

**MINUTES
WESTMINSTER CITY COUNCIL
Regular Scheduled Meeting
Tuesday, May 17, 2022**

The City Council of the City of Westminster met in a regular scheduled meeting on Tuesday, May 17, 2022 at 6:00 pm at the MD Cleveland Civic Center Mayor Brian Ramey presiding. Those in attendance were:

Brian Ramey
Jimmy Powell

Dale Glymph
Yousef Mefleh

Audrey Reese
Adam Dunn

Daby Snipes

City Administrator, Kevin Bronson
City Clerk, Rebecca Overton
Utility Director, Leigh Baker
Police Chief, Matt Patterson
Fire Chief, Michael Smith
City Attorney, Andrew Holliday
Members of the public and press

Notice of the meeting and the agenda was posted on a window at the Civic Center and at westminstersc.org twenty-four hours prior to the meeting and all persons, organizations and local media requesting notification and the agenda were notified by email.

Call to Order

Mayor Ramey called the meeting to order at 6:00 pm.

Invocation and Pledge of Allegiance

Mrs. Audrey Reese led the Council in the invocation and Mrs. Daby Snipes led the pledge.

Certification of Quorum

Rebecca Overton certified a quorum.

Mayor Ramey announced that Bill Whitmire of the SC House of Representatives was present and asked him if he would like to say anything. Mr. Whitmire congratulated the new Council Members on their recent election to Council. He stated that although sometimes things can be challenging, they can also be rewarding and he wished them well. Mr. Whitmire also spoke in support of the Recreation Complex project and stated that it would be valuable to future growth in the County area.

Special Appreciation Recognition

Mayor Ramey recognized Robert Sosby for having served as a Recreation Official with the Westminster Recreation Department for 49 years. He also recognized Cliff Owens for 50 years as an Official with the Department. Mayor Ramey thanked both men for their years of
May 17, 2022

dedication to the Recreation Department and to the Recreation programs. Mayor Ramey presented both Officials with a plaque. Mr. Sosby and Mr. Owens received a loud round of applause from Council Members and members of the audience.

Special Recognition of the West-Oak Color Guard

Mayor Ramey recognized members of the West-Oak Winter Color Guard for their recent win as the 2022 CWEA Regional A Gold Medalists. He presented members of the Team and their Coaches with recognition certificates and announced that the City wanted to celebrate this great accomplishment with them. Team members and Coaches received a loud round of applause from Council Members and members of the audience.

Public Comments

There were no public comments.

Public Hearing for Annexations, land use designations, zoning designations – 6 properties as listed below:

1. **198 Nina Circle/Tax Map #234-03-01-010**
2. **199 Nina Circle/Tax Map #234-03-01-026**
3. **303 Cornelia Avenue/Tax Map #234-03-01-028**
4. **1405 Clearmont Road/Tax Map #235-00-02-088**
5. **704 Westminster Highway/Tax Map #235-00-02-079**
6. **650 Marcengill Road/Tax Map #249-00-03-013**

Upon a motion by Mrs. Reese and seconded by Mr. Glymph, the motion ***to open the public hearing for annexations*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Mefleh		Yes
Powell		Yes
Reese	Motion	Yes
Dunn		Yes
Snipes		Yes

Mr. Randy Moore spoke in reference to his three properties – 198/199 Nina Circle and 303 Cornelia Avenue. Mr. Moore stated that he does not want to be annexed into the City limits. He stated that he bought the property because it was in the county and that he felt like his hands were being forced. Mr. Moore stated to Council that would not be doing any more developing in the city because of the annexation issues. He asked Council why they had not done something else to help the City grow rather than forcing landowners to be annexed in for growth.

Mr. Gary Barnhart spoke in reference to 704 Westminster Highway. He stated to Council that he was guilty of not fully reading the annexation papers before signing them and

understanding them. He stated that he understands he will see lower rates in his services for being in city limits but says his property taxes will double so he does not see the benefit to him of being annexed in.

Mr. Brian Sanford spoke in reference to 650 Marcengill Road. He stated to Council that he purchased the property to be close to family but did not wish to be annexed into the city limits. He stated that he was guilty of not fully understanding the annexation agreement when he signed it due to some family medical issues. Mr. Sanford stated that he would be forced to sale the property if it were annexed into the city limits.

