

**Town of Pacolet
Council Meeting
October 5, 2023**

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

Council held a moment of silence for Council Member McBeth.

Pastor Hutchins gave the Invocation, with the Pledge of Allegiance following.

The Mayor read over the FOIA Statement.

1. Citizen's Comments

There was no one for the Citizen's Comments.

2. Approval of Minutes (September 7th, 2023)

Council Member Williams motioned to accept the Minutes from the September 7, 2023 Council Meeting, as written. Council Member Wright seconded the motion. The motion was approved unanimously.

3. Executive Session Regarding Personnel and Contract Negotiations:

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 arrangement and proposed sale or purchase of property.

Upon returning to Open Session, Council may act on matters discussed in Executive Session.

Council Member Williams motioned to go into Executive Session Regarding Personnel and Contract Negotiations. Council Member Green seconded the motion. The motion was carried unanimously.

Council returned to Open Session. No action was taken during Executive Session.

Council Member Williams motioned to amend the agenda to discuss Sanitation Personnel. Council Member Hood seconded the motion. The motion carried unanimously.

4. Consider on Second Reading an Amendment to Ordinance 2023-04 for Annexation

Council Member Wright motioned to accept the Second Reading on an Amendment to Ordinance 2023-04. This amendment consists of two corrections, a tax map number and adding Hammett Grove Road to the Cherokee County line. Council Member Hood seconded the motion. The motion passed unanimously.

5. Consider on Second Reading an Amendment to Ordinance Chapter 6, Article 1 – IN GENERAL

The amendment is for a typo, should be 50 instead of 5 (SC Code 1976 6-9-50 et seq. Council Member Williams motioned to accept the Second Reading of an Amendment to Ordinance Chapter 6, Article 1 – IN GENERAL. Council Member Hood seconded the motion. The motion carried unanimously.

6. Consider on Second Reading an Amendment to Ordinance Chapter 6, Article 11, Section 6-18. – Codes Adopted

The town’s attorney suggested that Section 6-18 in Chapter 6, Article 11 be reapproved every year. We should adopt what LLR uses because it could change every year. Council Member Wright motioned to accept the Second Reading on an Amendment to Ordinance Chapter 6, Article 11, Section 6-18. Council Member Williams seconded the motion. The motion was passed unanimously.

7. Consider on Second Reading an Amendment to Ordinance Chapter 6, Article 111, Section 6-19. - Standard Unsafe Building Abatement Code Adopted

Section 6-19 should read “the most recent edition, published by the International Property Maintenance Code, 2021 edition”. Council Member Williams motioned to accept the Second Reading on an Amendment to Ordinance 6, Article 111, Section 6-19. – Standard Unsafe Building Abatement Code Adopted. Council Member Hood seconded the motion. The motion passed unanimously.

8. Consider on Second Reading Ordinance 2023-05 to Approve the Fee Schedule for Building Permits, and to be Named Section 6-1

Council had questions about the fees and what was involved in the inspections. Council Member Sexton motioned to table this and look at it further. Council Member Wright seconded the motion. The motion passed unanimously.

9. Discussion to Consider Reestablishing the Historic Design Guidelines and the Architectural Review Board

Council Member Wright questioned the two houses being built on a lot on Stone Street. He said we do not have an Architectural Review Board, but our ordinance says an Architectural Review Board must look over the plans. Mayor Camby said it would be hard to go back to the historic guidelines because other constructions have violated the guidelines. He suggested looking at the National Register and working at getting there. Council discussed the possibilities of this creating hardships for homeowners. There was no vote taken at this time. Council will look this over and come together at some point and decide to continue with historic guidelines or not. Mr. Kay suggested changing setbacks and provide incentives. Possibly have the State Historic Preservation Office come and give advice.

10. Consider on First Reading an Amendment to Ordinance Chapter 1, Section 1-14

Mr. Kay reported that Judge Smith requested that Section 1-14 of the Code of Ordinance be amended to include “applicable court fees and assessments” as the \$500 fine does not cover the related court costs. Council Member Wright motioned to accept the First Reading on an Amendment to Ordinance Chapter 1, Section 1-14. Council Member Hood seconded the motion. The motion carried unanimously.

11. Consider Beautification Projects: Roundabout; Gateway Signage; Town Hall Landscaping; Town Hall Signage

Mr. Kay reported there were gateway signs at Highway 176 and 9 and Highway 176 and 150. He would like to add one at Highway 176 and West Main Street. The estimated cost is \$16,000 with electricity and lighting extra. It will be located on SCDOT right of way. Council Member Wright said we need to look at a sign for the Town Hall. Mr. Kay asked Council to look at options and see if they see something they like.

12. Consider Awarding Town Landscape Contract

Mr. Kay provided Council with quotes from three contractors. They are: EAS Preservation \$72,200, MMB Lawnworks \$55,987.35 and Parkers Lawn Maintenance \$58,500. Council Member Wright motioned to approve awarding the Town Landscape Contract to MMB Lawnworks. Council Member Sexton seconded the motion. Mr. Kay stated the contract would start in November and end in June. The motion carried unanimously.

13. Consider Adding Sanitation Personnel

Council discussed adding a third laborer to the Sanitation Department at a salary of \$28,000. Council Member Wright said a third person could speed up the process and eliminate paying for extra limb pick up. The potential laborer could possibly get CDL's. Mr. Kay said the budget could be amended from \$41,000 to \$51,000. The revenue increase would be covered by this being a reassessment year. Mayor Camby said to get something and go ahead and hire. The job will be posted.

