

# Richland County

## Executive & Finance Standing Committee

May 13, 2025

The Richland County Executive & Finance Standing Committee convened on May 13, 2025 in person and virtually at 5:00 PM in the County Boardroom of the Richland County Courthouse.

**Call To Order:** Committee Chair Williamson called the meeting to order at 5:00 PM.

**Roll Call:** Deputy Clerk Hege conducted roll call. Committee member(s) present: Steve Carrow, Gary Manning, Mark Gill, Ingrid Glasbrenner, David Turk, Steve Williamson, and Marc Couey. Committee member(s) absent: Craig Woodhouse and Melvin “Bob” Frank.

**Verification Of Open Meetings Law Compliance:** Deputy Clerk Hege confirmed the meeting had been properly noticed.

**Approval Of Agenda:** Motion by Manning, second by Gill to approve agenda. Motion carried and agenda was approved.

**Approval Of Minutes From The May 1, 2025 Meeting:** Committee Chair Williamson asked if there were any corrections or amendments to the minutes from the May 1, 2025 meeting. Hearing none, Committee Chair Williamson declared the minutes from the May 1, 2025 meeting approved as published.

**Public Comment:** None

### **Reports:**

**A. MIS Department Technology Update:** MIS Director Jason Marshall joined via WebEx and presented the Helpdesk Ticket Totals By Year report to the committee and asked the committee if they had any questions for his department. Carrow asked if it was possible to get a break down of the types of helpdesk tickets being placed. Gill expressed frustrations with the county issued iPad. Director Marshall stated that his staff is working on a FAQ document for the iPads. Extensive discussion on the viability of having supervisors issued laptops instead of iPads ensued. Various supervisors expressed their individual experiences with using the iPads and discussion ensued.

**B. County Administrator Report:** County Administrator, Tricia Clements, presented a staffing memo for the period of March 1, 2025 through April 30, 2025 for the County of Richland to the committee. Williamson questioned the number of open positions. Couey requested documentation showing the turn over rate of employees. Extensive discussion ensued. Administrator Clements reported that 6 applications for the vacant Finance Director position had come in earlier in the day. Discussion ensued.

**Discussion & Possible Action: MOU With Richland School District For Campus Gym Use:** Administrator Clements presented the proposed MOU to the committee and briefly spoke on the work done to create it. Motion by Turk, second by Carrow to approve the MOU With Richland School District For Campus Gym Use as presented. Extensive discussion ensued with various supervisors expressing their opinions and several supervisors expressed their desire for the use of the campus gym to be coordinated by the staff of the Symon’s Recreational Complex. County Corporation Counsel, Attorney Windle, spoke on the terms of the MOU in regards to the ability for termination of the MOU. Discussion ensued. Motion carried with Gill and Couey being in opposition and the MOU was moved on to county board for final approval.

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**Discussion & Possible Action: Approval Of Proposal From Venture Architects For Additional County Facility Assessments:** Administrator Clements presented the proposal from Venture Architects to the committee. Motion by Carrow, second by Williamson to approve the proposal as presented. Extensive discussion on the expenses portion of the proposal ensued. Discussion on the age of the Pine Valley Community Village building ensued. Motion carried unanimously and the proposal was moved on to county board for final approval.

**Discussion & Possible Action: Provision Of Resources/Support For The County Administrator:** Administrator Clements gave a brief background on the need for support for the County Administrator and the requests for support from former administrators. Motion by Couey, second by Glasbrenner to approve the provision of resources/support for the County Administrator. Discussion on the implications to the wage study and funding sourcing ensued. Motion carried unanimously and the provision of resources/support for the County Administrator proposal was approved and moved on to county board for final approval.

**Discussion & Possible Action: Approval Of Updates To The Sheriff's Department Addendum:** Sheriff Porter spoke briefly on the updates to the Sheriff's Department addendum to the county employee handbook. Motion by Manning, second by Couey to approve updates to the Sheriff's Department addendum. Brief discussion ensued. Motion carried unanimously and the approval of updates to the Sheriff's Department addendum was approved and moved on to county board for final approval.

**Discussion & Possible Action: Resolution Approving A Wage Differential For Bilingual Staff:** Administrator Clements presented the proposed resolution to the committee and provided information on the costs of and need for translation services. Motion by Glasbrenner, second by Gill to approve the resolution approving a wage differential for bilingual staff. Brief discussion ensued. Motion carried unanimously and the resolution approving a wage differential for bilingual staff was forwarded on to county board for final approval.

**Discussion & Possible Action: Resolution Accepting Spring 2025 Grants For Symons Recreation Complex Programming:** Symons Recreation Complex Director, Mike Hardy presented the proposed resolution to the committee and spoke briefly on the grants. Motion by Carrow, second by Manning to approved the resolution accepting Spring 2025 grants for Symons Recreation Complex programing as presented. Brief discussion ensued. Motion carried unanimously and the resolution accepting spring grants for Symons Recreation Complex programming was moved on to county board for final approval.

**Correspondence:** None.

**Future Agenda Items:** None.

**Adjourn:** Committee Chair Williamson entertained a motion to adjourn to May 13, 2025 at 6:30 PM. Motion by Manning, second by Carrow to adjourn. Motion carried and meeting adjourned at 5:57 p.m.

Respectfully submitted by,

Richland County  
Executive & Finance Standing Committee

A handwritten signature in black ink, appearing to read "Miranda H. Hege".

Myranda H. Hege  
Deputy County Clerk

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