



COG Board Meeting Minutes

Santee-Lynches Regional Council of Governments

Monday, April 1, 2024 at 6:00 PM EDT

Central Carolina Technical College 506 N. Guignard Dr., Building M400, Rm. M401
Sumter, Sc 29150

Attendance

Present:

Kershaw County: Rev. John Lee, Councilman Sammie Tucker Jr., Mayor Alfred Mae Drakeford, Kenneth McCaskill, Jeffrey Graham, Senator Penry Gutsafson, Brad Hanley.

Sumter County: Councilman Jim McCain, Councilman James Blassingame, Councilman Anthony Gibson, Herbert McClary, Bernadetta Robinson, Roland Robinson, Chuck Wilson, Councilman Vivian McGhane, Mayor David Merchant, Earl Wilson.

Clarendon County: Mayor Julia Nelson, Councilman Dwight Stewart, Shirley Keels

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

Absent:

Kershaw County: Councilman Katie Guinn, John Thomas.

Sumter County: Councilman Eugene Baten, Councilman Gifford Shaw, Representative David Weeks

Clarendon County: Senator Kevin Johnson

I. Welcome and Call to Order (Presenters: Sammie Tucker Jr., Chairman)

Chairman Sammie Tucker Jr. called the meeting to order at 6:02pm

II. Invocation:

The invocation was provided by Rev. John Lee.

III. Pledge of Allegiance:

All members performed the pledge of allegiance.

IV. Quorum Determination (Presenters: Linda Jackson, Board Clerk):

Board Clerk Linda Jackson determined that there was a quorum. Chairman Sammie Tucker had new Sumter Board member City Councilman Anthony Gibson to stand and be acknowledged by the Board.

V. Agenda Adoption :

Chairman Sammy Tucker Jr. called for a motion to amend the Board Agenda. He stated that there will not be an Enclosure 11 under Executive Report. Mr. Jeffrey Graham made the motion to delete enclosure, 11 the motion was second by Mr. Chuck Wilson. All were in favor of the motion, the motion passed unanimously.

[COG Board Meeting Agenda April 1.2024 \(full Board\).pdf](#)

Motion:

Chairman Sammie Tucker called for a motion to approve the amended agenda. Mr. Jim McCain made the motion to approve the amended agenda, the motion was second by Mr. Chuck Wilson. All were in favor of the motion and the motion passed unanimously.

VI. Approval of Previous Meeting Minutes (Presenters: Sammie Tucker Jr., Chairman)

Chairman Sammie Tucker called for a motion to approve the previous meeting minutes from the February 3, 2024, meeting. Ms. Alfred Mae Drakeford made the motion, the motion was second by Mr. Dewight Stewart. All were in favor and the motion passed unanimously. All were in favor and the motion passed unanimously.

 [Febuary Board Meeting Minutes 2024.pdf](#)

VII. Staff Reports:

A. Finance (Presenters: Rachel Katorkas, Finance Director):

Enclosure 3 Ms. Rachel Katorkas gave the financial report.

 [Financial Report 2024.02.pdf](#)

Finance Director Rachel Katorkas presented the following report to the Board of Directors: “Overall, we have brought in 59% of total budgeted revenue and expended 79% of total budgeted expenses. Without the building purchase, we would be at about 68% of total budgeted expenses. Over the last few months, reimbursements have been slower than usual from SCDEW for our Workforce programs. The “Subscription (SBITA)” line item, which is the last item under expenses, is the cost paid for long-term technology subscriptions, specifically for a program called Deep Freeze which is used on the SC Works computers. In the future, our utility costs will be higher because this is something that we were not paying for directly at Corporate Way but are at the Broad St office. In addition, our telephone and IT costs will see a dramatic increase over the next couple of months before leveling out again. This is due to a change in service providers as well as the office move.”

Aging/HHS - Enclosure, Info Only :

Enclosure 4

 [HHS-Aging Board Meeting Encl. 4.1.24.pdf](#)

B. Government Services - Enclosure, Info Only :

Enclosure 5 & 6

 [Board Mtg Grants Status April 2024.pdf](#)

 [Planning Dept Update 03.18.24.pdf](#)

 [Planning Dept Update 03.18.24 6.pptx](#)

C. Workforce Development - Enclosure, Info Only :

Enclosure 7

 [Workforce Report.COG Board Meeting.040124.pdf](#)

VIII. Committee Reports

A. Aging/HHS (Presenters: Ms. Shirley Keels):

 [HHS-Aging Board Meeting Encl. 8.pdf](#)

HHS Committe Chair Ms. Shirley Keels informed the Board on serval updates from Health & Human Services,

- Veterans Pilot Program: \$500 transportation voucher, rental assistance, utility assistance, \$300 grocery store gift cards, pest control services.
- Pest Control Services: Seniors must be 60yrs of age or older to apply for assistance.
- Procurements that are currently in progress. RFP # 001- RFP#002 & RFP # 003

B. Workforce & Economic Development (Presenters: Mr. Earl Wilson):

The Workforce Development Committee Chair Mr. Earl Wilson presented the following updates to the Board regarding Workforce Development.