Mr. Luke Moore spoke in reference to all the annexations and stated to Council that while he understands the need for growth, he disagrees with the avenue of annexation. He stated that he owns his own business and that he does not do business in the city limits. Mr. Moore asked Council if they were going to be for the people.

Upon a motion by Mr. Glymph and seconded by Mr. Dunn, the motion ***to close the public hearing for annexations*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph	Motion	Yes
Mefleh		Yes
Powell		Yes
Reese		Yes
Dunn	Second	Yes
Snipes		Yes

Public Hearing for FY2023 Budget

Upon a motion by Mrs. Snipes and seconded by Mrs. Reese, the motion ***to open the public hearing for FY2023 Budget*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		Yes
Powell		Yes
Reese	Second	Yes
Dunn		Yes
Snipes	Motion	Yes

There were no public comments on this agenda item.

Upon a motion by Mrs. Reese and seconded by Mr. Powell, the motion ***to close the public hearing for FY2023 Budget*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes

May 17, 2022

Mefleh		Yes
Powell	Second	Yes
Reese	Motion	Yes
Dunn		Yes
Snipes		Yes

Presentation of Recreation Planning Committee Conceptual Design for Hall Street Park

Recreation Planning Committee Steve Grogan named and thanked committee members for their time and dedication. He stated the committee had met numerous times and talked about what was needed in the conceptual plan. Mr. Grogan thanked Representative Whitmire for the support at the state level. Mr. Grogan stated that the committee understood the price tag on the project was big but that they felt like the future benefits far outweigh the costs. He stated that saying no was easy, but that the committee would like to strongly urge Council to find a way to say yes to move forward with the conceptual plan and try to make it a reality.

Comments from the Mayor and Council

Mr. Dale Glymph informed Council that the Local Development Board had recently approved a Commercial Building Grant for Fred Bland and they the board was in the process of modifying the application process.

Mayor Ramey read a thank you note from Thomas Alexander that thanked the City for the recent Resolution honoring him.

Old Business

1. Second Reading of Ordinance #2022-05-17-01 – An Ordinance to amend the Business License Ordinance 2021-11-09-01, Its Appendix and Appendix B

Mr. Bronson reminded Council that in November 2021, the City Council adopted the Business License Ordinance and rate schedule to comply with new South Carolina laws. He reminded Council that the Municipal Association provided assistance to cities that included a restructure of rate tables that would account for classification changes. In the passing of the Ordinance and the Appendix A and B, which outline the rates and classifications, the updated Appendixes were not passed as part of the Ordinance. Mr. Bronson informed Council that for the City to be in full compliance with the Business License Laws and for the City to calculate fees with the new rate structure, City Council would need to amend the appendixes.

Upon a motion by Mr. Dunn and seconded by Mrs. Snipes, the motion ***to approve second reading of Ordinance 2022-05-17-01 – An Ordinance to amend the Business License Ordinance 2021-11-09-01, Its Appendix A and B*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		Yes
Powell		Yes
Reese		Yes
Dunn	Motion	Yes
Snipes	Second	Yes

New Business

1. First Reading of Ordinance 2022-06-14-01 – an Ordinance making appropriations for certain expenses, capital improvements and indebtedness of the City of Westminster, South Carolina for the year beginning July 1, 2022 and ending June 30, 2023

Mr. Bronson informed Council that they are required to pass a budget in which revenues and expenditures balance. He reminded Council that some of the capital project expenses within the Utility Department had been moved to the ARP Fund. Mr. Bronson also stated that the FY2023 budget included a 5% increase to electric, sewer and sanitation services, as well as a 5% COLA increase for employees. He also informed Council an 18% employer insurance cost had been factored in which will likely take place in January. Mr. Bronson also reminded Council that they would decide on the HTAX Grant amounts at the June meeting.

Mrs. Reese stated that she would like to create a line item within the Local Development Fund that would support the Senior Outreach Program and give them some funding from that fund. Mr. Bronson stated that Council delegates the money for the Local Development Fund and that within that budget is money from PMPA and MASC, which are restricted amounts for building improvement grants. He stated that money within the Local Development Fund that has accumulated would be at the discretion of the Council.

