



Encl. 3

**Board of Directors Meeting**

**Monday October 2, 2023**

**6:00 pm**

**Central Carolina Technical College**

**506 N. Guignard Drive, Building 400, Rm M401**

**Sumter, SC 29150**

**Members Present in Person:**

**Clarendon County:** Senator Kevin Johnson, Mayor Julia Nelson, Councilman Dwight Stewart

**Kershaw County:** Rep. Penry Gustafson, Councilman Sammie Tucker Jr., Mayor Alfred Mae Drakeford, Councilman Jeffrey Graham, John Thomas, Brad Hanley, John Wesley Lee, Kenneth McCaskill,

**Lee County:** Councilman Travis Windham, Councilman Wayne Hancock, Representative Will Wheeler

**Sumter County:** Councilman Jim McCain, Councilman Eugene Baten, Councilman James Blassingame, Councilman James McCain, Mayor David Merchant, Roland Robinson, Chuck Wilson, Councilman Gifford Shaw.

**Members Absent:**

**Sumter County:** Vivian McGhaney (excused), David Weeks (excused), Earl Wilson (excused), Bernadette Robinson (excused).

**Clarendon:** Shirley Keels (excused)

**Kershaw:** Chairwoman Katie Guinn (excused)

1. **Welcome and Call to Order:** Chairman Sammie Tucker Jr. called the meeting to order at 6pm.
2. **Invocation:** Mr. Lee provided the invocation.
3. **Pledge of Allegiance:** All members participated in the pledge of allegiance.
4. **Quorum Determination:** Board Clerk Linda Jackson determined there was a quorum.
5. **Adoption of Agenda** Chairman Sammie Tucker Jr. called for a motion to adopt the agenda. Mr. Dwight Stewart made the motion, and the motion was seconded by Mr. Chuck Wilson. All were in favor and the motion passed unanimously.
6. **Approval of Previous Meeting Minutes:** Chairman Sammie Tucker Jr. called for a motion to approve the agenda. Executive Director Dennis Cyphers explained to the board that there was difficulty obtaining the minutes from the last meeting for approval. He asked that those minutes be ratified at the December.

**Acknowledgement of Special Guests:** Executive Director Dennis Cyphers introduced and welcomed all visitors:

Alan Watkin- *Lee County Administrator*

Eric Chatham-*Civitas*

Commissioner Branham-*SC DOT*

Brent Rewis-*DOT Deputy Director*

Christina Lewis-*Statewide Planning Chief*

Lyle Lee-*Regional Planning Manager*

Ken Martin-*Program Manager*

Leah Quattlebaum-*Regional Production Engineer*

Al Jenkin-*Senator Scott's Office*

Mayor Luke Geddings -*Bishopville*

Councilman Keyshawn Scott-*Bishopville*

Chairman Sammie Tucker Jr. welcomed and acknowledged all guests after they were all respectfully identified by Mr. Cyphers

## 7. Special Presentations:

### a. Home Program

Mr. Eric Chatman of Civitas provided the board with current updates on the HOME Program. Mr. Chatham explained that based on the federal budget, the HOME program receives roughly an allocation of \$880,000 per year. He explained to the board that these allocated funds are determined based on the population of the region yearly. He stated that 10% of this budget is used for the administration of the program, and explained how the process works. There are different categories and requirements listed under in the program.

- i. **Homeowner/ Buyer**- requires that the house be kept up to quality standards at a minimal. When the homes are inspected by the inspector, if everything isn't up to the code standards then there is nothing that can be done with the property.
- ii. **Rental/ Home Ownership**-requires that these properties undergo an underwriting, subsidies clearing, and they are placed under affordability restrictions. This requires the occupant to maintain both income and rental limits for a full 20 years.
- iii. **Matching Fund**-requires a 25% match from the developers. These funds don't have to be a cash match therefore assets can be used if they are equivalent to the proposed 25% that was originally stated.

