

## SPECIAL CALLED MEETING MINUTES

Monday September 22, 2025

6:00pm

West Pelzer Municipal Center  
30 Main Street

Those present: Mayor Jim Riddle, Council Members Thomas Scarfo, Johnny Rogers and Tim Williams; Town Clerk | Administrator Paula Payton, Chief Zachary Owen

CALL TO ORDER – Mayor Riddle 6:00pm

RESOLUTION NO. 2025-0922 “A RESOLUTION COMMITTING THE TOWN OF WEST PELZER TO PROVIDING A LOCAL MATCH FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA PROBLEM SOLVER GRANT AND FOLLOWING ITS PROCUREMENT POLICY WHEN SECURING SERVICES AND PRODUCTS WITH GRANT FUNDS”

Mayor Riddle made a motion to approve, 2<sup>nd</sup> by Councilman Scarfo; all were in favor

### ADJOURNMENT

Mayor Riddle made a motion to adjourn at 6:03pm, 2<sup>nd</sup> by Councilman Scarfo; all were in favor

Minutes prepared by:

*Paula H. Payton, MMC, ABL*

Town Clerk | Administrator

***\*\*A complete audio file of the meeting is available at [westpelzer.com](http://westpelzer.com)\*\****

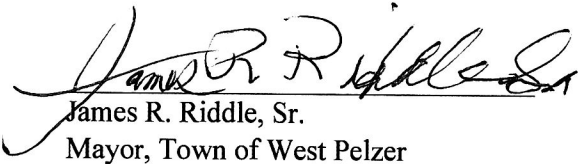
**RESOLUTION NO. 2025-0922**  
**RESOLUTION COMMITTING THE TOWN OF WEST PELZER TO PROVIDING**  
**A LOCAL MATCH FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA**  
**PROBLEM SOLVER GRANT AND FOLLOWING ITS PROCUREMENT POLICY WHEN**  
**SECURING SERVICES AND PRODUCTS WITH GRANT FUNDS**

**BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF WEST PELZER,**


here assembled on this 22<sup>nd</sup> day of September 2025, that the West Pelzer Town Council hereby commits to provide a local match of at least \$1,250.00, which equals the minimum 5% local match required by the Municipal Association of South Carolina, to support the City's\Town's application for a Problem Solver Grant in the amount of \$25,000.00. These grant and local matching funds will be used for Chapman Park Playground Improvements.

**BE IT FURTHER RESOLVED** that the Council will follow its procurement policy adopted in accordance with SC Code of Laws Section 11-35-50 when securing all services and products purchased with funds awarded from a Problem Solver Grant.

This resolution is made in regard to the submission of an application for Problem Solver Grant funds to the Municipal Association of South Carolina on or before the application deadline of September 26, 2025.

  
James R. Riddle, Sr.  
Mayor, Town of West Pelzer

ATTEST:

  
Paula H. Payton, MMC, ABL  
Town Clerk | Administrator, Town of West Pelzer



Municipal Association  
of South Carolina  
**IMPACT  
FUND**



## Innovative Municipal Projects for Advancing Change and Transformation

### Big Idea Grant

The Big Idea Grant is the flagship offering of the new program. Awarding two grants of up to \$100,000 each, this grant is designed for municipalities with bold, creative and forward-thinking ideas. Projects might include new public space designs, technology-driven service improvements or community-wide initiatives that tackle challenges in fresh ways. The grant will focus on innovation and the potential for broad, long-term impact.

### Problem Solver Grant

The Problem Solver Grant offers eight \$25,000 grants geared toward smaller, more routine — but equally important — municipal projects. This includes practical fixes for municipalities, such as repairs to city or town halls, upgrades to municipal playgrounds, or accessibility improvements in public buildings. The goal is to help communities, particularly smaller towns, address immediate challenges that can enhance daily life for residents.

### Eligibility

Any city that is a member of the Municipal Association of South Carolina may submit a grant application.



Municipal Association  
of South Carolina™

After years of the Municipal Association of SC supporting local economic development initiatives through the Hometown Economic Development Grant program, a new and expanded grant program is taking its place — one updated to reflect the continuously evolving needs and ambitions of communities across the state. The Association is introducing the IMPACT Fund, an acronym for “Innovative Municipal Projects for Advancing Change and Transformation.”

This newly structured program aims to empower municipalities with greater flexibility, increased funding opportunities and a renewed focus on innovation and problem-solving. The IMPACT Fund will now offer two distinct grant tracks tailored to different kinds of municipal needs.

### Application

Applications are available online at [www.masc.sc](http://www.masc.sc) (keyword: IMPACT).

The application deadline is September 26, 2025. Grant awards will be announced no later than October 31, 2025.

**For questions or more information,  
contact Jake Broom at [jbroom@masc.sc](mailto:jbroom@masc.sc) or  
803.933.1270.**

**Municipality \***

West Pelzer ▼

*Municipalities that have received an IMPACT Fund or Hometown Economic Development grant within the past two years are not eligible to apply.*

**Federal Tax ID / EIN \***



**Main contact for this grant application \***

Paula Payton

**Main contact's title \***

Town Administrator

**Main contact's address \***

30 Main Street

West Pelzer South Carolina ▼ 29669

**Main contact's email \***

ppayton@westpelzer.com

**Main contact's phone number \***

(864) 947-6297

*The main contact will receive an email confirmation from the Municipal Association.*

**Mayor's name \***

James Riddle

**Mayor's email \***

jriddle@westpelzer.com

*The mayor will receive an email confirmation from the Municipal Association.*

**Select the grant for this application: \***

Big Idea  Problem Solver

## **Problem Solver Grant**

Up to \$25,000

**Project title \***

Chapman Park Playground Improvements

**Describe the proposed project. \***

The Town of West Pelzer seeks funding to enhance its Chapman Park playground to serve children ages 2-12 and their families. Planned improvements include installation of additional playground equipment.

**Describe any steps taken or work done to prepare for the project. \***

The Town of West Pelzer has taken deliberate steps to ensure that Chapman Park playground is well-planned and responsive to community needs. The Town has also coordinated with vendors to obtain preliminary cost estimates.

**Describe the city's need for financial assistance to undertake the project. \***

While the Town of West Pelzer recognizes the importance of investing in safe recreational spaces, limited financial resources restrict the ability to fully fund the playground improvements.

**Describe how the project will have a positive impact on the city/town. \***

This project will encourage physical activity and outdoor play, contributing to healthier lifestyles and reducing screen time; the park offers a safe and engaging place for children to develop motor skills, creativity, and friendships. Parents and caregivers gain a supportive environment for social connections

**Describe how the project will be sustained over time. \***

The Town of West Pelzer will oversee ongoing maintenance, supported by dedicated staff and existing operational budgets for landscaping, cleaning and minor repairs.

**Amount of grant funds requested \***

\$25,000.00

**Required amount to match**

\$1,250.00

**Will the applicant accept less than the amount requested? \***

Yes  No

**Include a line-item budget for how grant funds will be spent.**

*Add line items as needed.*

Description *	Amount *
⊗ 2-4 pieces of playground equipment, suitable for younger children	\$25,000.00

[+ Add Line Item](#)

**Explain how the figures for the proposed budget were developed and how the grant match will be provided. \***

Figures were developed based on pricing received during research of playground equipment. The grant match will be provided from the Town's Hospitality Tax fund.