

COUNCIL MEETING MINUTES

Tuesday April 8, 2025

6:00pm

West Pelzer Municipal Center
30 Main Street

Those present: Mayor Jim Riddle, Council Members Jeff Lee, Thomas Scarfo, Tim Williams and Johnny Rogers; Town Clerk/Administrator Paula Payton, Chief Zach Owen.

MOMENT OF SILENT PRAYER

PLEDGE OF ALLEGIANCE

CALL TO ORDER – Mayor Riddle 6pm

APPROVAL OF MEETING MINUTES - March 11, 2025, 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
Charlie Nix – Quarterly Maintenance Report – see attached

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

None

OLD BUSINESS

None

NEW BUSINESS

Ordinance No. 2025-0408 “An Ordinance Amending the Business License Ordinance of the Town of West Pelzer to Update the Class Schedule as Required by Act 176 of 2020”

Clerk's Comments: South Carolina Act 176, the Business License Standardization Act, requires every municipality and county government with a business license tax to update its business licensing class schedule every odd-numbered year to go into effect the following year. As such, 2025 is time to update our licensing practices to remain in compliance with the state law. Updates use the latest statistical data on business profitability from the IRS, which then receives approval from the SC Revenue and Fiscal Affairs Office. Councilman Lee made a motion to approve first reading, 2nd by Councilman Williams; all were in favor.

COUNCIL COMMENTS

Councilman Williams – stated that he had received a call from SCDOT, Nick Rebovich, and the study for the light located at Hwy 8/Hwy 20 had been completed and they concluded that a turning signal was needed on Hwy 20. SCDOT will proceed with the project at their earliest availability.

Councilman Williams – stated that he and Mayor Riddle had discussed 24/7 police coverage and asked Chief Owen how many officers it would take to provide this? Chief Owen responded that a minimum of six officers would be required. Councilman Williams added that this could be discussed during budget planning.

Councilman Williams – stated that at the last meeting citizens expressed concern regarding speeding/traffic on Dendy Street. He suggested the citizens start a petition to have speed bumps installed, similar to what has occurred in neighboring Towns. Payton added that this had recently come before the Planning Commission regarding installation of speed bumps on another street, and the Planning Commission chose not to make recommendation to Council for the installation; the Town Attorney advised against the installation due to liability issues that the Town would face.

Councilman Scarfo – none

Councilman Lee – none

Councilman Rogers – stated that he had recently spoken with Chief Owen about bringing back the Town's Crime Watch Program and that they would be meeting to further discuss and plan meetings.

Mayor Riddle – advised that work was beginning this week to complete the Hindman Street one-way project that was approved by Council in 2023.

ADJOURNMENT

Councilman Lee made a motion to adjourn at 6:14pm, 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: April 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 Senior Place – Meals on Wheels**
 - Food & activities are provided every Monday & Friday; 10am-2pm
 - Free; donations accepted

Updates, Announcements & Events

- **Updates**
 - We are currently working with Duke Energy to repair/replace brackets and outlets that were damaged during Hurricane Helene; this will allow additional Christmas lights to be installed for the 2025 season
- **Announcements**
 - The 2025-2026 budget planning process has begun; a workshop will be scheduled
 - The Town of West Pelzer has acquired property located at 33B Dendy Street; due to the dilapidated condition of the structure it was condemned; a Request for Proposal (RFP) has been released for demolition and removal of the structure.
 - No bids have been received to date
- **Events**
 - Annual Dog Show – June 7, 2025

Finance

- March 2025 Budget

- General Fund

Income \$23,119.59

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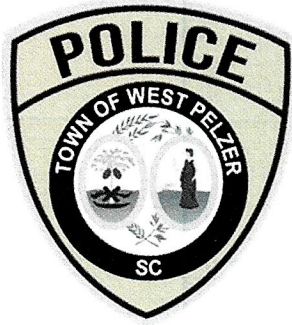
Expense \$76,309.96

