

**MINUTES**  
**WESTMINSTER CITY COUNCIL**  
**Regular Scheduled Meeting**  
**Tuesday, May 9, 2023**

The City Council of the City of Westminster met in a regular scheduled meeting on Tuesday, May 9, 2023, at 6:00 pm at the Westminster Fire Department with Mayor Brian Ramey presiding. Those in attendance were:

Brian Ramey  
 Jimmy Powell

Dale Glymph  
 Audrey Reese

Daby Snipes  
 Adam Dunn

Ruth May

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

*Notice of the meeting and the agenda was posted on a window at the Fire Department 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 the Pledge of Allegiance.

**Certification of Quorum**

Rebecca Overton certified a quorum.

**Public Comments**

Andrea Harbin greeted the Mayor and Council and informed them that she was with the Oconee County Chamber of Commerce and was the new representative for the Westminster area. She stated she would be located in an office space in City Hall.

**Comments from the Mayor and Council**

May 9, 2023

Mrs. Reese thanked everyone who had a part in the Cinco de Mayo, even though it was held downtown. She stated that it seemed enjoyable to all who attended. Mayor Ramey asked about the recent efforts to notify business owners of the Local Development Commercial Building Grant and the possibility of increasing the amount of the Grant. Mr. Bronson stated that some flyers had been sent out to building owners and that the Board had decided not to increase the Grant amount at this time.

Mr. Bronson reminded Council that the Simpson Street ball fields would be dedicated on May 17 at 5:30 to Yousef Mefleh on what would have been his birthday. He added that the name of the fields would be Yousef Mefleh Memorial Fields and added that an exhibition game would be played along with free hot dogs, water, and chips that would be provided by the Fire and Police Departments.

### **Routine Business**

#### 1. Approval of the April 18, 2023, Regular City Council Meeting Minutes

Upon a motion by Mrs. Reese and seconded by Mr. Dunn, the motion to *approve the April 18, 2023, Regular Meeting Minutes* passed unanimously.

<b>Member</b>	<b>Motion</b>	<b>Vote</b>
Ramey		Yes
Glymph		Yes
Powell		Yes
Reese	Motion	Yes
May		Yes
Dunn	Second	Yes
Snipes		Yes

#### 2. Approval of the April 18, 2023, Budget Workshop Minutes

Upon a motion by Mr. Glymph and seconded by Mrs. Reese, the motion to *approve the April 18, 2023, Budget Workshop Minutes* passed unanimously.

<b>Member</b>	<b>Motion</b>	<b>Vote</b>
Ramey		Yes
Glymph	Motion	Yes
Powell		Yes
Reese	Second	Yes
May		Yes
Dunn		Yes
Snipes		Yes

3. Approval of the April 25, 2023, Budget Workshop Minutes

Upon a motion by Mrs. Snipes and seconded by Ms. May, the motion to *approve the April 25, 2023, Budget Workshop Minutes* passed unanimously.

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

4. Comments from the Utility Director

- a. Mr. Harbin informed Council that a vehicle accident had damaged two poles in front of Westminster First Baptist Church, but no outages were reported.
- b. Mr. Harbin informed Council that the next C Funds project is on hold until the sewer issue at Oak Street can be repaired, and it is currently in the survey stage.

5. Comments from City Administrator

- a. Mr. Bronson informed the Council that the EV Charging Station is operational, and users can access it through the ChargePoint app.
- b. Mr. Bronson informed Council that the North Avenue Water Tank is in need of some updates and repairs and that the Engineer and Electrician are currently assessing those needs.
- c. Mr. Bronson informed Council that the city website bid had been awarded and that Staff was currently working with the firm on that project.
- d. Mr. Bronson informed Council that he was still in the negotiation stages with Oconee County regarding a Fire Services contract.
- e. Mr. Bronson informed Council that a production company had recently submitted an application to use some of the alley ways to film parts of a Zombie movie on June 10.

**Old Business**

1. Consideration of Second Reading of Ordinance #2023-05-09-02; An Ordinance to Amend Title III Chapter 30 of the Code of Ordinances for the City of Westminster

Mr. Bronson reminded Council that this ordinance sets the Mayor and City Council compensation; the annual salary of the Mayor shall be \$12,000.00. The annual salary of the City Council members shall be \$7,200.00. He added that this Ordinance shall be effective immediately after the swearing in ceremony held in January 2024.

Upon a motion by Mr. Dunn and seconded by Mrs. Reese, the motion to ***approve second reading of Ordinance #2023-05-09-02; An Ordinance to Amend Title III Chapter 30 of the Code of Ordinances for the City of Westminster*** passed unanimously.

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

2. Consideration of Second Reading of Ordinance No. 2023-05-09-01; An Ordinance Authorizing and Directing the City of Westminster to Enter into An Intergovernmental Agreement Relating to South Carolina Local Revenue Services; To Participate in One or More Local Revenue Service Programs; To Execute and Deliver One or More Participant Program Supplements; And Other Matters Relating Thereto.

Mr. Bronson reminded Council that for many years, the Municipal Association has offered collection programs business license taxes. He added that these programs include the Insurance Tax Collection Program, the Brokers Tax Collection Program, and the Telecommunication Tax Program. The Municipal Association has collectively rebranded these programs as Local Revenue Services and has renamed the three business license programs as the Insurance Tax Program (ITP), the Brokers Tax Program (BTP), and the Telecommunication Tax Program (TTP).

