

AGENDA ITEM:

#13

Administrator's Report



OFFICE OF THE JASPER COUNTY ADMINISTRATOR

358 Third Avenue - Courthouse Square - Post Office Box 1149
Ridgeland, South Carolina 29936 · 843-717-3690 - Fax: 843-726-7800

Andrew P. Fulghum
County Administrator
afulghum@jaspercountysc.gov

Administrator's Report June 5, 2023

1. **Regional Jail Study:**

Currently working with staffers from Beaufort, Colleton, and Hampton Counties on parameters of partnership for study. Will bring to County Council a proposed intergovernmental agreement (IGA) for participation once details have been staffed out. Copies of relevant correspondence follow this report.

2. **Student Workers - Antioch Education Center:**

The county has requested 9 students for summer youth work experiences within the organization in the following departments: Administration, Human Resources, Public Works, Airport, Planning & Building, Register of Deeds, and Parks & Recreation.

3. **Opioid Settlement Funds:**

I will provide a brief status update.

The County Administrator's Progress Report and any miscellaneous correspondence, agendas, and minutes follow this report.



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Ridgeland, South Carolina 29936 - 843-717-3690 - Fax: 843-726-7800

Andrew P. Fulghum
County Administrator

afulghum@jaspercountysc.gov

May 30, 2023

VIA Electronic and USPS Mail Delivery

Ms. Heather Simmons Jones, Acting Hampton County Administrator & Director of Southeast Operations
MRB Group
134 Meeting Street, Suite 100
Charleston, SC 29401

Re: Regional Jail Study

Dear Ms. Simmons Jones:

As promised, this letter pledges Jasper County's support of partnering with the counties of Beaufort, Colleton, and Hampton, to study the feasibility of a future Regional Jail facility to service our four counties.

At a Jasper County Council regular Budget Workshop held on Wednesday, May 24th the County Council confirmed support and agreed to fund up to \$25,000 toward this effort in FY 2024.

I look forward to working with you on this project.

Sincerely,

Andrew P. Fulghum

cc: Mr. Eric Greenway, Beaufort County Administrator *via electronic mail only*
Mr. John Robinson, Assistant County Administrator *via electronic mail only*
Mr. Jared Fralix, P.E., Assistant County Administrator *via electronic mail only*
Mr. Kevin Griffin, Colleton County Administrator *via electronic mail only*



**Ms. Heather Simmons Jones, Acting Hampton County Administrator & Director of Southeast Operations
MRB Group
134 Meeting Street, Suite 100
Charleston, SC 29401**

Re: Regional Jail Study

Dear Ms. Simmons Jones:

This letter pledges Colleton County's support of partnering with the counties of Beaufort, Jasper, and Hampton, to study the feasibility of a future Regional Jail facility to service our four counties.

At a Colleton County Council regular Budget Workshop held on Wednesday, May 3rd the County Council confirmed support and agreed to fund up to \$25,000 toward this effort in FY 2024. I look forward to working with you on this project.

Regards,

A handwritten signature in black ink, appearing to read "J. Kevin Griffin". The signature is written in a cursive style with a large initial "J".

**J. Kevin Griffin,
County Administrator**

cc:

**Mr. Eric Greenway, Beaufort County Administrator via electronic mail only
Mr. John Robinson, Assistant County Administrator via electronic mail only
Mr. Jared Fralix, P.E., Assistant County Administrator via electronic mail only
Mr. Andrew Fulghum, Jasper County Administrator via electronic mail only**

COUNTY COUNCIL OF BEAUFORT COUNTY
OFFICE OF THE COUNTY ADMINISTRATOR
ADMINISTRATION BUILDING
BEAUFORT COUNTY GOVERNMENT ROBERT SMALLS COMPLEX
100 RIBAUT ROAD

CHERYL H. HARRIS
EXECUTIVE ASSISTANT

POST OFFICE DRAWER 1228
BEAUFORT, SOUTH CAROLINA 29901-1228
TELEPHONE: (843) 255-2023
FAX: (843) 255-9403
www.beaufortcountysc.gov

ERIC L. GREENWAY
COUNTY ADMINISTRATOR
WHITNEY RICHLAND
DEPUTY COUNTY ADMINISTRATOR

May 30, 2023

Mrs. Heather Simmons Jones
Hampton County Interim Administrator
200 Jackson Avenue East
Hampton, South Carolina 29924

Dear Mrs. Jones:

Please accept this letter as encouragement for Hampton County's administration to join Beaufort County in pledging \$25,000 dollars in Fiscal Year 2024 towards our efforts to pursue a regional detention center.

Beaufort, Jasper, Colleton and Hampton Counties each have common detention center issues that are best addressed by the development of a regional detention center system. A team of local experts designated by each administrator will research and develop a detailed scope of work for an RFQ. The pledged funds from each county will be used to fund the product of the RFQ. The initial expectation is to produce a feasibility study, facility size and location recommendation, and detailed funding and grant options. This collective effort will be an outstanding example of intergovernmental cooperation for our state.

Sincerely,


Eric L. Greenway
County Administrator

ELG:jr



OFFICE OF THE JASPER COUNTY ADMINISTRATOR

358 Third Avenue - Courthouse Square - Post Office Box 1149
Ridgeland, South Carolina 29936 - 843 717-3690 - Fax: 843-726-7800

Andrew P. Fulghum
County Administrator

afulghum@jaspercountysc.gov

Progress Report May 16, 2023 - June 5, 2023

1. **SC Dept. of Corrections (SCDOC) Inspection Report for Detention Center:**
Several meetings and discussions re: report review and drafting of proposed corrective actions. Will provide a copy of the report and corrective actions submittal to County Council via email by the end of the first week of June.
2. **2023 Employee Performance Evaluations:**
Six of eight performance evaluations have been completed. Final two scheduled for June 12.
3. **Moratorium:**
Met with consultant on May 17. Received and reviewed draft proposal. Staff proposal comments have been sent back to the consultant. Currently awaiting final proposal for acceptance. Discussions with GIS staff re: creation of clean map representing moratorium area approved by County Council (formerly known as Alternative B). New map and listing of all property owners within the moratorium distributed to County Council in e-packet as exhibits to moratorium ordinance. Discussions with representatives from environmental groups re: coordinating activities during moratorium period. Discussions with Ridgeland Town Administrator re: moratorium, growth boundaries, and utility plans. Interview with Post and Courier reporter May 30.
4. **Transportation Sales Tax Program- Rt. 278 Widening Project:**
Met with Alliance Consulting Engineers owner, business development representative, and Ms. Dobson-Elliott on May 19.

5. Rt. 462 and Knowles Island Road Intersection:

Met with consulting engineer and Ms. Dobson-Elliott on May 19. Will report to County Council once consulting engineer has prepared memo on the matter for the County.

6. Facilities Capital Projects:

Attended meeting with representatives of MB Kahn and staff on May 23. Report on status of each project to be distributed to County Council.

7. Other Meetings/Events Attended or Scheduled to Attend:

Regional Detention Center Study meeting at LCOG on May 24 and County Council Budget Workshop on May 24.



Lowcountry

COUNCIL OF GOVERNMENTS

Serving Beaufort • Colleton • Hampton • Jasper Counties

April 20, 2023

MEMBER COMMUNITIES

COUNTIES: Beaufort, Colleton, Hampton, Jasper

CITIES/TOWNS: Bluffton, Yemassee, Port Royal, Hilton Head Island, Beaufort, Williams, Smoaks, Lodge, Cottageville, Edisto Beach, Walterboro, Scotia, Luray, Hampton, Gifford, Furman, Estill, Brunson, Varnville, Ridgeland, Hardeeville

RE: Lowcountry Regional HOME Consortium (Renewal Request)

Dear Member:

It has been a pleasure working on your behalf for the Lowcountry Regional HOME Consortium (LRHC). Affordable housing is a regional issue here in the Lowcountry and one that we are working together to address. We have addressed many projects throughout the Lowcountry Region and are looking forward to addressing many other projects as the Consortium continues to progress. The LRHC has been in existence since 2006 and we continue to address affordable housing in our Lowcountry communities by providing funding for new construction and housing rehabilitation.

It is time to renew our commitment to the Consortium through automatic renewal provisions of the agreement. As the managing agent of the Consortium, we are notifying each member of your right not to participate in the next qualification period. Based on the renewal provisions, a resolution agreeing to continue participation is not needed. The only reason a community would need to respond to this notification is if a decision was made to discontinue participation. We are asking that the counties continue to contribute the required local match. **If you are not interested in continuing to participate in the Lowcountry Regional HOME Consortium during the next qualification period please notify me in writing on or before May 15, 2023.**

We hope that our member communities have been pleased with the progress that this group has made to address the need for affordable housing for our citizens and that your continued support of this effort is granted. If you need information concerning the activities that we offer, please contact Barbara A. Johnson, (843) 473-3951.

Sincerely,

Sabrena P. Graham
Executive Director

Lowcountry Council of Governments

PO Box 98 | 634 Campground Road
Yemassee, South Carolina 29945
P: 843.726.5536 F: 843.473-3990

www.lowcountrycog.org



OFFICE OF THE JASPER COUNTY ADMINISTRATOR

*Jasper County Clementa C. Pinckney Government Building
358 Third Avenue - Courthouse Square - Post Office Box 1149
Ridgeland, South Carolina 29936 - 843-717-3690 - Fax: 843-726-7800*

Andrew P. Fulghum
County Administrator

afulghum@jaspercountysc.gov

May 18, 2023

VIA Electronic & USPS Mail Delivery

Mr. Dennis Averkin, Town Administrator
Town of Ridgeland
PO Box 1119
One Town Square
Ridgeland, SC 29936

Mr. Michael Czymbor, City Manager
City of Hardeeville
PO Box 609
205 Main Street
Hardeeville, SC 29927

Re: Euhaw Broad River Planning Area

Dear Gentlemen:

At the May 15, 2023 Jasper County Council meeting, the Council acted on establishing a temporary moratorium on large Residential Subdivisions, Commercial Development, and signage in certain unincorporated areas of Jasper County. The County Council adopted an ordinance for First Reading, invoking the pending ordinance doctrine.

Enclosed, please find a copy of the Ordinance with an Exhibit depicting the Euhaw River Planning Area.

During the moratorium period, County staff will be working with the County Council, the Jasper County Planning Commission, a Planning Consultant and several other stakeholder groups to study the area with Growth, Development and Conservation. After the study period, the County will update the County Comprehensive Plan Future Land Use Element for this area.

As you will see, the County Council specifically expressed in the ordinance a request of the local municipalities to cooperate with the purpose of the moratorium by not entertaining annexation applications of properties located in the Euhaw Broad River Planning Area.

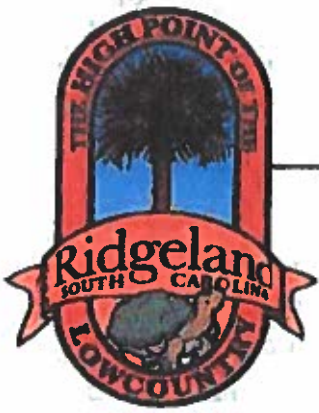
It is my hope that the Town of Ridgeland and the City of Hardeeville will participate in the County's planning efforts during the temporary moratorium. We will share more information on that process once our consultant is on board. In the meantime, if you have any questions or would like to share your concerns, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, consisting of a large, stylized 'A' followed by a long horizontal stroke.

