

MINUTES
WESTMINSTER CITY COUNCIL
Regular Scheduled Meeting
Tuesday, December 10, 2024

The City Council of the City of Westminster met in a regularly scheduled meeting on Tuesday, December 10, 2024, at 5:00 pm at the Westminster Fire Department with Mayor Brian Ramey presiding. Those in attendance were:

Brian Ramey
 Jimmy Powell

Audrey Reese
 Dale Glymph

Daby Snipes
 Adam Dunn

Ruth May

City Administrator, Kevin Bronson
 Assistant City Administrator, Reagan Osbon
 City Clerk, Rebecca Overton
 Police Chief, Fred Miller
 Fire Chief, Michael Smith
 Utility Director, Scott Parris
 Recreation Director, Herb Poole
 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 5:00 pm.

Certification of Quorum

Rebecca Overton certified a quorum.

Executive Session

Upon a motion by Mr. Dunn and seconded by Mr. Glymph, the motion to *enter executive session* passed unanimously.

Upon a motion by Mrs. Reese and seconded by Mr. Dunn, the motion to *exit executive session* passed unanimously.

There was no action taken.

Invocation and Pledge of Allegiance

December 10, 2024

Mrs. Audrey Reese led the Council in the invocation and the Pledge of Allegiance.

Special Recognitions

Mayor Ramey read a Proclamation celebrating the Westminster Recreation 9U Volleyball State Championship. All players and coaches came forward and received a copy of the Proclamation and they were celebrated with a huge round of applause from the audience.

Mayor Ramey read a Proclamation celebrating Westminster winners of the Oconee County Chamber of Commerce 20 Under 40 Award. The winners came forward and received a copy of the Proclamation and were celebrated with a huge round of applause from members of the audience.

Public Comments

There were no public comments.

Special Presentation

Will Walls, CPA of Love Bailey certified public accountants presented of the year end June 30, 2024 financial statements. Mr. Walls pointed out some highlights of the audit that included total net positions and added that the city received a unmodified opinion, which means a clean audit.

Comments from the Mayor and Council

Mrs. Snipes thanked the recent partners who helped the community deliver meals to North Carolina.

Mrs. Reese commended city staff on the success of the recent Christmas parade. Ms. May also expressed her gratitude To Reagan Osbon for doing a great job organizing the Christmas parade.

Mayor Ramey asked Mr. Bronson about replacing the locks on the Depot doors. Mr. Bronson replied that he would have staff get started on that. Mayor Ramey also encouraged Council to sign up for the upcoming Municipal Association training events and added that it is great training sessions and opportunities to meet with local representatives.

Routine Business

1. Comments from Utility Director
 - a. Mr. Parris introduced Water and Sewer Supervisor Chris Todd and added that he is doing well and is very qualified for the position.
 - b. Mr. Parris informed Council that the Chauga River Bridge project is ongoing. He added that demolition for the bridge is scheduled for January 9th.

- c. Mr. Parris informed Council that contractors at Heriloom Farms subdivision are installing sewer lines.

2. Comments from the City Administrator

- a. Mr. Bronson informed Council that the Hall Road groundbreaking would be Friday, December 13th at 3:00 pm.
- b. Mr. Bronson informed Council that the ribbon cutting for Spinx would be December 19th at 11:00 am.
- c. Mr. Bronson informed Council that contractors are moving and working at Anderson.

3. Approval of November 12, 2024, Regular Meeting Minutes

Upon a motion by Mrs. Snipes and seconded by Mrs. Reese, the motion to *approve November 12, 2024, Regular Meeting Minutes* passed unanimously.

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

Old Business

- 1. Consideration Of Second Reading Of Ordinance 2024-12-10-01: An Ordinance Amending Section 151.018 Of The City Of Westminster Zoning Ordinance Regarding The Procedures For Zoning Property That Is Annexed Into The City

Mr. Osbon informed Council that when the city of Westminster annexes parcels, the property gets directed back to the Planning Commission to recommend the zoning designation to be reconsidered by City Council and that Parcels are automatically designated as R-25 until they are rezoned.

