

Regular Meeting  
November 14, 2016

The regular meeting of City Council was held this date in City Hall Council Chambers at 6:00 pm. In attendance were Mayor Roberts, Mayor Pro Tem Harbin, Council Members Thompson, Stewart, Chapman, Buck Roberts, Laughridge, John Roberts and Newton. Also in attendance were City Manager, Linda McConnell; Assistant City Manager, David McCuen; Finance Director, Peggy Maxwell; City Attorney, Frankie McClain; and Police Chief, Jim Stewart. The invocation was given by Councilman Stewart with respects to the flag by Councilman Buck Roberts.

SPECIAL RECOGNITION  
Police Department Promotion – Captain Michael Aikens  
November 2016

Police Chief, Jim Stewart said Captain Michael Aikens started his law enforcement career with the South Carolina Department of Corrections in 1999, where he was assigned to Perry Correctional Institution. Aikens accepted a position with the City of Anderson Police Department in April 2003 and graduated from the South Carolina Criminal Justice Academy in August 2003.

While serving in the Patrol Division, Aikens was promoted to the rank of Corporal and 2007 was transferred to Criminal Investigations. Aikens was assigned to Property Crimes where his investigation duties included Burglary, Grand Larceny and Malicious Damage to Real or Personal Property. In 2008, Aikens was assigned to the Major Violence Crimes Unit where his investigative duties included Murder, Attempted Murder, Assault and Battery 1st & 2nd Degree, Kidnapping and Carjacking.

In June of 2011, while serving in the Criminal Investigations Division, Aikens was promoted to the rank of Sergeant. Aikens continued to investigate Major Violent Crimes and supervise case investigators. Aikens has received training in several specialties some of which include; Basic Detectives Course, Practical Homicide, Investigating and Prosecuting Hate Crimes, Interview and Body Language Technique, Reid Advanced Technique of Interviewing and Interrogation, Suicide Investigation and Statement Analysis. Aikens also completed IPTM's - Managing the Detective Unit training course at the University of North Florida.

In September 2012, Michael Aikens was promoted to the rank of Lieutenant and continued to work in Criminal Investigations Division. In November 2016, Lieutenant Aikens was promoted to the rank of Captain. Captain Aikens will transfer to Patrol and manage Alpha and Charlie Shifts along with the COPS team and Downtown Patrol.

Chief Stewart swore-in and Captain Walters pinned Captain Michael Aikens.

## APPROVAL OF MINUTES

A motion by Council Member Thompson seconded by Mayor Pro Tem Harbin carried unanimously (9-0) to approve the minutes of the October 24, 2016 meeting as presented.

### REQUEST SECOND AND THIRD READING OF ORDINANCE 16-20 AUTHORIZING THE SALE OF PROPERTY LOCATED AT 913 EAST MARKET STREET

City Manager, Linda McConnell said the City of Anderson owns the real property located at 913 East Market Street, Anderson, SC designated as Tax Map Number 150-05-03-001. 913 East Market Street is a vacant lot that was donated to the City in 2004. The City has maintained the lot since that time but has no expectations to use the lot for any purpose. Berzita Pressley offered to purchase the lot because members of her family reside in the neighboring residences. Ms. Pressley has agreed to pay the sum of \$3,000 which is a reasonable price.

The sale to Ms. Pressley will benefit the City by increasing the tax base and by relieving the City of the responsibility to maintain the lot. In addition, because family members reside nearby, the stability of the neighborhood will be maintained.

A motion by Council Member Thompson seconded by Councilman John Roberts carried unanimously (9-0) to approve Ordinance 16-20 authorizing the sale of property located at 913 East Market Street in the amount \$3,000 to Ms. Berzita Pressley on Second Reading.

A motion by Councilman Laughridge seconded by Councilman Buck Roberts carried unanimously (9-0) to approve Ordinance 16-20 on Third Reading as stated above.

### REQUEST REFERRAL TO THE PLANNING COMMISSION A PETITION TO ANNEX AND ZONE TO GC, GENERAL COMMERCIAL, APPROXIMATELY 12 ACRES LOCATED AT 3801 CLEMSON BOULEVARD

City Manager, Linda McConnell said the applicant requests to annex the subject property into the City in order to receive city services. This request includes the existing K-Mart building and property that is currently used for parking.

This annexation and zoning will add to the City's tax base.

The Planning Commission is scheduled to consider this request at their November 15<sup>th</sup> meeting.

A motion by Mayor Pro Tem Harbin seconded by Councilman Newton carried unanimously (9-0) to refer to the Planning Commission a petition to annex and zone to GC, General Commercial, approximately 12 acres located at 3801 Clemson Boulevard.

