

**MINUTES
WESTMINSTER CITY COUNCIL
Regular Scheduled Meeting
Tuesday, January 13, 2026**

The City Council of the City of Westminster met in a regular scheduled meeting on Tuesday, January 13, 2026, at 6:00 pm at the Westminster Fire Department with Mayor Brian Ramey presiding. Those in attendance were:

Brian Ramey
Jimmy Powell

Daby Snipes
Charles Morgan

Dale Glymph
Jamie Jones

Adam Dunn

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

Kiley Carter certified a quorum.

Election of Mayor Pro-Tem

City Council voted to amend the agenda to include this item.

Upon a motion from Mr. Glymph and seconded by Mrs. Snipes the motion to amend the agenda to include the vote for Mayor Pro-Tem passed unanimously with all in favor.

Invocation and pledge of allegiance

Mr. Glymph led the council in the Invocation and Pledge of Allegiance.

Public Comments

Mitchell Pressley spoke about the current changes in code enforcement within the city. He had been working with Mr. Jones on a project and now Mr. Klaren is telling him something different.

Lisa Cain spoke about the sentimental value she placed on things she lost due to a city sewer backup. City insurance did not agree with her sentimental values and she would like the city to pay her that.

Wendy Golten spoke about getting her utility bill late in January and how no specifics have been released regarding the city cyber-attack.

Letitia Marcengill and Neil spoke against the annexation of 510 Marcengill Road in Westminster.

Comments from the Mayor and Council

Mr. Morgan addressed concerns made during public comments. He mentioned that sentimental value is not seen by everyone. Concerning the City cyber-attack, he stated that since this is under investigation with the FBI and SLED that no more information could be released at this time. With city annexations, Mr. Morgan stated that he has had many discussions about this with planning commission meetings. He thanked all who came and expressed their concerns this evening.

Mrs. Snipes addressed the forms that a utility customer fills out concerning annexation. She mentioned that we are still evaluating and trying to make this easier. She cannot wait to work with the new council and asked people to continue to come to meetings to make their voices heard.

Mayor Ramey asked Mr. Bronson why January bills arrived late for customers. Mr. Bronson confirmed that is just how it happened with the holidays falling like they did. Mayor Ramey wanted to know if there was any plan to extend the period to pay bills before late fees were applied. Mr. Bronson stated that there was no plan at this time to extend the period before late fees were applied.

Mayor Ramey also addressed concerns from public comments. He asked Mr. Bronson about updates that could be shared about the city cyber-attack. Mr. Bronson stated that since this is an ongoing/active investigation with FBI and SLED that we were asked not to release details at this time. Once the investigation is over and the city is cleared by the FBI and SLED, the city will release more information.

Mrs. Snipes mentioned how this is being taken very seriously with everyone who has a city email now participating in cyber training.

Mayor Ramey addressed Mrs. Marcengill and Neil explaining how the annexation covenant is simple for anyone to read before signing it.

Election of Mayor Pro-Tem

Mayor Ramey nominated Jimmy Powell to serve as Mayor Pro-Tem.

Upon a motion by Mayor Ramey and seconded by Mr. Dunn, the motion for Jimmy Powell to serve as Mayor Pro-Tem passed unanimously with all in favor. Mr. Powell had no input on this vote.

Routine Business

1) Comments from the Utility Director

- a. Mr. Parris gave a update on the SCIIP Project- phase 1 and phase 2. He states that phase 1 is in the process of finishing up. Phase 2 is making good progress. The contractors are taking their time on Hwy 123 and we are working closely with those guys.
- b. The bid documents will be ready early next week for the Lucky Street/James Street and Highland Avenue water line replacement. All permits are in place.
- c. Mr. Parris explained how three bids were taken for the SCADA system. Those 3 bids have been disqualified. None of them matched up with the RFP. The city is going to start over and send this out for bid once again.
- d. The city has spoken with the surveyor for the Unity Tank Project. We are currently getting the plat approved by the county. Once this is approved, the contract will be made.
- e. Mr. Parris states that there is a lot going on. He fencing at Hall Road will be up within the next week or so.