Mr. Osbon added that the proposed amendment to the Zoning Ordinance would require that the Planning Commission make a conditional recommendation of a zoning district for any parcel being considered for annexation before consideration by City Council. When the Commission considers an annexation, they would now make two recommendations at the same time:

- 1) Does the Planning Commission recommend annexation?

- 2) What zoning district does the Planning Commission recommend for the parcel? This recommendation is conditional, meaning that it would only be utilized by City Council if Council decide to annex the property in question.

Mr. Osbon added that Council would then consider an ordinance to annex and assign zoning classification to the parcel in one action and that this process means that the Planning Commission would not have to meet again to consider the rezoning items and City Council would not have to consider two additional readings of second ordinance to rezone a property.

Upon a motion by Mrs. Reese and seconded by Mrs. Snipes, the motion to *approve second reading of Ordinance 2024-12-10-01; an Ordinance amending Section 151.018 of the City of Westminster Zoning Ordinance regarding the procedures for zoning property that is annexed into the city. to Rezone a Certain Parcel in the City of Westminster from R-15 to R-6* passed unanimously.

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

- 2. Consideration of Second Reading of Ordinance 2024-12-10-02: An Ordinance to Rezone a Certain Parcel in the City of Westminster from R-15 (One-Family Residential) to R-6 (One-Family Residential).

Mr. Osbon informed Council that the City recently sold property located at 115 Riley Street (TMS# 530-21-06-015) and that the applicant has proposed developing four approximately 1000 sf lots, which would require subdivision of the parcel. Mr. Osbon also added that the increased density is consistent with the Zoning designation of MFR and the apartment complex across the street and that the Planning Commission hosted the public hearing and recommended approval.

Upon a motion by Mrs. Snipes and seconded by Ms. May, the motion to *table second reading of Ordinance 2024-12-10-02* passed unanimously.

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

New Business

3. First Reading of Ordinance 2025-01-14-01; An Ordinance Repealing in Its Entirety Ordinance #2022-02-08-01 Which Authorized the Mayor of the City of Westminster to Serve as a Member of The Oconee Joint Regional Sewer Authority Commission, South Carolina, Ex Officio; and Other Matters Related Thereto.

Mr. Bronson informed Council that in early 2022 the City Council passed an Ordinance to allow the Mayor to serve in an ex officio capacity as an Oconee Joint Regional Sewer Authority (OJRSA) Board member. He added that considering a new governance model being studied by the OJRSA and the addition of city staff members that are capable to provide representation on the OJRSA Board, Mayor Ramey requested the appointments to the board be filled with staff members and the ordinance that allowed his service to be repealed.

Upon a motion by Mrs. Reese and seconded by Mrs. Snipes, the motion *to approve First Reading of Ordinance 2025-01-14-01; An Ordinance Repealing in Its Entirety Ordinance #2022-02-08-01 Which Authorized the Mayor of the City of Westminster to Serve as a Member of The Oconee Joint Regional Sewer Authority Commission, South Carolina, Ex Officio; and Other Matters Related Thereto* passed unanimously.

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

4. Consideration of First Reading of Ordinance 2025-01-14-02: An Ordinance to Assign Zoning Classification of Light Industrial to a Certain Parcel in the City of Westminster

100 Dunlop Drive (TMS # 530-19-04-001)

- Current Use: Light Industrial
- Future Land Use: Light Industrial
- Staff Recommendation: Light Industrial
- Planning Commission Recommends Approval

Upon a motion by Mr. Dunn and seconded by Mr. Glymph, the motion to ***approve First Reading of Ordinance 2025-01-14-02; An Ordinance to Assign Zoning Classification of Light Industrial to a Certain Parcel in the City of Westminster*** passed unanimously.