Upon a motion by Mrs. Reese and seconded by Mr. Mefleh the motion to ***move \$15,000 from the Local Development Fund Balance to a Senior Outreach Line Item*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh	Second	Yes
Powell		Yes
Reese	Motion	Yes
Dunn		Yes
Snipes		Yes

Upon a motion by Mr. Dunn and seconded by Mrs. Snipes, the motion **to approve first reading of Ordinance 2022-06-14-01 - an Ordinance making appropriations for certain expenses, capital improvements and indebtedness of the City of Westminster, South Carolina for the year beginning July 1, 2022 and ending June 30, 2023, as amended to include the Local Development Fund line item for Senior Outreach** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		Yes
Powell		Yes
Reese		Yes
Dunn	Motion	Yes
Snipes	Second	Yes

2. First Reading of Ordinance 2022-06-14-02 – An Ordinance to adopt the Westminster Comprehensive Plan Update to the 2017 Comprehensive Plan and adopt the Future Land Use Map

Mr. Bronson informed Council that State law requires Municipalities to re-adopt a Comprehensive Plan every 10 years and to update it every 5 years. He informed Council that the Comprehensive Plan has elements within it for land use and zoning and includes a future land use map. He stressed that it was a planning tool only and does not change current uses of landowners.

Upon a motion by Mrs. Reese and seconded by Mr. Glymph the motion **to approve the first Reading of Ordinance 2022-06-14-02 – An Ordinance to adopt the Westminster Comprehensive Plan Update to the 2017 Comprehensive Plan and adopt the Future Land Use Map** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Mefleh		Yes
Powell		Yes
Reese	Motion	Yes
Dunn		Yes
Snipes		Yes

3. First Reading of Ordinance 2022-06-14-03_– an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 198 Nina Circle, Westminster, SC Map# 234-03-01-010; Land Use Designation of Low Density Residential, zoning designation of GR (General Residential) and Planning Commission Assessment

Mr. Bronson reminded Council that the annexation covenant is used to grow city boundaries. New utility customers or customers who are making a change to current services are required to sign an annexation covenant to establish city services. He informed Council that some of the annexation Ordinances on the agenda have issues that will hopefully be resolved by the City Attorney before second reading in June.

Upon a motion by Mrs. Snipes and seconded by Mr. Glymph the motion **to approve first reading of Ordinance 2022-06-14-03_– an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 198 Nina Circle, Westminster, SC Map# 234-03-01-010; Land Use Designation of Low Density Residential, zoning designation of GR (General Residential) and Planning Commission Assessment** passed.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Mefleh		No
Powell		Yes
Reese		Yes
Dunn		Yes
Snipes	Motion	Yes

4. First Reading of Ordinance 2022-06-14-04 – an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 199 Nina Circle, Westminster, SC Map# 234-03-01-026 Land Use Designation of Low Density Residential, zoning designation of GR (General Residential) and Planning Commission Assessment

Upon a motion by Mr. Dunn and seconded by Mr. Powell the motion **to approve first reading of Ordinance 2022-06-14-04_– an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 199 Nina Circle, Westminster, SC Map# 234-03-01-026; Land Use Designation of Low Density Residential, zoning designation of GR (General Residential) and Planning Commission Assessment** passed.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		No

Powell	Second	Yes
Reese		Yes
Dunn	Motion	Yes
Snipes		Yes

5. First Reading of Ordinance 2022-06-14-05 – An ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 303 Cornelia Ave., Westminster, SC Map# 234-03-01- 026 Land Use Designation of Low Density Residential, zoning designation of GR (General Residential) and Planning Commission Assessment

Upon a motion by Mr. Powell and seconded by Mr. Glymph the motion **to approve first reading of Ordinance 2022-06-14-05_– an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 198 Nina Circle, Westminster, SC Map# 234-03-01-026; Land Use Designation of Low Density Residential, zoning designation of GR (General Residential) and Planning Commission Assessment** passed.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Mefleh		No
Powell	Motion	Yes
Reese		No
Dunn		Yes
Snipes		Yes

6. First Reading of Ordinance 2022-06-14-06_– an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 1405 Clearmont Rd., Westminster, SC Map# 235-00-02-088 Land Use Designation of Low Density Residential, zoning designation of R25 (Residential) and Planning Commission Assessment

Upon a motion by Mrs. Reese and seconded by Mr. Dunn the motion **to approve first reading of Ordinance 2022-06-14-06_– an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 1405 Clearmont Road, Westminster, SC Map# 235-00-02-088; Land Use Designation of Low Density Residential, zoning designation of R25 (Residential) and Planning Commission Assessment** passed.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		No