- SC Works Centers had over 8,000 job seekers to visit the center since July, and over 389,000 services during the same period.
- 250 Adults, Dislocated Workers and Youth have been served through the Workforce Innovation and Opportunity Act Program.
- 2 success stories were shared- both becoming successful in healthcare. Both individuals are making over \$16.50/hr. with Benefits
- There will be a second chance job fair on 4.18.2024 at the North Hope Center in Sumter from 9am - 2pm.

Economic Development Updates:

- EDA Grant for infrastructure upgrade at the Pocatigo Industrial Park to increase sewer/water line flow rates.
- Southern Crescent Regional Commission Grant for needed improvements to water pump station which supports a large portion of Board Street.
- The COG and RDC will be partnering to pursue direct funding from the EAP for environmental cleanup and removal activities at Brownfield sites across the Region.

Mayor Merchant indicated that her was on the meeting when the Brownfield sight discussion came up and would like more information. Mr. Esmonde Levy informed the Board that they are trying to identify stagnate sites around our region for the Brownfield sites. Mr. Cyphers stated that EPA have designated 1.1million a year to include admin. funding for the cleanup of Brownfield sights.

C. **Executive Committee (Presenters: Sammie Tucker, Jr., Chairman):**

MOTION

1. **By-Laws Revision**

MOTION

 [Bylaws 4.1.2024 revision orientation Encl. 9.pdf](#)

Mr. Cyphers informed the Board that he was presenting the attorneys feedback on the New Bylaws updates. Mr. Cyphers stated that the attorney recommendation was to have a timeframe for the new incoming Board Member orientation process, and a quorum determination. Chairman Sammie Tucker explain the new recommendations from the Attorney. Chairman Tucker explain to the Board the importance of having active member participation on the Board.

Motion:

Chairman Sammie Tucker called for a motion to accept the new By-laws change. Mr. Jim McCain made the motion to adopt the new By-laws, the motion was second by Mr. Chuck Wilson. All were in favor and the motion passed unanimously.

2. **Employee Policy Manual Update - Reasonable Accommodations**

MOTION

 [Encl. 10 Employee Policy reasonable accomadations 4.1.2024 .pdf](#)

Director Cyphers updated the Board of Directors on the Attorneys suggestions for the Employee Policy Changes. Mr. Cyphers explain to the Board that the Reasonable Accommodation Policy was passed in June 2023 and the attorney suggested that we included the updates in our Employee Policy.

Motion:

Chairman Sammie Tucker Jr. called for a motion to accept the amended changes to the employee policy changes, Rev. John Lee made the motion to accept the amended employee policy changes, it was seconded by Mr. Jim McCain. All were in favor of the motion and the motion passed unanimously.

IX. **Regional Development Corporation (RDC) Annual Membership Meeting :**

RDC Committee Chair Jeffery Graham informed the Board the RDC has a separate meeting agenda.

A. **Agenda Adoption (Presenters: Mr. Jeffrey Graham, President):**

Enclosure 1

MOTION

 [COG Board Meeting Agenda \(full Board\) April 1. 2024.pdf](#)

Motion:

Mr. Jeffery Graham called for a motion to accept the Agenda for the joint Annual RDC meeting. Mr. Chuck Wilson made the motion to accept the agenda, it was seconded by Mr. Jim McCain. All were in favor of the motion and the motion passed unanimously.

B. Approval of Previous Meeting Minutes (Presenters: Mr. Jeffrey Graham, President):

Enclosure 10

MOTION

 [Encl. 2 RDC Minutes Excerpt 4.1.2024.pdf](#)

Motion:

Committee Chair Jeffery Graham called for a motion to approve the RDC Committee last meeting minutes. The motion was made by Mrs. Alfred Mae Drakeford, and seconded by Mr. Chuck Wilson. All were in favor of the motion and the motion passed unanimously.

