



## **MINUTES**

**To:** County Council  
**From:** Katelyn Gorby, Clerk to Council  
**Re:** **Minutes from the Administrative Committee Meeting on January 20, 2026**

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Calling the meeting to order at 5:15 pm, with the Honorable Andrew Siders, PRESENT; the Honorable Landon Ball, PRESENT; and the Honorable Mike Kellems, PRESENT; the Administrative Committee took the following actions:

1. Elect Committee Chairman & Vice-Chairman.  
**Councilman Kellems made a motion to elect Andrew Siders as Committee Chairman. Unanimously approved.**  
**Councilman Kellems made a motion to elect Landon Ball as the Committee Vice Chairman. Unanimously approved.**  
***Councilman Siders was electeded Chair and Councilman Ball was elected Vice Chair.***
2. Discussion of ABBE Library. (ADM pp. 1-26)  
*(Councilman Siders)*  
**Councilman Siders requested clarification regarding Aiken County's involvement with the ABBE Library System. County Attorney Brad Farrar briefed the committee on the legal policies and procedures established under the agreement with ABBE. Library Director Mary Jo Dawson addressed the committee, outlining the benefits of membership in the system and emphasizing why it is crucial for Aiken County to remain a participant. Several library board members and members of the Friends of the Library attended the meeting to show their support.**
3. Resolution to Authorize the Council Chairman to Execute a Lease with Aiken Barnwell Genealogical Society for Space within the North Wing at 314 Chesterfield Street, Southeast.  
**(Council Agenda) (pp. 51-59)**  
**Unanimously recommended for approval by the Committee.**
4. Resolution to Authorize the Council Chairman to Execute a Lease with Centerra-SRS for Office Space at the Cooperative Research Center.  
**(Council Agenda) (pp. 60-78)**  
**Unanimously recommended for approval by the Committee.**
5. Resolution to Authorize the Council Chairman to Execute a Lease with IGUA Local 159 for Office Space at the Cooperative Research Center.  
**(Council Agenda) (pp. 79-98)**  
**Unanimously recommended for approval by the Committee.**
6. Resolution to Authorize the Council Chairman to Execute a Lease with United Professional Pro Force of Savannah River Local #125, aka, UPPSR Local #125, for Office Space at the Cooperative Research Center.  
**(Council Agenda) (pp. 99-118)**  
**Unanimously recommended for approval by the Committee.**
7. Resolution to Authorize the Council Chairman to Execute a Lease with Wilson David Corporation d/b/a Wilson David Investment Advisors for Office Space at the Cooperative Research Center.  
**(Council Agenda) (pp. 119-138)**  
**Unanimously recommended for approval by the Committee.**
8. Approve Committee Minutes from December 16, 2025. (ADM p. 27) **Approved unanimously.**

9. Vacancy Report. (ADM pp. 28-30) Received as information.

10. Executive Session (if needed).

There being no further business and no need for an Executive Session, the Committee adjourned at 5:49 PM.

*Official recording and reports from the meeting are on file with the Council Clerk.*

Respectfully Submitted,

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Katelyn Gorby, Council Clerk