### b. Owner Occupied Rehab Program

Mr. Chatham informed the board that under the OOR Program, there's a total of 3 properties that have been identified and approved. There's 1 additional property that's still being worked on for completion and 2 properties that have been denied due to them exceeding the proposed \$125,000 budget. Mr. Chatham informed the board that Santee-Lynches CDC has completed 1 project in Bishopville that received \$115,000 in home funds and was recently approved for an additional \$650,000 to add an additional 4 units at Tubs Court in Bishopville. He also informed the board that Sumter County CDC has recently applied for a quadplex development for \$520,000 which is currently underwriting. Mr. Chatham briefed the board on the rental assistance guidelines and informed the board that there are currently no guidelines for participation. He stated

that over 400 applications were already received, which prompted them to close on receiving applications to review the 400 applications they currently have. Mr. Chatham informed the board that the COG has received \$2.8 million in home funds through the American Rescue Plan Act. He explained that these allocated funds are specifically used to help households at a 30% area meeting income, at risk of becoming homeless or is currently homeless. After all the updates, Mr. Chatham turned the meeting back over to Chairman Tucker. Mr. Tucker then opened the floor to the board for questions. Executive Director Dennis Cyphers received and answered all questions that board members had in conjunction with Mr. Chatham.

## 8. Staff Reports:

a. **Finance:** Finance Director Rachel Katorkas gave the current finance report through the end of August. She reported that Finance is 17 percent of way through the fiscal year, bringing in 3 percent of the budgeted revenue. She stated that the current earning 5.6 percent revenue on funds in the SC local government pool. She stated that if this rate can be maintained, we will be able to earn an additional \$40,000 over what was budgeted for the fiscal year. Mrs. Katorkas informed the board that there is a current overall spending of 22% on budget and expenses. She stated that this inflation is due to the purchase of the building back in August which makes up 46% of the yearly expenses. She explained that this purchase wasn't included in the original budget, but there will be a budget amendment completed to justify this purchase later in the year. There is currently an additional \$262,000 that is expected to be received, which is over what was budgeted for the year.

b. **Government Services:** Operations Manager Sylvia Frierson provided the board with updates within the CDBG.

SC Infrastructure Investment Program: She explained that due to this program, Bishopville and Maning have now been able to obtain engineers to help them move forward with their current projects. Mrs. Frierson told the board that the city of Pinewood, Summerton, and Bethune currently do not have an engineer, but they are working to secure one soon. Mrs. Frierson informed the board that there were currently four applications submitted on September 15<sup>th</sup>. The SEID (State Economic and Infrastructure Development Grant) program has provided them with \$29,000 planning grant.

- i. **City of Manning-** funds allotted will be used for assistance with the revitalization of the restroom facilities throughout the city.
- ii. **City of Paxville-** funds allotted will be used for the upgrade of a local park in the area.
- iii. **City of Lynchburg-** allotted fund will be used for repairs to the city's water system.
- iv. **RDC project-** Mr. Cyphers informed the board that the COG is looking to apply for a \$350,000 construction grant to conduct the demolition of a commercial lot located in the city to turn it into a place for redevelopment.
- v. **Sumter-** will receive a transition grant to help improve the VFW pump station. This grant specifies that there will be a 50/50 split of funds, current estimate of funds will total \$155,000.
- vi. **Camden/Kershaw County-** an application was submitted for a low hose firetruck that will be approximately \$500,000.

- c. **Workforce:** Workforce Department Director Areatha Clark provided an update on the job placement and unemployment rates for the month of August. In addition to the \$125,000 for the sector, the workforce department has applied for additional funding to serve individuals as well as employers and was awarded an additional \$127,230 to help with training. Mrs. Clark also announced the upcoming Job Fair that would be held at the Sumter Civic Center.

**Unemployment Updates:**

- Over 2 million people in the state worked for the month of August.
- The unemployment rate dropped from 3.1% to 3%.
- There has been a decline in manufacturing due to some businesses closing.