Andrew P. Fulghum, ICMA-CM

Cc: Mr. Danny Lucas, Division Director of Development Services
Mr. David Tedder, County Attorney
Ms. Lisa Wagner, Director of Planning and Building Services



Town of Ridgeland

One Town Square · Post Office Box 1119 · Ridgeland, SC 29936

May 19, 2023

Mr. Andrew P. Fulghum
Jasper County Administrator
P.O. Box 1149
358 Third Avenue
Ridgeland, SC 29936

Re: Your Correspondence Dated May 18, 2023
Reference : Proposed "Euhaw Broad River Planning Area"

Mr. Fulghum,

We are in receipt of your letter dated May 18, 2023 and accompanying attachments.

My council wishes to relay that we have taken your request under advisement, and will give it all the consideration it deserves.

Sincerely,

Dennis E. Averkin
Town Administrator, Town of Ridgeland

Cc: Michael Czymbor, City Manager City of Hardeeville
Ridgeland Town Council
Warren P. Johnson, esq.

Beaufort County, SC



5/30/2023

Jasper County, SC
358 Third Avenue
Ridgeland, SC 29936

RE: Regional Housing Trust Fund

Dear Ms. Burgess:

Per intergovernmental agreement regarding affordable housing with the effective date of 10/28/2022, please submit your entity's Regional Housing Trust Fund contribution – Year 1 of \$175,240 directly to Community Works, contracted fiscal agent. See contact information below.

Brad Mole, Regional Program Director
Community Works
PO Box 17826 Greenville, SC 29606
843.279.2446; bmole@cwcarolina.org

Sincerely,
Hank Amundson
Assistant to County Administrator
844.255.2705

AGENDA ITEM

Numbers 14 thru 20

Consent Agenda Items

AGENDA ITEM:

#14

**Danny Lucas – Consideration of the Ridgeland Claude-Dean Airport
Revised Landscape Maintenance Agreement**



Ocean Woods Landscaping

67 Union Cemetery Road - Hilton Head Island, SC 29926

843-682-4000 - www.oceanwoods.com

This Agreement made this 30th day of May, 2023 by and between **Jasper County SC** (hereinafter referred to as "Owner") and **Ocean Woods Landscaping Co., Inc.** (hereinafter referred to as "Contractor").

WHEREAS, Owner wishes to retain the services of the Contractor for the purpose of performing the grounds maintenance of **Ridgeland Claude Dean Airport, 1765 Grays Hwy, Ridgeland, SC 29936** as more fully outlined below.

1. TERM

This agreement shall commence on **June 6TH, 2023** and remain in effect for a period of one (1) year. This agreement shall automatically renew each year unless Client or Contractor provides a thirty (30) day written notice not to renew. Further, Client or Contractor reserves the right to terminate this agreement with thirty (30) days written notice at any time for any reason whatsoever. Contractor reserves the right to cancel service for non-payment without notice.

2. SERVICES TO BE PERFORMED

Weekly landscape maintenance to include mowing, edging, pruning, litter and debris pickup, fertilization, and curative herbicide and pesticide applications as more fully described below.

A. LAWN CARE

- (i) **Mowing:** Grass will be mowed once weekly to maintain a neat appearance (minimum of once weekly during growing season).
- (ii) **Edging:** Mechanical edging around plant beds and walks as desirable to maintain a neat appearance.

B. CLEAN -UP OF LITTER

- (i) **Walkways, Patios, Decks and Driveways:** Will be vacuumed, swept, or blown clean, not less than twice monthly. Landscape debris and trash will be removed from all areas as required to insure neat appearance.

C. FERTILIZATION PROGRAM

- (i) **Grass:** All turf will be fertilized two times per year with a complete analysis fertilizer at the appropriate rate.

6. FEE

The fee for the above-described services will be \$4,500.00 per month

7. OTHER

- (i) Any additional work will need an approved proposal.
- (ii) When working on Grays Highway, turn on hazard lights, place safety cones alongside vehicles, wear proper PPE.

David Carr

Customer Relationship Manager
(912) 777-8201

OCEAN WOODS LANDSCAPING CO., INC.

(AIRPORT MANAGER)

DATE

Billing Address: PO Box 653
Ridgeland, SC 29936

E-mail Address: dllucas@jaspercountysc.gov

E-mail invoices? **YES or NO**

Phone: 843-547-8380 Office
843-929-4159 Cell

OFFICE USE ONLY:

Start Date:

Crew: _____

Scheduled Day/Time: _____

AGENDA ITEM:

#15

**Danny Lucas – Consideration of the Ridgeland - Claude Dean Airport
Year 2023 – 2024 Aviation General Liability Insurance Renewal**

**Jasper County, South Carolina
Aviation General Liability Insurance Proposal
Policy Term: June 1, 2023 to June 1, 2024**



Prepared by

Lisa M. Ouellette, CPCU, CAIP - Gold

**JCL Aviation Services, LLC
109 Keller Springs Court
Bluffton, SC 29910**

Phone: (843) 757-2983



TERMS AND CONDITIONS

This proposal has been prepared by JCL Aviation Services based on exposures and information supplied to us by you. From time to time, these exposures may change, or you may enter into leases, contracts or other agreements that may transfer obligations to you. These additional exposures should be brought to our attention immediately in order to be properly included for coverage. Please remember that you are responsible for determining the property values used to issue your policy – JCL Aviation would be pleased to assist you in this determination.

While the proposal indicates the basic coverage included, the actual policies issued by the insuring companies will contain the legally binding terms and conditions. Upon receipt of the policies, we urge you to thoroughly review them for accuracy and expected coverage. If you have any questions regarding your understanding or acceptance, please notify us immediately.



AVIATION GENERAL LIABILITY INSURANCE PROPOSAL

NAMED INSURED: Jasper County, South Carolina

MAILING ADDRESS: 358 3rd Ave., Box 1149
Ridgeland, SC 29936

POLICY PERIOD: From June 1, 2023 to June 1, 2024 at 12:01 A.M. local time at the address of the Named Insured set forth above.

INSURER: Endurance Risk Solutions Assurance Co. (Through W. Brown & Associates, 19000 MacArthur, Suite 600, Irvine, CA 92612)

POLICY NUMBER: To Be Determined

POLICY FORM: Aviation Commercial General Liability Policy (NAF2000 (1215))

PREMISES DESCRIPTION: Ridgeland – Claude Dean Airport
134 Airport Rd.
Ridgeland, SC 29936

ADDITIONAL INSURED: Titan Aviation Fuels, Inc., P.O. Box 12327 New Bern, NC 28561-2327 (With Respect to Fuel Agreement) \$500,000. Each Occurrence

CERTIFICATE HOLDERS:

- Titan Aviation Fuels, Inc.
- Whom It May Concern



LIABILITY COVERAGES:

BODILY INJURY AND PROPERTY DAMAGE LIABILITY

Each Occurrence Limit: **\$10,000,000.**

The insurer will pay those sums, which the insured becomes legally obligated to pay as damages because of "bodily injury" or "property damage" arising out of your "airport operations".

"Airport operations" means the ownership, maintenance, use or provision of premises, services, and facilities necessary or incidental to the operation of the "airport".

GENERAL AGGREGATE LIMIT: **\$20,000,000.**

DEDUCTIBLES:

Property Damage Each Claim (*Currently: \$2,500.*): **\$10,000.**

As Regards to Jet & Turbine Powered Aircraft: **\$10,000.**

PERSONAL INJURY AND ADVERTISING INJURY LIABILITY

Limit Any One Offense/Aggregate: **\$10,000,000.**

"Personal injury" means injury, other than "bodily injury", arising out of one or more of the following offenses: mistaken arrest, detention, or imprisonment; malicious prosecution; the wrongful eviction from, wrongful entry into, or invasion of the right of private occupancy of a room, dwelling or premises that a person occupies by or on behalf of its owner, landlord, or lessor; oral or written publication of material that slanders or libels a person or organization or disparages a person's or organization's goods, products, or services; oral or written publication or material that violates a person's right of privacy; or misdirection of a person to an aircraft or other conveyance.

"Advertising Injury" means injury arising out of one or more of the following offenses: oral or written publication of materials that slanders or libels a person or organization or disparages a person's or organization's goods, products or services; oral or written publication of material that violates a person's right of privacy; misappropriation of advertising ideas or style of doing business; or infringement of copyright, title or slogan.

PREMISES MEDICAL EXPENSES

Each Person: **\$5,000.**
Each Accident: **\$20,000.**

Underwriters shall pay all reasonable medical expenses incurred within one year from the date of injury. Expenses include first aid at the time of an accident, necessary medical, surgical, x-ray and dental services and necessary ambulance, hospital professional nursing and funeral services.

CONTRACTUAL LIABILITY

Each Occurrence Limit: **\$10,000,000.**

Provides liability coverage assumed in a contract or agreement that is an "insured contract" provided the "bodily injury" or "property damage" occurs subsequent to the execution of the contract or agreement; or that the Insured would have in the absence of the contract or agreement. Contracts must be submitted and approved by the Underwriter within 30 days of inception, or within 30 days after the effective date of the contract, whichever is last; however, failure to submit such contracts shall not invalidate the coverage afforded.

ON AIRPORT PREMISES AUTOMOBILE LIABILITY INSURANCE

Each Occurrence Limit: **\$10,000,000.**

Pays those sums that the insured is legally obligated to pay as damages because of bodily injury or property damage to which this insurance applies, caused by an accident and resulting from the ownership, maintenance, or use of a covered auto.

PRODUCTS-COMPLETED OPERATIONS

Each Occurrence / Aggregate Limit: **\$10,000,000.**

Pays those sums that the insured is legally obligated to pay as damages because of bodily injury or property damage included within the Products-Completed Operations Hazard.

FIRE LEGAL LIABILITY

Any One Occurrence: **\$50,000.**

Provides liability coverage for damage caused by the peril of fire, to property rented by the Named Insured.

HOST LIQUOR LIABILITY

Each Occurrence Limit: **\$10,000,000.**

Extends coverage for claims arising from serving of alcoholic beverages, if the beverages are not served for profit, on airport premises.



HANGARKEEPERS' LIABILITY

Each Aircraft Limit:	\$100,000.
Each Loss Limit:	\$100,000.
Each Aircraft Deductible (<i>Currently: \$2,500.</i>):	\$10,000.
Each Loss Deductible:	\$10,000.

Pays those sums that the insured is legally obligated to pay as damages for loss to aircraft while the aircraft is in the care, custody, or control of the insured for safekeeping, storage, service, or repair.

POLICY TERMS & CONDITIONS:

WAR, HI-JACKING AND OTHER PERILS COVERAGE

Liability Limit Each Occurrence / Aggregate:	\$10,000,000.
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Aircraft Liability Coverage is provided for the following War and Allied Perils:

- a) war, invasion, acts of foreign enemies, hostilities (whether war be declared or not), civil war, rebellion, revolution, insurrection, martial law, military, or usurpation of power
- b) strikes, riots, civil commotions, or labor disputes.
- c) Any act of one or more persons, whether or not agents of a sovereign power, for political or terrorist purposes and whether the loss or damage resulting there from is accidental or intentional.
- d) Any malicious act or act of sabotage.
- e) Confiscation, nationalization, seizure, restraint, detention, appropriation, requisition for title or use by or under the order of any Government (whether civil, military, or de facto) or public or local authority.
- f) Hi-jacking or any unlawful seizure or wrongful exercise of control of the aircraft.

Cancellation: This coverage is subject to cancellation, review of geographical limits and premium upon seven (7) days notice or immediately upon outbreak of war between any of the major world powers.