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

5. Consideration of First Reading of Ordinance 2025-01-14-03; An Ordinance to Assign Zoning Classification of R-15 to a Certain Parcel in the City of Westminster

650 Marcengill Road (TMS # 530-15-02-015)

- Current Use: R-15
- Future Land Use Map: Medium Density Residential
- Staff Recommendation: R-15

Upon a motion by Mrs. Reese and seconded by Mrs. Snipes, the motion ***to approve First Reading of Ordinance 2025-01-14-03; An Ordinance to Assign Zoning Classification of R-15 to a Certain Parcel in the City*** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Powell		Yes
Reese	Motion	Yes

May		Yes
Dunn		Yes
Snipes	Second	Yes

6. Consideration of First Reading of Ordinance 2025-01-14-04: An Ordinance to Assign Zoning Classification of GR to a Certain Parcel in The City of Westminster

Lot A (Cornelia Avenue; TMS # 530-31-03-010; recommendation for all following parcels being considered on Cornelia Ave and Nina Circle):

- Current Use: GR
- Future Land Use Map: Medium Density
- Staff Recommendation: GR

7. Consideration of First Reading of Ordinance 2025-01-14-05: An Ordinance To Assign Zoning Classification Of Gr To A Certain Parcel In The City Of Westminster

311Cornelia Avenue / Lot B (TMS # 530-31-03-011)

8. Consideration of First Reading of Ordinance 2025-01-14-06: An Ordinance To Assign Zoning Classification Of Gr To A Certain Parcel In The City Of Westminster

198 Nina Circle / Lot C (TMS # 530-31-03-012)

9. Consideration of First Reading of Ordinance 2025-01-14-07: An Ordinance To Assign Zoning Classification Of Gr To A Certain Parcel In The City Of Westminster

199 Nina Circle / Lot D (TMS # 530-31-03-013)

10. Consideration of First Reading of Ordinance 2025-01-14-08: An Ordinance To Assign Zoning Classification Of Gr To A Certain Parcel In The City Of Westminster

Lot E (Cornelia Avenue; TMS # 530-31-03-014)

11. Consideration of First Reading of Ordinance 2025-01-14-09: An Ordinance To Assign Zoning Classification Of Gr To A Certain Parcel In The City Of Westminster

Lot F (Nina Circle; TMS # 530-31-03-015)

12. Consideration of First Reading of Ordinance 2025-01-14-10: An Ordinance To Assign Zoning Classification Of Gr To A Certain Parcel In The City Of Westminster

Lot G (Nina Circle; TMS # 530-31-03-016)

Upon a motion by Mrs. Reese and seconded by Mrs. Snipes, the motion *to approve First Reading of the above Ordinances 2025-01-14-04-10* passed unanimously.

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

13. Consideration of First Reading of Ordinance 2025-01-14-11: An Ordinance Annexing Property Under 100% Annexation Method and Assigning Zoning Classification; And Other Matters Related Thereto.

510 West Oak Highway (TMS # 264-00-04-039)

- Staff Recommendation: R-15
- Future Land Use: Medium Density
- Planning Commission Recommendation: R-15

Upon a motion by Mr. Glymph and seconded by Mrs. Snipes, the motion to *approve First Reading of Ordinance 2025-01-14-11: An Ordinance Annexing Property Under 100% Annexation Method and Assigning Zoning Classification; And Other Matters Related Thereto* passed unanimously.

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

14. Consideration of First Reading of Ordinance 2025-01-14-12: An Ordinance Annexing Property Under 100% Annexation Method and Assigning Zoning Classification; And Other Matters Related Thereto.

100 Carson Street (TMS # 234-03-01-021)

- Staff Recommendation: R-25
- Future Land Use: Medium Density
- Planning Commission Recommendation: R-25

Upon a motion by Mr. Dunn and seconded by Mrs. Snipes the motion to *approve First Reading of Ordinance 2025-01-14-12: An Ordinance Annexing Property Under 100% Annexation Method and Assigning Zoning Classification; And Other Matters Related Thereto* passed unanimously.