Mr. Kay received an estimate to repair the backup Sanitation truck so that it can be used when the current truck is out of service. The repair would also make the backup truck more valuable if Council decided to sell it. The estimate was \$14,861.15 and was from Carolina International Trucks that service the new truck. This amount does not include the fuel tank which has rusted out. Council Member suggested reaching out to Cummings. Council Member Wright suggested reaching out to other companies.

14. Town Administrator

Mr. Kay reported:

- Please remind residents to visit PlanPacolet.com and complete the survey. This is very important. At this time, we have had 89 surveys filled out. He was contacted by WYFF to help promote it, which you may have seen recently. ACOG and Benchmark will be reaching out soon to host the first Steering Committee Meeting.
- Riverfest Update: 36 craft vendors; 11 food vendors; Mega Rock Challenge; Music: The Embers, Freddie Vanderford, and Cody Lane Band; Volunteers needed. Next Committee Meeting is scheduled for Monday, October 16th at 5:30 pm.
- The Christmas Committee Update: Snowflakes are currently getting sandblasted, and power coated. The next step will be to wrap them with lights. The committee is currently evaluating locations for all the snowflakes. With the transfer of \$6,000 from the festival budget line item, the committee will purchase garland for the lights on the bridge, replace string light with LED's and use the rest for utility pole electrical connections. A grant was submitted for the purchase of the projector, screen, sound system and other equipment needed to display movies. The cost is \$3,957.93 which includes a 19.5' inflatable screen.
- PAL is currently working on the trail study for the bike/walking trail from Pacolet to Clifton.
- Filing for Council District 6 will open October 13th and close on October 23rd. The Special Election to fill the unexpired term will be December 19th. Please contact the Town Clerk for more information.

- He is working with SCDNR to have our floodplain area updated to remove the flats and the Clothroom from the maps.
- The Due Diligence (second round) for the purchase of the Clothroom was extended based on the purchase agreement. Closing will occur at the end of the month or first of November. Documents provided by the purchaser will first need to be reviewed by the Town's Attorney.
- There will be a Community Clean Up hosted by Spartanburg County on September 29th and 30th. They typically include the Town as a sponsor if we promote it on our Facebook page.
- There are approximately 10 addresses in the Town of Pacolet that receive sanitation pickup, however they either do not pay the Sanitation Annual Fee or their house or a large portion of their property is not included in the town limits. Many of these residents are not eligible to vote in town elections. He is going to put together a full report of these addresses for Council, but he needs to know how they want to proceed as being eligible to receive Town services like Sanitation Pickup. Annexation or discontinue service.
- The Appalachian Council of Governments is currently working on the Historical Grant for Marysville School. The grant deadline has been extended to November 1st. At this time, he does not have the cost estimate for the renovation but should have it soon.

A meeting was held with the Chief, the Judge, Assistant Town Clerk/Court Clerk, RCI, and the Town Administrator. The Judge is supportive of the direction that we are taking in code enforcement and that notification is made once a certified letter is accepted.

- The History Committee will display items in the museum for Riverfest. The Museum has been thoroughly cleaned for those coming through the Museum during the Festival. The Committee Chair is currently getting estimates for a consultant to come and evaluate the museum and give recommendations and a design for the museum. The estimates are coming in. This will need to be formally bid publicly, but the Committee wanted to get an idea of the cost prior to that request. Council Member Wright asked if there were any grants they could get. Mr. Kay said he was working with ACOG looking for grants. The next scheduled meeting of the History Committee is scheduled for October 17th at 5:30 pm. This will be to get the space ready for the festival.
- Sixty-two applications were received for the Assistant Town Clerk position; four were interviewed.

15. Code Enforcement/Building Permits

Brian Blackwell, with RCI reported:

- There were forty-three Code Enforcements during September.
- Five Permit/Plan Review/Reinspection fees collected totaling \$10,268.29.
- Thirteen inspections.

- One condemnation letter – this letter was at the request of the homeowner. She bought a house two years ago and it is collapsing. It will cost \$40,000 to repair.
- A house in Harvey Town was built before getting a permit.

16. Police Chief

Chief Hawes reported:

- The department had 191 calls, 959 officer initiated events.
- On the 26th a shooting was reported and investigated. The suspect was located, arrested and charged in less than one hour from the crime occurring. The suspect's bond has been denied due to the circumstances of the investigation.
- The department will be having some virtual reality-based training soon and he would like the Council to participate in this to get some perspective of what our officers face.
- He is now certified as both a law enforcement and civilian active shooter response instructor, so any civic or religious organizations who request training, the department will be able to provide that.
- He is working on some potential ordinances that he would like Council to consider and determine if they would be appropriate for adopting. He will have preliminary versions out for review soon.
- The Police Department is in the planning stages to conduct a Citizen's Police Academy in the coming months. This will be an excellent opportunity for our residents to learn and experience some of the knowledge, skills and abilities it takes for police work today. Details will be publicized as soon as they are available. Seating will be limited.

17. Mayor/Council Comments

Mayor Camby reported someone approached him about a bench on the trail. Also, the library has a proposal that families read as they walk.

Council Member Sexton is still concerned about the Code of Conduct. She said some things are still out there on Facebook. Council Member Wright suggested that the Code of Conduct be provided for everyone.

Council Member Hood reported Dale Worthy will be inducted into the Firefighter Hall of Fame on Monday, October 9th at the Pacolet Fire Department.

Mayor Camby said volunteers are needed for the festival.

18. Adjourn

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

Signed

APPROVED