

RESOLUTION: ESTABLISHING AND APPOINTING COMMITTEES OF THE HARTSVILLE CITY COUNCIL.

WHEREAS, the City Council has determined that a Council committee structure will benefit the entire body by allowing three members to serve and report findings to the full body; and,

WHEREAS, these committees will set a meeting date and time with public notice given pursuant to the South Carolina Freedom of Information Act; and,

WHEREAS, the committees will consist of three members of the elected body with one member assigned as Chair and appropriate city staff as selected by the City Manager; and,

WHEREAS, a member will be designated to take notes and prepare a written report to be provided to the full Council on the next City Council meeting agenda; and,

WHEREAS, the members will serve for two years with the term ending June 30, 2018.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the City of Hartsville that the following committee structure is established and appointments are made as shown below.

CURRENTLY SERVING

Administrative/Personnel Committee

This committee reviews matters related to City Manager, City Attorney and City Judges.

Chair – Mayor Pro-Tem Johnny Andrews

Member – Councilmember Bernice Wilson

Member - Councilmember Billy Shirley

Economic & Community Development Committee

This committee reviews matters related to economic, community and neighborhood development.

Chair - Councilmember Billy Shirley

Member - Councilmember Adlena Graham

Member - Councilmember Bob Braddock

Finance, Audit & Budget Committee

This committee reviews matters related to City finances, internal and external audit and budget.

Chair - Councilmember Bob Braddock

Member – Mayor Pennington

Member - Councilmember Adlena Graham

Public Safety Committee

This committee reviews matters related to public safety, including animal services, code inspection, Municipal Court and other matters related thereto.

Chair - Councilmember Teresa Mack

Member - Councilmember Billy Shirley

Member - Councilmember Bernice Wilson

Sanitation and Water and Sewer Committee

This committee reviews matters related to sanitation, water, sewer and other matters related thereto.

Chair- Mayor Pro-Tem Johnny Andrews

Member - Councilmember Teresa Mack

Member - Councilmember Bob Braddock

BE IT HEREBY RESOLVED, in meeting duly advertised and assembled the __th day of ____, 2016.

Carl M. (Mel) Pennington, IV, Mayor

ATTEST: _____
Sherron L. Skipper, City Clerk

Hartsville City Council Committee System Guidelines

- Appointed Committees are made up of no more than three members of Council with one member appointed as Chair. The members will serve for two years.
- The City Council can entertain motions to defer matters to these Committees.
- No actions are taken during Committee meetings.
- The Chair of each committee will work with the City Clerk to establish a set meeting schedule which will be noticed to the press in compliance with the South Carolina Freedom of Information Act. Committee Chair must notify City Clerk at least 24 hours in advance of a meeting cancelation or rescheduling.
- Each Chair will designate a member to take notes and prepare a written report of the discussion and recommendations which are to be presented to the full Council by the Committee Chair at the next City Council Meeting for Council consideration. Original to be sent to City Clerk for official record.

Committee Structure and Scheduled Meetings

Administrative/Personnel Committee – Staff: Natalie/Sherron - Meet: As Needed

This committee reviews matters related to City Manager, City Attorney and City Judges.

Chair – Mayor Pro-Tem Johnny Andrews

Member – Councilmember Bernice Wilson

Member - Councilmember Billy Shirley

Economic & Community Development Committee – Staff: Brenda - Meet: 4th Wednesday at 4:00pm

This committee reviews matters related to economic, community and neighborhood development.

Chair - Councilmember Billy Shirley

Member - Councilmember Adlena Graham

Member - Councilmember Bob Braddock

Finance, Audit & Budget Committee – Staff: Shannon – Meet: 2nd Tuesday at 9:00am

This committee reviews matters related to City finances, internal and external audit and budget.

Chair - Councilmember Bob Braddock

Member – Mayor Pennington

Member - Councilmember Adlena Graham

Public Safety Committee – Staff: Fire Chief and Police Chief – Meet: 3rd Thursday at 10:00am

This committee reviews matters related to public safety, including animal services, code inspection, Municipal Court and other matters related thereto.

Chair - Councilmember Teresa Mack

Member - Councilmember Billy Shirley

Member - Councilmember Bernice Wilson

Sanitation and Water and Sewer Committee – Staff: James Clemons – Meet: 3rd Thursday at 4:00pm

This committee reviews matters related to sanitation, water, sewer and other matters related thereto.

Chair- Mayor Pro-Tem Johnny Andrews

Member - Councilmember Teresa Mack

Member - Councilmember Bob Braddock