Powell		Yes
Reese	Second	Yes
Dunn	Motion	Yes
Snipes		Yes

7. First Reading of Ordinance 2022-06-14-07 – an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 704 Westminster Hwy., Westminster, SC Map# 235-00-02-079 Land Use Designation of Low Density Residential, zoning designation of R25 (Residential) and Planning Commission Assessment

Upon a motion by Mrs. Snipes and seconded by Mr. Dunn the motion **to approve first reading of Ordinance 2022-06-14-07 – an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 704 Westminster Highway, Westminster, SC Map# 235-00-02-079; Land Use Designation of Low Density Residential, zoning designation of R25 (Residential) and Planning Commission Assessment** passed.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		No
Powell		Yes
Reese		No
Dunn	Second	Yes
Snipes	Motion	Yes

8. First Reading of Ordinance 2022-06-14-08 – An Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 650 Marcengill Road, Westminster, SC Map# 249-00-03-013 Land Use Designation of Low Density Residential, zoning designation of R25 (Residential) and Planning Commission Assessment

Upon a motion by Mr. Powell and seconded by Mr. Dunn the motion **to approve first reading of Ordinance 2022-06-14-08 – an Ordinance annexing property under 100% annexation method and assigning zoning classification; and other matters related thereto. 650 Marcengill Road, Westminster, SC Map# 249-00-03-013; Land Use Designation of Low Density Residential, zoning designation of R25 (Residential) and Planning Commission Assessment** passed.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		No
Powell	Motion	Yes

Reese		No
Dunn	Second	Yes
Snipes		Yes

9. Consideration of Resolution to adopt Financial Policies

Mr. Bronson informed Council that financial policies define the fiscal procedures for the City’s operating budgets and capital outlaw budgets. These policies help establish fiscal management and fiscal stability.

Upon a motion by Mrs. Reese and seconded by Mr. Glymph, the motion **to approve a Resolution to adopt Financial Policies** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Mefleh		Yes
Powell		Yes
Reese	Motion	Yes
Dunn		Yes
Snipes		Yes

10. Consideration of Acceptance of the Presentation of Recreation Planning Committee Conceptual Design for Hall Street Park

Mr. Bronson advised Council that if they wished to move forward with the conceptual plan they needed to accept the plan and grant authority to secure engineering and design firms. He reminded Council that they were not agreeing to spend 40 million dollars; they were just accepting the plan with the desire to move forward.

Mayor Ramey stated that he would like to additional members added to the committee.

Upon a motion by Mr. Glymph and seconded by Mrs. Reese the motion to **accept the Hall Street Conceptual Plan and authorize the City Administrator to secure engineering and design firms** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph	Motion	Yes
Mefleh		Yes

Powell		Yes
Reese	Second	Yes
Dunn		Yes
Snipes		Yes

11. Consideration of appointment of Mr. Talley Grant as a co-appointed OJRSA representative from Westminster and Walhalla

Mr. Bronson informed Council that Mr. Talley Grant had already been appointed by the City of Walhalla as a representative on the OJRSA Board. He stated that Mr. Grant is very knowledgeable and does a very good job of representation. He confirmed that Mr. Grant agreed to represent both Walhalla and Westminster and just need Council approval.

Upon a motion by Mr. Powell and seconded by Mr. Dunn the motion to **appoint Mr. Talley Grant as a co-appointed OJRSA representative for Westminster and Walhalla** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh		Yes
Powell	Motion	Yes
Reese		Yes
Dunn	Second	Yes
Snipes		Yes

12. Consideration of Bid Award for Lawn Mowing Equipment

Mr. Bronson informed Council that Recreation Director Herb Poole had requested funds to purchase a new mower that will aid the staff in maintaining existing fields and new fields. The funds are allocated for in the current budget. Mr. Poole received three quotes – Oakway Tractor for \$8,449.00, Dickson Tractor for \$10,453.55, and AgPro for \$10,651.93. Mr. Bronson stated that the quote from Dickson Tractor would now be \$9,416.00 since they had secured SC State Contract pricing. Mr. Bronson indicated Mr. Poole would like to go with the state contract price through Dickson Tractor.

Upon a motion by Mrs. Reese and seconded by Mr. Mefleh, the motion **to purchase a lawn mower from Dickson Tractor in the amount of \$9,416.00** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Mefleh	Second	Yes

Powell		Yes
Reese	Motion	Yes
Dunn		Yes
Snipes		Yes

13. Consideration of Bid Award for Improvements to Simpson Street Athletic Fields

Mr. Bronson informed Council he had received two bids for the improvements to the Simpson Street fields. Sammy Butts Grading and Landscaping for \$59,500.00 and Golden State for \$40,000.00. Mr. Bronson advised Council that the Golden State bid did not include grassing or irrigation work.

