

**Town of Pacolet
Council Meeting
April 6, 2023**

Mayor Camby called the meeting to order. All members were present. The agenda was prepared and posted as required.

The mayor read over the FOIA Statement.

Pastor Frank Taylor, Pacolet Mills Baptist Church, gave the Invocation, with the Pledge of Allegiance following.

1. Citizens Comments

There was no one for the Citizens Comments.

2. Approval of Minutes (March 2, 2023; Amended Minutes of October 6, 2022; and Amended Minutes of November 3, 2022)

Council Member McBeth motioned to accept the Minutes of the March 2, 2023 meeting, as written. Council Member Williams seconded the motion. The motion was carried unanimously.

Council Member McBeth motioned to accept the amended Minutes of the October 6, 2022 meeting, as written. Council Member Hood seconded the motion. The motion was carried unanimously.

Council Member Green motioned to accept the amended Minutes of the November 3, 2022 meeting, as written. Council Member Sexton seconded the motion. The motion was carried unanimously.

3. Swearing in of Officer Littleton

Mayor Camby swore in the town's newest officer, Justin Littleton.

4. Executive Session Regarding Negotiations and Personnel:

Pursuant to SC Code Section 30-4-70(a), Discussion of employment, appointment, compensation, promotion, demotion, discipline or release of an employee, or an appointment to a public body.

Pursuant to SC Code Section 30-4-70(a)(2), Discussion of negotiations incident to proposed contractual arrangements and proposed sale of purchase of property.

Upon returning to open session, Council may take action on matters discussed in Executive Session.

Council Member Wright motioned to censure the Administrator based on his conduct and add a resolution to limit his spending until further notice. He would also like to get additional training for him in the formal role of administrator. Council Member Sexton seconded the motion. The motion was carried with Council Member Williams voting no.

5. Consider on Second Reading of an Ordinance to Amend the Purchasing Policy

Council Member Williams motioned to accept the Second Reading of an Ordinance to Amend the Purchasing. Council Member McBeth seconded the motion. Council Members Green, McBeth, Williams, and Mayor Camby voted in favor. Council Members Hood, Sexton, and Wright voted no. The motion carried.

6. Consider Designating the Town Administrator as the Purchasing Agent

Council Member Williams motioned to designate the Town Administrator as the Purchasing Agent. Council Member Green seconded the motion. Council Members Green, Williams and McBeth voted yes. Council Members Wright, Sexton and Hood voted no. Mayor Camby voted yes. The motion carried.

7. Consider Approval of Lease Renewal of 215 Montgomery Avenue (USPS)

Council Member Hood motioned to approve the renewal of the Post Office Lease at 215 Montgomery Avenue. Council Member Wright seconded the motion. The motion carried unanimously.

8. Consider Purchasing Seven iPads for Council Member Use

Mr. Kay had looked at getting iPads for Council to use at home and at meetings. The prices were: \$319 each from Costco and \$349 from Apple. Amazon was slightly lower, but they are not an authorized dealer. Council Members would keep these as long as they are in office. Wesley Alexander would be setting these up. Council Member Green motioned to purchase iPads for Council. Council Member McBeth seconded the motion. Council Members Green, McBeth, Hood and Williams voted to accept the purchase. Council Members Sexton and Wright opposed the purchase. Mayor Camby voted yes. The motion carried.

9. Consider an Appointment to the Planning Commission

Council Member Williams motion to appoint Renee Burt to the Planning Commission from District 6. Council Member McBeth seconded the motion. The motion carried unanimously.

10. Consider a Resolution to Adopt the Spartanburg County Multi-Jurisdictional Hazard Mitigation Plan

Mr. Kay explained to Council that to be eligible for FEMA the town must adopt the Spartanburg County Multi-Jurisdictional Hazard Mitigation Plan. Council Member Williams motioned to accept the Resolution to Adopt the Spartanburg County Multi-Jurisdictional Hazard Mitigation Plan. Council Member Hood seconded the motion. The motion carried unanimously.

11. Consider Accepting a Purchase Request of a 2022 Ford F-150 Truck

Council Member Wright motioned to table the purchase request of a 2022 Ford F-150 truck. Council Member Green seconded the motion. The motion was carried. Council Member Hood recused the motion.