CERTIFIED ACTS OF TERRORISM COVERAGE	Included
REPORTING OF CLAIMS	As Soon As Possible
DATE CHANGE RECOGNITION ENDORSEMENT	Included
DEFENSE COSTS ARE IN ADDITION TO THE LIMITS	
BAIL BONDS	\$1,000.
NOTICE OF CANCELLATION	
The policy may be cancelled by giving written notice to the Insurer at any time. The Insurer may cancel the policy by mailing written notice to the Named Insured giving not less than thirty (30) days notice of such cancellation ten (10) days in the event of nonpayment of premium.	
NOTICE OF NONRENEWAL	30 Days
SOUTH CAROLINA ENDORSEMENT	Included

MAJOR EXCLUSIONS:

- ◆ Care, Custody, Control Exclusion
- ◆ Noise, Pollution, & Other Perils Exclusion
- ◆ Worker's Compensation & Similar Law Exclusion
- ◆ Employers Liability Exclusion
- ◆ Employment Related Practices
- ◆ Professional Heal Care Services
- ◆ Asbestos Exclusion Endorsement
- ◆ Nuclear Energy Liability Exclusion Clause
- ◆ Radioactive Contamination Exclusion
- ◆ Expected or Intended Injury Exclusion
- ◆ Air Traffic Control Operations Exclusion
- ◆ Damage to Property
- ◆ Damaged to Impaired Property or Property Not Physically Injured
- ◆ Recall of Product, Work, or Impaired Property
- ◆ Excluded Events: Contest, Exhibition, Air Meet, Air Race, Airshow: permitted, sponsored, or participated in.
- ◆ Government Appropriation

Notes: All other coverages per carrier's standard policy form.

PREMIUM SUMMARY

W. BROWN & ASSOCIATES

Member Companies

Endurance Risk Solutions Assurance Co.

AM Best Rating

A+

Annual Premium

OPTION 1.

\$10M Limit of Liability as Outlined Above:

\$16,538.

OPTION 2.

\$15M Limit of Liability:

\$24,413.

OPTION 3.

\$20M Limit of Liability:

\$28,876.

ADDITIONAL OPTION

Increase Hangarkeeper's Limit of Liability to \$1M

Additional Annual Premium:

\$5,460.

Notes: The premiums shown above include 15% commission for the servicing of this program.

The total annual premium for the term of June 1, 2022 to June 1, 2023 was \$15,750.

Any applicable taxes are in addition to the premiums shown above.

JCL Aviation Services, LLC is required to pay premiums to insurers on a monthly basis. In return we appreciate timely payments by our clients. Outstanding balances over 30 days may be subject to cancellation.



CLIENT AUTHORIZATION TO BIND COVERAGE

To: JCL AVIATION SERVICES, LLC

After careful review of your proposal dated May 17, 2023 we have decided to accept the proposal options checked below with the following changes (if any):

AVIATION GENERAL LIABILITY INSURANCE **PREMIUM**
W. BROWN & ASSOCIATES

- | | | |
|--------------------------|--|------------------|
| <input type="checkbox"/> | Total Annual Premium: \$10M | \$16,538. |
| <input type="checkbox"/> | Total Annual Premium: \$15M | \$24,413. |
| <input type="checkbox"/> | Total Annual Premium: \$20M | \$28,876. |
| <input type="checkbox"/> | Additional Annual Premium: \$1M Hangarkeeper Limit | \$5,460. |

EXCEPTIONS:

Please have a binder(s) issued and your invoice prepared for the agreed-upon coverages at your earliest convenience.

Client Signature

Date

JCL Aviation Services, LLC are required to pay premiums to insurers on a monthly basis. In return, we appreciate timely payments by our clients. Outstanding balances over 30 days may be subject to cancellation.



AGENDA ITEM:

#16

Wanda Simmons – Consideration of appointments to the Library Board of Trustees (2 appointments)



Jasper County Clerk to Council

358 Third Avenue
Ridgeland, South Carolina 29936
Phone (843) 717-3696

Wanda Simmons
Clerk to Council
wsimmons@jaspercountysc.gov

Jasper County Council Staff Report

Meeting Date:	June 5, 2023
Board Name:	Library Board of Trustees Appointments
Applicants Name:	Applicant # 1: Julie A. Aloisio Applicant # 2: Daniel Joseph Gemmell Applicant # 3: Samuel D. Lawton
New Members Needed:	2
Submitted For:	Approval to appoint 2 new members for seats 02-LB and 06-LB
Term:	4 year term

Description: The Library Board of Trustees is a 7-member board. We currently need to consider the appointment of 2 new candidates to the Library Board of Trustees Board:

Applicant Names:

Julie A. Aloisio
Daniel Joseph Gemmell
Samuel D. Lawton

The two appointment dates for these two seats will be 06.05.2023 and both of the terms will end on 06.05.2027

Applications for each applicant is attached for Council's review. Staff recommends the approval of two of the three proposed candidates to the Library Board of Trustees at Council's discretion and recommendation.

COMMITTEE / BOARD / COMMISSION
APPOINTMENT APPLICATION



CITIZEN BIOGRAPHICAL SKETCH:

Request for Appointment

Committee(s): Jasper County Library Board

Recommended By: _____

Name: Julie A. Aloisio
FIRST MIDDLE LAST

Home address: 1041 Beachcomber Blvd, Hardeeville SC 29927

Mailing address (if different) _____

Telephone: _____ 540-424-7889
HOME BUSINESS CELL

Email Address: JulieAloisio@gmail.com

Employer: Retired

Employer Address: _____

Occupation: _____ Education: BA Business Management

Boards, Committee's, Civic Clubs, Etc. League of Womens voters

Experience: my experience with Federal Student Aid (BSA) at

Other Activities: Pull worker Nov 2022, backpack stuffing 2022 Hardeeville

County Council District: 2

Are you a registered voter: yes In what precinct do you vote: Hardeeville 3

I have received a copy of the Boards and Committee Ordinance # 07-40, the Freedom of Information Act and a copy of the responsibilities and duties related to the Board or Commission that I am volunteering to serve on. I agree to uphold and abide by the responsibilities to the best of my abilities. I understand that the law and constitution of South Carolina provide for appointments by County Council because it is elected by the People. Council is thus answerable to the people and Boards, Committees and Commissions are answerable to the Council. The American system of checks and balances thus encourages and enables administration while constraining appointees for cross purposes with council. I further agree to be bound by the rules and regulations of Jasper County Council.

Applicant's Signature: Julie A. Aloisio

Return via mail or email to:
Wanda Simmons, Clerk to Council
Jasper County Council
PO Box 1149, Ridgeland, SC. 29936
Email:

ont. Experience:
The Dept of Education provided me a wide range of experience I feel would be useful in fulfilling the work the trustees do. I worked closely with our policy people to ensure that policy and program needs aligned. I sat on several selection committees for new hires.

In my position as a supervisor at the Florida Mental Health Institute (FMHI) at the University of South Florida, prior to my work at FSA, I was responsible for employee evaluation and addressing any issues therein.

At both FMHI and FSA our projects dealt with future program enhancements and needs, and once implemented, with the testing and monitoring of those. I would be honored and thrilled to advocate and work for the library's continued success.

Other Activities Cont. Collection and delivery of clothing to schools to make available to students in need, annual Margaritaville Breast Cancer Awareness Silent Auction, run for the Trees SC Parks 5K.

COMMITTEE / BOARD / COMMISSION
APPOINTMENT APPLICATION



CITIZEN BIOGRAPHICAL SKETCH:

Request for Appointment (X) or Re-Appointment ()

Please print or type

Committee(s): Library

Recommended By: _____

Name: DANIEL JOSEPH GEMMELL
FIRST MIDDLE LAST

Home address: 1715 BEES CREEK RD

Mailing address (if different) _____

Telephone: 843 814-1424
HOME BUSINESS CELL

Email Address: DAN.GEMMELL@EMBARQMAIL.COM

Employer: RETIRED

Employer Address: _____

Occupation: RESPIRATORY THERAPIST Education: MBA

Boards, Committee's, Civic Clubs, Etc. ROTARY
(use back of sheet if necessary)

Experience: RESPIRATORY THERAPY EDUCATOR, HEALTHCARE
(use back of sheet if necessary)

Other Activities: _____
(use back of sheet if necessary)

County Council District: GRANTHAMVILLE

Are you a registered voter: YES In what precinct do you vote: GRANTHAMVILLE

Do you have an interest in any business that has, is or will do business with the County of Jasper or the Entity for which you have been nominated? NO If so, please list on the back of this sheet.

I have received a copy of the Boards and Committee Ordinance # 07-40, the Freedom of Information Act and a copy of the responsibilities and duties related to the Board or Commission that I am volunteering to serve on. I agree to uphold and abide by the responsibilities to the best of my abilities. I understand that the law and constitution of South Carolina provide for appointments by County Council because it is elected by the People. Council is thus answerable to the people and Boards, Committees and Commissions are answerable to the Council. The American system of checks and balances thus encourages and enables administration while constraining appointees for cross purposes with council. I further agree to be bound by the rules and regulations of Jasper County Council.

Applicant's Signature: Dan Gemmell

Return via mail or email to:
Wanda Simmons, Clerk to Council
Jasper County Council
PO Box 1149, Ridgeland, SC. 29936
Email: wsimmons@jaspercountysc.gov

COMMITTEE / BOARD / COMMISSION
APPOINTMENT APPLICATION



CITIZEN BIOGRAPHICAL SKETCH:

Request for Appointment () or Re-Appointment ()

Please print or type

Committee(s): JASPER COUNTY LIBRARY BOARD

Recommended By: STAFF OF LIBRARY

Name: SAMUEL D LAWTON
FIRST MIDDLE LAST

Home address: 1783 DELOSS POINT ROAD RIDGELAND, S.C. 29936

Mailing address (if different) _____

Telephone: 843-726-3936 N/A 843-812-4064
HOME BUSINESS CELL

Email Address: LAWTONOFTHELOWCOUNTRY@HOTMAIL.COM ALL LOWER CASE

Employer: RETIRED - WORKED 32 YEARS JASPER CO. PSS

Employer Address: _____

Occupation: RETIRED SOCIAL WORKER Education: BA - USC

Boards, Committee's, Civic Clubs, Etc. _____

Experience: AVID READER - LIBRARY PATRON - LIFE TIME RESIDENT
(use back of sheet if necessary)

Other Activities: _____
(use back of sheet if necessary)

County Council District: COOSA WATCHEE TOWNSHIP

Are you a registered voter: Yes In what precinct do you vote: GRAHAMVILLE 1

Do you have an interest in any business that has, is or will do business with the County of Jasper or the Entity for which you have been nominated? NO If so, please list on the back of this sheet.

I have received a copy of the Boards and Committee Ordinance # 07-40, the Freedom of Information Act and a copy of the responsibilities and duties related to the Board or Commission that I am volunteering to serve on. I agree to uphold and abide by the responsibilities to the best of my abilities. I understand that the law and constitution of South Carolina provide for appointments by County Council because it is elected by the People. Council is thus answerable to the people and Boards, Committees and Commissions are answerable to the Council. The American system of checks and balances thus encourages and enables administration while constraining appointees for cross purposes with council. I further agree to be bound by the rules and regulations of Jasper County Council.

Applicant's Signature: Samuel D Lawton

Return via mail or email to:
Wanda Simmons, Clerk to Council
Jasper County Council
PO Box 1149, Ridgeland, SC. 29936
Email: wsimmons@jaspercountysc.gov

AGENDA ITEM:

#17

Lisa Wagner - Consideration of the 3rd reading of Ordinance #O-2023-10 to amend the Official Zoning Map of Jasper County so as to transfer a property located at 323 School Road, bearing Jasper County Tax Map Numbers 015-01-00-012 from the Residential Zone to the Community Commercial Zone on the Jasper County Official Zoning Map.



