

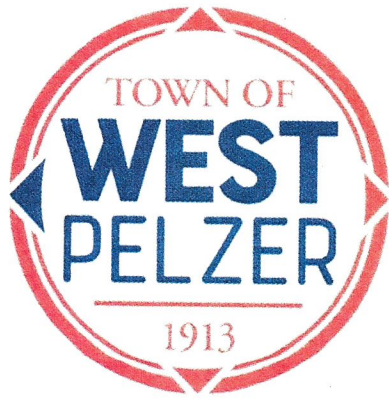
COUNCIL MEETING AGENDA

Tuesday September 9, 2025

6:00pm

West Pelzer Municipal Center
30 Main Street

- I. MOMENT OF SILENT PRAYER
- II. PLEDGE OF ALLEGIANCE
- III. CALL TO ORDER
- IV. APPROVAL OF MEETING MINUTES
 - a) *August 12, 2025, Council Meeting*
- V. PRESENTATIONS AND REPORTS
 - a) *Paula Payton - Clerk's & Admin Report*
 - b) *Chief Zachary Owen - Police Department Update*
- VI. CITIZEN COMMENT (per Town Code, Sec. 2-56/sign up required/limit 3 minutes)
- VII. OLD BUSINESS
- VIII. NEW BUSINESS
 - a) *Resolution No. 2025-0909 "A Resolution to Approve the Purchase of a Side-by-Side Utility Vehicle for Grounds Maintenance"*
 - b) *Resolution No. 2025-0909.1 "A Resolution to Approve the Exchange of a 2017 Dodge Charger from the West Pelzer Police Department to Austin Kinley"*
- IX. COUNCIL COMMENTS
- X. ADJOURNMENT



COUNCIL MEETING MINUTES

Tuesday September 9, 2025

6:00pm

West Pelzer Municipal Center

30 Main Street

Those present: Mayor Jim Riddle, Council Members Tim Williams, Jeff Lee, Thomas Scarfo and Johnny Rogers; Town Staff Michelle Driver, Town Attorney Carey Murphy, Officer Josh Wesley and Chief Zach Owen.

MOMENT OF SILENT PRAYER

PLEDGE OF ALLEGIANCE

CALL TO ORDER Mayor Riddle 6:00pm

APPROVAL OF MEETING MINUTES

August 12, 2025, Council Meeting

Councilman Lee made a motion to approve, 2nd by Councilman Scarfo; all were in favor.

PRESENTATIONS AND REPORTS

Michelle Driver, Clerk's & Admin Report - see attached

Chief Zachary Owen - Police Department Update - see attached

CITIZEN COMMENT (per Town Code, Sec. 2-56/sign up required/limit 3 minutes)

Rick Sanders (audio file available)

OLD BUSINESS

None

NEW BUSINESS

Resolution No. 2025-0909 "A Resolution to Approve the purchase of a side-by-side Utility Vehicle for Grounds Maintenance"

Councilman Lee made a motion to accept, 2nd by Councilman Scarfo; all were in favor.

Resolution No 2025-0909.1 "A Resolution to Approve the Exchange of a 2017 Dodge Charger from the West Pelzer Police Department to Austin Kinley"

Mayor Riddle made a motion to accept, 2nd by Councilman Scarfo; Those in Favor: Mayor Riddle, Councilman Scarfo and Councilman Rogers. Those opposed: Councilman Williams and Councilman Lee.

COUNCIL COMMENTS

Councilman Williams – audio file available

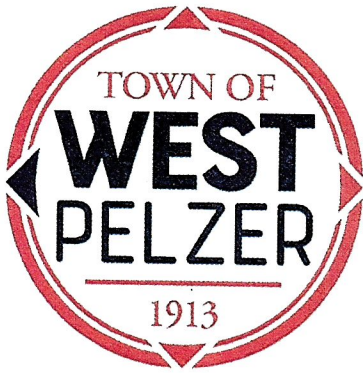
Councilman Lee – audio file available

ADJOURNMENT

Mayor Riddle made a motion to adjourn at 6:44 pm, 2nd by Councilman Scarfo; all were in favor.

Minutes prepared by:
Michelle Driver

****A complete audio file of the meeting is available at westpelzer.com****



#gowest

www.westpelzer.com

To: Mayor Riddle and Council

From: Paula H. Payton, MMC, ABL

Subject: Administration Report

Date: September 2025

The following are updates and information related to activities in the Town of West Pelzer and/or upcoming events. Please contact me with any questions that you may have related to these items. ppayton@westpelzer.com or 864-947-6297 ext. 101

O'Dell Community & Entrepreneur Center

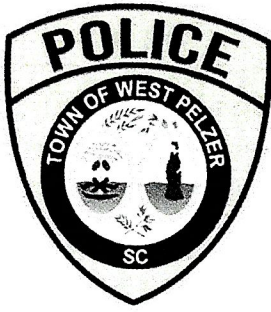
- Co-Work Space open every Tuesday, Wednesday and Thursday from 9am-3pm
- **The Gathering Place – Meals on Wheels**
 - Food & activities are provided every Monday & Friday; 10am-2pm
 - Exercise, games and crafts

