

**MINUTES
WESTMINSTER CITY COUNCIL
Regular Scheduled Meeting
Tuesday, October 14, 2025**

The City Council of the City of Westminster met in a regularly scheduled meeting on Tuesday, October 14, 2025, at 6:00 pm at the Westminster Fire Department with Mayor Brian Ramey presiding. Those in attendance were:

Brian Ramey
Jimmy Powell

Ruth May
Dale Glymph

Daby Snipes
Adam Dunn

City Administrator, Kevin Bronson
Assistant City Administrator, Reagan Osbon
City Clerk, Kiley Carter
City Attorney, Keith Denny
Police Chief, Fred Miller
Utility Director, Scott Parris
Fire Chief, Michael Smith
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.

Certification of Quorum

Kiley Carter certified a quorum.

Invocation and Pledge of Allegiance

Mr. Dale Glymph led the Council in the invocation and the Pledge of Allegiance.

Public Comments

Jessica Glymph gave an update on the Bigfoot Festival. She thanked everyone who made it possible and estimated around 45,000-50,000 people coming out. She stated that this was an increase in attendance and social media traffic from years past.

Comments from the Mayor and Council

- a. Mrs. Snipes spoke about the bigfoot amazing race and thanked the city.
- b. Mayor Ramey thanked the Bigfoot Committee along with all city workers who helped make the festival possible. He spoke about getting the community garden back up and running. He asked council to help run the concession stand at a West-Oak football game on October 24th, City Council agreed.

Special Recognition of Chief Micheal Smith for completing the South Carolina Fire Service Leadership Training and Certification

Mr. Bronson and Chief Smith explained what this was about and everyone applauded Chief Smith.

Routine Business

1. Comments from the Utilities Director
 - a. Mr. Parris gave an update on the SCIIP project phase 1. Phase 1 is getting into the final sections.
 - b. Phase 2 of the SCIIP Project is making good progress. The section behind Burger King is finished. Early next week, everything will be sure it meets specs. Hwy 123 is coming along.
 - c. Mr. Parris stated that there is an ad out for bids. Three of the main circuits tie together underground, which is challenging. It will be nice to get this completed since there are a lot of squirrels and trees.
 - d. Mr. Parris spoke on the spectrum/fiber optic project. Crews are still working and locates still need to be done. These contractors do keep hitting mains/services that we are keeping up with. These companies are getting business licenses. Mayor Ramey stated that he would like the City to get reimbursed for the damage caused by these contractors.
2. Comments from City Administrator
 - a. Mr. Bronson gave an update on the Horton Outdoor Recreation Complex. Sod is being laid and the hydroseeding is being put out. Mr. Parris and his guys are getting ready to put fence up. The concession stand contractor is still on standby waiting on permits. The city has ordered hat and bat boxes/other fencing. Mammoth is responsible for some concrete out here to be completed. Screen will be taken down here eventually and Herb will make this his own once everything is complete.
 - b. Mr. Bronson explained that the city has received 59 trees from Columbia due to the SC Forestry Commission Tree Grant. The boy scouts will help plant these at Veterans Park. Some of these trees will also be planted at Anderson Park. Some of these will also go over to

Horton and some of the other fields. Mr. Bronson thanked the Lazy Daisies for getting Apple trees for the City. He also explained how we plant these trees to survive. Mayor Ramey stated that he has topsoil for these if need be. The tree orchard will be ready by Arbor Day. There have been a couple groups at West-Oak High School reach out for volunteer opportunities so the city will reach out to them. There was some discussion about having some of these trees at the community garden.

- c. Mr. Bronson explained that the City Clerk is not required to be at the voting site/polls on election night. He explained how the Clerks in the past have been there by their own choice, but that it was never required. Mr. Bronson then stated that the City Clerk would not be at the polls on election night and wanted to make sure that this was okay with the council. The council agreed that they can read the results on the door.
- d. Mr. Osbon spoke on getting reimbursements from FEMA for Helene. Mr. Bronson thanked Mr. Osbon for all of his hard work on this.

Consent Agenda

3. Approval of September 9, 2025 Regular City Council Meeting Minutes

Upon a motion by Mr. Glymph and seconded by Mr. Dunn, the *motion to approve the Consent Agenda* passed unanimously.

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

New Business

4. Consideration of First Reading of ORDINANCE 11-18-2025-01: AN ORDINANCE AMENDING SECTION 130.45 OF THE CITY OF WESTMINSTER CODE OF ORDINANCES REGARDING THE DISCHARGE OF FIREARMS.