Jasper County Planning and Building Services

358 Third Avenue - Post Office Box 1659
Ridgeland, South Carolina 29936
Phone (843) 717-3650 Fax (843) 726-7707

Lisa Wagner, CFM
Director of Planning and Building Services
lwagner@jaspercountysc.gov

Jasper County Council

Staff Report

Meeting Date:	June 5, 2023
Project:	Zoning Map Amendment – Community Commercial
Applicant:	Larry Graves
Tax Map Number:	015-01-00-012
Submitted For:	3 rd Reading
Recommendation:	Planning Commission recommends approval of Community Commercial

Description: The Applicant requests a Zoning Map Amendment to have a property designated as Community Commercial. The subject property consists of .74 acres and is located at 323 School Road in the Robertville Community. The subject property is currently zoned Residential and has a commercial building located on the property. The applicant would like to have the property re-zoned to Community Commercial so that the building can be used as a community event center.

Analysis: The Zoning Map Amendment application and request is reviewed by considering the following factors:

- **Comprehensive Plan:** According to the 2018 Jasper County Comprehensive Plan, the Future Land Use Map identifies this area as a “Hamlet”. Hamlets serve as commercial centers for everyday needs in the rural areas. Small-scale commercial should be allowed within these hamlets with proper design.
- **Adjacent Zoning:** The adjacent parcels are zoned Residential and Community Commercial with Rural Preservation nearby.
- **Adjacent Land Use:** Adjacent land uses are commercial, residential, and vacant property.
- **Traffic and Access:** The subject property is accessed by School Road, which is a county-maintained dirt road.

Planning Commission Recommendation: Planning Commission reviewed this application at their April 11, 2023 Planning Commission Meeting and recommends approval of the request to have the subject property designated as Community Commercial.

Attachments:

1. Application by the applicant
2. Pictures of the site provided by the applicant
3. Ordinance
4. Aerial map of property and surrounding area
5. Aerial map with zoning layer



Jasper County Planning and Building Services

358 Third Avenue - Post Office Box 1659
Ridgeland, South Carolina 29936
Phone (843) 717-3650 Fax (843) 726-7707

Lisa Wagner, CFM
Director of Planning and Building Services
lwagner@jaspercountysc.gov

Jasper County Council

Staff Report

Meeting Date:	June 5, 2023
Project:	Zoning Map Amendment – Community Commercial
Applicant:	Larry Graves
Tax Map Number:	015-01-00-012
Submitted For:	3 rd Reading
Recommendation:	Planning Commission recommends approval of Community Commercial

Description: The Applicant requests a Zoning Map Amendment to have a property designated as Community Commercial. The subject property consists of .74 acres and is located at 323 School Road in the Robertville Community. The subject property is currently zoned Residential and has a commercial building located on the property. The applicant would like to have the property rezoned to Community Commercial so that the building can be used as a community event center.

Analysis: The Zoning Map Amendment application and request is reviewed by considering the following factors:

- **Comprehensive Plan:** According to the 2018 Jasper County Comprehensive Plan, the Future Land Use Map identifies this area as a “Hamlet”. Hamlets serve as commercial centers for everyday needs in the rural areas. Small-scale commercial should be allowed within these hamlets with proper design.
- **Adjacent Zoning:** The adjacent parcels are zoned Residential and Community Commercial with Rural Preservation nearby.
- **Adjacent Land Use:** Adjacent land uses are commercial, residential, and vacant property.
- **Traffic and Access:** The subject property is accessed by School Road, which is a county-maintained dirt road.

Planning Commission Recommendation: Planning Commission reviewed this application at their April 11, 2023 Planning Commission Meeting and recommends approval of the request to have the subject property designated as Community Commercial.

Attachments:

- 1. Application by the applicant
- 2. Pictures of the site provided by the applicant
- 3. Ordinance
- 4. Aerial map of property and surrounding area
- 5. Aerial map with zoning layer

**STATE OF SOUTH CAROLINA
COUNTY OF JASPER**

ORDINANCE: O-2023-10

AN ORDINANCE

To amend the Official Zoning Map of Jasper County so as to transfer a property located at 323 School Road, bearing Jasper County Tax Map Numbers 015-01-00-012 from the Residential Zone to the Community Commercial Zone on the Jasper County Official Zoning Map.

WHEREAS, the owner of the parcel bearing Jasper County Tax Map Number 015-01-00-012 consisting of approximately .74 acres, located at 323 School Road, has requested rezoning of the parcel on the Official Zoning Map of Jasper County from the Residential Zone to the Community Commercial Zone and the property owner submitted that request to the Jasper County Planning Commission and County Council; and

WHEREAS, the Jasper County Planning Commission has concurred with the recommendations of the staff report as reflected in this Ordinance and recommends approval by Council; and

WHEREAS, this matter is now before the Jasper County Council for determination;

NOW THEREFORE BE IT ORDAINED, by the Jasper County Council in council duly convened and by the authority of the same:

1. Jasper County Council finds that in accordance with the staff report and the recommendation of the Planning Commission, the proposed zoning is consistent with the continued pattern of growth in the vicinity and is in harmony with the Jasper County Comprehensive Plan. Good cause having been shown, approximately .74 acres bearing Jasper County Tax Map

Numbers 015-01-00-012, located at 323 School Road on the Jasper County Official Zoning Map in the Residential Zone shall be transferred to the Community Commercial Zone.

2. This ordinance shall take effect upon approval by Council.

L. Martin Sauls IV
Chairman

ATTEST:

Wanda Simmons
Clerk to Council

ORDINANCE: # O-2023-10

First Reading: May 1, 2023
Second Reading: May 15, 2023
Public Hearing: May 15, 2023
Adopted: June 5, 2023

Considered by the Jasper County Planning Commission at it's meeting on
April 11, 2023 and recommended for approval.

Reviewed for form and draftsmanship by the Jasper County Attorney.

David Tedder

Date



Jasper County Planning and Building Services

358 Third Avenue Post Office Box 1659
Ridgeland, South Carolina 29936
Phone (843) 717-3050 Fax (843) 726-7707

Zoning Map Amendment Application

Owner or Owner-Authorized Applicant:	Graves, Larry, D
Address:	4965 Serene Ln., Hollywood, SC 29449
Telephone/Fax:	(803) 346-9095
Email:	larrygraves9095@gmail.com
Property Address or Physical Location:	323 School Rd., Pineland, SC 29934
Tax Map Number(s):	015-01-00-012
Gross Acreage:	1-1/2 Acres
Current Zoning:	R-Residential
Proposed Zoning:	Community Commercial (cc) Zone
Administrative Fee: (\$250 per lot) except for PDD applications	
Date Mailed or Hand Delivered:	3/15/2023
Reason for Request: (attach narrative if necessary)	Commercial building was built in the early 80's. Would like to turn 323 Event Center into Community Event Center

Larry Graves
Signature of Owner or Owner-Authorized Applicant
(Proof of owner-authorization required)

3/15/2023

Date

Internal Use Only

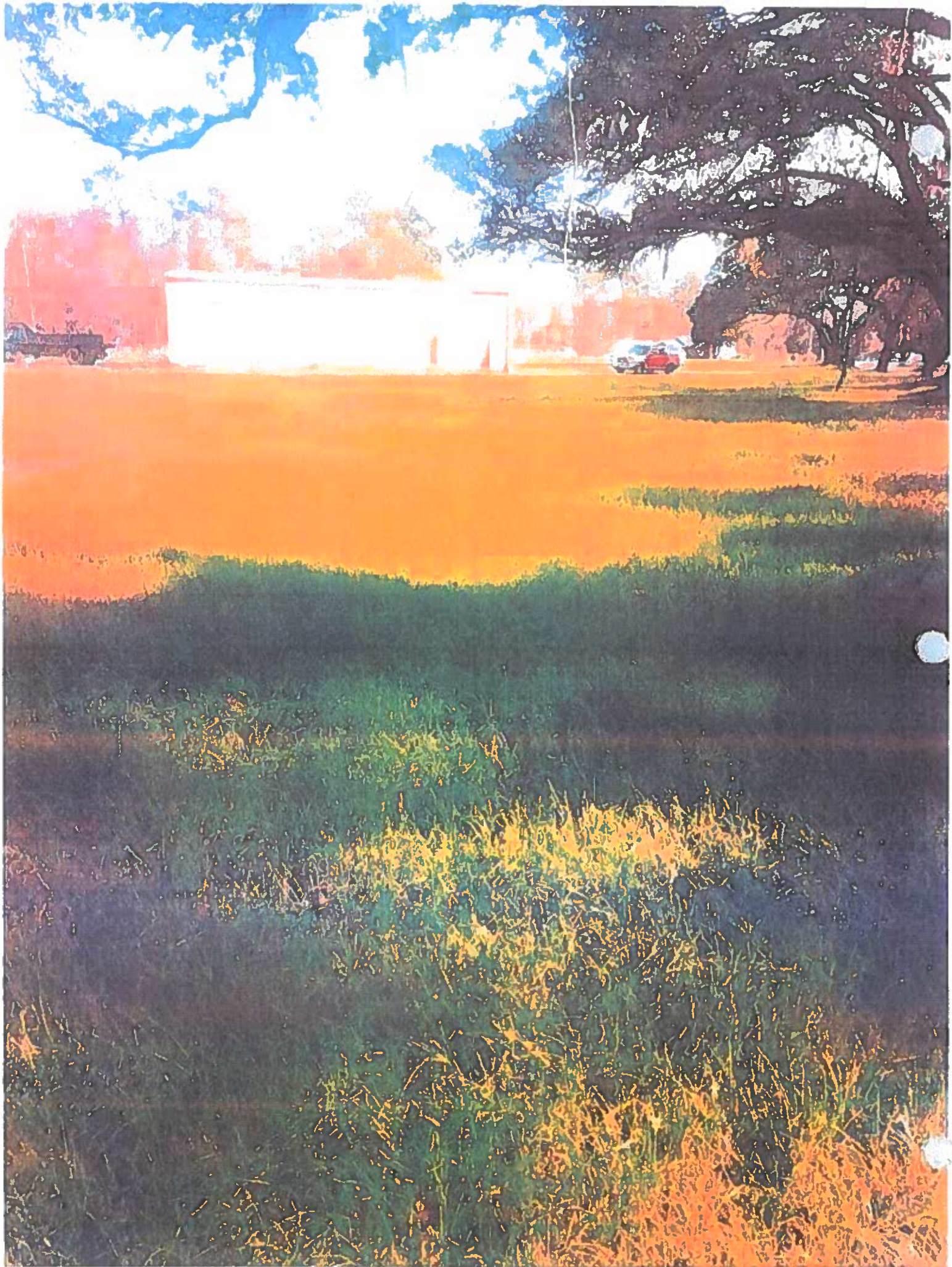
Date Received:	3.21.2023
Amount Received:	\$ 250.00
Staff Member:	OW















AGENDA ITEM:

#18

Kimberly Burgess - Consideration of Resolution #R-2023-09 to declare certain property to be surplus and authorize its sale or disposition -Engineering Services Division, Administration, Jasper, Parks & Recreation, Fire Rescue Service, Detention Center, Sheriff's Department and Ridgeland-Claude Dean Airport.