Updates, Announcements & Events

- **Updates & Announcements**
 - Thank you to Anderson County Councilwoman Cindy Wilson for \$5,000 contribution to West Pelzer Recreational Funds
 - Funds will be used for festival expenses for the remainder of the budget year
- **Events**
 - Farm Days – September 27, 2025
 - 9am-3pm
 - Fall Mile Long Yard Sale – October 4, 2025

Finance

- August 2025 Budget
 - General Fund Income \$20,817.48 ~ Expense \$39,591.49
 - Hospitality Tax Income \$11,258.79 ~ Expense \$3,499.90



**WEST PELZER POLICE DEPARTMENT
30 MAIN STREET
WEST PELZER, SOUTH CAROLINA 29669**

To: Mayor Riddle & Council
From: Chief Zachary Owen
Subject: Police Department Report
Date: August 2025

*The following is statical data related to activities of the West Pelzer Police Department.
Please contact me with any questions or concerns:*

zowen@westpelzer.com

864-947-6297 ext. 103

August 2025 Statistics

• Calls for Service	133
• Traffic Stops	71
• Tickets/Warrants	63
• Warnings	8
• Reports	7
• Citizen Contacts	198

RESOLUTION NO. 2025-0909

“A RESOLUTION TO APPROVE THE PURCHASE OF A SIDE-BY-SIDE UTILITY VEHICLE FOR GROUNDS MAINTENANCE”

WHEREAS, the Town of West Pelzer recognizes the importance of maintaining municipal grounds, parks, and facilities for the safety, appearance, and enjoyment of its citizens; and

WHEREAS, the municipality has received funds from an insurance/equipment claim to cover expenses up to \$16,000 and

WHEREAS, it is the recommendation of staff that said funds be used to purchase a side-by-side utility vehicle to replace equipment necessary for the performance of grounds maintenance operations; and

WHEREAS, the purchase of this equipment will improve efficiency, safety, and overall maintenance capability for the municipality.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of West Pelzer that:

1. The purchase of a side-by-side utility vehicle for grounds maintenance is hereby approved.
2. The cost of said purchase shall be paid using funds received from the equipment claim settlement.
3. The Mayor is authorized to execute all necessary documents to complete the purchase on behalf of the municipality.

Resolved this 9th day of September, 2025.


James R. Riddle, Sr - Mayor


Paula H. Payton, MMC, ABL – Town Clerk | Administrator

RESOLUTION NO. 2025-0909.1
A RESOLUTION APPROVING THE EXCHANGE OF A 2017
DODGE CHARGER FROM THE TOWN OF WEST PELZER TO
AUSTIN KINLEY FOR SERVICES TO BE RENDERED TO THE
TOWN OF WEST PELZER

WHEREAS, the Town of West Pelzer owns a 2017 Dodge Charger currently assigned to the West Pelzer Police Department; and

WHEREAS, the Town has determined that the vehicle is no longer needed for daily operations of the Police Department; and

WHEREAS, Mr. Austin Kinley has agreed to provide services to the Town consisting of removal of decals, lights, sirens, and radios from fleet vehicles to be listed for liquidation, as well as providing and installing an upgraded radio for the Police Department; and

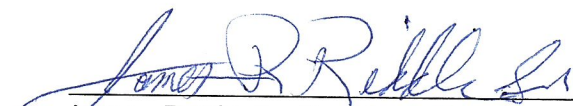
WHEREAS, the total value of the equipment and labor to be provided by Mr. Kinley has been estimated at **Five Thousand One Hundred Thirteen Dollars and Eighty-Three Cents (\$5,113.83)**; and

WHEREAS, the Town Council finds that the exchange of the 2017 Dodge Charger for said services is in the best interest of the Town of West Pelzer and provides fair and valuable consideration.

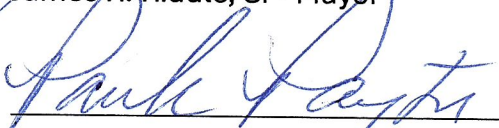
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Town Council of the Town of West Pelzer, South Carolina, that:

1. The Town of West Pelzer hereby approves the transfer and exchange of the 2017 Dodge Charger from the Police Department to Mr. Austin Kinley.
2. In consideration of the transfer, Mr. Kinley shall remove decals, lights, sirens, and radios from Town fleet vehicles designated for liquidation sale, and shall provide and install a new radio for the Police Department, at an agreed value of **\$5,113.83**.
3. The Mayor is authorized to execute any documents necessary to complete this transaction.

DONE AND RATIFIED this 9th day of September, 2025.



James R. Riddle, Sr - Mayor



Paula H. Payton, MMC, ABL – Town Clerk | Administrator