At the June 17, 2025 City Council Meeting, Council directed staff to draft an ordinance allowing limited use of firearms in City Limits. The proposed ordinance recommends allowances for contiguous lots of 25 Acres or larger.

The proposed ordinance amends the City’s firearms regulation (Section 130.45). Proposed amendments would provide exceptions to the blanket ban of the discharge of firearms, including for Law Enforcement, ceremonial blank rounds (“blanks”), and other similar items.

Mrs. Snipes had some concerns that were discussed. There was discussion about how many parcels within city limits were 25 acres or more and removing zoning from the ordinance. Mr. Denny explained how the city cannot trump state law. Mayor Ramey explained that this came about due to people getting annexed in still wanting to be able to shoot on their property.

Upon a motion by Mr. Dunn and seconded by Mr. Glymph, the *motion to approve First Reading of ORDINANCE 11-18-2025-01: AN ORDINANCE AMENDING SECTION 130.45 OF THE CITY OF WESTMINSTER CODE OF ORDINANCES REGARDING THE DISCHARGE OF FIREARMS passed.*

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

- 5. Consideration of Bid Award to Foothills Contracting Service, LLC of Central, SC for the all inclusive base bid amount of \$2,158,005.00 for Phase I (CDBG) and Phase II (ARC) of the Westminster Downtown Improvements Project, Subject to Contract Review and Approval by the Funding Agencies.**

The City received two responsive bidders for the Downtown Improvements (Streetscape and Plaza) Project. The apparent low-bidder was Foothills Contracting, with a base bid of \$2,158,005.00. The project will be paid for through a combination of Appalachian Regional Commission (ARC) Community Revitalization Grant funding, Community Development Block Grant funding, and Oconee County Transportation "C-Fund" Committee funding, and local monies.

Mr. Bronson explained that the city is not recommending the alternates in this project. Foothills Contracting Service is the same contractor who did Anderson Park. Funding for this project is coming from ARC and CDBG grants along with Oconee County C- Funds.

Upon a motion by Mr. Glymph and seconded by Mrs. May, the *motion to award the bid to Foothills Contracting Service , LLC of Central, SC for the all-inclusive base bid amount of no more than \$2,158,005.00 for Phase I (CDBG) and Phase II (ARC) of the Westminster Downtown Improvements Project, Subject to Contract Review and Approval by the Funding Agencies passed unanimously.*

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

- 6. Consideration of acceptance of the 2025 Undiscovered SC Grant (Grant #2025-038) William Bartram Statue in the amount of \$95,000 with a local match of \$95,000 for a total project cost of \$190,000.**

On October 6, 2025 the South Carolina Department of Parks Recreation & Tourism announced the City's application for a grant to construct a statue and education panels in Retreat Street Park was approved. The budget for the project is \$190,000. SCPRT will provide 50% of the project cost, local funds will be required for the 50% match.

Mr. Bronson explained who this is, what he has done, and why a statue of him should be placed in Westminster. He also explained that this does not cost the city anything. Please see attached for the documentation given to city council for this item.

Upon a motion by Mrs. Snipes and seconded by Mrs. May, the *motion to accept the 2025 Undiscovered SC Grant (Grant #2025-038) William Bartram Statue in the amount of \$95,000 with a local match of \$95,000 for a total project cost of \$190,000 passed.*

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

7. Consideration to designate the purchase of S and C 440 Switch Gear as a sole source procurement, authorizing staff to procure by sole source methods in an amount not to exceed \$130,000.00.

The City has published an RFP to complete electric underground installation of critical lines from the substation towards Anderson Avenue. The RFP contemplates the City provide raw materials for construction and a contractor provide labor and equipment.

Mr. Parris explained that Blue Ridge Electric had had one of these ready to go, but then decided that they could not part with it just yet. The City is looking to other suppliers that are looking at 9-12 months to have one for us to purchase. These units must be in place before going hot with the line. Going out for bids would further delay this project. The City is asking the council to consider this item so that we can purchase this once we do find one.

Upon a motion by Mrs. Snipes and seconded by Mrs. May, the *motion to designate the purchase of S and C 440 Switch Gear as a sole source procurement, authorizing staff to procure by sole source methods in an amount not to exceed \$130,000.00 passed unanimously.*

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

8. Discussion regarding the Oconee Joint Regional Sewer Authority Reconstitution Committee's proposed unified sewer system and a "New Authority," questions asked by the City Council at the September 9, 2025 City Council Meeting, and the responses provided by the Reconstitution Committee.

