

COUNTY COUNCIL OF BEAUFORT COUNTY

ADMINISTRATION BUILDING
100 RIBAUT ROAD
POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-1000
FAX: (843) 255-9401
www.bcgov.net

D. PAUL SOMMERVILLE
CHAIRMAN

STEWART H. RODMAN
VICE CHAIRMAN

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COUNTY ADMINISTRATOR

BRYAN J. HILL
DEPUTY COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
COUNTY ATTORNEY

SUZANNE M. RAINEY
CLERK TO COUNCIL

AGENDA COMPENSATION REVIEW AD HOC COMMITTEE

Monday, April 14, 2014

12:00 Noon

Executive Conference Room
Administration Building, Government Center
Beaufort

Sub-Committee Members:
Laura Von Harten, Chairman
Cynthia Bensch, Vice Chairman
Stu Rodman

Staff Liaison:
Allison Coppage, Assistant County Attorney

1. CALL TO ORDER – 1:00 P.M.
2. DISCUSSION / COUNTY COUNCIL COMPENSATION ([backup](#))
3. ADJOURNMENT



Beaufort County, South Carolina, Code of Ordinances >> PART I - GENERAL ORDINANCES >> Chapter 2 - ADMINISTRATION >> ARTICLE II. COUNTY COUNCIL >>

ARTICLE II. COUNTY COUNCIL ^[2]

[Sec. 2-26. Composition; residency; election generally.](#)

[Sec. 2-27. Terms of members.](#)

[Sec. 2-28. Salary and reimbursement.](#)

[Sec. 2-29. Procedures for recording minutes of meetings and other related documents.](#)

[Secs. 2-30—2-55. Reserved.](#)

Sec. 2-26. Composition; residency; election generally.

The county council shall consist of 11 councilmembers. The 11 county councilmembers shall be elected from 11 districts within the county. Every county councilmember shall be a resident of the district from which the councilmember is elected. County councilmembers from each of the 11 districts shall be elected solely by the voters residing in each of their respective districts.

(Code 1982, § 2-1)

Sec. 2-27. Terms of members.

All county councilmembers' terms of office will be increased to four-year staggered terms in the following manner: The six county councilmembers receiving the highest total votes in their races will be elected to four-year terms. The remaining five councilmembers will serve two-year terms. At the end of that two-year term, there will be an election for four-year terms for the remaining five county council seats. Thereafter, staggered terms shall apply.

(Code 1982, § 2-2)

Sec. 2-28. Salary and reimbursement.

- (a) *Base annual pay.* The members of council shall receive base annual pay for each fiscal year as follows:
- (1) *Councilmember.* Each member of council, with the exception of the chairman, shall receive \$11,038.00; and
 - (2) *Council chairman.* The chairman of council shall receive \$14,349.00; and
 - (3) *Cost of living.* Each member of council shall receive the county's annual cost of living adjustment.
- (b) *Council stipend.* In addition to the base annual pay received for service on council, members and/or the chairman may be paid a stipend of \$40.00 per meeting for his/her attendance at 144 meetings for the fiscal year of any council committee meetings and other council-related business meetings.
- (c) *Maximum amount of payment.* Payment for the council stipend shall be allowed up to the maximum amount authorized per fiscal year, as follows:
- (1)

- Councilmember.* Payment of base annual pay in the fiscal year plus stipend (144 meetings x \$40.00 per meeting) for the fiscal year shall not exceed \$16,798.00 per fiscal year; and
- (2) *Council chairman.* Payment of base annual pay in the fiscal year plus stipend (144 meetings x \$40.00 per meeting) for the fiscal year shall not exceed \$20,109.00 per fiscal year; and
 - (3) A specially called (unscheduled) meeting of the county council of Beaufort County; and
 - (4) A specially called (unscheduled) work session of the county council of Beaufort County; and
 - (5) Any other business meeting at which the councilmember is in attendance in his/her official capacity as a member of council, i.e., an official meeting with an industrial prospect, an official meeting with another governmental entity, a meeting with a county committee, board, district, agency, authority, or commission, i.e., the Beaufort Memorial Hospital Board, the Solid Waste Advisory Council, the Beaufort-Jasper Water and Sewer Authority, any fire district, etc., or an organized meeting held within his/her district that he/she is attending in his/her official capacity as a member of council. These meetings are limited to 24 district meetings per year. This would not include attendance at parades, ribbon cutting ceremonies, or any other nonrequired functions; and
- (d) *Mileage reimbursement.* Each member of council shall be reimbursed mileage to and from their residences for all scheduled meetings, i.e., regular meetings, work sessions, public hearings; and
- (e) *Method of payment.* Base annual pay shall be divided into 26 equal payments and made biweekly through the normal payroll cycle. Payment of the stipend will be made on the second scheduled pay date of each month following the month in which the stipend was claimed; i.e., for meetings attended in January, payment would be made on the second payroll check paid in the month of February, etc.; and
- (f) *Required documentation.* An affidavit of attendance form must be completed and signed by the councilmember, and submitted to the finance department in order for payment of the stipend to be made. The affidavit provides for the recording of the date, time spent, location, and the purpose of the meeting, i.e., LCOG mileage, etc.; and
- (g) *Dual payment.* No member of council shall receive a stipend for attendance at any unscheduled meeting if any form of payment for attendance at said meeting is received by the member from another source; and
- (h) *Expenses.* Members may also be reimbursed for actual expenses incurred in the conduct of their official duties, S.C. Code 1982, § 4-9-100.

(Code 1982, § 2-3; Res. of 7-26-1999; Ord. No. 99-22, § 1, 9-13-1999; Ord. No. 2004/36, § 2, 10-25-2004; Ord. No. 2011/21, 6-27-2011)

Editor's note—

The provisions of this section as amended by Ord. No. 99-22 become effective at the commencement of terms of members elected at the 2000 general election.

State law reference— Authority for above section, S.C. Code 1976, § 4-9-100.

Sec. 2-29. Procedures for recording minutes of meetings and other related documents.

- (a) There shall be no charge for the filing, indexing and recording of the minutes of meetings or any other documents generated by the county council, excluding any documents which are required to be filed, indexed, and recorded by statute such as deeds, mortgages, contracts, leases, etc., which the council may desire or be directed by law to make available for public inspection.
- (b) The clerk to the council will forward an original, fully executed, document for filing. Proper execution shall be governed by such regulations or law pertaining to that specific document and shall not necessarily be in a form as required for other documents filed in the office of the register of deeds.
- (c) Documents submitted by the clerk to the council shall be placed in a separate book specifically designated for the purpose of recording these documents which shall, at all times, be maintained separately from any and all other indices required by statute to be maintained in the office of the register of deeds. This book shall not contain ordinances. A separate book exists for the lodgment of ordinances and shall not be combined with the book referenced in this section.
- (d) Any documents submitted by the clerk to the council, excluding ordinances, shall be placed in the designated book in the order in which they are received for lodgment in the office of the register of deeds conveyances.
- (e) The index to these documents shall be located in the front portion of the book utilized for recording. The documents shall be indexed according to the date of the council meeting or, for resolutions and proclamations, the date of the document and primary subject.

(Code 1982, § 2-3.2)

Secs. 2-30—2-55. Reserved.

FOOTNOTE(S):

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Cross reference— *County council of administrative bodies and agents, § 106-111 et seq. [\(Back\)](#)*