Manpower

Title	Grade	Pos #	Auth	Dept. #	Department Description	Annual Lower	Annual Upper	Fund	Fund Description	Trans Date
PRIMARY-INS-BILLING-CLERK (Manpower Temp)	N13	546	2	15	FINANCE/COLLECTIONS/GENERAL GOVERNMENT FISCAL	\$36040.95	\$50457.34			10/17/2025
CUSTOMER SERVICE COORDINATOR	N09	190	2	19	INFORMATION TECHNOLOGY/GIS	\$28448.74	\$39828.79			01/02/2026
ADDRESSING SPECIALIST II	N15	213	1	19	INFORMATION TEC/E911 INSTALLTIO/PUBLIC SAFETY OTHER	\$39837.05	\$55771.62	402	E-911	12/01/2017
ADDRESSING SPECIALIST I	N13	264	3	19	INFORMATION TEC/E911 INSTALLTIO/PUBLIC SAFETY OTHER	\$36040.95	\$50457.34	402	E-911	10/23/2025
MAIL COURIER	N09	304	1	19	INFORMATION TEC/PRINT & POSTAL/GENERAL GOVERNMENT O	\$28448.74	\$39828.79			01/03/2025
PATROL GUARD	N12	54	2	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$34142.90	\$47799.51			11/26/2025
PATROL GUARD	N12	54	5	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$34142.90	\$47799.51			11/26/2025
CUSTODIAN	N09	501	1	21	SHERIFF'S OFFIC/TRAINING/PUBLIC SAFETY SHERIFF	\$28448.74	\$39828.79			01/02/2026
SPECIAL OPERATIONS DEPUTY II	C19	609	5	21	SHERIFF'S OFFIC/WARRANTS DIVISI/PUBLIC SAFETY SHERI	\$59875.81	\$83826.12			01/16/2026
DEPUTY SHERIFF I	C15	611	104	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$50289.75	\$70405.32			01/16/2026
DEPUTY SHERIFF II	C16	614	112	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$52687.57	\$73762.27			01/16/2026
DEPUTY SHERIFF II	C16	614	139	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$52687.57	\$73762.27			01/16/2026
DEPUTY SHERIFF II	C16	614	143	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$52687.57	\$73762.27			01/16/2026
DEPUTY SHERIFF III	C17	617	47	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$55083.65	\$77117.46			07/28/2025
CORPORAL	C18	621	6	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$57479.74	\$80470.94			01/16/2026
CORPORAL	C18	621	7	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$57479.74	\$80470.94			01/16/2026
SERGEANT I	C19	622	9	21	SHERIFF'S OFFIC/UNIFORM/PUBLIC SAFETY SHERIFF	\$59875.81	\$83826.12			01/16/2026
INVESTIGATOR I	C19	632	5	21	SHERIFF'S OFFIC/JUVENILE DIVISI/PUBLIC SAFETY SHERI	\$59875.81	\$83826.12			12/25/2025
DISPATCHER I	C11	673	1	21	SHERIFF'S OFFIC/RECORDS/COMMUNI/PUBLIC SAFETY SHERI	\$40707.17	\$56989.72			08/31/2025
DISPATCHER II - P/T	C12	674	13	21	SHERIFF'S OFFIC/RECORDS/COMMUNI/PUBLIC SAFETY SHERI	\$43101.53	\$60341.45			01/16/2026
DISPATCHER II - P/T	C12	674	17	21	SHERIFF'S OFFIC/RECORDS/COMMUNI/PUBLIC SAFETY SHERI	\$43101.53	\$60341.45			01/16/2026
DISPATCHER III	C13	675	3	21	SHERIFF'S OFFIC/RECORDS/COMMUNI/PUBLIC SAFETY SHERI	\$45497.61	\$63696.66			06/17/2025
DISPATCHER III	C13	675	4	21	SHERIFF'S OFFIC/RECORDS/COMMUNI/PUBLIC SAFETY SHERI	\$45497.61	\$63696.66			06/17/2025
GANG INVESTIGATOR	C19	681	2	21	SHERIFF'S OFFIC/INVESTIGATIONS/PUBLIC SAFETY SHERIF	\$59875.81	\$83826.12			09/19/2025
DISPATCHER II (VOGTLE)	C12	689	1	21	SHERIFF'S OFFIC/RECORDS/COMMUNI/PUBLIC SAFETY SHERI	\$43101.53	\$60341.45			01/16/2026
QUALITY CONTROL OFFICER	M17	729	1	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$75020.00	\$90774.20			09/26/2025
Total - 1										
EMS CREW CHIEF ADVANCED	M16	747	11	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$68200.00	\$82522.00			08/01/2025
Total - 1										
EMT-B	M13	752	13	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$42900.00	\$51909.00			05/24/2029
EMT-B	M13	752	30	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$42900.00	\$51909.00			05/24/2029
EMT-B	M13	752	32	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$42900.00	\$51909.00			05/24/2029
Total - 1										
EMT-A	M14	753	15	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$47124.00	\$57020.04			05/24/2029
EMT-A	M14	753	16	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$47124.00	\$57020.04			05/24/2029
Total - 0										
EMT-P	M15	754	2	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$61600.00	\$74536.00			01/24/2026
EMT-P	M15	754	8	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$61600.00	\$74536.00			01/24/2026
EMT-P	M15	754	14	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$61600.00	\$74536.00			01/24/2026
Total - 3										
EMS CREW CHIEF PARAMEDIC	M16	755	41	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$68200.00	\$82522.00			01/22/2026
Total - 1										
EMS SHIFT MANAGER	M18	756	3	22	EMERGENCY SERVI/AMBULANCE OPERA/PUBLIC SAFETY OTHER	\$82522.00	\$99851.62			01/22/2026
Total - 1										
<b>TOTAL OPEN 8</b>										
SENIOR CLERK II	N12	106	3	23	DETENTION CENTE/ADMINISTRATION/PUBLIC SAFETY DETENT	\$34142.90	\$47799.51			01/16/2026
DETENTION OFFICER I	C12	651	78	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$43101.53	\$60341.45			01/25/2026
DETENTION OFFICER I	C12	651	80	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$43101.53	\$60341.45			01/25/2026
DETENTION OFFICER I	C12	651	104	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$43101.53	\$60341.45			01/25/2026
DETENTION OFFICER I	C12	651	114	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$43101.53	\$60341.45			01/25/2026
DETENTION OFFICER III	C14	658	2	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$47893.68	\$67051.88			11/17/2025
DETENTION OFFICER III	C14	658	13	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$47893.68	\$67051.88			11/17/2025
DETENTION OFFICER III	C14	658	14	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$47893.68	\$67051.88			11/17/2025
DETENTION OFFICER III	C14	658	15	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$47893.68	\$67051.88			11/17/2025

