

DATE: 4/21/2020 FILE NO: DATE475
TO: Cherokee County Council
SUBJECT: Minutes of Regular Meeting, Monday, 4/20/2020

There was a Regular Meeting of County Council Monday, 4/20/2020, 5 PM in Administrator Bratton's office located at the County Admin. Building. Due to the COVID-19 virus the meeting was streamlined online at www.cherokeecountysc.gov and those attending were available by zoom. Present: Chairman Tim Spencer, Quay Little, Mike Fowlkes, Tracy McDaniel, Lyman Dawkins, David Smith, Charles Mathis, Attorney Joe Mathis, Administrator Steve Bratton and Master Clerk Doris Pearson. Vice Chairman Quay Little presided with Tracy McDaniel leading in prayer. The news media was informed by agenda and it was posted in accordance with the SCFOIA.

Councilman Mike Fowlkes made the motion to adopt the agenda of the Regular Meeting of Monday, 4/20/2020 as received and posted in accordance with the SCFOIA. Lyman Dawkins seconded and council voted in favor by roll call.

Councilman David Smith made the motion to approve the minutes of the Regular Meeting of 4/6/2020 as received. Lyman Dawkins seconded and council voted in favor by roll call.

Councilman Charles Mathis made the motion to pay the claims for Cherokee County in the amount of \$423,778.66. Mike Fowlkes seconded and council voted in favor by roll call.

Councilman Mike Fowlkes made the motion to adopt the resolution declaring April 12-18, 2020, as National Public Safety Telecommunicators Week. Lyman Dawkins seconded and council voted in favor by roll call.

DP3 Architects Mike Pry & Kunal Patel presented their Cherokee Co. Public Works Campus Schematic Design. The 3 facilities are the Animal Shelter which will also include the Humane Society, Recycling Center & existing Operations & Fleet Maintenance Dept. We have reviewed these drawings with Dept. Heads to design each facility to ensure functional layout & systems required to perform their work. Animal Shelter will be located to the south of Lemuel Road; Recycling Center at top and a 3rd site for the Operations & Fleet Maintenance Facility. We are waiting on the data for the site surveys to come back for our civil engineers to begin the designs. **Animal Shelter** – entrance; courtyard; outdoor runs; left hand side of the building will be the adoption center; this area can be closed off or opened up. We tried to come up with the architecture that the animal shelter could be read as a campus and portray a positive image for employees & the community; and we looked at economical structural systems and designed each facility to ensure functional layout & systems. We wanted to take advantage of the office portion and use a single slope shed frame that opens up to the entrance; upper drop-off area will allow a car to fit underneath. All of this is sloping up to the front roll which can easily be multiplate on every single one of these buildings; and the rain waters can slope back down to the back. We created a simple material pallet with neutral light grey/dark grey colors. Blue is one of the actual colors that dogs/cats can react to and see better. Green for the Recycling Center and yellow for the Operations &

Maintenance Facility. The outdoor kennels will be covered with a small cover canopy to allow the animals to be outside but still covered from the elements. **Recycling Center** – here circulation was the big factor. We looked at one-way circulation where we could avoid heavy trucks mixing in with personal vehicles and the public. You have a lot of public coming to your facility now. There will be a secure fence to prevent access afterhours; if it is being accessed after hours, we have a drop-off area. This facility has the ability to access school groups & tours. We tried to create with the circulation a very systematic procedure with trucks. You are getting all your workers & storage area underneath the shed to have the ability to work no matter what the conditions may be. **Operations & Maintenance Facility** – the building is orientated in the way it needs to be with offices, training rooms, etc. up front. The vehicle maintenance is out back. Parking lot for staff is out front with the secure fence line in the back. This building is the least publicly visited so this small vestibule will be able to contain the public. In the Clerk's Office, it serves as the gate keeper, and can see anyone who comes into this building and there are windows at the side for people to drive by and ask for assistance. R&B have room space as well. Vehicle Maintenance has plenty of space. There are two heavy duty bay areas and 1 light duty bay that can also serve as a heavy-duty bay if necessary. Outside is the vehicle wash bay with a platform that allows you to get up higher than the vehicle if needed. **Conclusion:** Mike Pry stated the architecture of these three buildings is simple form with a consistent steel frame used throughout all 3 structures; putting the units on top of the roof to keep them from being vandalized or damaged on the ground; unified campus. Once we gain approval from Council regarding this Schematic Design, then we will continue to evaluate the design with the budget defined during the study to ensure design works within the allotted budget; begin engineering coordination for further civil, structural, mechanical, plumbing & electrical designs; continue staff meetings to ensure functionality in layout of equipment, furniture, AV/IT systems; and develop drawings and progress towards Design Development & Construction Documentation deadlines. **Questions:** Tim Spencer asked, I thought we had all agreed to build all 3 buildings on the right-hand side of the property? Steve Bratton replied that was the most expensive option and the option that council choose was the one where the animal shelter and the recycling center are directly across the road from one another; the Recycling Center and the Operations/Maintenance Center are actually on the opposite side of the road from the landfill. Tim Spencer replied, then that will put the Animal Shelter on the left-hand side of the road and I don't think that will be a good idea with those houses back behind there? Steve replied there is a significant amount of woods back there that will serve as a buffer. Plus, the portion of the building where the dogs will be housed will be masonry and we don't anticipate that to be a major problem. I have more concerns about putting it on the other side of the road because behind the Recycling Center is Norman Blvd. and there is a large mobile home park back there. Tim Spencer replied I have had several calls regarding the police shooting over there on that firing range and I don't want people complaining about the odor and barking from these dogs. Steve replied I will not remove any more trees than we need to. On the other side of the area, we will clear cut the areas to develop the footprint of the building & paved areas and then we will go in and thin that timber around that area. Tim Spencer asked will all three buildings be able to expand if we need to build on? Mike Pry replied the plans have programed into the facilities that they need now and for the future; and on the site the buildings themselves can very easily be expanded. Animal shelter runs were designed the way they are in case you ever needed to double up,