C. RDC Financial Report (Presenters: Rachel Katorkas, Finance Director):

Enclosure 3

 [RDC Financial Report 2024.02.29 Encl 4.pdf](#)

Mrs. Rachel Katorkas, Finance Director, briefs the Board that the Finance Report runs through the end of February. She explained that the budgeted revenue is 99% due to interest earnings from Pinwood Development Fund, and 52% total budgeted expenses overall. Ms. Katorkas stated that 284K was spent on the purchase of the A&P property in Camden, and a small portion of the property was sold for \$39K. She included that RDC still has ownership of 4 NIP property valued at \$180K.

D. RDC Audit Report (Presenters: Rachel Katorkas, Finance Director):

Enclosure 4

 [SLRDC AFS 6.30.23 final.pdf](#)

Mr. Katorkas spoke informed the Committee that the RDC Audit report was finalized by the Auditors for FY 2022-2023. She stated that the Auditors issued an unmodified opinion and there were no findings.

E. Old Business :

Non-Applicable

F. New Business :

1. Proposed FY 2024-25 Directors Slate (Presenters: Mr. Jeffrey Graham,

President:

Enclosure 5

MOTION

 [RDC Board Member Slate - PROPOSED 2023-2024.pdf](#)

Motion:

Mr. Jeffery Graham called for a motion to vote on the new proposed slate of officers for the RDC Committee. Mr. Chuck Wilson made the motion, and it was seconded by Mr. Jim McCain. All were in favor and the motion passed unanimously.

2. NIP Update (Presenters: Dennis Cyphers, Executive Director):

Executive Director Dennis Cyphers informed the Committee that all 4 NIP Property Titles have been cleared and will be up for sale. Mr. Cyphers stated the 13 previous NIP Property was sold to a local Home Developer.

3. Pinewood Development Authority (Presenters: Mr. Esmonde Levy):

Mr. Esmonde Levy informed the Board that the last Pinewood Development Authority meeting was held on November 16, 2023. He stated that all the asbestos and 484 tons of junk was removed from the 149 acres of the Rimini Track.

4. Camden A&P Project (Presenters: Mr. Esmonde Levy):

Mr. Esmonde Levy gave an update on the A&P property in Camden. He stated that the asbestos removal was completed on two buildings, however the contract has been extended for the demolition of the two buildings due to a gas line running from one of the buildings.

G. President's Comments (Presenters: Mr. Jeffrey Graham, President):

President Jeffrey Graham had no comments for the Board.

H. Adjourn (Presenters: Mr. Jeffrey Graham, President):

Mr. Graham called for a motion to end the RDC portion of the COG Board Meeting. Mr Jim McCain made the motion, and it was second by Ms. Alfred Mae Drakeford. All were in favor and the motion passed unanimously.

X. Old Business

Non-Applicable

XI. New Business

Non-Applicable

XII. Other Business

Non Applicable

XIII. Executive Session :

To discuss contractual matters, personnel matters, and/or to receive legal advice relating to matters covered by attorney-client privilege, if necessary, in accordance with Section 30-4-70 of the South Carolina Code of Laws.

The public is hereby notified that if Santee Lynches holds an Executive Session, the Board Members may take official action on the above-listed matters following the conclusion of the Executive Session

XIV. Executive Director's Report (Presenters: Dennis Cyphers, Executive Director):

Executive Director Dennis Cyphers gave the following updates to the Board:

- Calculated Cost currently for the move to 3219 Broad St is short under \$12K. Finance Director will give a final total at the next COG Board Meeting
- COG is working with developers who are currently applying for the Low Income Housing Tax Credit (LITHC)
- Staff is researching home repair funding to assist outside of the HOME program to perform repairs on Mobile Homes
- COG will be presenting an intergovernmental contract for the perform procurement services for SWRTA.
- The COG have completed the scoping of a project with the Town of Summerton to perform financial management for the jurisdiction.
- COG met with SCEMD to kickoff the BRIC grant that was awarded for the completion of the Hazard Mitigation Plan.
- COG staff continues to work on the Brownfield RLF and mediation that will allow us to assist our region with Brownfield remediation.

XV. Chairman Remarks (Presenters: Sammie Tucker, Jr., Chairman):

Chairman Sammie Tucker thanked the COG Staff and all Committee chairs for all of the work that they are doing and have done for the past months to get the work done. Chairman Tucker gave gratitude to those members that will have opposition during election season.

XVI. Adjourn (Presenters: Sammie Tucker, Jr., Chairman):

Chairman Sammie Tucker Jr. called for a motion to end the COG Board Meeting. The motion was made by Ms. Julia Nelson, it was second by Mr. Chick Wilson. All were in favor and the motion passed unanimously.

Submitted by:


 Linda Jackson
 Board Clerk

Approve by:


 Dennis Cyphers
 Executive Director