2) Comments from the City Administrator

- a. Mr. Bronson stated that the fencing for Hall Road will be up soon. Work on the concession stand has started back up- we now have the DOT permit that we have been waiting for. This is expected to be done by April 1, 2026. Just in time to play ball out there this spring.
- b. The city has awarded the bid on the Streetscape project, but since then the caps have increased for the grants. Because of that, we were encouraged to apply to get more money. We are now in the process of getting insurance/bond documents. This will most likely start on Grey Street which will become pedestrian friendly only.
- c. The city applied to SCDOT to relinquish South Broad Street, Green Street, and No Name Street. Our requests have been approved by SCDOT and the city plans to take over South Broad and Green Street. The city would like to receive bids for someone to purchase No Name Street. We would like to put out for business owners to bid on and purchase. There was some discussion between Mr. Bronson and city council on how they purchase of No Name Street by someone else would affect the property where the green house sat beside the funeral home. Mr. Bronson explained that council would not be obligated to sell to bidders and that council could name it if they liked.
 - i. Council is good with going out for bids to have this street purchased.
- d. Mr. Bronson spoke about two planning meetings that the council has coming up together this week. The tours of city facilities will be Thursday, January 15th from 9 am to 2:45 pm. Friday, January 16th there will be a planning session for the upcoming budget. This will start at 8 am and conclude no later than 2 pm.
- e. Mr. Bronson thanked Reagan for the time that he dedicated to the city since he began. He served us well and spoke about his farewell reception.
- f. Mr. Bronson spoke about filling Reagan's position. We may possibly wait 3 months to fill this position for budget recovery from paying out Rebecca Overton who was maxed out on her PTO when she retired. We will also have to pay out Reagan as well.

3) Consideration of December 9, 2025 Regular City Council Meeting Minutes

Upon a motion by Mr. Glymph and seconded by Mrs. Snipes, the motion to approve December 9, 2025, Regular City Council Meeting Minutes passed. Mr. Jones and Mr. Morgan recused themselves due to not being a part of this meeting.

Member	Motion	Vote
Ramey		Yes
Glymph	Motion	Yes
Powell		Yes
Jones		Recused
Dunn		Yes
Snipes	Second	Yes
Morgan		Recused

4) Consideration of December 12, 2025 Special Called City Council Meeting Minutes

Upon a motion by Mr. Dunn and seconded by Mrs. Snipes, the motion to approve the December 12, 2025 Special Called City Council Meeting Minutes passed. Mr. Glymph recused himself due to not being present at this meeting.

Member	Motion	Vote
Ramey		Yes
Glymph		Recused
Powell		Yes
Jones		Yes
Dunn	Motion	Yes
Snipes	Second	Yes
Morgan		Yes

5) Consideration of January 5, 2026 Special Called City Council Meeting and Swearing-In Ceremony Meeting Minutes

Upon a motion by Mr. Morgan and seconded by Mrs. Snipes, the motion to approve the January 5, 2026 Special Called City Council Meeting and Swearing-In Ceremony Meeting Minutes passed. Mr. Dunn recused himself due to not being present at this meeting.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Powell		Yes
Jones		Yes
Dunn		Recused
Snipes	Second	Yes
Morgan	Motion	Yes

Old Business

6) Consideration of Second Reading of Ordinance 01-13-2026-01 (previously listed as 01-10-2026-01): AN ORDINANCE TO REZONE A CERTAIN PARCEL IN THE CITY OF WESTMINSTER FROM R-25 (ONE-FAMILY RESIDENTIAL) TO R-20 (ONE-FAMILY RESIDENTIAL).

The City received a zoning amendment request from Jerry Smith (“Owner”) on October 9, 2025, requesting rezoning of his unaddressed property located on Anderson Avenue (16.6 AC, TMS # 530-12-01-010). The property primarily fronts Anderson Avenue and has an additional frontage on Earl Holcombe Dr.

The applicant has indicated the desire to develop 28 new homes on the parcel if approved. The rezoning would allow for approximately 8 additional homes than if left at R-25. At its current zoning (R-25), the applicant can build 20 new homes. The current home renderings and proposed lot layout were provided as a guide, but subject to change based on market conditions and utility access. Every adjoining property is currently zoned as R-20.