you could house more without having to add on. On each one of these facilities, we tried to look at where we could potentially grow/expand and it can be done on the back portion. We did look at that on the master planning. Lyman Dawkins asked on the Animal Shelter floorplan, is that courtyard enclosed? Kunal Patel replied it is not enclosed. Lyman Dawkins asked will there not be a need for some type of fence back there in case a dog decides to take off? Patel replied there is a gate that will keep the dog within their animal rights and there is a secondary fence that will protect them from getting to the front portion & that back area at all. You have two gate lines and then a fence area. Steve Bratton replied that the back part of the property will be fenced in and there is an exterior fence that goes along the outside exterior of the dog runs that will prevent them from going outside their kennel. The animal shelter in its current design will house inside 60 dogs and with the exterior we can house them there if needed for another 60 runs; plus, you have runs in isolation for 3; and in the adoption area for 10. David Smith asked how many does the existing shelter hold? Steve Bratton replied I believe 50-53 but not sure. I believe this will meet our needs for the current and hopefully for the next 10-15 years. Quay Little asked about the Recycling Center stating the main entrance going in is where the cars come through and unload. Kunal replied this is the entrance for the employees coming from the parking area. Public should never get out of their cars. I'm concerned if somebody comes off the parking lot and walks on the left side of the building and a car comes out, they would not be able to see them and could get hit. Kunal replied that is a valid concern and we could put some type of mirror for people to see traffic. The wall will be solid up to about 5 feet and maybe we could make it open above or maybe a see-through window along with signage. Mike Pry replied we will look at that. Charles Mathis asked if this bid comes back and is over our budget, will we be able to cut things out? Steve Bratton replied yes and if council gives them the go ahead tonight, they will design these to go out for bid, and when they come back and if they are over budget then we will have to start making changes to try and get it within council's chosen budget. Mike Pry replied if we get the go ahead tonight, then we will get with narratives from our engineering consultants and go ahead and get a price to make sure what we are designing is still within budget and then once we get through the drawings, we will have one more check to get closer picture, just to make sure we don't have any surprises. Mike Pry replied we will validate these drawings along the way as we go to stay within budget before it goes out. Steve Bratton stated when our citizens bring tires in now, they may bring in a truck load and load those directly onto the back of an 18-wheeler. What would be the plan here so when they bring in the tires to keep our employees from making more steps than necessary to move these tires out? Mike Pry replied the public can be directed to go all the way back to the loading dock, take them off and then load them straight into an 18-wheeler parked back there. Steve replied there is space for 6 trucks on your drawings and currently we have 4 spaces? Mike Pry replied there are 4 basic and one additional for tire truck rotation. Steve Bratton replied the Dept. Heads have all seen these drawings; they have reviewed them thoroughly; Gayland Pennington had a lot of concerns with the Recycling Center and they worked on it quite a bit and now Gayland is very pleased with this drawing now. Plenty room to drive forklifts; we will be able to bail everything on the loading dock and that seems to work well. The Dept. Heads have put their preliminary stamp of approval on these as presented. **[Mike Fowlkes made the motion to allow DP3 Architects to proceed forward with the Cherokee Co. Public Works Campus plans. David Smith seconded and council voted in favor by roll call.]**

Councilman David Smith made the motion for council to go into Executive Session pursuant to Section 30-4-10 to discuss a personal matter regarding the Treasurer Office. Mike Fowlkes seconded and council voted in favor by roll and went into Executive Session at 5:50 PM.

Councilman Mike Fowlkes made the motion to come out of Executive Session at 6:45 PM and enter back into the Regular Meeting. Lyman Dawkins seconded and council voted in favor by roll call. Attorney Mathis stated that no action was taken during Executive Session.

Public Works Committee Chair Tracy McDaniel made the motion coming from the committee to award Bid No. 2020-18 for the Recycling Containers funded by SC DHEC Recycling Grant to Nu-Life Environmental for their bid of \$26,784 – sales tax of \$1,984 = total cost \$24,800. Mike Fowlkes seconded and council voted in favor by roll call.

No report by attorneys.

Cherokee County Development Board Director Jim Cook & Deputy Director Ken Moon updated council on the COVID-19 effects on Cherokee Co. Industry due to this virus, our unemployment will go up. It is around 5% right now and had gotten as low as 2.4% before the virus. Activity is down but we are still getting looks on the spec building. Retail side has been hit hard during this virus.

Administrator Steve Bratton updated council on COVID-19. We received a report that one more case was reported today making 14 confirmed cases in Cherokee Co. No deaths in Cherokee Co. as a result of the virus have been recorded. We have continued to operate here and we are ready to get back to normal operations.

As there was no other business to come before council at this time, Vice-Chairman Quay Little adjourned the meeting at 6:56 PM.

APPROVED: 5/4/2020

BY ITS: Vice-Chairman Quay Little

Respectfully submitted,

Doris F. Pearson, Master Clerk to Council