	DETENTION OFFICER II	C13	664	75	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$45497.61	\$63696.66				01/22/2026
	DETENTION OFFICER II	C13	664	89	23	DETENTION CENTE/INMATE SECURITY/PUBLIC SAFETY DETEN	\$45497.61	\$63696.66	611	OPIOID RECOVERY FUND		01/22/2026
Budget Approved	SENIOR CLERK II	N12	106	3	24	REGISTRAR OF DE/ADMINISTRATION/GENERAL GOVERNMENT O	\$34142.90	\$47799.51				01/02/2026
Budget Approved	BAILIFF	N07	55	10	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$24652.64	\$34513.15				01/02/2026
	COURT COORDINATORS	N15	742	1	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$39837.05	\$55771.62				06/07/2024
	LEGAL CLERK III	N13	804	11	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$36040.95	\$50457.34	303	COC TITLE IV D UNIT COST		03/14/2025
	LEGAL CLERK III	N13	804	13	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$36040.95	\$50457.34	303	COC TITLE IV D UNIT COST		03/14/2025
	LEGAL CLERK III	N13	804	14	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$36040.95	\$50457.34	303	COC TITLE IV D UNIT COST		03/14/2025
	CHIEF LEGAL CLERK	N14	806	14	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$37939.00	\$53115.17				12/05/2025
	CHIEF LEGAL CLERK	N14	806	21	26	CLERK OF COURT/ADMINISTRATION/GENERAL GOVERNMENT JU	\$37939.00	\$53115.17				12/05/2025
	PD INVESTIGATOR I	N19	218	2	29	PUBLIC DEFENDER/ADMINISTRATION/GENERAL GOVERNMENT J	\$47430.65	\$66402.91	110	PUBLIC DEFENDER		11/28/2025
	LEGAL SECRETARY	N11	808	2	29	PUBLIC DEFENDER/ADMINISTRATION/GENERAL GOVERNMENT J	\$32246.20	\$45144.44				01/02/2026
	ASSISTANT PUBLIC DEFENDER II	N38	819	6	29	PUBLIC DEFENDER/ADMINISTRATION/GENERAL GOVERNMENT J	\$83495.03	\$116893.32	110	PUBLIC DEFENDER		06/01/2017
	ASSISTANT PUBLIC DEFENDER I	N36	820	10	29	PUBLIC DEFENDER/ADMINISTRATION/GENERAL GOVERNMENT J	\$79697.55	\$111576.29	110	PUBLIC DEFENDER		05/29/2025
	ASSISTANT PUBLIC DEFENDER I	N36	820	11	29	PUBLIC DEFENDER/ADMINISTRATION/GENERAL GOVERNMENT J	\$79697.55	\$111576.29	110	PUBLIC DEFENDER		05/29/2025
	OFFICE MANAGER	N11	131	1	30	SOLICITOR 2ND J/ADMINISTRATION/GENERAL GOVERNMENT J	\$32246.20	\$45144.44	101	SOLICITOR-PRETRIAL INTRVN		08/15/2025
	DEPUTY SOLICITOR	N51	845	3	30	SOLICITOR 2ND J/VICTIM'S ASSIST/GENERAL GOVERNMENT	\$108169.70	\$151438.17				01/30/2026
	CAREER PROSECUTOR	N46	862	13	30	SOLICITOR 2ND J/ADMINISTRATION/GENERAL GOVERNMENT J	\$98679.45	\$138151.79	102	SOLICITOR DISCRETIONARY		11/26/2025