Upon a motion from Mrs. Snipes and seconded by Mr. Morgan, the motion to approve **Second Reading of Ordinance 01-13-2026-01 (previously listed as 01-10-2026-01): AN ORDINANCE TO REZONE A CERTAIN PARCEL IN THE CITY OF WESTMINSTER FROM R-25 (ONE-FAMILY**

RESIDENTIAL) TO R-20 (ONE-FAMILY RESIDENTIAL) passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Powell		Yes
Jones		Yes
Dunn		Yes
Snipes	Motion	Yes
Morgan	Second	Yes

- 7) **Consideration of First Reading of Ordinance 02-10-2026-02 (previously listed as 12-09-2025-01): AN ORDINANCE ANNEXING PROPERTY UNDER 100% ANNEXATION METHOD AND ASSIGNING ZONING CLASSIFICATION; AND OTHER MATTERS RELATED THERETO.**

510 Marcengill Road (TMS # 249-00-03-010), owned by Swapnil Chourasia.
 The City of Westminster received an Annexation Petition from the property owner on March 31, 2025, upon completion of the utility service application. The property meets all the requirements for annexation to the City of Westminster.

Upon a motion from Mrs. Snipes and seconded by Mr. Glymph, the **motion to approve First Reading of Ordinance 02-10-2026-02 (previously listed as 12-09-2025-01): AN ORDINANCE ANNEXING PROPERTY UNDER 100% ANNEXATION METHOD AND ASSIGNING ZONING CLASSIFICATION; AND OTHER MATTERS RELATED THERETO** passed. Mr. Morgan recused himself due to voting on this previously while on the planning commission.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Powell		Yes
Jones		Yes
Dunn		Yes
Snipes	Motion	Yes
Morgan		Recused

New Business

- 8) **Consideration of a Development Infrastructure Construction Agreement between the City of Westminster and LJ Acquisitions LLC for 125 Armstrong Road, Seneca, SC 29678, Tap Map # 252-00-02-001 for the installation of a water system.**

Mr. Bronson explained the layout for this is regulated by the county. The city would provide the water infrastructure. An annexation covenant was signed for this property, which Mr. Bronson explained. The engineer has done the design plans that they city has looked over to match our specs. The final approval is coming. The sewer here would be contracted directly with OJRSA.. City council approving this gives Mr. Bronson authority to sign the agreement with the contractor.

Upon a motion from Mr. Dunn and seconded by Mr. Glymph, the **motion to approve the Consideration of a Development Infrastructure Construction Agreement between the City of Westminster and LJ Acquisitions LLC for 125 Armstrong Road, Seneca, SC 29678, Tap Map # 252-00-02-001 for the installation of a water system** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph	Second	Yes
Powell		Yes
Jones		Yes
Dunn	Motion	Yes
Snipes		Yes
Morgan		Yes

9) Nominations and consideration of appointments to the Westminster Planning Commission

The Westminster Planning Commission will have 2 vacancies for the Planning Commission in 2026. To be eligible to serve on the Planning Commission, members of the public must have legal residence in the City of Westminster and not hold an other office in the City of Westminster or Oconee County.

- Appointment for term lasting from 2026-2030 (Currently held by Jarrod Brucke)
- Appointment for complete term lasting from 2026-2029 (Vacated by Councilman Charles Morgan)

Mayor Ramey nominated Mr. Tanner Sluder to fill the seat of Charles Morgan and Kathy Davis to fill the seat of Jarrod Brucke.

Upon a motion from Mayor Ramey and seconded by Mr. Morgan, the **motion to approve the Nominations and consideration of appointments to the Westminster Planning Commission** passed unanimously.

Member	Motion	Vote
Ramey	Motion	Yes
Glymph		Yes
Powell		Yes
Jones		Yes
Dunn		Yes
Snipes		Yes
Morgan	Second	Yes

10) Consideration of FY2026/2027 Budget Calendar and other matters related thereto. Attached is the proposed budget calendar for fiscal year 2027 (FY2026/2027).

Upon a motion from Mr. Morgan and seconded by Mrs. Snipes, the motion to approve the **FY2026/2027 Budget Calendar and other matters related thereto** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Powell		Yes
Jones		Yes
Dunn		Yes
Snipes	Second	Yes
Morgan	Motion	Yes

11) Discussion regarding the 2026 City Council Meeting Schedule. The proposed dates are:

Tuesday, January 13, 2026
 Tuesday, February 10, 2026
 Tuesday, March 10, 2026
 Tuesday, April 14, 2026
 Tuesday, May 12, 2026
 Tuesday, June 9, 2026
 Tuesday, July 14, 2026
 Tuesday, August 11, 2026
 Tuesday, September 8, 2026
 Tuesday, October 13, 2026
 Tuesday, November 10, 2026
 Tuesday, December 8, 2026

Upon a motion from Mr. Morgan and seconded by Mrs. Snipes, the **motion to approve the 2026 City Council Meeting Schedule** passed unanimously.