**STATE OF SOUTH CAROLINA
JASPER COUNTY**

RESOLUTION # R-2023-09

**RESOLUTION OF JASPER COUNTY
COUNCIL**

To declare certain property to be surplus and authorize its sale or disposition – Engineering Services Division, Administration, Jasper, Parks & Recreation, Fire Rescue Service, Detention Center, Sheriff's Department and Ridgeland-Claude Dean Airport

WHEREAS, the County Administrator has identified the property on the attached list as no longer necessary or useful to the County for the accomplishment of its mission, and recommends that it be declared surplus and sold or otherwise disposed of;

NOW THEREFORE, BE IT RESOLVED that the property identified on the attached list is declared surplus pursuant to the Jasper County Purchasing and Procurement Ordinance, Ordinance #05-04 (as codified in Chapter 2, Article V of the Jasper County Code of Ordinances, Sections 2-401 et seq.), and specifically section 2-425(d) and the chief procurement officer of the County is authorized and directed to sell or otherwise dispose of the property in accordance with that Ordinance. The Chief Procurement Officer of the County is authorized and directed to sell the described property through GovDeals.com, or such other method as the procurement officer, in consultation with the County Administrator, determines to be the most suitable to dispose of the property, with the County Administrator and the Director of Administrative Services/Procurement Officer authorized to place the proceeds in the "Miscellaneous Revenue" account of the County.

This Resolution made this _____ day of June, 2023.

Martin L. Sauls IV, Chairman

ATTEST:

Wanda Simmons, Clerk to Council

Reviewed for form and draftsmanship by the Jasper County Attorney.

David L. Tedder

Date

**It is required that the following Exhibit be attached to Resolution
2023- _____ before reading:**

“LIST OF SURPLUS PROPERTY”

* * * * *

**PLEASE SEE ATTACHED PAGES 1-3

Unit #	DPT	Year	Make	Model	VIN	Rear
261	PW	1996	Ford	Pick-up	1FTHF25H2TEB78902	Blown M
307	PW	1999	Ford	Pick-up	1FTNF20L6XED98287	High Mile
316	PW	2000	Chevrolet	Van	1GAHG39E1Y1154863	Fuel Purr
712	PW	2006	Ford	Pick-up	1FTNF20546EA68535	Blown M
713	PW	2006	Ford	F-250 Truck	1FTNF20586EA68537	Blown M
328	CA	2001	Jeep	Cherokee	1J4GX48S81C526569	High Mile
778	CA	2008	Chevrolet	Trailblazer	2B3AA4CT4AH304073	Old/High
389	JP	2003	Ford	Pick-up	1FTNX21L43EA63356	Blown M
390	JP	2003	Ford	Pick-up	1FTNX21L23EA63355	Blown M
740	JP	2008	Ford	F-250 Truck	1FTSX21538EA18100	Blown M
392	FR	2003	Ford	Pick-up	1FTNX21L63EA63357	Transmis
402	FR	2003	Ford	Ambulance	1FDWF36P73EC28496	High Mile Compart
521	FR	1993	Ford	Rescue Truck	2FDLF47G8PCA91829	Old/High
709	FR	2005	Ford	Crown-Vic	2FAFP71W35X149583	Rear End
714	FR	2005	Ford	Crown-Vic	2FAFP71W65X169648	High Mile Issues
780	FR	2009	Dodge	Durango	1D8HB38P69F712783	Transmis
535	PR	2005	Chevrolet	Silverado	1GCHK29U35E299380	Transmis
568	DC	2006	Dodge	Charger	2B3KA53H76H174609	Motor Iss

730	DC	2006	Ford	Econoline	1FTSS34L36DB25357	
756	SO	2008	Chevrolet	Tahoe	1GNFC13038J230891	Transmission
812	SO	2013	Dodge	Charger	2C3CDXAT3DH564945	Transmission
813	SO	2013	Dodge	Charger	2C3CDXAT5DH564946	Transmission
814	SO	2013	Dodge	Charger	2C3CDXAT4DH565408	Motor Issues
815	SO	2013	Dodge	Charger	2C3CDXAT6DH565409	Transmission
825	SO	2014	Dodge	Charger	2C3CDXAT0EH348696	Motor Issues
826	SO	2014	Dodge	Charger	2C3CDXAT2EH348697	Transmission/High Mileage
827	SO	2014	Dodge	Charger	2C3VDXAT6EH348699	Motor Issues
835	SO	2016	Ford	Explorer	1FM5K8AR6GGA12386	Water Pump
836	SO	2015	Dodge	Charger	2C3CDXAT7FH907131	Motor Issues
837	SO	2016	Dodge	Charger	2C3CDZAT8GH155778	Motor Issues
838	SO	2016	Ford	Explorer	1FM5K8AR9GGB43716	High Mileage/Bad Shake
841	SO	2016	Chevrolet	Tahoe	1GNLCDEC9GR364347	Transmission
844	SO	2016	Dodge	Charger	2C3CDXAT0GH259536	Motor Issues
845	SO	2016	Dodge	Charger	2C3CDXAT2GH259537	Transmission
846	SO	2016	Dodge	Charger	2C3CDXAT0GH259567	High Mileage
847	SO	2016	Dodge	Charger	2C3CDXAT2GH259568	Motor Issues
848	SO	2016	Dodge	Charger	2C3CDXAT6GH259573	Transmission
855	SO	2016	Dodge	Charger	2C3CDXAT3GH356634	Motor Issues
858	SO	2017	Chevrolet	Tahoe	1GNLCDEC4HR170052	Transmission
861	SO	2016	Dodge	Charger	2C3CDXAT1GH272795	Transmission
879	SO	2018	Chevrolet	Silverado	3GCUKNEC8JG195239	Blown Motor
883	SO	2018	Dodge	Charger	2C3CDXAT8JH158039	Motor Issues
887	SO	2018	Chevrolet	Tahoe	1GNLCDEC1JR226292	High Mileage
888	SO	2018	Chevrolet	Tahoe	1GNLCDEC6JR226305	High Mileage

889	SO	2018	Chevrolet	Tahoe	1GNLCKC0JR229107	High Mileage
893	SO	2018	Chevrolet	Tahoe	1GNLCDECJR219345	Motor Issues
895	SO	2011	Chevrolet	Tahoe	1GNLC2E08BR265666	Transmission
896	SO	2009	Chevrolet	Tahoe	1GNEC03089R232807	Motor Issues
897	SO	2009	Chevrolet	Tahoe	1GNEC03019R232826	Motor Issues
898	SO	2010	Chevrolet	Tahoe	1GNUKAE05AR285843	High Mileage/Engine Problems
899	SO	2019	Dodge	Charger	2C3CDXAT8KH514202	Transmission
901	SO	2009	Chevrolet	Tahoe	1GNEC03089R232998	High Mileage
904	SO	2019	Dodge	Charger	2C3CDXAT9KH514192	High Mileage
908	SO	2008	Chevrolet	Tahoe	1GNEC03008R277416	High Mileage
918	SO	2019	Dodge	Charger	2C3CDXATXKH627472	High Mileage/Motor Issues
924	SO	2019	Dodge	Charger	2C3CDXAT0KH681301	Transmission
938	SO	2019	Dodge	Charger	3C6UR5CL9KG576802	High Mileage
939	SO	2019	Dodge	Charger	2C3CDXAT6KH681304	High Mileage

23 - 30 Yard Open Top Containers

1 - 18" Lighted Windsock
 Manufacturer - Hali Brite
 Serial - #71268
 Model - L807-I-IN-120-S

AGENDA ITEM:

#19

Kimberly Burgess – Consideration of the presentation of bids for Landscape Maintenance Services at the seven (7) community centers.



Jasper County Finance Department

358 Third Avenue, Post Office Box 1149
Ridgeland, South Carolina 29936
Phone (843) 717-3692 Fax (843) 717-3626

Kimberly Burgess, CPA, CGFO
Director, Administrative Services Division
kburgess@jasperciviltysc.gov

**Jasper County Council
Bids for Landscape Maintenance Services
For Seven County Community Parks including
Levy-Limehouse, Tillman-Wagon Branch, Robertsville, Tarboro, Mitchellville, Grays Hill,
and Cherryhill
Parks and Recreation Department**

Meeting Date:	June 5, 2023
Subject and Recommendation:	The County advertised landscape maintenance services for seven (7) community parks including Levy-Limehouse, Tillman-Wagon Branch, Robertsville, Tarboro, Mitchellville, Grays Hill, and Cherryhill. The bids were reviewed by the Director of Administrative Services, Kimberly Burgess, and the Parks and Recreation Director, Devonte Genwright. The lowest bidder was M & C Lawn Care & Maintenance Services, LLC at \$48,000 annually. Staff recommends that the County Council accept the lowest bid offered by M & C Lawn Care & Maintenance Services, LLC and authorize the County Administrator to execute all documents necessary to procure the landscape maintenance services.
Submitted for:	Council acceptance and approval of the M & C Lawn Care & Maintenance Services, LLC bid in response to advertised landscape maintenance services for seven (7) community parks including Levy-Limehouse, Tillman-Wagon Branch, Robertsville, Tarboro, Mitchellville, Grays Hill, and Cherryhill for a total annual amount of \$48,000 and authorize the County Administrator to execute any documents necessary to complete the project.

Description: The Parks & Recreation department is responsible for the landscape maintenance of the community centers listed in the subject and recommendation above. Currently, the Parks and Recreation Department does not have sufficient staff to properly maintain the community centers. Therefore, the County prepared an invitation to bid to maintain the seven parks and received responses from six (6) landscape/lawncare companies. M & C Lawn Care & Maintenance Services, LLC is the lowest bidder that meets the scope of work and insurance requirements included in the invitation. The bid amount is \$48,000 annually.

Recommendation: Staff recommends that Council accept and approve of the M & C Lawn Care & Maintenance Services, LLC bid in response to advertised landscape maintenance services for seven (7) community parks including Levy-Limehouse, Tillman-Wagon Branch, Robertsville, Tarboro, Mitchellville, Grays Hill, and Cherryhill for a total annual amount of \$48,000 and authorize the County Administrator to execute any documents necessary to complete the project.

Attachments:

Bid Tab Sheet

M & C Lawn Care & Maintenance Services, LLC bid

R & D Timber Co., Inc. bid

CJ Tractor Service LLC bids

Curb Appeal Landscape Maintenance LLC bid

Roberts Cleaning Service LLC bid

Southern Palmetto Inc. bid

Invitation to Bid #2023-8



Jasper County Bid Sheet

3:00 PM

May 24, 2023

Landscaping Maintenance Services
Seven (7) Community Centers.

Company Name	Address	Amount of Bid	Remarks/Total
CJ Tractor		\$ 6,440 / year	Tillman-Watson Branch
		\$ 16,040 / year	Robertsville
		\$ 12,840 / year	Tarboro
		\$ 13,640 / year	Cherry Hill
		\$ 4,840 / year	Gray's Community

\$ 3,240 / year
 Kimberly Simpson
 Mitchellville
 P.I



Jasper County Bid Sheet

3:00 PM

May 24, 2023

landscape Maintenance Services
Seven(7) Community Centers

Company Name	Address	Amount of Bid	Remarks/Total
Curb Appeal		\$68,248/year	
R & D Timber		\$4,550 / ^{monthly} bi-weekly or \$54,600 annually	
Roberts Cleanings Service		\$176,638/year	
Southern Palmetto		\$126,180./year	
M & C Lawn Care & Maintenance Services LLC		\$4,000/mo or \$48,000/year	

Kimberly Burger

M & C Lawn Care & Maintenance Services, LLC.

May 24, 2023

3958 Wrightsboro Rd Suite C
Augusta, GA 30909

Jasper Country, South Carolina
Landscape Maintenance Services
BID -IVTB # 20223-8

To Whom It May Concern:

I would like to thank you for allowing my company, M & C Lawn Care & Maintenance Services, the opportunity to provide lawn maintenance services to Jasper Country. We are dedicated and trusted professionals.

I proposed a contract in the amount of \$4000 monthly to maintain the seven 7 property of Jasper Country for 12 months . The scope of this project work will be done on a Bi- weekly basis. My company will maintain the Jasper Country. Seven 7 property which includes mowing, edging maintaining ditches areas, weed control, blowing, trash, debris removal, and to maintain a health lawn.