	CAREER PROSECUTOR	N46	862	13	30	SOLICITOR 2ND J/ADMINISTRATION/GENERAL GOVERNMENT J	\$98679.45	\$138151.79				11/26/2025
	FOREMAN	N22	408	2	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$53124.79	\$74375.02	407	ROAD MAINTENANCE		12/29/2025
	FOREMAN	N22	408	8	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$53124.79	\$74375.02	407	ROAD MAINTENANCE		12/29/2025
	EQUIPMENT OPERATOR II	N16	406	5	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$41736.49	\$58430.81	407	ROAD MAINTENANCE		01/22/2026
	EQUIPMENT OPERATOR II	N16	406	14	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$41736.49	\$58430.81	407	ROAD MAINTENANCE		01/22/2026
	EQUIPMENT OPERATOR III	N18	410	3	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$45532.61	\$63745.10	407	ROAD MAINTENANCE		12/19/2025
	EQUIPMENT OPERATOR III	N18	410	4	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$45532.61	\$63745.10	407	ROAD MAINTENANCE		12/19/2025
	OPERATOR/FOREMAN	N19	412	1	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$47430.65	\$66402.91	407	ROAD MAINTENANCE		12/29/2025
	OPERATOR/FOREMAN	N19	412	4	31	PUBLIC WKS & EN/ROAD MAINTENANC/PUBLIC WORKS/SANITA	\$47430.65	\$66402.91	407	ROAD MAINTENANCE		12/29/2025
	MECHANIC II	N18	414	2	31	PUBLIC WKS & EN/EQUIPMENT MAINT/PUBLIC WORKS/SANITA	\$45532.61	\$63745.10				07/08/2025
	SITE ATTENDANT	N07	432	7	31	PUBLIC WKS & EN/DROP-OFF CENTER/PUBLIC WORKS/SANITA	\$24652.64	\$34513.15	405	SOLID WASTE		01/24/2026
	COLLECTION SYS OP TRAINEE	N16	458	1	32	PUBLIC SERVICE/PSA MAINTENANCE/PUBLIC WORKS/SANITAT	\$41736.49	\$58430.81	404	PUBLIC SERVICE AUTHORITY		08/02/2024
Budget Approved	OSHA/SAFETY OFFICER	N28	459	1	32	PUBLIC SERVICE/PSA MAINTENANCE/GENERAL GOVERNMENT H	\$64513.12	\$90317.81	404	PUBLIC SERVICE AUTHORITY		01/02/2026
	ESO TRAINEE	N16	460	5	32	PUBLIC SERVICE/PSA PLANT OPERA/PUBLIC WORKS/SANITAT	\$41736.49	\$58430.81	404	PUBLIC SERVICE AUTHORITY		01/02/2026
	PSA PLANT ENGINEER	N24	466	1	32	PUBLIC SERVICE/PSA PLANT OPERA/PUBLIC WORKS/SANITAT	\$56920.90	\$79689.27	404	PUBLIC SERVICE AUTHORITY		05/30/2022
	PUMP & PLANT MECHANIC II	N18	477	1	32	PUBLIC SERVICE/PSA MAINTENANCE/PUBLIC WORKS/SANITAT	\$45532.61	\$63745.10	404	PUBLIC SERVICE AUTHORITY		01/02/2026
	PUMP & PLANT MECHANIC II	N18	477	2	32	PUBLIC SERVICE/PSA MAINTENANCE/PUBLIC WORKS/SANITAT	\$45532.61	\$63745.10	404	PUBLIC SERVICE AUTHORITY		01/02/2026
	PRETREATMENT COORDINATOR	N30	702	1	32	PUBLIC SERVICE/PRETREATMENT MO/PUBLIC WORKS/SANITAT	\$68309.22	\$95633.48	404	PUBLIC SERVICE AUTHORITY		07/07/2023