Mr. Bronson informed Council that the Municipal Association is required to update the ordinances and agreement by which municipalities may participate in Local Revenue Services.

Upon a motion by Mrs. Reese and seconded by Mr. Powell, the motion to ***approve second reading of Ordinance No. 2023-05-09-01; An Ordinance Authorizing and Directing the City of Westminster to Enter into An Intergovernmental Agreement Relating to South Carolina Local Revenue***

***Services; To Participate in One or More Local Revenue Service Programs; To Execute and Deliver One or More Participant Program Supplements; And Other Matters Relating Thereto*** passed unanimously.

<b>Member</b>	<b>Motion</b>	<b>Vote</b>
Ramey		Yes
Glymph		Yes
Powell	Second	Yes
Reese	Motion	Yes
May		Yes
Dunn		Yes
Snipes		Yes

3. Discuss Hospitality Tax Grant Requests and Consider Appropriations related thereto to be incorporated into Ordinance 2023-06-13-01.

Mr. Glymph recused himself from this discussion and left the room. A recusal form is attached to these minutes.

Council members discussed and offered various grant amounts to the different agencies that had made requests. Mrs. Reese suggested removing the Oconee History Museum from the request list and the City absorbing the Utility bill for the Museum in the regular utility operating budget. All Council Members were in agreement with this.

Mr. Bronson added that grant funds awarded would be available as of August 1<sup>st</sup> to allow staff time to adjust all accounting software and operations into the new fiscal year.

After discussion, a motion by Mayor Ramey and seconded by Mr. Dunn to ***approve a total of \$40,000 with the following amounts awarded*** passed.

<b>Member</b>	<b>Motion</b>	<b>Vote</b>
Ramey	Motion	Yes
Glymph		Recusal
Powell		Yes
Reese		Yes
May		Yes
Dunn	Second	Yes
Snipes		Yes

Foothills Heritage Fair	\$2,500
Gateway Arts Center	\$7,000
Apple Festival	\$10,000
Fall/Spring Rodeo	\$2,500
Skyla Strong Barrel Race	\$2,000
Bigfoot Festival	\$10,000
Westminster Music Centre	\$6,000

### **New Business**

1. Consideration of First Reading of Ordinance No. 2023-06-13-01, Budget Ordinance; An Ordinance Making Appropriations for Certain Expenses, Capital Improvements and Indebtedness of The City of Westminster, South Carolina for the Year Beginning July 1, 2023, and Ending June 30, 2024

<b>Appropriation</b>	<b>Amount</b>
General	\$2,914,572
Utility	\$8,301,415
Solid Waste	\$915,046
ATAX	\$8,300
HTAX	\$484,314
Fire Department 1%	\$13,609
Local Development Corp	\$47,031
Youth Recreation Fund	\$579,319
Capital Projects Fund	\$14,530,684
County ARP	\$682,324
<b>Grand Total</b>	<b>\$28,476,614</b>
Less Interfund Transfers	\$1,405,869
<b>Net Appropriations</b>	<b>\$27,070,745</b>

Mr. Bronson informed Council that this ordinance sets the fiscal year 2023-2034 (FY2024) annual budget. He added that this is the budget proposed at the April 25, 2023, City Council Budget Workshop. Mr. Bronson also noted that this budget included a 3.5 mil decrease.

Upon a motion by Mrs. Reese and seconded by Ms. May, the motion to *approve first reading of Ordinance No. 2023-06-13-01, Budget Ordinance; An Ordinance Making Appropriations for Certain Expenses, Capital Improvements and Indebtedness of The City of Westminster, South Carolina for the Year Beginning July 1, 2023, and Ending June 30, 2024*, passed unanimously.

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

2. Consideration of First Reading of Ordinance #2023-06-13-02; an Ordinance to sell or otherwise convey City Property (Tax Map #530-21-06-015) approximately 1.34 acres located at 115 Riley Street to Westminster Hope ComeUnity for \$10,000 contingent upon rezoning from R15 to GR

Mrs. Reese recused herself from this discussion and left the room. A recusal form is attached to these minutes. Mr. Bronson stated to Council that this Ordinance was being offered for approval by name only and that a drafted version is still being processed with the Attorney.

Upon a motion by Mr. Dunn and seconded by Mr. Glymph, the motion to *approve first reading of Ordinance #2023-06-13-02; an Ordinance to sell or otherwise convey City Property (Tax Map #530-21-06-015) approximately 1.34 acres located at 115 Riley Street to Westminster Hope ComeUnity for \$10,000 contingent upon rezoning from R15 to GR* passed.

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

3. Consideration of Proclamation recognizing Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month

Mayor Ramey read the Proclamation for the record. He added that a local resident, Tonja Watkins, suffers from this disorder and that she has previously been involved in several volunteer committees including the City Events Committee.

**Adjourn**

Upon a motion by Mayor Ramey and seconded by Mrs. Reese, the motion *to adjourn the meeting at 7:09 pm* passed unanimously.

(Minutes submitted by Rebecca Overton)

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Mayor Brian Ramey

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Date