Thank you for trusting my company for your landscaping needs. I look forward to working with you soon.

Sincerely,

Cory A. Tyler

Phone # 706-755-8677

Emergency # 706-755-8677 or 706-951-3756

Email: McLawn2020@gmail.com

South Carolina vendor # 7000300974

R&D Timber Co., Inc.

2035 Wolfe Creek Rd
Walterboro, SC 29488 US
(843) 538-1517
sales@rdtimber.com
http://rdtimber.com



Estimate

ADDRESS
Jasper County Parks
Recreation 1458 Red Dam Road Hardeeville, SC 29927

ESTIMATE 2410
DATE 05/02/2023

TITLE OF JOB
Bi-Weekly Property Maintenance

DATE	DESCRIPTION	QTY	AMOUNT
	Lawn & Property Maintenance	Bi-Weekly: Mowing, weed eating, edging, pruning, and normal maintenance	1 0.00
	Levy Lime House Community Center	1	300.00
	Tillman Wagon Branch Community Park	1	850.00
	Coosawhatchie Community Park	1	600.00
	Robertville Community Center	1	900.00
	Tarboro Community Center	1	850.00
	Mitchellville Community Park	1	300.00
	Grays Hill Picnic Shelter	1	300.00
	Cherry Hill Picnic Shelter	1	650.00
Jasper County - Bi-Weekly Property Maintenance		SUBTOTAL	4,750.00
- Mowing, weed eating, edging, pruning, blowing, weed control, bed detailing, debris pick-up and normal maintenance		DISCOUNT	-200.00
- Landscape plant pruning is included in this contract 10ft and below		TOTAL	\$4,550.00
- Pine straw/mulch applications are considered additional billable work			
- Property enhancements and new installs are considered billable work			
- Major Irrigation repairs or water breaks are billable work based off time and material			

Accepted By

Accepted Date

CJ Tractor Service llc
 308 Sandra Dr
 Pelion SC 29123
 Chris Harmon
 803-908-2844
 cjtractorservice@gmail.com

Item number	Description of service	Price per service	no. of services per yr	Cost per yr.
1	Mowing and weed eating; to include edging, weed eating, and blowing all walkways, sidewalks, porches, driveways and parking lot. Also included is trash pick up.	500	28	14000
2	Pruning; bushes and small trees.	INC	INC	INC
3	Eliminating weeds; using weed control.	10	4	40
4	Spring cleanup; mow and leaf removal.	1000	1	1000
5	Fall cleanup; last mow of the season and leaf removal.	1000	1	1000
	Yearly total			16040
	Total per month (yearly total/12)			1336.67
	Labor cost (4 men working one 8hr day)	45 hr per guy	8hrs	1440
1	We provide the labor cost for such this as, seeding, replacing pine straw and mulch, replacing flower beds and shrub beds twice and year. (Materials for these services to be paid for in advance by property manager or property management company)			

Lawn maintenance care of Robertsville community center 9731 Cotton hill rd, Robertsville SC

CJ Tractor Service llc
308 Sandra dr
Pelion Sc 29123
Chris Harmon
803-908-2844
cjtractorservice@gmail.com

Item number	Description of service	Price per service	no. of services per yr	Cost per yr.
1	Mowing and weed eating; to include edging, weed eating, and blowing all walkways,sidewalks,porches,driveways and parking lot. Also included is trash pick up.	425	28	11900
2	Pruning; bushes and small trees.	INC	INC	INC
3	Eliminating weeds; using weed control.	10	4	40
4	Spring cleanup; mow and leaf removal.	850	1	850
5	Fall cleanup; last mow of the season and leaf removal.	850	1	850
	Yearly total			13640
	Total per month (yearly total/12)			1136.67
	Labor cost (4 men working one 8hr day)	45 hr per guy	8hrs	1440
1	We provide the labor cost for such this as,seeding,replacing pine straw and mulch, replacing flower beds and shrub beds twice and year. (Materials for these services to be paid for in advance by property manager or property management company)			

Lawn maintenance care of Cherry hill community park 361 Bridgetown Dr,ridgeland Sc

CJ Tractor Service llc
 308 Sandra Dr
 Pelion SC 29123
 Chris Harmon
 803-908-2844
 cjtractorservice@gmail.com

Item number	Description of service	Price per service	no. of services per yr	Cost per yr.
1	Mowing and weed eating; to include edging, weed eating, and blowing all walkways, sidewalks, porches, driveways and parking lot. Also included is trash pick up.	100	28	2800
2	Pruning; bushes and small trees.	INC	INC	INC
3	Eliminating weeds; using weed control.	10	4	40
4	Spring cleanup; mow and leaf removal.	200	1	200
5	Fall cleanup; last mow of the season and leaf removal.	200	1	200
	Yearly total			3240
	Total per month (yearly total/12)			270
	Labor cost (4 men working one 8hr day)	45 hr per guy	8hrs	1440
1	We provide the labor cost for such this as, seeding, replacing pine straw and mulch, replacing flower beds and shrub beds twice and year. (Materials for these services to be paid for in advance by property manager or property management company)			

Lawn maintenance care of Mitchellville community park 21 old logan st, ridgeland SC

CJ Tractor Service LLC
308 Sandra Dr
Pelion SC 29123
Chris Harmon
803-908-2844
cjtractorservice@gmail.com

Item number	Description of service	Price per service	no. of services per yr	Cost per yr.
1	Mowing and weed eating; to include edging, weed eating, and blowing all walkways, sidewalks, porches, driveways and parking lot. Also included is trash pick up.	150	28	4200
2	Pruning; bushes and small trees.	INC	INC	INC
3	Eliminating weeds; using weed control.	10	4	40
4	Spring cleanup; mow and leaf removal.	300	1	300
5	Fall cleanup; last mow of the season and leaf removal.	300	1	300
	Yearly total			4840
	Total per month (yearly total/12)			403.33
	Labor cost (4 men working one 8hr day)	45 hr per guy	8hrs	1440
1	We provide the labor cost for such this as, seeding, replacing pine straw and mulch, replacing flower beds and shrub beds twice and year. (Materials for these services to be paid for in advance by property manager or property management company)			

Lawn maintenance care of Gray's community park 15297 Gray's highway, early branch SC

CJ Tractor Service llc
 308 Sandra Dr
 Pelion SC 29123
 Chris Harmon
 803-908-2844
 cjtractorservice@gmail.com

Item number	Description of service	Price per service	no. of services per yr	Cost per yr.
1	Mowing and weed eating; to include edging, weed eating, and blowing all walkways, sidewalks, porches, driveways and parking lot. Also included is trash pick up.	400	28	11200
2	Pruning; bushes and small trees.	INC	INC	INC
3	Eliminating weeds; using weed control.	10	4	40
4	Spring cleanup; mow and leaf removal.	800	1	800
5	Fall cleanup; last mow of the season and leaf removal.	800	1	800
	Yearly total			12840
	Total per month (yearly total/12)			1070
	Labor cost (4 men working one 8hr day)	45 hr per guy	8hrs	1440
1	We provide the labor cost for such this as, seeding, replacing pine straw and mulch, replacing flower beds and shrub beds twice and year. (Materials for these services to be paid for in advance by property manager or property management company)			

Lawn maintenance care of Tarboro community center 370 Pinehaven Dr, Tillman SC

CJ Tractor Service llc
308 Sandra Dr
Pelion SC 29123
Chris Harmon
803-908-2844
cjtractorservice@gmail.com

Item number	Description of service	Price per service	no. of services per yr	Cost per yr.
1	Mowing and weed eating; to include edging, weed eating, and blowing all walkways, sidewalks, porches, driveways and parking lot. Also included is trash pick up.	200	28	5600
2	Pruning; bushes and small trees.	INC	INC	INC
3	Eliminating weeds; using weed control.	10	4	40
4	Spring cleanup; mow and leaf removal.	400	1	400
5	Fall cleanup; last mow of the season and leaf removal.	400	1	400
	Yearly total			6440
	Total per month (yearly total/12)			536.67
	Labor cost (4 men working one 8hr day)	45 hr per guy	8hrs	1440
1	We provide the labor cost for such this as, seeding, replacing pine straw and mulch, replacing flower beds and shrub beds twice and year. (Materials for these services to be paid for in advance by property manager or property management company)			

Lawn maintenance care of Tillman-Wagon Branch community center 3833 Tillman rd, Tillman SC

Landscaping bid

Owner Information

Name Jasper County

Address 358 3Rd Avenue po box 1149

City, State ZIP Ridgeland Sc 29936

Phone 843-717-3692

Email kburgess@jaspercountysc.gov

Project name Jasper County Community Centers

Contractor Information

Company Curb Appeal Landscape Maintenance LLC

Name John M Bowers

Address 94 Mallard St

City, State ZIP Ridgeland Sc 29936

Phone 843-547-1994

Email Curbappeallandscape2020@gmail.com

Completion date _____

Scope of Work

Mowing which includes trimming of bushes, edging, weedeating, trash pick up, and spraying weeds

Not included

storm clean up any storm that is named and or has winds of over 40 mph will be charged an hourly rate upon approval at \$125 per hour. Pinestraw and mulch for beds are not included in this bid. Trimming of trees over 10 ft tall.

Company Proposal

Curb Appeal Landscape Maintenance as a company will complete standard lawn maintenance task on a weekly basis during growing season and bi-weekly during the off season. Which includes picking up trash and limbs, mowing, edging, weedeating, and spraying weeds. A total of 38 cycles will be completed at a cost of 68,248 per year or 5687.33 per month. This will be billed on the 30th of each month and will be a net 30 contract.

John M Bowers
Submitted by (Company Representative)

5/11/2023
Date

Owner Acceptance

Jasper County has accepted this Bid and Contract as written.

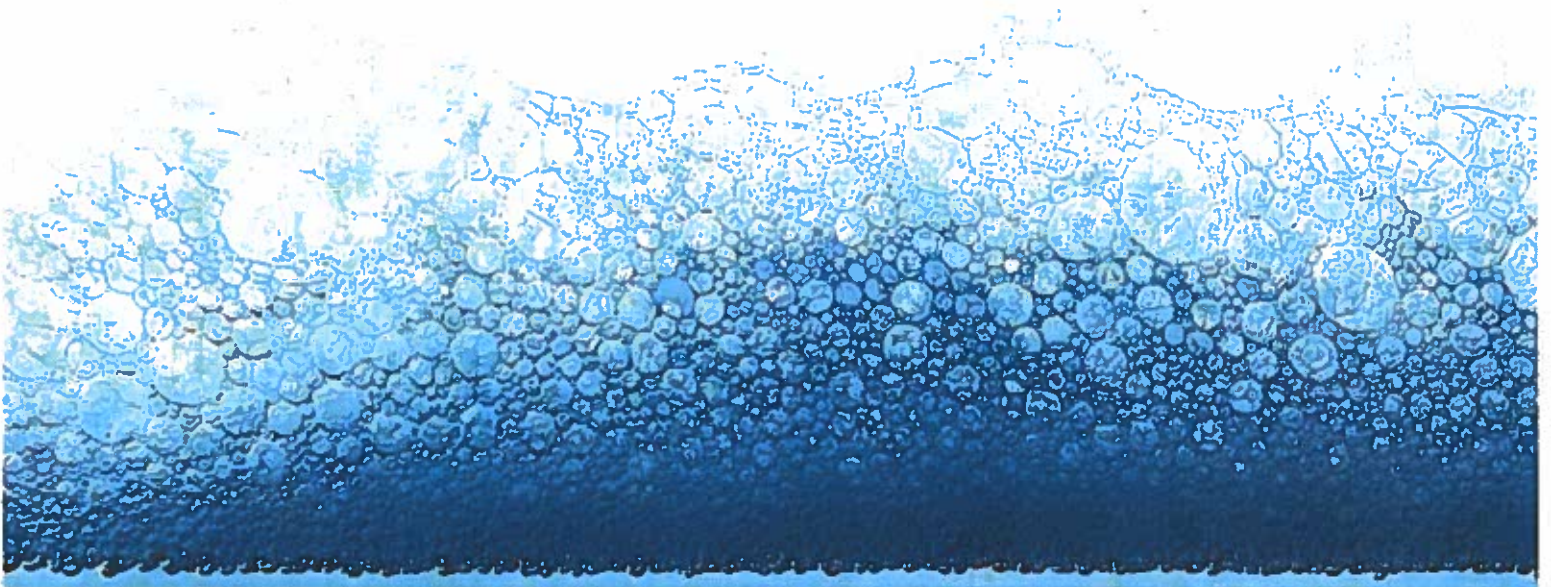
Submitted by (home owner or authorized representative)

Date

**Landscaping Services for Jasper County Community Centers
IVTB # 2023-8**

Prepared by: Rutasha Roberts

ROBERTS CLEANING SERVICE LLC.