Upon a motion by Mr. Dunn and seconded by Mrs. Reese the motion to **award the bid for improvements to Simpson Street Athletic Fields to Sammy Butts Grading and Landscaping in the amount of \$59,500.00** passed.

Member	Motion	Vote
Ramey		Recusal
Glymph		Yes
Mefleh		Yes
Powell		Yes
Reese	Second	Yes
Dunn	Motion	Yes
Snipes		Yes

Routine Business

1. Approval of the April 5, 2022 Regular Meeting Minutes

Upon a motion by Mr. Glymph and seconded by Mr. Mefleh the motion to **approve the April 5, 2022 Regular Meeting Minutes** passed unanimously. Noted that Council Members Dunn, Reese, and Snipes did not vote on these minutes since they were not on Council at that time.

Member	Motion	Vote
Ramey		Yes
Glymph	Motion	Yes
Mefleh	Second	Yes
Powell		Yes

2. Approval of the April 6, 2022 and April 25, 2022 Budget Workshop Meeting Minutes

Upon a motion by Mr. Powell and seconded by Mr. Glymph the motion to **approve the April 6, 2022 and April 25, 2022 Budget Workshop Meeting**

Minutes passed unanimously. Noted that Council Members Dunn, Reese, and Snipes did not vote on these minutes since they were not on Council at that time.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Mefleh		Yes
Powell	Motion	Yes

3. Comments from the Utility Director

- a. Mr. Baker informed Council that the Hall Street 6” Water Main Replacement project has a mid-August start date that will replace 3,005 linear feet of 6” water line on Hall Street. This project is being funded from the ARP Funds.
- b. Mr. Baker informed Council that the Sidewalk Revitalization C Fund Project has a July 1 start date and HDH Construction Group is contracting the project. This project is only for sidewalks but after July, Mr. Baker says the City will reapply for asphalt funds.
- c. Mr. Baker informed Council that crews had recently done some updates and repairs at Anderson Park including at the bathrooms, the drainage ditches, and the swing set area. He also stated that the pool had been filled in and seeded. Mr. Baker also stated that the parking lot beside the Police Department had been resurfaced. He also stated that crews had been changing out poles and that the work on the water pumps was still halted by delays in receiving parts.

4. Comments from City Administrator

- a. Mr. Bronson informed Council a mediation for OJRSA, Seneca, Walhalla and Westminster had been set for May 27, 2022 and that he would report on that afterwards.
- b. Mr. Bronson stated that some of the new Council members had shown interest in having some workshops to better understand the electrical updates and the PMPA contract. He advised that the meetings would be held June 2, 2022 at 4:00 pm and June 8, 2022 at 4:00 pm. Mr. Bronson stated that he would have PMPA General Manager Andy Butcher, Electrical Engineer Richard Tucker, and Water System Engineer Troy Rosier at those meetings.
- c. Mr. Bronson informed Council that he would be scheduling a workshop with Attorney Lawrence Flynn to discuss the Economic Development Ordinance sometime in August.
- d. Mr. Bronson informed Council that he had received an email from Terry Pruitt of Pioneer Water that stated Pioneer was interested in offering a lump sum payment or payments over time for the water line on Highway 24 that runs from approximately Greenfield Road to Fire Tower Road. He advised Council it would likely be on the June agenda.
- e. Mr. Bronson distributed a mileage per diem request from Mayor Ramey to members of Council for their review.

Executive Session

Upon a motion by Mayor Ramey and seconded by Mr. Dunn the motion to ***enter into executive session for purpose of a discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the public agency in other adversary situations involving the assertion against the agency of a claim and a discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, a student, or a person regulated by a public body or the appointment of a person to a public body pursuant to S.C. Code Ann. 34-4-70 (1) and (2)***

- a. ***Oconee Joint Regional Sewer Authority – discuss potential contractual matter(s)***
- b. ***Piedmont Municipal Power Association (PMPA) discuss potential contractual matter(s)***

Adjourn

Upon a motion by Mrs. Reese and seconded by Mr. Glymph, the motion ***to adjourn the meeting at 8:45 pm*** passed unanimously.

(Minutes submitted by Rebecca Overton)

Mayor Brian Ramey

Date