9. **Old Business:** N/A

10. **New Business:**

**A. TIP Update**

Mr. Dwight Stewart/ Mr. Jake Whitmire informed the board that the approved addition to US521 and SC261 that were made in July by SCDOT under the feasibility study is currently underway. There is currently a feasibility study being conducted on US15 and urbanized areas. The final report will be produced at the end of summer 2023.

**Long-term Transportation**

Mr. Jake Whitmire explained the long-term transportation plan allotment at the end of the fiscal year of 2024. He stated it will be roughly \$370,000 and that there is a planned increase of \$740,000 in annual allotment for transportation budget at the start of fiscal year 2025.

**Updates on Projects:**

- **Black River Road:** The cost increased for the right-of-way project from the anticipated \$550,000 to \$1,042,300. With this increase the new total project cost is \$1.592 million. The new projected total for the entire project is \$13.8 million (\$1.31 million in PE, \$1,592,300 million in ROW, and \$10.9 million in construction).
- **Bishopville Project 2030:** There is a current allocation of \$33,601,000 for this project. There's an estimated \$9.1 million in PE (\$6.7 million in earmark funds/\$2.3 in Guide Share funds), \$1.9 million in PE, and \$22.6 million in construction funds). On this project there is \$5.67 million in PE expenditure and approximately \$1.08 million remaining. The SCDOT estimated a total construction cost of \$47.9-\$56.8 million. There was a shortfall of \$21.9-\$31.6 million from the allocated amount. The new total cost will be \$58.9 -\$67.6 million. An advancement from SCDOT will be required. By the FY 2026, there will be a shortfall Between \$32.6-\$41.3 million. Payback will be \$3.9 million owed in 2032 (no turn lane) and \$1.17 million owed in 2033 (turn lane).

**Motion:** Chairman Sammie Tucker Jr. called for a motion to approve the projects. The motion was made by Mr. Dwight Stewart and seconded by Mayor Julia Nelson. All were in favor and the motion passed unanimously.

**B. COG Bylaws Update**

Chairman Sammie Tucker Jr. asked Executive Director Dennis Cyphers to explain the updates to the Bylaws to the board. Mr. Cyphers explains the language and the changing of language inside of Article V, Article VI, Article VII. He explained that these were the recommended changes that were put in place by the Executive Committee.

**Motion:** Chairman Sammie Tucker Jr. called for a motion to approve the updates of the Bylaws. The motion was made by Mayor Drakeford and seconded by Mr. Jim McCain. All were in favor and the motion passed unanimously.

**C. ED Employment Contract**

Chairman Sammie Tucker Jr. thanked everyone and informed the board that there were 25 out of 29 members who participated. He asked Mayor Nelson to provide the overview. She stated that the score possible was 100 percent and the Executive Director scored 92.12 average. Chairman Tucker thanked and explained all adjustments that were made to the contract.

**Motion:** Chairman Sammie Tucker Jr. called for a motion to approve the proposed contract. The motion was made by Mr. Chuck Wilson and seconded by Mr. Jeffery Graham. All were in favor and the motion was passed unanimously.

Mr. Cyphers thanked the board and expressed his gratitude to the board. Chairman Sammie Tucker Jr. asked the board to provide Ms. Jackson with updates to their contact information prior to leaving.

11. **Chairmans Remarks:** Chairman Sammie Tucker thanked everyone for attending the meeting.

12. **Adjourn:** Chairman Sammie Tucker Jr. called for a motion to adjourn the meeting. The motion to adjourn the meeting was made by Mr. Wilson and seconded by Mr. Graham. All were in favor and the motion was passed unanimously.

Next Meeting December 4, 2023 @ 6PM

Submitted by:



---

Linda Jackson  
Board Clerk

Approve by:



---

Dennis Cyphers  
Executive Director