

LOWCOUNTRY COUNCIL OF GOVERNMENTS
BOARD OF DIRECTORS MEETING
June 23, 2016
6:30 p.m.

MINUTES

PRESENT:

ABSENT:

BEAUFORT COUNTY:

Phil Cromer
Gerald Dawson
Brian Flewelling
Herbert Glaze
Mary Beth Heyward
Alice Howard
Bill McBride
Joseph McDomick
Jerry Stewart
Dan Wood

Marc Grant

COLLETON COUNTY:

Esther S. Black
Bobby Bonds
Joseph Flowers
Tommy Mann
Crawford Moore
Evon Robinson
Gene Whetsell

HAMPTON COUNTY:

Frankie Bennett
Pete Hagood
Ronald Mixson
Travis Mixson
Buddy Phillips
Nat Shaffer

JASPER COUNTY:

Tom Johnson
Henry Lawton
Joey Malphrus
Gwen Johnson Smith

Michael Sweeney

GUESTS: Jason Ball, Moffatt & Nichol; Heyward Horton, Colleton Co. Economic Development; Danny Lucas, Town of Estill; Jeff Molinari, City of Walterboro; Celia Price, Colleton County.

STAFF: Hank Amundson, Mike Butler, Sabrena Graham, Ginnie Kozak, Michelle Knight, Connie Schroyer, Sherry Smith

- 1. Call to Order** – Chairman Mann called the meeting to order at 6:30 pm
 - 1.1. Pledge of Allegiance
 - 1.2. Invocation
 - Led by Pete Hagood
 - 1.3. Introduction of Guests and Staff
 - Guests & Staff were introduced.
 - Ronald Mixson, filling the vacant at-large member for Hampton County, was welcomed to the Board.
 - 1.4. Proxies
 - There were no proxies or absences reported.
 - 1.5. Approval of April 28, 2016 Minutes

- Action – MOVED by Brian Flewelling, seconded by Evon Robinson to approve the minutes as presented. Motion carried unanimously.

2. Public Hearing

- Action – MOVED by Brian Flewelling, seconded by Henry Lawton to open the public hearing. Motion carried unanimously. The public hearing opened at 6:34 pm.
- 2.1. Regional HOME Consortium 2016-2021 Consolidated Plan – Michelle Knight
- The public hearing was properly advertised to solicit comments regarding the 2016-2021 Consolidated Plan.
 - The plan, which outlined the objectives and priorities of the HOME Consortium for the next five years was presented. A copy of the plan was included in agenda packets.
 - Q: Who awards the new homes built through the HOME Consortium?
A: A partner with the local housing development organizations does the vetting and recommendations.
- Action – With no other public comments, MOVED by Brian Flewelling, seconded by Henry Lawton to close the public hearing. Motion carried unanimously. The public hearing closed at 6:37pm

3. Presentation

- 3.1. Update on Jasper Ocean Terminal Project – Jason Ball, Moffatt & Nichol Engineering Consulting Firm
- Mr. Ball gave a detailed update of the Jasper Ocean Terminal Project, commonly referred to as the Jasper Port.
 - Inter-state agreements for the port project between SC & GA are in place.
 - The project is in the regulatory, planning & program review phase.
 - In terms of volume, Jasper will be the largest port in North America.
 - Construction is scheduled to begin in 2023.

4. Resolution

- 4.1. Resolution SFY2016-2017 – Hank Amundson
- Action – MOVED by Joe Flowers, seconded by Mary Beth Heyward to approve a resolution authorizing the Executive Director to file application with the SC Department of Transportation on the behalf of Hampton and Jasper County Councils on Aging for federal and/or state funding to assist in providing community and/or human services transportation services. Motion carried unanimously.

