

**JASPER COUNTY COUNCIL  
MARY GORDON ELLIS EXECUTIVE BUILDING  
COUNCIL CHAMBERS  
MAY 7, 2008  
2:00 P.M.**

**WORKSHOP MINUTES**

**OFFICIALS PRESENT:**

CHAIRMAN, GEORGE HOOD  
VICE CHAIRMAN, FRED TUTEN  
COUNCILWOMAN, GLADYS JONES  
COUNCILMAN, LEROY BLACKSHEAR  
COUNCILMAN, HUBERT TYLER

**STAFF PRESENT:**

ATTORNEY, MARVIN JONES  
CLERK TO COUNCIL, JUDITH FRANK

IN ACCORDANCE WITH THE FREEDOM OF INFORMATION ACT THE ELECTRONIC AND PRINT MEDIA WERE NOTIFIED.

DURING PERIODS OF DISCUSSION AND/OR PRESENTATIONS MINUTES ARE TYPICALLY CONDENSED AND PARAPHRASED.

**CALL TO ORDER:**

VICE CHAIRMAN TUTEN CALLED THE WORKSHOP TO ORDER AT 2:07 P.M.

**INVOCATION:**

COUNCILMAN TYLER GAVE THE INVOCATION.

CHAIRMAN HOOD ARRIVED AT 2:10 P.M.

**DISCUSSION OF COUNTY COUNCIL RULES AND REGULATIONS:**

MR. JONES PROVIDED THE COUNCIL WITH A LIST OF RECOMMENDED CHANGES AND ITEMS THAT NEEDED TO BE ADDRESSED.

**THE ISSUE REGARDING REPLACEMENT OF CHAIRMAN IS NO LONGER ABLE TO SERVE:**

IT WAS THE CONCENSUS OF THE COUNCIL THAT THE VICE CHAIRMAN WOULD MOVE INTO THE CHAIRMAN SEAT AND AN ELECTION WOULD BE HELD FOR A NEW VICE CHAIRMAN.

**THE ISSUE REGARDING ELIMINATION OF NOTICE:**

THE CONCENSUS OF THE COUNCIL WAS THAT SECTION SHOULD BE REMOVED.

**THE ISSUE OF HAVING ATTORNEY REVIEW ALL ORDINANCES AND DOCUMENTS PRIOR TO BEING PLACED ON THE AGENDA:**

IT WAS THE CONCENSUS OF THE COUNCIL THAT THE ATTORNEY IS TO REVIEW ALL ORDINANCES AND DOCUMENTS AND SIGN OFF ON THEM BEFORE THEY ARE PLACED ON THE AGENDA FOR 2<sup>ND</sup> READING. THE COUNCIL AGREED TO CHANGE THIS SO THAT ORDINANCES CAN BE PRESENTED "BY TITLE ONLY".

**ISSUE OF APPROVING OF THE AGENDA:**

ATTORNEY JONES ASKED IF THE COUNCIL WANTED TO ADD APPROVAL OF THE AGENDA TO THE MEETING AGENDA SO THAT THE AGENDA CAN BE AMENDED BY A 2/3 MAJORITY VOTE. ATTORNEY JONES SAID THE COUNCIL HAS NOT DONE THIS IN THE PAST. COUNCILWOMAN JONES SAID THAT ONCE THE AGENDA HAS BEEN POSTED IT IS CONSIDERED APPROVED. CHAIRMAN HOOD SAID THIS PROTECTS THE COUNCIL FROM HAVING THINGS ADDED TO THE AGENDA THAT THE COUNCIL HAS NOT HAD TIME TO REVIEW AND STUDY. COUNCILMAN BLACKSHEAR ASKED IF THE PUBLIC CAN ASK FOR THE AGENDA TO BE AMENDED. CHAIRMAN HOOD SAID ONLY THE COUNCIL CAN AMEND THE AGENDA. CHAIRMAN HOOD SAID THAT IF SOMETHING NEEDS TO BE HANDLED QUICKLY A SPECIAL MEETING CAN BE HELD. VICE CHAIRMAN TUTEN SAID IF A COUNCIL MEMBER WANTS TO BRING SOMETHING UP THAT IS NOT ON THE AGENDA, THEY CAN DO IT DURING THEIR COMMITTEE REPORTS. IT WAS THE CONCENSUS OF THE COUNCIL NOT TO ADD APPROVAL OF THE AGENDA TO THE MEETING AGENDA.