Mr. Bronson explained that if we do not participate, the city would have to get a permit on its own from DHEC/DES and have a contract with OJRSA. There are still a lot of things that would have to be figured out, but none of these would be easy to do on our own. It is highly recommended that the City cooperate with OJRSA with this.

9. Discussion regarding the location of the City Christmas Tree and Christmas parade route for Christmas 2025.

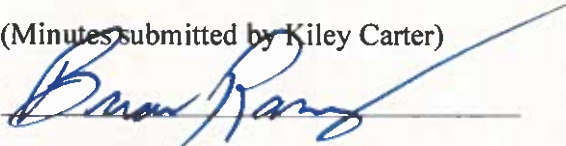
With the approval of the bids for the downtown streetscape, the section of Main Street in between Lucky Street and Retreat Street as well as Retreat Street in between Windsor Street and Main Street will be unavailable for the Christmas parade. Additionally, expectations are Retreat Street Park will not be easily accessible and therefore not a good location to place the City Christmas Tree.

Mr. Osbon explained that Chief Miller and Mr. Parris have signed off on the Christmas parade route if council is ok with it. The Christmas tree that is usually at Retreat Street Park would then be located at the church across the street. The church has already agreed to this. Other trees/wreaths would still be accessible at the depot.

Adjourn

Upon a motion by Mr. Dunn and seconded by Mr. Glymph, the *motion to adjourn the meeting at 7:35 pm* passed unanimously.

(Minutes submitted by Kiley Carter)



Mayor Brian Ramey

November 18, 25
Date

DISCOVER

South Carolina

Henry McMaster
Governor

South Carolina Department of
Parks, Recreation & Tourism

Duane N. Parrish
Director

October 6, 2025

Mr. Kevin Bronson, City Administrator
City of Westminster
100 E. Windsor Street
Westminster, South Carolina 29693

SENT VIA EMAIL

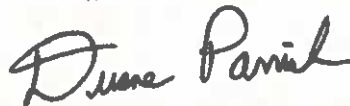
RE: 2025 Undiscovered SC Grant
William Bartram Statue
Grant #2025-038

Dear Mr. Bronson:

The South Carolina Department of Parks, Recreation & Tourism is pleased to inform you that your application for a \$95,000.00 Undiscovered South Carolina grant for the William Bartram Statue project has been approved for funding, pending a site inspection and the execution of a Grant Award Agreement. Debbie Jordan, Grants Coordinator for the Undiscovered South Carolina Grant program, will contact you to set up a meeting to sign your grant award and go over the grant procedures.

Congratulations on your award! As always, it is a pleasure to work with you to enhance the economic benefits of tourism in our state.

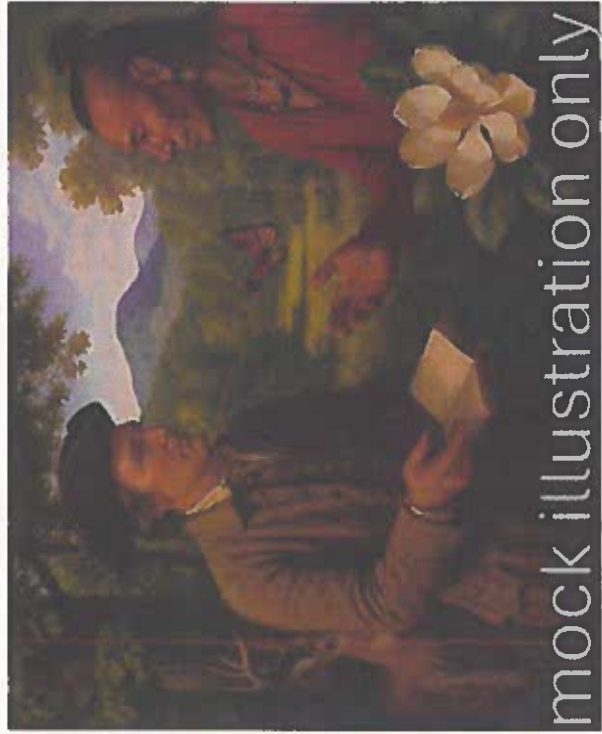
Sincerely,



Duane Parrish
Director

cc: The Honorable Thomas C. Alexander, District 1
The Honorable Adam L. Duncan, District 2
The Honorable William R. Whitmire, District 1
Grant File





\$190,000 budget

- artist design and development
- sculpture fabrication & materials
- site preparation & installation
- interpretive signage & educational panels
- outreach & launch event
- education programming & workshops
- marketing promotion
- contingency



