

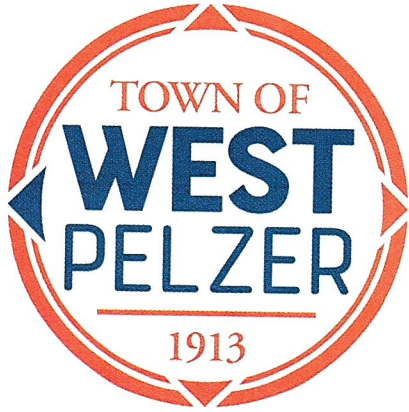
COUNCIL MEETING AGENDA

Tuesday December 10, 2024

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) *November 12, 2024, 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 2024-1210 "Resolution to Appoint Members to the Planning Commission for the Town of West Pelzer, South Carolina"*
 - b) *Resolution 2024-1210.1 "Resolution to Install Additional Signage on all Dead-end, Secondary Roadways Within the Town of West Pelzer"*
 - c) *Ordinance 2024-1210.2 "An Ordinance to Provide for the Amendment of Article 9 - Board of Zoning Appeals; Section 9-1 Organization (A) (B), of the Town of West Pelzer Zoning Ordinance"*
 - d) *Approval of 2025 Meeting Schedule for Town Council, Planning Commission and Board of Zoning Appeals*
- IX. COUNCIL COMMENTS
- X. EXECUTIVE SESSION
- XI. ADJOURNMENT



COUNCIL MEETING MINUTES

Tuesday December 10, 2024
6:00pm
West Pelzer Municipal Center
30 Main Street

Those present: Mayor Jim Riddle, Council Members Thomas Scarfo, Tim Williams and Jeff Lee; Town Clerk Paula Payton, Town Attorney Carey Murphy and Chief Zachary Owen.

MOMENT OF SILENT PRAYER

PLEDGE OF ALLEGIANCE

CALL TO ORDER – Mayor Riddle at 6:01pm

APPROVAL OF MEETING MINUTES *November 12, 2024, Council Meeting*
Councilman Lee made a motion to approve, 2nd by Councilman Scarfo; all were in favor.

PRESENTATIONS AND REPORTS

Paula Payton - 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)

None

OLD BUSINESS

None

NEW BUSINESS

Resolution 2024-1210 “Resolution to Appoint Members to the Planning Commission for the Town of West Pelzer, South Carolina”
Councilman Williams made a motion to approve, 2nd by Councilman Lee; all were in favor.

Resolution 2024-1210.1 “Resolution to Install Additional Signage on all Dead-end, Secondary Roadways Within the Town of West Pelzer”

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

Ordinance 2024-1210.2 “An Ordinance to Provide for the Amendment of Article 9 – Board of Zoning Appeals; Section 9-1 Organization (A) (B), of the Town of West Pelzer Zoning Ordinance”

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

Approval of 2025 Meeting Schedule for Town Council, Planning Commission and Board of Zoning Appeals
Mayor Riddle made a motion to approve, 2nd by Councilman Lee; all were in favor.

COUNCIL COMMENTS

Councilman Williams stated that he had received a call from Nick Rebovich with SCDOT and approval had been issued to upgrade the crosswalk at Main/W. Stewart Street, as well as additional school zone signs for safety. Councilman Williams added that he had also requested a turning lane be added at the 8/20 intersection.

Councilman Williams stated that he enjoyed the tree lighting held December 6th and that he hoped it would continue as an annual event.

Councilman Williams commended Chief Owen and his department for issuing more tickets and questioned the police schedule. Chief Owen stated that Mayor Riddle could provide Council with the departments schedule.

Councilman Williams questioned the number of Christmas lights installed on Main Street and asked if that could be increased. Town Clerk Payton stated that with the recent storm damage a lot of the poles would require rewiring before decorations could be installed and there just wasn't time this year to make the repairs.

Mayor Riddle addressed the ten-year plan that was brought up at a previous meeting; stating that a lot had been completed and some projects were still being worked on. Projects that are in the works are making Hindman Street one-way and additional parking for the downtown businesses.

Mayor Riddle added that for over a year ACATS has been working to address the Palmetto/Hwy 8 connection with either a traffic light or roundabout. It is currently 16th on the list.

Councilman Lee asked if the contractor doing the one-way will also do the parking area. Mayor Riddle confirmed.

EXECUTIVE SESSION

None

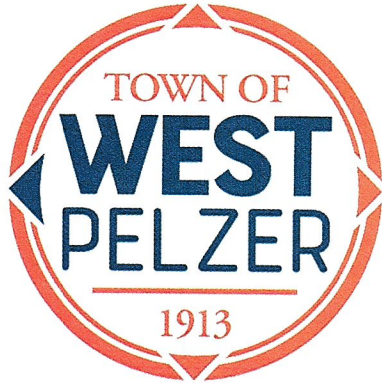
ADJOURNMENT

At 6:18pm Councilman Lee made a motion to adjourn, 2nd by Councilman Scarfo; all were in favor.