5. New Business

- Action 5.1. Approval of the Regional HOME Consortium 2016-2017 Consolidated Plan – Michelle Knight
- MOVED By Joseph McDomick, seconded by Mary Beth Heyward to approve the Consolidated Plan as presented during the public hearing. Motion carried unanimously.
- 5.2. FY2015-2016 Agency Budget Revision – Sherry Smith
- Year-end budget revisions are necessary to adjust for unknown revenues or expenditures incurred during the year.
 - The budget totals \$6.6M, an increase of approximately \$236,000 from the original budget.
 - Contingency funds increased from \$35,160 to \$48,102.
 - A memo outlining the major changes and a spreadsheet with the revised operating budget was distributed in agenda packets.
- Action – MOVED by Brian Flewelling, seconded by Joseph McDomick to approve the FY2015-2016 Agency Budget Revisions as presented. Motion carried unanimously.
- 5.3. FY2016-2017 Agency Budget – Sabrena Graham
- The proposed LCOG budget for the upcoming fiscal year is set at \$6.9M. This is an increase of \$247K over the prior year.
 - A budget summary outlining the highlights and a detailed spreadsheet were distributed in

agenda packets.

- Mrs. Graham thanked the Board in their support to increase member dues. All four counties agreed. A large portion of the additional \$37K will be used for grant matches.
- The Executive Committee met on June 9 to review and recommends approval.
- A 3% cost-of-living adjustment was proposed by the Executive Committee to follow more closely with the state's upcoming budget.
- Action - MOVED by Brian Flewelling, seconded by Alice Howard to approve the FY2016-2017 budget as recommended. Motion carried unanimously.
- 5.4. Election of Board Officers – Nominating Committee Chairman, Nat Shaffer
 - The Nominating Committee recommended a slate of officers to serve during the July 2016–June 2017 fiscal year.
- Action - MOVED by Nat Shaffer, seconded by Buddy Phillips to appoint the following officers: Gerald Dawson, Chairman; Tom Johnson, Vice Chair; Pete Hagood, Secretary; Bobby Bonds, Treasurer. Motion carried unanimously.

6. Reports

- 6.1. Finance Report for May 2016
 - The Statement of Revenues and Expenditures for the period ending May 2016 was distributed for information.
- 6.2. Community and Economic Development Report
 - A Project Summary was distributed in agenda packets for information
- 6.3. Director's Report – Sabrena Graham
 - Beginning July 1, Hank Amundson will be the Aging Director and Michael Butler will be the Workforce Director.
 - The SC68 widening project in Hampton County has been awarded to a contractor.
 - The LCOG Planning Dept. will facilitate a continuing education course for planning and zoning officials on June 29, 2016 from 5:30-9:00 pm at the City of Walterboro Council Chambers.
- 6.3.1 Executive Director's Goals for FY16-17
 - The goals of the Executive Director for the upcoming year were distributed in agenda packets.
- 6.4. Planning Reports
 - The 208 Report & Regional Unemployment Chart were distributed in agenda packets for information.

7. Executive Session

7.1. Personnel Matter

- Action - MOVED by Tommy Mann, seconded by Mary Beth Heyward to move the board into executive session to discuss the performance evaluation of the Executive Director. Motion carried unanimously. The executive session convened at 7:40pm
- Action - MOVED by Tommy Mann, seconded by Brian Flewelling to resume open session. Motion carried unanimously. The open meeting resumed at 7:46pm.
- Action - MOVED by Tommy Mann to approve a cost of living adjustment and a merit raise. Motion carried unanimously.

8. Council Time

- The Hampton County Watermelon Festival will be held June 24-26

9. Adjourn

- Action - MOVED by Mary Beth Heyward, seconded by Phil Cromer to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:47 pm.

Caucuses

- Members selected to the Executive Committee for 2016-2017: Brian Flewelling, Gene

- Whetsell, Nat Shaffer and Joey Malphrus.
- NADO Annual Training Conference Attendees: Mary Beth Heyward, Evon Robinson, Frankie Bennett, Gwen Smith.
 - Jasper County Transportation Committee member: Hardeeville City Representative

Copies of the agenda and supporting documents were distributed prior to the meeting. A notice of the meeting was posted at www.lowcountrycog.org and on the office bulletin board in accordance with the law.

Minutes submitted by Connie Schroyer.