**STANDING COMMITTEES:**

ATTORNEY JONES SUGGESTED A DIFFERENT WAY OF SETTING UP COUNCIL'S STANDING COMMITTEES AND THE WAY THEY OPERATE. HE SUGGESTED THAT THE FINANCE COMMITTEE BE MADE UP OF THE ENTIRE COUNCIL. COUNCILWOMAN JONES SAID THAT THE ENTIRE COUNCIL ALREADY DEALS WITH THE FINANCES DURING BUDGET TIME. ATTORNEY JONES SAID THE OTHER COMMITTEES WERE BASICALLY THE SAME ONLY HE ASSIGNED OTHER COMMITTEES, COMMISSIONS, BOARDS AND ELECTED OFFICIALS TO ONE OF THE STANDING COMMITTEES SO THAT EVERY ENTITY UNDER THE COUNCIL WOULD BE REPRESENTED. COUNCILWOMAN JONES SAID THAT THE ELECTED OFFICIALS SHOULD FALL UNDER THE INTERGOVERNMENTAL COMMITTEE. ATTORNEY JONES SAID THAT HE TRIED TO ASSIGN THEM TO THE COMMITTEE CLOSEST TO THEIR FUNCTION. COUNCILMAN TYLER VOICED HIS CONCERN THAT IF EVERYTHING GOES TO COMMITTEE HOW THE OTHER MEMBERS OF COUNCIL WOULD BE KNOWLEDGABLE OF THE SITUATION WHEN IT COMES TO COUNCIL. ATTORNEY JONES SAID THAT MINUTES OF ALL THE COMMITTEE MEETINGS WOULD BE PROVIDED TO ALL COUNCIL MEMBERS AND THAT ANY COUNCIL MEMBER COULD SIT IN ON ANY COMMITTEE MEETING SINCE THEY ARE ANNOUNCED, HOWEVER, THEY WOULD NOT BE ABLE TO PARTICIPATE IN THE MEETING, THEY WOULD JUST BE PRESENT TO AUDIT THE MEETING. COUNCILMAN BLACKSHEAR ASKED IF THE COMMITTEES WOULD ONLY MEET WHEN THE CHAIRMAN DIRECTS IT. ATTORNEY JONES SAID THAT THE CHAIRMAN OF THE COMMITTEE CAN

CALL MEETINGS AS NEEDED OR SCHEDULE REGULAR MONTHLY MEETINGS. ATTORNEY JONES SAID NO ACTION CAN BE TAKEN BY THE COMMITTEES; THEY MEET TO GET INFORMATION AND BRING BACK A RECOMMENDATION TO THE ENTIRE COUNCIL TO VOTE ON. VICE CHAIRMAN TUTEN SAID THAT HE FELT MONTHLY MEETINGS WERE GOOD SINCE THEY KEPT THE COUNCIL INFORMED AND MORE WORK WAS DONE AND THERE WAS ACCOUNTABILITY FOR THE MONEY COLLECTED BY EMS. VICE CHAIRMAN TUTEN SAID HE FELT THERE WAS MORE WORK DONE BY THE INMATES ON THE WEEKENDS WHEN MONTHLY REPORTS WERE GIVEN. CHAIRMAN HOOD SAID HE FELT MEETINGS SHOULD BE CALLED WHEN THERE ARE ISSUES TO HANDLE, OR IF THEY WANTED THEY COULD GO BACK TO MONTHLY MEETINGS. COUNCILWOMAN JONES SAID THAT IF AN ISSUE COMES TO THE COUNCIL THE CHAIRMAN WOULD REFER IT TO THE PROPER COMMITTEE. VICE CHAIRMAN TUTEN SAID HE FELT THAT THE ENGINEERING DEPARTMENT NEEDED TO HAVE MONTHLY MEETINGS TO DISCUSS THINGS THAT NEEDED TO BE DONE. COUNCILWOMAN JONES SAID THAT IS THE JOB OF THE ADMINISTRATOR AND VICE CHAIRMAN TUTEN SAID IT WAS THE COUNCIL'S JOB. IT WAS THE CONCENSUS OF THE COUNCIL THAT THE COMMITTEES WOULD MEET WHEN THE CHAIRMAN CALLS A MEETING OR THE CHAIRMAN OF THE COMMITTEE COULD SCHEDULE MONTHLY MEETINGS.