	SITE ADMINISTRATOR	N14	890	1	32	PUBLIC SERVICE/ADMINISTRATION/PUBLIC WORKS/SANITATI	\$37939.00	\$53115.17	404	PUBLIC SERVICE AUTHORITY		10/21/2025
Budget Approved	TRADES WORKER	N14	511	3	35	BUILDINGS & GRO/PHYSICAL PLANT/PUBLIC WORKS/SANITAT	\$37939.00	\$53115.17				01/02/2026
	ENGINEERING TECH II	N22	524	1	36	ENGINEERING/ADMINISTRATION/PUBLIC WORKS/SANITATION	\$53124.79	\$74375.02	412	STORMWATER DRAINAGE		12/05/2025
	ENGINEERING TECH II	N22	524	3	36	ENGINEERING/ADMINISTRATION/PUBLIC WORKS/SANITATION	\$53124.79	\$74375.02	414	SALES TAX IV		12/05/2025
	ENGINEERING TECH II	N22	524	4	36	ENGINEERING/ADMINISTRATION/PUBLIC WORKS/SANITATION	\$53124.79	\$74375.02	414	SALES TAX IV		12/05/2025
	ENFORCEMENT OFFICER	C13	678	4	38	CODE ENFORCEMENT/ENFORCEMENT/GENERAL GOVT/OTHER	\$45497.61	\$63696.66				07/02/2025
	ENFORCEMENT OFFICER	C13	678	9	38	CODE ENFORCEMENT/ENFORCEMENT/GENERAL GOVT/OTHER	\$45497.61	\$63696.66				07/02/2025
	ENFORCEMENT OFFICER	C13	678	10	38	CODE ENFORCEMENT/ENFORCEMENT/GENERAL GOVT/OTHER	\$45497.61	\$63696.66				07/02/2025
	ENFORCEMENT OFFICER II	C14	704	2	38	CODE ENFORCEMENT/ENFORCEMENT/GENERAL GOVT/OTHER	\$47893.68	\$67051.88				06/09/2025
Budget Approved	INTAKE COORDIANTOR	N13	683	1	38	CODE ENFORCEMENT/ANIMAL SHELTER/GENERAL GOVT/OTHER	\$36040.95	\$50457.34				01/02/2026
	STUDENT INTERN	N06	41	1	51	PARKS RECREATIO/RECREATIONAL PR/CULTURE & RECREATIO	\$22754.58	\$31856.70				02/07/2020
	CO-OP STUDENT	N06	52	1	51	PARKS RECREATIO/HARRISON CAVER/CULTURE & RECREATION	\$22754.58	\$31856.70				02/07/2020
	RECREATION SPECIALIST	N15	60	2	51	PARKS RECREATIO/ROY WARNER MEMO/CULTURE & RECREATIO	\$39837.05	\$55771.62				01/07/2026
	CUSTODIAN	N09	501	2	51	PARKS RECREATIO/ADMINISTRATION/CULTURE & RECREATION	\$28448.74	\$39828.79				01/02/2026
	CUSTODIAN	N09	501	3	51	PARKS RECREATIO/ADMINISTRATION/CULTURE & RECREATION	\$28448.74	\$39828.79				01/02/2026

Budget Approved

PLANNING TECHNICIAN	N14	192	1	63	PLANNING & DEVE/ADMINISTRATION/GENERAL GOVERNMENT O	\$37939.00	\$53115.17			04/14/2025
DEPUTY BLDG INSPECTOR	N30	690	1	63	PLANNING & DEVE/CODES DIVISION/GENERAL GOVERNMENT O	\$68309.22	\$95633.48			
BUILDING INSPECTOR IV	N30	722	2	63	PLANNING & DEVE/CODES DIVISION/GENERAL GOVERNMENT O	\$68309.22	\$95633.48			01/02/2026
CUSTODIAN	N09	501	1	67	SAVANNAH RIVER/ADMINISTRATION/TRANSPORTATION ECONOM	\$28448.74	\$39828.79	709	RESEARCH PARK	01/02/2026
CUSTODIAN	N09	501	3	67	SAVANNAH RIVER/ADMINISTRATION/TRANSPORTATION ECONOM	\$28448.74	\$39828.79	709	RESEARCH PARK	01/02/2026