Minutes prepared by:

Paula H. Payton, MMC, ABL

Town Clerk | Administrator



#gowest

www.westpelzer.com

To: Mayor Riddle and Council

From: Paula H. Payton, MMC, ABL

Subject: Administration Report

Date: December 2024

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

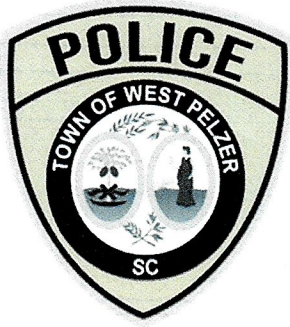
- Open every Tuesday, Wednesday and Thursday from 9am-3pm
- Free Wireless Internet, Conference Table, Individual Desks, Whiteboard, Television for Presentations, fully ADA compliant
- **The Senior Place – Meals on Wheels**
 - Food & activities are provided every Monday & Friday; 10am-2pm
 - Free; donations accepted

Announcements & Events

- Planning for the 2025 Events & Budget will begin in January 2025
 - Some work will require contractors to enter residents' property
 - Work to be performed by North American Pipeline Management (NAPM)

Finance

- November 2024 Budget
 - General Fund Income \$60,417.21 ~ Expense \$67,961.69
 - Hospitality Tax Income \$5,460.34 ~ Expense \$4,444.44



**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: December 2024

*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

October 2024 Statistics

- **Calls for Service** 120
- **Traffic Stops** 52
- **Tickets** 35
- **Warnings** 17
- **Reports** 5
- **Citizen Contacts** 350

RESOLUTION NO. 2024-1210

RESOLUTION TO APPOINT MEMBERS TO THE PLANNING COMMISSION FOR THE TOWN OF WEST PELZER, SOUTH CAROLINA

WHEREAS, the Town of West Pelzer is authorized by the Town Code of Ordinances and South Carolina Local Government, and authorizes as the Mayor and Town Council deem necessary; and

WHEREAS, the Commissions have terms as required by ordinance; and

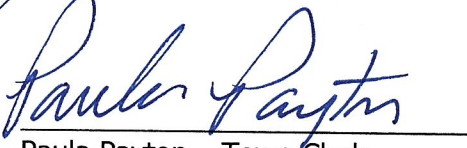
WHEREAS, following requests for nominations, the nominations presented meet all requirements set forth by ordinance; and

WHEREAS, the Mayor of the Town of West Pelzer is authorized to appoint members to commissions, subject to approval by the Council of the Town of West Pelzer.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Town of West Pelzer that the Town formally appoints Roy Budgell and Lori Budgell to the Town Planning Commission for terms as set by Town Code of Ordinances.

Resolution declared and adopted on December 10, 2024.


James R. Riddle, Sr. - Mayor


Paula Payton - Town Clerk

RESOLUTION NO. 2024-1210.1

RESOLUTION TO INSTALL ADDITIONAL SIGNAGE ON ALL DEAD-END, SECONDARY ROADWAYS WITHIN THE TOWN OF WEST PELZER

WHEREAS, the Town of West Pelzer identified public facilities that are owned by the Town and are in need of upgrades to accommodate an increased need for public vehicular, pedestrian, and bicycle safety; and

WHEREAS, the Town has the opportunity to mitigate safety concerns along roadways where citizens and staff have observed and documented traffic concerns; and,

WHEREAS, the Town of West Pelzer Planning Commission has held a public meeting, with citizens input, to discuss traffic control options for dead-end streets located in West Pelzer;

WHEREAS, the Town of West Pelzer Planning Commission unanimously agreed to make recommendation to Council for additional signage on designated streets;

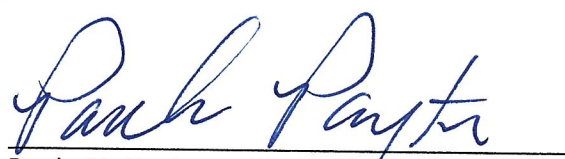
WHEREAS, the Town Council finds that this resolution is in the best interest and welfare of the residents of the Town.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF WEST PELZER, SOUTH CAROLINA, AS FOLLOWS:

Section 1: The Town of West Pelzer will install additional signage for Spring Street, Evans Street, and Diane Avenue to identify "No Thru Traffic" and "Dead End". All construction items will be completed prior to February 28, 2025.

Resolution declared and adopted on December 10, 2024.


