subsection 4.4(c) herein.

B. As to all documents required to be signed by the County Administrator on behalf of the County that evidence an intent to financially bind or obligate the County, including, but not limited to, contracts, bond documents, grant documents, etc., information as to the nature of such documents shall be presented to County Council by the County Administrator no later than the next regularly scheduled meeting of County Council after the execution of such documents.

Technical Proposal Requirements

All Applicants must submit a Technical Proposal attached as a single PDF file to the Application Form. The Technical Proposal must be no longer than eight pages. Applicants for the Discretionary Subfund must also submit the Qualifications and Experience (no longer than four pages), Budget and Budget Narrative (no longer than four pages). Please restate each of the required items and provide responses immediately thereafter.

GUARANTEED POLITICAL SUBDIVISION SUBFUND

I. Technical Proposal

To be approved for funding, all requests for Guaranteed Political Subdivision Subfunds must include the following:

- Identify the Approved Abatement Strategy that will be implemented and a description of how the identified strategy will be implemented.
- Identify the amount of funds requested. Applications must delineate how much of the requested funds will be used for each approved abatement strategy.
- Provide the SCEIS Vendor registration number for payment.
- If the request is being made by another entity with approval of the participating political subdivision, please provide a copy of the written authorization from the governing body of the political subdivision granting explicit approval for the request to be made on behalf of the political subdivision.

DISCRETIONARY SUBFUND

I. Technical Proposal

To be considered for award, all proposals seeking funds from the Discretionary Subfund must include, at a minimum, the following information. Please restate each of the items listed below and provide responses immediately thereafter.

A. Statement of Need

- Provide information that documents the impact of opioids within the proposed service area. Include qualitative and quantitative data. Identify the source of all data. (Data can be placed in tables/charts, with explanations to follow.)
- Clearly identify the geographic area and/or communities that the request for funds will impact, including the population of the proposed service area, the poverty level of the service area.
- Describe any existing efforts (either provided by your organization or others in the community) and provide an explanation of how this new effort will not be duplicative or will substantially expand existing efforts.

- Please provide a description of any existing funding or resources that you have been awarded, including dollar amounts, that are being leveraged to support the proposed program.
- Has the Applicant applied to other grants for the same project? If so, which grants?
- Is the Applicant also seeking funds from a County or Political Subdivision's Guaranteed Political Subdivision fund? If so, has the request been granted, from which County/political subdivision and for what amount?
- Discuss any other special needs relative to opioid use, abuse, opioid related crime, or unique abatement needs or strategies.

B. Plan to Implement Selected Strategy/Strategies

- Identify the Approved Abatement Strategy that will be implemented, a description of how the identified strategy will be implemented and how the Applicant will address the need identified through data in the Statement of Need section through a series of SMART Goals. Smart goals are specific, measurable, achievable, realistic, and time bound.
- What are the goals and measurable objectives for the use of the funds?
 - Goals should align with the statement of need that is described. Goals should be only one sentence.
 - Objectives are logical sequential steps to achieving a goal. Well-written objectives help set program priorities and targets for progress and accountability.
- Describe the Performance Measurement plan to evaluate the goals and objectives including data collection techniques and tools, and the timeline for data collection. Be sure to include the approved abatement strategy the Applicant is working toward achieving in the Performance Measurement plan.
- Does your plan include a partnership for implementation or is it cooperative in nature? For example, one or more subdivisions and/or non-government partners are applying jointly to address regional concerns. If so, please describe the partnerships including the role the partners will play to ensure successful strategy implementation.
- Also, include "Letters of Commitment" from any key partnerships involved in implementation strategies. This should be included as an appendix and will not be included in the page count. (Memorandum of Agreements/Understanding will be expected at the time of any award and must be forwarded to the SCORF Board within 30 days of award).
- Provide a description of any potential barriers to implementation and how you plan to overcome the barriers.

- Provide a month-by-month timeline for strategy implementation to include the key activities that will be implemented per strategy.

II. Qualifications and Experience

- Provide a detailed description of the Applicant/organization's background and history.
- If the Applicant/organization has a governing Board, please list all members of the Board.
- Provide a description of the experience the Applicant/organization has with similar projects/proposals and providing services to the population(s) of focus for this application, if applicable.
- List the key person or people responsible for implementation of the strategies and provide a description of their experience and role/responsibility about the proposal.
- Provide a statement as to whether the Applicant/organization's employees, agents, independent contractors, or subcontractors have been convicted of, pled guilty to, or pled nolo contendere to any crime other than minor traffic violations; and if so, an explanation providing relevant details.
- Provide a statement as to whether, in the last ten (10) years, the Applicant/organization, any officers, directors or entities or individuals owning more than twenty percent (20%) of the offering entity, has filed or had filed against it any bankruptcy or insolvency proceedings, whether voluntary or involuntary, or undergone the appointment of a receiver, trustee, or assignee for the benefit of creditors; and if so, an explanation providing relevant details.
- Describe the Applicant/organization's experience and skill working with private, state and/or federal grants, data collection and performance measurement.

III. Budget

- Provide a budget describing how the Applicant proposes to use the SCORF Funds. The budget should be complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities).
 - **Personnel, Contractual, Supplies, Training, and Other**, if applicable are the budget categories. "Other" may include up to 5% Administrative Cost. Any "Indirect Cost" must be detailed for the entities own audit purposes.

IV. Budget Narrative

- Provide a narrative justifying all expenses for each budget category. The budget narrative should generally demonstrate how the Applicant will maximize cost effectiveness of fund expenditures and demonstrate cost effectiveness in relation to the objectives of the project.