- Hospitality Tax

Income \$2,117.14

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Expense \$1,972.29



**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: March 2025

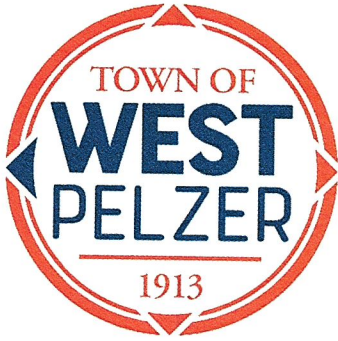
*The following is statical data related to activities of the West Pelzer Police Department.
Please contact me with any questions or concerns:*

zowen@westpelzer.com

864-947-6297 ext. 103

March 2025 Statistics

• Calls for Service	140
• Traffic Stops	42
• Tickets	35
• Warnings	7
• Reports	12
• Citizen Contacts	242



To: Mayor Riddle and Council

From: Charlie Nix

Subject: Maintenance & Project Report

Date: April 2025 (1st Quarter Review)

Facilities & Equipment

- Serviced and cleaned all equipment
- Serviced and cleaned all vehicles

Landscaping & Maintenance

- Trimmed shrubs and trees on Main Street
- Preparation for seasonal plantings
- Reported multiple issues to SCDOT related to state owned/maintained roads
- Assisted SCDOT contractors with debris clean up

Projects & Events

- Assisted with town-wide clean up 3/22
- Assisted with Mile Long Yard sale 4/5

ORDINANCE NO. 2025-0408

AMENDING THE BUSINESS LICENSE ORDINANCE OF THE TOWN OF WEST PELZER TO UPDATE THE CLASS SCHEDULE AS REQUIRED BY ACT 176 OF 2020.

WHEREAS, the Town of West Pelzer (the "Municipality") is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income;

WHEREAS, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the "Standardization Act"), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes;

WHEREAS, the Standardization Act requires that by December thirty-first of every odd year, each municipality levying a business license tax must adopt, by ordinance, the latest Standardized Business License Class Schedule as recommended by the Municipal Association of South Carolina (the "Association") and adopted by the Director of the Revenue and Fiscal Affairs Office;

WHEREAS, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 2021-0907.1 on October 5, 2021, in order to comply with the requirements of the Standardization Act (the "Current Business License Ordinance");

WHEREAS, the Town Council of the Municipality (the "Council") now wishes to amend the Current Business License Ordinance to adopt the latest Standardized Business License Class Schedule, as required by the Standardization Act;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of West Pelzer, as follows:

SECTION 1. Amendments to Appendix B. Appendix B to the Current Business License Ordinance, the "Business License Class Schedule," is hereby amended and restated as set forth on the attached Exhibit A.

SECTION 2. Repealer, Effective Date. All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective with respect to the business license year beginning on

May 1, 2026.

ENACTED IN REGULAR MEETING, this ____ day of _____, 20__.

Mayor

ATTEST:

Clerk

First reading: _____

Second/Final reading: _____

**Exhibit A: Amendment to Classes 1 – 8 in Appendix B of the
Current Business License Ordinance**

**APPENDIX B
Classes 1 – 8: Business License Class Schedule by NAICS Codes**

NAICS Sector/Subsector	Industry Sector	Class
11	Agriculture, forestry, hunting and fishing	1
21	Mining	3
22	Utilities	1
31 - 33	Manufacturing	3
42	Wholesale trade	1
44 - 45	Retail trade	1
48 - 49	Transportation and warehousing	2
51	Information	4
52	Finance and insurance	7
53	Real estate and rental and leasing	6
54	Professional, scientific, and technical services	4
55	Management of companies	7
56	Administrative and support and waste management and remediation services	3
61	Educational services	3
62	Health care and social assistance	3
71	Arts, entertainment, and recreation	3
721	Accommodation	1
722	Food services and drinking places	2
81	Other services	3
Class 8	Subclasses	
23	Construction	8.1
482	Rail Transportation	8.2
517111	Wired Telecommunications Carriers	8.3
517112	Wireless Telecommunications Carriers (except Satellite)	8.3
517122	Agents for Wireless Telecommunications Services	8.3
5241	Insurance Carriers	8.4
5242	Insurance Brokers for non-admitted Insurance Carriers	8.4
713120	Amusement Parks and Arcades	8.51
713290	Nonpayout Amusement Machines	8.52
713990	All Other Amusement and Recreational Industries (pool tables)	8.6

2025 Class Schedule is based on a three-year average (2019 - 2021) of IRS statistical data.