James R. Riddle, Sr. - Mayor


Paula H. Payton - Town Clerk

ORDINANCE NO. 2024-1210.2

AN ORDINANCE TO PROVIDE FOR THE AMENDMENT OF ARTICLE 9 - BOARD OF ZONING APPEALS; SECTION 9-1 ORGANIZATION (A) (B), OF THE TOWN OF WEST PELZER ZONING ORDINANCE

BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF WEST PELZER, SOUTH CAROLINA:

PURPOSE: To reduce the number of members required to be appointed to the Town of West Pelzer Board of Zoning Appeals, per South Carolina Code 6-29-780:

SECTION 1. *In accordance with West Pelzer Zoning Code, Article 9 Board of Zoning Appeals: Section 9-1 (A) Creation. There is hereby created a Board of Zoning Appeals to be composed of five (5) members. It is the declared policy of the Town Council that it will consider and appoint only those persons who have demonstrated their civic interest, general knowledge of the community, independent judgment, and availability to prepare for and attend meetings; (B) Terms of Office. The term of office shall be four (4) years. The terms of three (3) members shall expire in each odd numbered year and the terms of two (2) member shall expire in each even numbered year. The members of the Board shall be identified by place numbers one (1) through five (5). The odd numbered places shall expire in the odd numbered years and the even numbered places shall expire in the even numbered years. Board members may be appointed to succeed themselves.*

SECTION 2. *In accordance with South Carolina Code 6-29-780 (B) Board of Zoning Appeals; the board consists of not less than three members nor more than nine members, a majority of which constitutes a quorum, appointed by the governing authority or authorities of the area served. The members shall serve for overlapping terms of not less than three nor more than five years or after that time until their successors are appointed.*

SECTION 3. *From the date of approval of this Ordinance at the second reading hereof, the minimum number of required Board of Appeals members to be appointed by Council will be reduced from five (5) to three (3), and terms set forth to be in accordance to South Carolina Code 6-29-780; All members appointment date shall be effective January 1, 2025 and with the term of three (3) years for one member, four (4) years for one member and five (5) years for one member. Board members may be appointed to succeed themselves.*

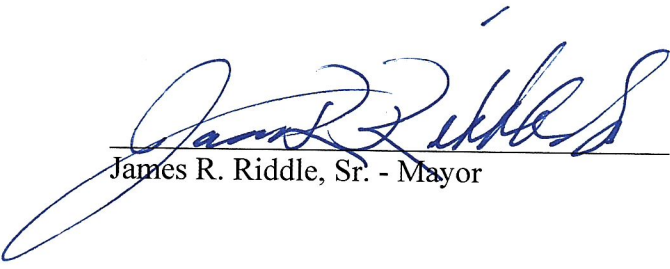
SECTION 4. *All provisions of the Town of West Pelzer Zoning Ordinance, Article 9 Board of Appeals, not amended herein shall remain in full force and effect.*

THIS ORDINANCE SHALL BECOME EFFECTIVE AS OF THE DATE OF THE SECOND READING AND FINAL ADOPTION HEREOF.

First Reading Date:

12-10-2024

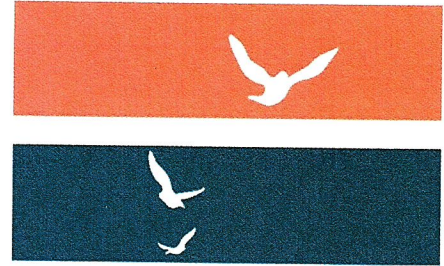
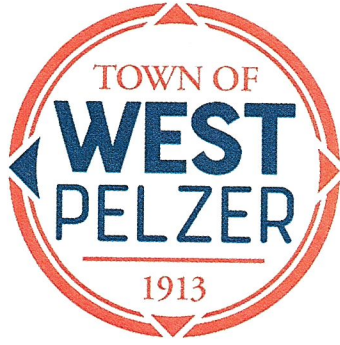
Second Reading Date:



James R. Riddle, Sr. - Mayor

Attest:

Paula H. Payton - Town Clerk



TO: Town Council and Citizens
 FROM: Mayor James Riddle
 SUBJECT: 2025 Regular Scheduled Meeting Dates

The Town of West Pelzer meets for Regular Council Meetings on the Second Tuesday of each month at 6:00P.M. The Town of West Pelzer Planning Commission and Board of Zoning Appeals will meet for Quarterly Meetings as follows. Additional meeting can be scheduled if needed. All meetings are held in the Council Chambers of the West Pelzer Municipal Center located at 30 Main Street, West Pelzer, SC 29669. The dates below are the scheduled Regular Meeting dates for 2025.

Council Meetings:

- January 14, 2025
- February 11, 2025
- March 11, 2025
- April 8, 2025
- May 13, 2025
- June 10, 2025
- July 8, 2025
- August 12, 2025
- September 9, 2025
- October 14, 2025
- November 18, 2025 (postponed due to holiday)
- December 9, 2025

Planning Commission Meetings:

- January 21, 2025
- April 15, 2025
- July 15, 2025
- October 21, 2025–Mandatory Training

Board of Zoning Appeals Meetings:

- February 18, 2025
- May 20, 2025
- August 19, 2025
- October 21, 2025 - Mandatory Training