Member	Motion	Vote
Ramey		Yes
Glymph		Yes
Powell		Yes
Jones		Yes
Dunn		Yes
Snipes	Second	Yes
Morgan	Motion	Yes

Executive Session

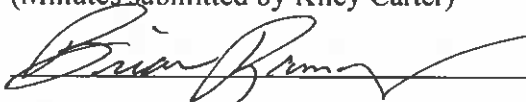
- 12) Consideration of a motion to enter Executive Session for the purpose of discussion of negotiations incident to proposed contractual arrangements and proposed sale or purchase of property, the receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or 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 and pursuant to S.C. Code Ann. 30-4-70.

Upon a motion from Mr. Glymph and seconded by Mr. Morgan, the **motion to go into executive session at 7:02 pm** passed unanimously.

Adjourn

Upon a motion by Mr. Morgan and seconded by Mr. Glymph, the *motion to adjourn executive session at 8:45 pm* passed unanimously. No action was taken.

(Minutes submitted by Kiley Carter)



Mayor Brian Ramey

2-10-26

Date

RECUSAL STATEMENT

Member Name: Charles Morgan

Meeting Date: 1-13-2026

Agenda Item: Section _____ Number: _____

Topic: 510 Marcensill Road - Annexation

The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37.) A written statement describing the matter requiring action and the nature of the potential conflict of interest is required.

Justification to Recuse:

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: Voted on issue as member of
Westminster Planning Commission

Date: 1-13-2026 Charles Morgan

Member

Approved by Parliamentarian: Kiley [Signature]

Proposed FY2027 Budget Calendar

Date	Activity	Time	Location
Tuesday, January 13, 2026	Budget kick-off meeting with senior staff		City Hall
Tuesday, January 13, 2026	City Council Meeting	6:00 PM	WFD
Thursday, January 15, 2026	City Council site visits	9:00am - 4:00 pm	various
Friday, January 16, 2026	City Council Priority Setting Workshop	9:00am - 4:00 pm	Depot
Monday, February 2, 2026	Departmental Budget Requests Due to CA		
Tuesday, February 10, 2026	Expenditure Review Part 1- Utility Funds	4:00 PM	WFD
	Electric Fund		
	Water Fund		
	Water Plant Fund		
	Sewer Fund		
	City Council Meeting	6:00 PM	WFD
Wednesday, March 4, 2026	Department Directors meet with CA		City Hall
Thursday, March 5, 2026	Department Directors meet with CA		City Hall
Tuesday, March 10, 2026	Expenditure Review Part 2	4:00 PM	WFD
	General Fund		
	Solid Waste Fund		
	Youth Recreation Fund		
	Hospitality and Accommodations Tax Fund		
	City Council Meeting	6:00 PM	WFD
Tuesday, April 14, 2026	Revenue Review	4:00 PM	WFD
	Utility Funds		
	General Fund		
	Solid Waste Fund		
	Youth Recreation Fund		
	Hospitality and Accommodations Tax Fund		
	City Council Meeting	6:00 PM	WFD
Tuesday, April 28, 2026	City Council 2026 Budget Workshop	4:00 PM	WFD
	Bringing it all together		
	All funds, revenue and expenditures		
	Balanced		
	Reflects preferences and follows priorities of Council		
	Council directs modifications, adjustments		
Tuesday, May 12, 2026	Public Hearing and 1st Reading	6:00 PM	WFD
Tuesday, June 9, 2026	2nd Reading, Public Hearing and Adoption	6:00 PM	WFD

CITY OF WESTMINSTER

Sign In Please for Public Comment

Name (please print)

Street Address

Mitchell Perrele y

108 John St

Lisa Ann

437 Bow St

Klenda Goltun

305 Gaston Cr.

Letitia Marcengill

460 marcengill Rd

Neil

510 marcengill Rd