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

15. Resolution ratifying a Memorandum of Understanding between the City of Westminster and Horton

Upon a motion by Mrs. Reese and seconded by Mrs. Snipes, the motion to *approve a Resolution ratifying a Memorandum of Understanding between the City of Westminster and Horton* passed unanimously. A copy is attached to these minutes.

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

16. Resolutions appointing Kevin Bronson, Scott Parris, and David Dial to the Oconee Joint Regional Sewer Authority (OJRSA) for the term beginning January 1, 2025.

Upon a motion by Mrs. Reese and seconded by Mr. Glymph, the motion to *approve Resolutions appointing Kevin Bronson, Scott Parris, and David Dial to the Oconee Joint Regional Sewer Authority (OJRSA) for the term beginning January 1, 2025*, passed unanimously.

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

17. Discussion and appointment to the Westminster Planning Commission

Beginning January 1, 2025, one Planning Commission member will rotate off the Commission, leaving a vacant seat. The term for the seat is January 1, 2025 - December 31, 2029.

Upon a motion by Mrs. Snipes and seconded by Mr. Powell, the motion to *nominate Charles Morgan to the Westminster Planning Commission* passed unanimously.

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

18. Discussion regarding the proposed 2025 City Council Meeting Dates

January 10, 2025	9am-4pm		Council Annual Planning Session
January 14, 2025		6:00 PM	City Council Meeting
February 11, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
March 11, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
April 8, 2025	4:00 PM	6:00 PM	Budget Workshop/City Council Meeting
April 29, 2025	4:00 PM		Budget Workshop
May 13, 2025		6:00 PM	City Council Meeting
June 17, 2025		6:00 PM	City Council Meeting
July 8, 2025		6:00 PM	City Council Meeting
August 12, 2025		6:00 PM	City Council Meeting
September 9, 2025		6:00 PM	City Council Meeting
October 14, 2025		6:00 PM	City Council Meeting
November 11, 2025		6:00 PM	City Council Meeting
December 9, 2025		6:00 PM	City Council Meeting

Council was in favor of the meeting dates, with the exception of moving November 11 to November 18.

Adjourn

Upon a motion by Mrs. Reese and seconded by Mayor Ramey, the motion *to adjourn the meeting at 7:17 pm* passed unanimously.

(Minutes submitted by Rebecca Overton)

Mayor Brian Ramey

Date



MEMORANDUM OF UNDERSTANDING

This memorandum is written to establish the Horton Gift Agreement through the City of Westminster, which will be used for and will complete Phase 1 – Option 2 of the Westminster Outdoor Recreation Center located at 100E. Windsor Street, Westminster, SC, 29693.

- Horton's intended donation is a total of \$2.0 Million USD. \$1.2M upon signature of this memorandum, or as soon as feasible thereafter. Then, \$200K in each December of years 2025, 2026, 2027, and 2028.
- The City of Westminster confirms this Gift is fully tax deductible. Check will be made to: Foothills Community Foundation a 501(c)(3) with note that intended purpose is: Hall Street Park Fund.
- Horton will be recognized as exclusive Corporate partner and sponsor of the Outdoor Recreation Center (Phase 1-Option 2 and the field portion of Phase 2). To include:
 - Roadside and large format sign indicating "Horton Outdoor Recreational Area (or Fields)" or some variation acceptable to both entities.
 - Horton branding and colors throughout the outdoor facility.
 - Both to be approved by Horton
 - Horton as the only and exclusive Corporate signage and branding for the Outdoor area.
 - Horton understands that there are and will be advertising and signage from local supporters. Horton accepts and encourages this.
- Both Horton and The City of Westminster understand Horton's contribution for this project is intended to advance community development while also enhancing the brand of both City of Westminster and Horton. As such, City of Westminster is to inform Horton of any events, changes in scope or schedule, or other circumstances that could adversely impact Horton's reputation in the community.
- Horton is allowed one Representative on the Committee providing oversight to the Outdoor Recreation Center and future Indoor Recreation Center.

Date: 11/27/24

Terry Silberstadt
Horton

Kevin Bronson
City Administrator: The City of Westminster