REQUEST CONSIDERATION OF ORDINANCE 16-21 AMENDING SECTION 26-53 OF THE CITY OF ANDERSON BUSINESS LICENSE ORDINANCE REGARDING SOLID WASTE FEE

City Manager, Linda McConnell said Section 26-53 of the City of Anderson Business License Ordinance provides for the collection of a solid waste fee from commercial City resident businesses on behalf of Anderson County in the amount of \$70.00. Anderson County has increased the solid waste fee on a yearly basis through its budget ordinance. The amount of the commercial solid waste fee is determined solely by Anderson County through its budget process and it is not necessary for the City to enact a new ordinance every year.

The collection of the solid waste fees from commercial City resident businesses negates the necessity for the City of Anderson to pay tipping fees at the time of disposal at the county landfill. The change in the language of the ordinance eliminates the necessity of amending the ordinance every time the county changes the amount of the fee.

A motion by Councilman John Roberts seconded by Councilman Laughridge carried unanimously (9-0) to approve Ordinance 16-21 amending section 26-53 of the City of Anderson Business License Ordinance regarding solid waste fee on First Reading.

REQUEST CONSIDERATION TO PURCHASE A RECORDS MANAGEMENT SYSTEM FOR THE POLICE DEPARTMENT

City Manager, Linda McConnell said the Anderson Police Department seeks Council funding authority in the amount of \$42,620 in order to purchase a new Records Management System.

An electronic Records Management System (RMS) is an agency-wide system that provides for the storage, retrieval, retention, manipulation, archiving, and viewing of information, records, documents, or files. An effective RMS allows single entry of data, while supporting multiple reporting mechanisms. A law enforcement RMS allows for the management of incident and accident reports, arrests, bookings, citations, warrants, case management, field contacts, and other operations-oriented field records.

Police Chief, Jim Stewart said over the past four years the technology supporting electronic RMS has constantly evolved. New RMS applications have been developed which now allow law enforcement agencies greater options when selecting an RMS for more efficiency in operations.

The APD has recently researched the latest generation of RMS offered in today's market by various vendors and used by different South Carolina law enforcement agencies. A search for a new RMS system was bolstered by the fact that our current RMS, NBS' Lawtrak application was written in a programming language that has been retired by Microsoft, provides limited hours of support and would increase our costs exponentially when providing remote access to officers in the field.

On June 16, 2016, the APD advertised and submitted Request for Proposals (RFP) from vendors interested in providing the Department with their company's RMS which met the specifications listed in the RFP (copy of the RFP is attached to this Council Agenda item). July 13, 2016, was the deadline for submitting an RFP. On July 14, 2016, the APD opened the four (4) RFPs which it had received by the deadline and are as follows:

- Zuercher Technologies (Castle Hayne, NC)- \$247,353 (\$29,625 annual maintenance fee, first year free)
- Southern Software, Inc. (Southern Pines, NC) - \$142,434 (\$14,050 annual maintenance fee)
- Mark 43, Inc. (New York, NY) - \$130,000 (\$100,000 annual maintenance fee)
- Agisent Technologies, Inc. (Tullahoma, TN) - \$42,620 (\$22,500 annual maintenance fee)

Each bid was reviewed by the Anderson Police Department and Information Technology staff. Each vendor present acknowledged their understanding of the bid specifications listed on the RFPs and confirmed that they bid on the same services and products requested.

Agisent Technologies, Inc. submitted a bid of \$42,620 for an RMS which met the specifications required in the Anderson Police Department's RFP. Agisent Technologies was the only vendor that met all of the qualifications of the RFP. The financial breakdown for year one, Agisent's bid is \$7,500 for the main application also known as Software as a Service (SaaS) fee. A \$1,000 fee for training on the new RMS by Agisent. \$5,000 for a one-time conversion fee of the legacy data presently managed in the Police Department's current RMS to the new Agisent RMS. A custom Records Module required by the Anderson Police Department will cost \$3,500. The department also had user access to Agisent since January of this year. Current departments utilizing this system include Clemson and Florence PD.

The Jail Management System (JMS) module which is required for our city and federal jail system will incur an annual cost of \$15,000, along with JMS training at a one-time cost of \$3,600, a JMS data conversion one-time cost of \$5,000 and JMS hardware costs of \$2,020. Presently, the APD expends approximately \$6,000 annually for only the maintenance of its present RMS.

**Year One Breakdown:**

- Agisent RMS Subscription                   \$ 7,500
- Agisent Training                               \$ 1,000
- Agisent RMS Data Conversion               \$ 5,000

• RMS Custom Records Module	\$ 3,500
• BluHorse JMS Subscription	\$ 15,000
• BluHorse JMS Training	\$ 3,600
• BluHorse JMS Data Conversion	\$ 5,000
• JMS Hardware	<u>\$ 2,020</u>
<b>Total:</b>	<b>\$ 42,260</b>

Subsequent year costs are as follows. Agisent RMS, including the BluHorse JMS cost for years two and three are \$33,206 per year. If additional digital storage space is required, the cost is \$1,27.56 per year, per terabyte. These costs are guaranteed contractually for the first five years.

The Anderson Police Department and Information Technology staff recommend approval to purchase the Records Management System from Agisent Technologies, Inc. for \$42,620.