IT WAS THE CONCENSUS OF THE COUNCIL TO LEAVE SECTIONS 2.59 AND 2.60 IN THE DOCUMENT.

**DISCUSSION REGARDING CRITERIA FOR NAMING BUILDINGS:**

COUNCIL REVIEWED OTHER POLICIES FROM OTHER COUNTIES. VICE CHAIRMAN TUTEN SAID HE LIKED THE CHARLESTON COUNTY POLICIES EXCEPT HE DID NOT THINK THAT THE NAME SHOULD BE CHANGED BY VOTE OF COUNCIL.

COUNCILWOMAN JONES SAID SHE FELT THE CRITERIA FOR NAMING BUILDINGS SHOULD BE DONE BY ORDINANCE. ATTORNEY JONES SAID THAT BY DOING IT BY ORDINANCE IT WOULD INSULATE THE COUNCIL AND IT WOULD MAKE IT HARDER TO CHANGE. ATTORNEY JONES SAID THE CRITERIA WAS AN INTERNAL POLICY AND COULD BE DONE BY MOTION, RESOLUTION, OR ORDINANCE. COUNCILWOMAN JONES SAID SHE FELT IT SHOULD BE DONE BY ORDINANCE. COUNCILMAN BLACKSHEAR SAID HE WANTED IT DONE THE FASTEST WAY POSSIBLE. VICE CHAIRMAN TUTEN SAID HE DIDN'T WANT IT TO BE A HASSLE AND THAT ZENIE INGRAM'S FAMILY DOESN'T WANT TO COME AND BE EMBARRASSED IF THE COUNCIL SAYS NO. COUNCILWOMAN JONES SAID THAT THERE SHOULD BE NO HASSLE AND THE CRITERIA CAN BE SETTLED TODAY AND THERE WAS NO REASON FOR THE INGRAM FAMILY TO BE PRESENT UNTIL THE ROOM WAS BUILT AND THE DEDICATION WAS READY TO BE DONE. COUNCILMAN TYLER SAID HE HOPED THE COUNCIL WAS NOT JUST MAKING UP GUIDELINES FOR A SPECIFIC PERSON. COUNCILMAN BLACKSHEAR SAID THE GUIDELINES WOULD APPLY TO EVERYONE.

AFTER MUCH DISCUSSION THE COUNCIL AGREED TO THE FOLLOWING GUIDELINES:

**JASPER COUNTY BUILDING NAMING RULES, REGULATIONS, AND GUIDELINES:**

THE NAMING OF PUBLIC BUILDINGS SHALL BE BASED ON THE FOLLOWING:

1. A PUBLIC BUILDING WILL BE NAMED TO REFLECT THE FUNCTIONALITY OF THE BUILDING.
2. ROOMS WITHIN PUBLIC BUILDINGS MAY BE NAMED FOR INDIVIDUALS WHO HAVE MADE AN EXCEPTIONAL CONTRIBUTION TO THE COMMUNITY SUCH AS:
  - A. THE INDIVIDUAL MUST HAVE MADE A CONTRIBUTION TO THE COMMUNITY, WHICH RESULTED IN THE IMPROVED WELL BEING OF THE CITIZENS OF JASPER COUNTY.
  - B. THE INDIVIDUAL MUST HAVE BEEN INVOLVED IN JASPER COUNTY COMMUNITY AFFAIRS OVER A SPAN OF YEARS THAT ARE SUFFICIENT FOR ACCOMPLISHMENTS AND CONTRIBUTIONS TO HAVE TAKEN PLACE.
  - C. INDIVIDUALS OR FAMILIES WHO HAVE BEEN INVOLVED IN MANY FACETS OF THE COMMUNITY SUCH AS THROUGH SERVICE CLUBS, CIVIC ORGANIZATIONS, SCHOOL COMMUNITY, MULTI CULTURAL EVENTS AND ORGANIZATIONS, ELECTED/APPOINTED POSITIONS, MILITARY SERVICE, CHURCH COMMUNITY, AND NON-PROFIT GROUPS; THE NATURE OF THEIR INVOLVEMENT SHOULD BE BEYOND THAT DONE IN THE NORMAL COURSE OF THEIR EMPLOYMENT OR VOLUNTARY WORK.
  - D. HAVE AN EXEMPLARY REPUTATION.
  - E. HAVE RESIDED OR WORKED IN THE COUNTY.
  - F. THE PERSON TO BE HONORED MUST BE DECEASED FOR A PERIOD OF 45 DAYS.
  - G. CONSIDERATION FOR NAMING A ROOM MAY BE GIVEN IN RECOGNITION OF SUBSTANTIAL FINANCIAL GIFTS TO

THE COUNTY. INDIVIDUALS CURRENTLY ASSOCIATED WITH THE COUNTY CAN ALSO BE RECOGNIZED.

**APPLICATION PROCESS:**

1. A WRITTEN REQUEST LISTING QUALIFICATIONS TO BE PRESENTED TO THE CLERK TO COUNCIL.
2. CLERK TO COUNCIL WILL PROVIDE ALL MEMBERS OF THE COUNTY COUNCIL WITH A COPY OF THE REQUEST FOR CONSIDERATION.
3. COUNCIL WILL REFER APPLICATION TO COMMITTEE
4. COMMITTEE WILL MAKE RECOMMENDATION TO COUNCIL
5. COUNCIL WILL ACT ON RECOMMENDATION

**FORM OF NAMING DISPLAY:**

1. A SUITABLE PLAQUE WILL BE LOCATED IN THE ROOM, GIVING FULL NAME, PICTURE, AND A BRIEF BIOGRAPHY OF THE PERSON. PLAQUE WILL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH THE DÉCOR OF THE ROOM. THE PLAQUE SHALL NOT EXCEED 12 INCHES BY 14 INCHES

CHAIRMAN HOOD ASKED THE CLERK TO E-MAIL THE CRITERIA TO EACH COUNCIL MEMBER FOR APPROVAL AND TO E-MAIL A COPY TO THE ATTORNEY.

ATTORNEY JONES SAID HE WILL PREPARE THE ORDINANCE FOR THE COUNTY COUNCIL RULE AND PROCEDURES AND THE RESOLUTION FOR THE CRITERIA FOR NAMING COUNTY FACILITIES.

COUNCILWOMAN JONES ASKED ABOUT THE ATTORNEY FROM COLUMBIA AND WHEN HE WAS COMING TO MEET WITH THE EMPLOYEES. CHAIRMAN HOOD SAID HE HAD A CONFERENCE CALL WITH THE ATTORNEY SCHEDULED FOR 3:00 P.M. ON MAY 8, 2008. COUNCILWOMAN JONES SAID SHE WOULD LIKE TO SEE HIM COME HERE AS QUICKLY AS POSSIBLE AND THAT IT BE EMPHASIZED TO THE EMPLOYEES THAT WHAT EVER THEY SAY WILL BE ATTORNEY AND CLIENT CONFIDENTIALITY AND THAT NEITHER ADMINISTRATION NOR COUNCIL WILL KNOW WHO THEY TALKED WITH.

**ADJOURN:**

VICE CHAIRMAN TUTEN MOTIONED AND COUNCILMAN BLACKSHEAR SECONDED THE MOTION TO ADJOURN THE MEETING. THE MOTION CARRIED WITH ALL MEMBERS PRESENT VOTING IN FAVOR. THE MEETING ENDED AT 3:55 P.M.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

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JUDITH M. FRANK, CCC  
CLERK TO COUNCIL

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DR. GEORGE M. HOOD  
CHAIRMAN