12. Resolution to Adopt the Supreme Court of South Carolina Magistrate Court Financial Order

Council Member Wright motioned to accept the Resolution to Adopt the Supreme Court of South Carolina Magistrate Court Financial Order. Council Member Sexton seconded the motion. Council Member Williams asked what Chief Hawes thought about the order. Chief Hawes said his only concern was a municipality has issues that states sometimes do not. The motion passed with Council Members Hood, Sexton and Wright voting to adopt the financial order and Council Members Green, McBeth and Williams opposing. Mayor Camby voted in favor of.

13. Consider Nomination of Three Council Members to the Ordinance Committee

Council Members were asked to put the names of three Council Members to serve on the committee on a sheet of paper and turn it in. The votes were tallied. Council Member Green said she did not have time to serve on the committee. The members to serve on the committee are Council Member Williams, Council Member Wright, and Mayor Camby.

14. Consider Approving a Memorandum of Understanding in the Sale of the Cloth Room

Council Member Hood motioned to table the Approving a Memorandum of Understanding in the Sale of the Cloth Room. Council Member Green seconded the motion. The motion carried unanimously.

15. Consider Accepting a Bid for Electrical Upgrades to Town Hall in Relation to the New HVAC System

Mr. Kay went over the bidding process on the electrical system for the air conditioning at the Town Hall. Two contractors came out. He said they discussed the idea of energizing the three smaller units to provide air conditioning to the top floor and then requested another RFP later to energize the larger 10-ton unit in the basement. Sufficient power is available to power the three smaller units based on current capacities of the outside panel (behind the 10-ton unit) and utilizing a spare slot in a subpanel within the basement. The only required work would be conduit, conductors, breakers and disconnects. The quotes were Spartan Electrical Services \$2,800 and WECI \$6,783.98. Council Member Wright motioned to approve Spartan Electrical Services at \$2,800. Council Member Williams seconded the motion. The motion passed unanimously.

16. Consider Accepting a Bid for the Upfitting of 3 Pacolet Police Department Interceptors

Chief Hawes received quotes for the upfitting of 3 Pacolet Police Department Interceptors. They are: Global \$38,443.75, Campbell-Brown \$34,989.33, Unique Lighting \$34,201.40, and West Warning \$42,563.04. If Campbell-Brown took out the rear transport seats (not requested in the RFP) they would have a revised total of \$3,674.73. Council Member Williams motioned to table awarding the bid to the next meeting so the figure Campbell-Brown gave, with the change, could be verified. Council Member Hood seconded the motion. The motion passed unanimously.

17. Discussion on the Planning Commission and Board of Appeals Budget

Council Member Wright questioned the money being spent on Zoning. There has been no money approved for Zoning. He said the Zoning Administrator is a consultant, not an employee of the town. He said more time is spent on Planning and Appeals. Council Member Sexton requested a copy of the contract with RCI. Council Member Wright asked what the long-term cost with RCI was. Mr. Kay said RCI charges \$25.00 per hour, a minimum of 2 hours. Council Member Wright said at no time was RCI established as the Administrator to the Planning Commission. Mayor Camby asked Mr. Kay to get with the Zoning Administrator and work on a new budget. Mayor Camby said that considering there being no Planning Commission meeting in the near future to keep it like it is until the new budget is approved.

18. m through q (Zoning)

Council discussed considering the Planning Commission's recommendation for text amendments and zoning changes. Council Member Williams motioned to table m through q (Zoning) listed on the agenda. Council Member Wright seconded the motion. The motion passed unanimously.

19. Town Administrator Comments

Mr. Kay reported:

- The Pacolet Community Cleanup will be held Saturday April 15th from 10am to 12noon. This is in partnership with Keep One Spartanburg Beautiful (KOSB). They will provide everything for the pickup. IGA is sponsoring the event by providing lunch for all volunteers. The event will start at the Pacolet Fire Department. Volunteers are needed for both picking up garbage and serving lunch. Volunteers must sign up on the Keep One Spartanburg Beautiful website.
- The work on the exterior of the Town Hall has been stalled due to a lack of brackets to hand the gutters. Supply chain issues have been causing this, but the brackets have arrived, and the gutters should be installed by the end of next week.
- He has asked MADCO, who is currently working on the Town Hall, to provide an estimate for exterior work on the Marysville School House. The estimated cost for wood replacement/painting and window repair/replacement is \$55,000. He said he could issue a formal RFP or use this number to search for grants. Council Member Wright suggested searching for grants.
- A new streetlight has been installed at the corner of Hillbrook Circle and Sunset Drive. Council was asked to send a list of locations where they would like to see new streetlights.
- The new Town Website is live and is getting a lot of positive feedback. It is a great tool to send comments, complaints, and other information to the Town. It is also a wealth of information for the public. It is much more user friendly and easy to navigate. He thanked Tricia Wright who provided this in-kind to the Town and for the community.
- With Council's permission he would like to get pricing on the cost to evaluate the Town's stormwater system. He wants the pricing to be able to apply for grants that may come up. Once the evaluation is completed a priority list can then be established to address repairs and maintenance.
- Complaints are coming in regularly on garbage pickup where the trash is not being picked up due to the lid being open. He would like to suggest that this section of the rule is waived and that it is updated to read that crews will only pick up garbage that is in bags in the cart. Anything outside of the cart will not be picked up. If Council wants, he can add a discussion on the next agenda. Also, Mr. Burrell is asking if the policy for trash

pickup can be changed to require those to have carts out the night before. Sometimes to service more carts in a day, he would like to be able to start earlier than 6am. Bamboo

Town of Pacolet
Council Meeting
April 6, 2023
Page 6

will not be picked and chipped has been added to the website. This is request from the limb pickup crew.

- The committee for the 2023 Pacolet River Fest met last month and review upcoming plans. Suggestions include changing the time from 9am -8pm to 1pm – 10pm, and still having the children’s choirs. Another suggestion included moving the craft vendors off the circle and only closing Sunny Acres from the traffic circle to Victor Park and still allowing traffic to drive around the circle. This would eliminate severe traffic issues that occurred last year. The committee will meet again on Monday April 20th at 5:15 pm.
- The History Committee met last month and discussed a partnership with the Spartanburg Historical Association and a process to accept donations to the Town/Museum. The next History Committee meeting will be held April 13th at 5:15 pm.
- The Farmer Market Committee met last month and there was discussion on the time, the date, and how vendors were involved. Nothing was decided and the next meeting will be on April 10th at 5:15 pm.

20. Police Chief’s Comments

Police Chief Hawes reported:

- In March there were fifty-one calls for service and seven reports taken.
- There have been two malicious damage incidents at the Pacolet River land where Lockhart Power property was damaged. The cases are being worked out to identify the person responsible. There is discussion with Lockhart ongoing regarding a potential need for changing the wording on the posted signs.
- There were a couple of reported incidents of items being stolen from unlocked vehicles in the Pacolet Mills area. There is video footage that is being worked to identify the suspects. Suspects are juveniles.
- Training has been attended or conducted over the last month for defensive tactics, emergency driving, lawtrak, firearms, community orientation, field training, training manager development, budgeting, scheduling, and leadership consistency.
- Concerns have been expressed by citizens about some reckless driving issues on 150 and 9 which will be addressed with increased prioritized traffic enforcement.
- Several grants have been submitted over this past month to include body armor, traffic cones, barricades, computer systems, computers, software, and support items. The award dates for these grants vary from two months from now to six months from now. He will update Council as information about the awarding of these grants is available.
- River Fest planning is under way. He is confident that he will be able to significantly reduce the amount of the budget spent for police coverage of the event and anticipate a significantly smoother traffic flow with his implemented plan.

21. Mayor/Council Comments

Council Member Sexton had a concern someone had talked out about things that were discussed in Executive Session at the last meeting. The town meetings operate under Robert's Rules. She referenced Robert's Rules of Order concerning confidentiality in Executive Session. Council Members can be disciplined for this.

Council Member Wright reported that a court date has been set for the Cloth Room litigation with Callis Anderson. It is set for April 24th. He also asked for an update on the vandalism of the Cloth Room. Mr. Kay stated a claim has been sent to our insurance company regarding the broken windows.

Council Member Sexton motioned to amend the agenda by adding the town will pay the \$500 insurance deductible to get the broken windows in the Cloth Room replaced. Council Member Hood seconded the motion.

Council Member Williams motioned the town pay the \$500 insurance deductible to get the broken windows replaced in the Cloth Room. Council Member Hood seconded the motion. The motion carried unanimously.

A special meeting to discuss the Cloth Room was set for April 13th at 7:00 pm.

22. Adjourn

Council Member Wright motioned to adjourn. Council Member Hood seconded the motion. The motion was carried unanimously.

Signed

APPROVED