\$30,406 will come from the Police Department budget and the remaining \$11,854 from the DEA e-share account.

A motion by Councilman Chapman seconded by Councilman Buck Roberts carried unanimously (9-0) to purchase a Records Management System for the Police Department from Agisent Technologies in the amount of \$42,620 to be funded by the Police Department budget and the DEA E-Share Account.

#### REQUEST CONSIDERATION TO PURCHASE LAPTOPS FOR THE POLICE TRAFFIC AND PATROL DEPARTMENTS

City Manager, Linda McConnell said the Anderson Police Department seeks Council funding authority in the amount of \$17,003.36 in order to purchase 53 Chromebook tablet/laptop hybrids.

The Asus Chromebook tablet/laptop will utilize a secure operating system along with a mobile device management solution which will allow our officers to access criminal justice information remotely and security.

The roadmap that the Information Technology Department has laid out for the Anderson Police Department includes a new and much improved RMS system along with tablet/laptops with the help of Wi-Fi hotspots which will give officers remote access to retrieve and enter criminal justice information without the need to come into the department headquarters. This should allow for more time out in the field, patrolling and less time in the office.

Beginning January 1, 2017, the state of South Carolina will require all state law enforcement agencies to begin implementing the entering of electronic traffic tickets, also called e-ticketing,

from the patrol car. In order to facilitate e-ticketing, new tablet/laptops along with Wi-Fi hotspots will be required for all patrol and traffic vehicles in use by the APD. Our current IT hardware infrastructure is not capable of offering e-ticketing functionality.

The Information Technology department received two quotes from resellers who were capable of providing the required 53 Chromebooks along with the proper Google Business Licenses for each device:

- Promevo (Burlington, KY) - \$17,003.36
- PCNation (Northfield, IL) - \$24,060.41
- CDW (Lincolnshire, IL) - \$22,381.17

Please note that in order to provide wireless hotspot capability for all of our police vehicles, we will be utilizing Wi-Fi hotspot devices, called Mifi's provided free of charge from our Wide Area Network provider, AT&T. The monthly charge for unlimited data for our police vehicles that utilize these mifi units will cost \$1,899.50.

Chromebooks were reviewed by the Anderson Police Department and Information Technology staff. We feel that Chromebooks will offer the APD the most secure, flexible, mobile and compact solution for accessing, entering and reporting criminal justice data. These low cost units are easily transferable from officer to officer, auto-configured and easily replaceable.

Subsequent year costs are as follows. Google Business Licensing needed to comply with South Carolina Law Enforcement policies and to increase security of each device, will cost \$50.00 for each device or \$2,650 annually.

The Anderson Police Department and Information Technology staff recommend approval to purchase the Google Chromebooks from Promevo for \$17,003.36.

The Police Department will utilize the DEA e-share account for \$17,003.26 for the cost of the Chromebooks.

A motion by Mayor Pro Tem Harbin seconded by Councilman Newton carried unanimously (9-0) to purchase 53 Chromebooks for the Police Department from Promevo in the amount of \$17,003.36 to be funded from the DEA E-Share Account.

## ADMINISTRATIVE BRIEFING

### UPCOMING EVENTS

City Manager, Linda McConnell, reminded Council of the following upcoming events and all meetings in November 2016.

November 15<sup>th</sup> – Westside Community Coalition

November 15<sup>th</sup> – Seat 2 Neighborhood Watch

November 18<sup>th</sup> – Holiday Ice Opening

November 20<sup>th</sup> – All Saints Day – Old Silverbrook Cemetery

November 24<sup>th</sup> & 25<sup>th</sup> – City Offices Closed for Thanksgiving

### EXECUTIVE SESSION

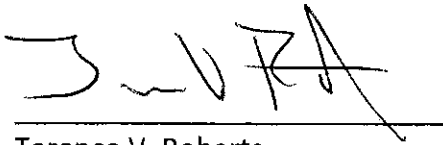
A motion by Councilman John Roberts seconded by Councilman Laughridge carried unanimously (9-0) to move into Executive Session to discuss Contractual Matter – Possible Economic Development Agreement.

A motion by Councilman Buck Roberts seconded by Councilman John Roberts carried unanimously (9-0) to move out of Executive Session.

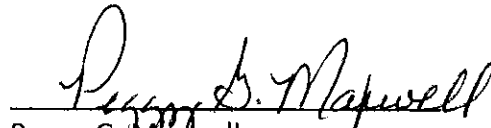
### ADJOURNMENT

A motion by Councilman Laughridge seconded by Councilman Chapman carried unanimously (9-0) to adjourn.

ATTEST:

Handwritten signature of Terence V. Roberts in black ink, consisting of stylized initials and a surname.

Terence V. Roberts  
Mayor

Handwritten signature of Peggy G. Maxwell in black ink, written in a cursive style.

Peggy G. Maxwell  
City Clerk Treasurer