Executive Summary:

Roberts Cleaning Services is the cleaning company that's been delivering impressive results for local businesses like Savannah Mitsubishi Power Plant, South Carolina DOT Buildings, Trident Technical College, Oglethorpe Mall, and surrounding areas at over 50 locations throughout the Southeast GA region and the low country area of South Carolina since 2017.

Roberts Cleaning Service is based out of Savannah, GA and I would love to share with you how our company can make a difference in the overall appearance of the buildings for Jasper County Government pertaining to proposal IVTB#2023-8. We specialize in post-construction cleanup, janitorial cleaning services (office cleaning, medical/dental cleaning), wax/strip floors maintenance, carpet cleaning, and window cleaning and landscaping for commercial sites. We offer one time clean up services or annual contracts. We have over 6 years of experience in the janitorial maintenance industry, possess general liability insurance and workers comp insurance, and would love to have the opportunity to provide our exceptional services to the Beaufort County area.

Here at Roberts Cleaning Services, we pride ourselves in providing clients with professional service, guaranteed quality, and the highest level of efficiency. To ensure this, we train our staff on proper cleaning standards and protocol program to ensure all cleaning professionals are fully qualified and prepared to deliver quality cleaning standards.

I am pleased to provide the following quote per your request. Adjustments can be made as we customize your services.

I look forward to discussing your project with you in more detail shortly.

Please contact me directly anytime you have additional questions or requests.

Sincerely,

Rutasha Roberts

912-695-3953

robertscleaning1113@gmail.com

Owner

COST SUMMARY

1. Levy-Limehouse Community Center

Bi-Weekly Cost \$445.00, Annual Cost \$13,795 (31 services)

2. Tillman-Wagon Branch Community Center

Bi-Weekly Cost \$885.00, Annual Cost \$27,435 (31 services) pricing considers scope of work

3. Robertsville Community Center

Bi-Weekly Cost \$1650.00, Annual Cost \$51,150 (31 services) pricing considers scope of work

4. Tarboro Community Center

Bi-Weekly Cost \$1,084.00, Annual Cost \$33,604 (31 services) pricing considers scope of work

5. Cherryhill Community Park

Bi-Weekly Cost \$1,239.00, Annual Cost \$38,409 (31 services) pricing considers scope of work

6. Grays Community Park

Bi-Weekly Cost \$525, Annual Cost \$16,275 (31 services) pricing considers scope of work

7. Mitchellville Community Park

Bi-Weekly Cost \$315.00, Annual Cost \$9,765 (31 services) pricing considers scope of work

Grand Annual Total for all (7) Community Centers in Jasper County, South Carolina (total of 31 services): pricing considers scope of work

\$176,638.00

EXPERIENCE AND QUALIFICATIONS:

**ROBERTS
CLEANING
SERVICE
ORGANIZATION
CHART**

RUTASHA ROBERTS
Owner/Accounts Payable

HERBERT ROBERTS
Operations Supervisor

Tiffany Roberts
Accounting

Tameka Jacobs
Dispatch

**Jennifer
Williams**
Dispatch

REFERENCE#1**Reference #1:**

BUSINESS NAME	JASPER MAINTENANCE SC DEPARTMENT OF TRANSPORTATION	
BUSINESS STREET ADDRESS	150 East Woodlawn Street	
CITY, STATE, ZIP	Ridgeland, SC 29936-8820	
BUSINESS CONTACT	Teneshala Cunningham	
CONTACT TELEPHONE NUMBER & EMAIL	(843)726-3431 (Phone)	(Email)
	CunninghTD@scdot.org	
TYPE OF BUSINESS	Janitorial Services	
CONTRACT START AND END DATES	03/2022-current	
NO. OF VENDOR STAFF ASSIGNED TO LOCATION	1-2	

Reference #2:

BUSINESS NAME	BEAUFORT MAINTENANCE SC DEPARTMENT OF TRANSPORTATION	
BUSINESS STREET ADDRESS	13 Munich Drive	
CITY, STATE, ZIP	Beaufort, SC 29906-5747	
BUSINESS CONTACT	Sarah Payne	
CONTACT TELEPHONE NUMBER & EMAIL	(843)-524-7255 (Phone)	(Email)
	PayneSL@scdot.org	
TYPE OF BUSINESS	Janitorial Services	
CONTRACT START AND END DATES	03/2022-current	
NO. OF VENDOR STAFF ASSIGNED TO LOCATION	1-2	

Reference #3:

BUSINESS NAME	Trident Technical College	
BUSINESS STREET ADDRESS	7000 Rivers Avenue	
CITY, STATE, ZIP	North Charleston, SC 29406-4607	
BUSINESS CONTACT	Carol Belcher	
CONTACT TELEPHONE NUMBER & EMAIL	Carol.Belcher@tridenttech.edu	
TYPE OF BUSINESS	Floor Care Services/Strip and Wax	
CONTRACT START AND END DATES	June 2022	
NO. OF VENDOR STAFF ASSIGNED TO LOCATION	6	

BUSINESS NAME	Solutions Management INC	
BUSINESS STREET ADDRESS	PO Box 989	
CITY, STATE, ZIP	Rensselaer, NY 11960	
BUSINESS CONTACT	Beth Wolf	
CONTACT TELEPHONE NUMBER & EMAIL	beth@smi247.com	
TYPE OF BUSINESS	Floor Care Services/Strip and Wax/Retail Daily Cleaning	
CONTRACT START AND END DATES	August 2017-Current	
NO. OF VENDOR STAFF ASSIGNED TO LOCATION	2-6 (depends on scope)	



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Meridth Lamas 329 Eisenhower Drive Suite C Savannah GA 314062617	CONTACT NAME: Meridth Lamas PHONE (A/c. No. Ext): 912-354-2390 E-MAIL ADDRESS: meridth.lamas.u0jq@statefarm.com FAX (A/c. No.):
	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Mutual Automobile Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED Roberts, Herbert 412 WILSHIRE BLVD SAVANNAH GA 314191336	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

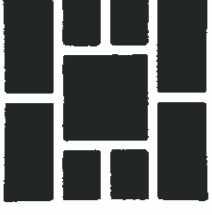
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY	N	N	835 6190-E13-111	05/13/2023	11/13/2023	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 500,000 BODILY INJURY (Per accident) \$ 500,000 PROPERTY DAMAGE (Per accident) \$ 250,000 \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE OTH-ER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Jasper County Government Building 358 3rd Avenue Ridgeland GA 29936	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE This form was system-generated on 05/23/2023
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SAVANNAH
savannahga.gov



**MINORITY/WOMEN-OWNED BUSINESS ENTERPRISE PROGRAM
CERTIFICATION**

This is to certify that

ROBERTS CLEANING SERVICE, LLC
Certification # 202201-00019-A

has met the criteria for **M/WBE Certification** as set forth by the Mayor and Aldermen of the City of Savannah to be a socially and economically disadvantaged minority or woman-owned business enterprise firm. Under the provisions of the M/WBE policy, this firm is certified for a period of **three years** ending **January 31, 2025**.

This form is temporary until official certificate with seal affixed is provided.

TEMPORARY CERTIFICATE

MarRonde Lumpkin-Lotson

MarRonde Lumpkin-Lotson, MPA



**IVTB#2023-8
Landscape Maintenance Services**

May 18, 2023

Southern Palmetto Landscapes, Inc. offers the following bid for the 7 Community centers located in Jasper County IVTB#2023-8.

All 7 locations (Levy-Limehouse Community Center, Tillman-Wagon Branch Community center, Robertsville Community Center, Tarboro Community Center, Cherryhill Community Center, Cherryhill Community Park, Grays Community Park, & Mitchellville Community Park) will be serviced as requested in the IVTB#2023-8 scope of work for Lawn Care, Edging, Trees, Clean-up (acts of God and natural disaster will incur additional pricing), & Chemical spray.

Per Month \$10,515.00
Annual Cost \$126,180.00

Bud Martin will be the point of contact and he can be reached at (843)321-9489 and Bud@southernpalmetto.com

Attachments include copies of all Insurances and license requirements.

Bud Martin

**Bud Martin
President
Southern Palmetto Landscapes, Inc**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/19/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kinghorn Insurance Agency of Beaufort 910 Carteret Street P.O. Box 1088 Beaufort SC 29901	CONTACT NAME: Shannon Bright PHONE (A/C, No, Ext): (843) 521-4000 E-MAIL ADDRESS: sbright@insurancebeaufort.com	FAX (A/C, No): (843) 521-4004
	INSURER(S) AFFORDING COVERAGE	
INSURED SOUTHERN PALMETTO LANDSCAPES INC 5675 LOWCOUNTRY DR RIDGELAND SC 29936-7760	INSURER A: Selective Ins Co of America	NAIC # 12572
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL2312022439 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDSUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		S 2542852	11/13/2022	11/13/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 3,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY		S 2542852	11/13/2022	11/13/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		S 2542852	11/13/2022	11/13/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Jasper County Parks and Recreation Po Box 1149 Ridgeland SC 29936	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Charlotte P. Faw</i>

ADDITIONAL COVERAGES

Ref #	Description Underinsured motorist combined single limit	Coverage Code UNCSL	Form No.	Edition Date	
Limit 1 1,000,000	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description Uninsured motorist combined single limit	Coverage Code UMCSL	Form No.	Edition Date	
Limit 1 1,000,000	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description Medical payments	Coverage Code MEDPM	Form No.	Edition Date	
Limit 1 5,000	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description Underinsured motorist property damage	Coverage Code UNDPD	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description EPAC	Coverage Code EPAC	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium \$1,333.00
Ref #	Description	Coverage Code	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description	Coverage Code	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description	Coverage Code	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description	Coverage Code	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium
Ref #	Description	Coverage Code	Form No.	Edition Date	
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type	Premium



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/18/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER THE EDMUND ANDREW COMPANY LLC 22293334 7445 CROSS COUNTY RD SUITE 10 NORTH CHARLESTON SC 29418	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Property and Casualty Insurance Company of Hartford	NAIC# 34690
INSURED SOUTHERN PALMETTO LANDSCAPES INC. 5675 LOWCOUNTRY DR RIDGELAND SC 29936-7760	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	INSURER G:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE AGGREGATE
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	22 WEC AU4XY4	11/13/2022	11/13/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE -EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Those usual to the Insured's Operations. Notice of Cancellation will be provided in accordance with Form WC990394, attached to this policy.

CERTIFICATE HOLDER Jasper County Parks & Recreation PO Box 1149 RIDGELAND SC 29936-2620	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Susan J. Castaneda</i>

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NOTICE OF INVITATION TO BID
IVTB #2023-8
LANDSCAPE MAINTENANCE SERVICES
JASPER COUNTY, SOUTH CAROLINA
APRIL 20, 2023

Notice is hereby given that sealed bids will be received for Landscape Maintenance Services for seven (7) community centers by Jasper County, South Carolina until the 24th day of May 2023 at 3:00 p.m. at which time all bids received will be publicly opened and read aloud in the Jasper County Council Chambers.

To be deemed "received" a bid may be submitted electronically through the County's Vendor Registry webpage to ensure that it remains sealed until the scheduled bid opening date and time. A link to Jasper County's Vendor Registry webpage may be found under "What's New", Bids & Solicitations", on the County's website at www.jaspercountysc.gov. A bid may also be submitted to Kimberly Burgess, Director of Administrative Services, at the Clementa C. Pinckney, Jasper County Government Building, 358 3rd Avenue, Post Office Box 1149, Ridgeland, SC 29936 prior to the bid opening day and time. Bids received after the bid date and time will remain unopened.

The bid opening will take place in the Jasper County Council Chambers at the address below:

Clementa C. Pinckney
Jasper County Government Building
358 3rd Avenue
Ridgeland, SC 29936

DESCRIPTION

Jasper County, South Carolina seeks sealed bids for Landscape Maintenance Services for seven (7) community centers as described in scope of work for an initial period of twelve (12) months.

SCOPE OF WORK

Services to be performed bi-weekly: Bi-weekly landscape maintenance includes mowing, edging, pruning, litter, and debris pickup, as more fully described below.

- **Lawn Care: Mowing:** Grass is to be mowed bi-weekly or as often as necessary to maintain a neat appearance (generally weekly during growing season-June, July, and August).
- **Edging:** Mechanical edging around plant beds and walks is desirable to maintain a neat appearance.
- **Trees:** Palm fronds, dead limbs, and 'trash" will be removed on an annual basis to eliminate potentially dangerous conditions and to enhance the trees' natural appearance.
- **Clean Up of Litter: Parking lots, sidewalks, and ditches:** to be clear of all debris as required to insure neat appearance, not less than weekly.
- **Chemical Spray Program:** Apply post-emergent herbicides for the control of broadleaf weeds on brick areas and beds.



NOTICE OF INVITATION TO BID
IVTB #2023-8
LANDSCAPE MAINTENANCE SERVICES
JASPER COUNTY, SOUTH CAROLINA
APRIL 20, 2023

LOCATIONS

- **Levy-Limehouse Community Center** 2.12-acre park 470 Mitchell's Court, Hardeeville, SC 29927
- **Tillman-Wagon Branch Community Center** 5-acre park 3833 Tillman Road, Tillman, SC 29943
- **Robertsville Community Center** 10-acre park 9731 Cotton Hill Road, Robertsville, SC 29934
- **Tarboro Community Center** 6.12-acre park 370 Pinehaven Drive, Tillman, SC 29943
- **Cherryhill Community Park** 7-acre park 361 Bridgetown Drive, Ridgeland, SC 29927
- **Grays Community Park** 2 ½ acre park 15297 Grays Highway, Early Branch, SC 29927
- **Mitchellville Community Park** 1 ½ acre park 21 Old Logan Street, Ridgeland, SC 29936

BID INSTRUCTIONS

Bids should be typed on company letterhead or on a document which provides Bidder name, address, phone number and other pertinent contact information. The successful Bidder will be required to furnish an Internal Revenue Form W-9, all appropriate business licenses, and a certificate of insurance showing evidence of liability and workers compensation coverage in the amounts listed below.

All Bids will remain subject to acceptance for sixty (60) days after the day of the Bid opening. The County of Jasper (Owner) reserves the right to cancel this solicitation, or all bids or proposals may be rejected, including without limitation the right to reject any or all nonconforming, non-responsive, unbalanced, or conditional bids. Owner also reserves the right to waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Bidder.

INSURANCE REQUIREMENTS:

1. **Workers' Compensation** - The vendor shall provide coverage for its employees with statutory workers' compensation limits, and no less than \$1,000,000.00 for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the OWNER and its agents, employees, and officials.

2. **Commercial General Liability** - The vendor shall provide coverage for all operations including, but not limited to Contractual, Products and Completed Operations, and Personal Injury. The limits shall be no less than \$1,000,000.00, per occurrence, with a \$2,000,000.00 aggregate.



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JASPER COUNTY, SOUTH CAROLINA
APRIL 20, 2023**

3. Business Automobile Liability - The vendor shall provide coverage for all owned, nonowner and hired vehicles with limits of not less than \$1,000,000.00, per occurrence, Combined Single Limits (CSL) or its equivalent.

Please submit additional information or clarification requests to:

Devonte Genwright
Parks and Recreation Director
Jasper County Government
(843) 784-5130
dgenwright@jaspercountysc.gov

NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received for Landscape Maintenance Services for seven (7) Community Centers, by Jasper County, South Carolina, until the 24th day of May 2023 at 3:00 P.M. at which time all bids received timely will be opened. Bid details may be found on the County's Vendor Registry webpage, a link to which may be found under "What's New", Bids & Solicitations", on the County's website at www.jaspercountysc.gov.

THANK YOU for your legal submission!

Your legal has been submitted for publication. Below is a confirmation of your legal placement. You will also receive an email confirmation.

ORDER DETAILS**PREVIEW FOR AD NUMBER IPL01195780****Order Number:**

IPL0119578

Parent Order #:

IPL0113988

Order Status:

Submitted

Classification:

Legals & Public Notices

Package:

HHI - Legal Ads

Final Cost:

92.10

Payment Type:

Account Billed

User ID:

IPL0032292

NOTICE TO BIDDERS

Notice is hereby given that sealed bids will be received for Landscape Maintenance Services for seven (7) Community Centers, by Jasper County South Carolina, until the 24th day of May 2023 at 3:00 PM, at which time all bids received timely will be opened. Bid details may be found on the County's Vendor Registry webpage, a link to which may be found under "What's New", Bids & Solicitations", on the County's website at www.jaspercountysc.gov.
W00000000
Publication Dates

[<< Click here to print a printer friendly version >>](#)

ACCOUNT INFORMATION

Jasper County Planning & Building Services IP

P.O. Box 1659

Ridgeland, SC 29936

843-717-3650

lwagner@jaspercountysc.gov

Jasper County Planning & Building Services

TRANSACTION REPORT**Date**

April 20, 2023 2:09:51 PM EDT

Amount:

92.10

SCHEDULE FOR AD NUMBER IPL01195780

April 23, 2023

The Island Packet (Hilton Head)

Darlene Epperson

From: Kimberly Burgess
Sent: Thursday, April 20, 2023 2:36 PM
To: Darlene Epperson
Subject: FW: SCBO Advertisement Submission

From: South Carolina Business Opportunities <noreply@mmo.sc.gov>
Sent: Thursday, April 20, 2023 2:35 PM
To: Kimberly Burgess <kburgess@jaspercountysc.gov>
Subject: SCBO Advertisement Submission

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

NOTICE:

Please note: The SCBO advertisement deadline is 12:00 noon each weekday.
Ads submitted after that time may not appear in SCBO until the next business day

Your SCBO advertisement (AD# 39887) has been submitted and will be reviewed by a member of our staff prior to publication. Please retain a copy of this email to serve as a receipt of your ad submission.

Please note that ads submitted after 12:00 pm may not be reviewed/published until the next business day.

The information you submitted for the advertisement is included below:

Category: Services

Advertisement Date: Fri, 04/21/2023 - 00:00

Ad Title: Landscape Maintenance Services

Description:

Notice is hereby given that Jasper County is seeking sealed bids for Landscape Maintenance Services for seven (7) Community Center until May 24, 2023 at 3:00 P.M. Bid details may be found on the County's Vendor Registry webpage, a link to which may be found under "What's New", Bids & Solicitations", on the County's website at www.jaspercountysc.gov.

Solicitation #: IVTB #2023-8

Submit Offer By: Wed, 05/24/2023 - 15:00

Direct Inquiries To: Devonte Genwright

Buyer Phone Number: (843) 784-5130

Buyer Email: dgenwright@jaspercountysc.gov

Pre-Bid Information:

Full Details / Download Form (URL): www.jaspercountysc.gov

Ad Creation Date: Thu, 04/20/2023 - 14:35

AGENDA ITEM:

#20

Approval of the Minutes



JASPER COUNTY COUNCIL COUNCIL RETREAT

Jasper County Clementa C. Pinckney Government Bldg.
358 3rd Avenue Ridgeland, SC
29936

Wednesday, April 05, 2023
Minutes

Officials Present: Chairman L. Martin Sauls IV, Vice Chairwoman Barbara B. Clark (via ZOOM)
Councilman Pastor Alvin Adkins, Councilman John Kemp and Councilman Coy Garbade.

Staff Present: County Administrator Andrew Fulghum, Clerk to Council Wanda H. Simmons,
County Attorney David Tedder, Kimberly Burgess, Russell Wells, Danny Lucas, Rose Dobson-Elliott,
Lisa Wagner, and Videographer Jonathan Dunham.

Chairman Sauls called the meeting to order at 9:00AM and welcomed everyone to the Retreat. The Report of Compliance with the Freedom of Information Act was given, the Pledge to the Flag was recited and the invocation was given. Chairman Sauls and Mr. Fulghum gave the opening remarks for the retreat.

A presentation with discussion of the Annual Comprehensive Financial Report (FY Ended June 30, 2022) was given by the Baird Audit Group, LLC.

Ms. Burgess reviewed the ARPA Funding and Expenditures with Council and Mr. Fulghum discussed and gave updates to Council on the Transportation Sales Tax Program. A discussion of upcoming workshops dates for topics of Exit 3, the Airport, Bailey Park PDD and the Gillisonville Sand Mine were considered. A presentation and discussion of the Capital Improvement and Investments Plan was provided by M.B. Kahn Construction. There was also a discussion and request for Policy Direction for the FY23-24 Budget and Budget Schedule (including American Rescue Plan Act (ARPA) Funds and Financial Policies was requested. The State and Federal funding requests was discussed. The County-wide Impact Fee Study and the Opioid Settlement Funds were reviewed.

Emergency service issues including the Levy Volunteer Fire Department (LVFD) Transition, Jasper County and the Hardeeville Ambulance Service, Litter Enforcement and Code Enforcement were reviewed and discussed and a report on our Litter Control Program was given. Tax Collection Agreements with Municipalities, Solid Waste, Recycling, and Roads & Bridges and Motor Grader Road Schedule and Operators were also reviewed. The County Owned and/or County Maintained Roads within Municipal Boundaries were discussed as well as the Broad River Area Planning Efforts / Conservation Efforts / Partnerships.

There was a discussion of ongoing Human Resource Issues relating to the number of open positions, current recruiting methods and marketing initiatives for recruitment was reviewed and discussed. The handling of PPD's was also reviewed. Council had listed an Executive Session for this retreat but

determined there was no need for an Executive Session. Chairman Sauls thanked everyone for being present for the retreat and noted that they looked forward to any further information that staff would be providing relating to the discussions of the day's topics. Chairman Sauls called the Council Retreat to a close and the retreat adjourned.

Respectfully submitted:

L. Martin Sauls IV
Chairman

Wanda H. Simmons
Clerk to Council

AGENDA ITEM:

#21

Councilmember
Comments