

# West Pelzer

*South Carolina*

## COUNCIL AGENDA

Tuesday July 7, 2020

6:00pm

West Pelzer Municipal Center - 30 Main Street

- I. INVOCATION/PLEDGE OF ALLEGIANCE
- II. CALL TO ORDER
- III. APPROVAL OF MEETING MINUTES
  - a) *June 9, 2020 Council Meeting*
- IV. PRESENTATIONS/CLERK'S REPORT
  - a) *Paula Payton - Clerk's Report*
  - b) *Chief Eliopoulos - Police Department Report*
  - c) *Harley Gentry, Troop 356 - Eagle Scout Presentation*
- V. CITIZEN COMMENTS (sign up required / max 3 minutes)
- VI. OLD BUSINESS
- VII. NEW BUSINESS
  - a) *Zoning Request for 102 W. Stewart Street (TMS: 243-06-01-007)*
- VIII. REQUEST BY COUNCIL
- IX. EXECUTIVE SESSION
- X. ADJOURNMENT

# COUNCIL MEETING MINUTES

Tuesday July 7, 2020

6:00pm

West Pelzer Municipal Center - 30 Main Street

Those present: Mayor Blake Sanders, Council Members Jim Riddle, Johnny Rogers and Pat Alexander; Town Attorney Carey Murphy, Town Clerk Paula Payton and Chief Eliopoulos.

INVOCATION/PLEDGE OF ALLEGIANCE – Gary Alexander

CALL TO ORDER Mayor Sanders at 6:02pm

APPROVAL OF MEETING MINUTES *June 9, 2020 Council Meeting*

Councilman Rogers made a motion to approve, 2<sup>nd</sup> by Councilwoman Alexander; all were in favor.

PRESENTATIONS/CLERK'S REPORT

*Paula Payton - Clerk's Report- see attached*

*Chief Eliopoulos – Police Department Report – see attached*

*Harley Gentry, Troop 356 – Eagle Scout Presentation*

Mr. Gentry announced that Troop 356 has selected the Old West Pelzer Town Hall on Bollinger Street as their project. They would like to build a deck and ADA ramp. The troop will be doing fundraisers to help obtain supplies needed for the project. Mayor Sanders stated that the Town could discuss a contribution.

*Councilwoman Farmer entered the meeting at 6:08pm.*

CITIZEN COMMENTS (sign up required / max 3 minutes)

Ann Odom – regarding rezoning request of 102 W. Stewart Street.

- Council was provided with a handout on the dangers of silica
- Lives next door to property that is being used as a dumping ground for asphalt millings that contain silica dust
- Opposed to rezoning – property is ugly, noisy and it lowers the property value of surrounding homes

Tim Williams – regarding rezoning request of 102 W. Stewart Street

- Council was provided with photos
- Lives at 83 Main Street – across the street from property
- Long family history in West Pelzer – lived at 83 Main for five years
- When gravel was delivered to 102 W. Stewart Mr. Williams called Mayor Sanders and was told it would be moved
- When another delivery was made Mr. Williams called SCDHEC and SC Governor's Office
- Town has ordinances that state businesses cannot operate on residential property
- Many neighbors have expressed concern over the hazardous waste being dumped on the property
- Mr. Williams requested that Council deny the rezoning request

Mark Leverette – regarding rezoning request of 102 W. Stewart Street

- Owner of 102 W. Stewart Street
- Thank you for the opportunity to speak
- Currently there are no millings on the property; that was a one-time business deal and not likely to happen again

- Mrs. Odom made a good point of the dangers of silica; however, silica dust is everywhere and you must have prolonged exposure for it to be dangerous
- Mrs. Odom questioned where the property pins were; the property has since been surveyed. There is some encroachment, but that will be worked out among neighbors
- There are currently five businesses in the same intersection; just asking for the same opportunity to bring commerce to West Pelzer
- Per the West Pelzer Comprehensive Plan (2017) 102 W. Stewart Street is a prime location for business
- Being transparent; only intention is to be part of the growth of West Pelzer
- Respect all opinions; not trying to be controversial

OLD BUSINESS - none

NEW BUSINESS

*Zoning Request for 102 W. Stewart Street (TMS: 243-06-01-007)*

Councilman Riddle stated that he had two concerns: 1) a commercial property at that location could be problematic with school traffic 2) concerned about how a commercial property would service the community; residential is booming right now and that may be a better location for housing.

Councilman Rogers agreed.

Mayor Sanders added that the Town has two documents that were approved and serve as guidance: 1) Comprehensive Plan – which shows future land use for that property as residential; it regulates how people feel about West Pelzer when entering the Town 2) Zoning Ordinance – which upon rezoning would classify the property as core commercial. Mayor Sanders stated that personally he would deny the request since four residents have adamantly opposed, but he would work with the property owners to develop a plan to move forward that fits the Town.

Mark Leverette added that he would be more than willing to work with the Town.

Councilwoman Alexander added that she had experienced the dust from gravel being placed around her home during the Town's sewer project and she understood the concern of the residents.

Councilman Riddle made a motion to deny the zoning request for 102 W. Stewart Street, 2<sup>nd</sup> by Councilwoman Alexanders; Councilman Riddle, Councilman Rogers, Councilwoman Alexander and Mayor Sanders were in favor; Councilwoman Farmer abstained. Motion passed.

REQUEST BY COUNCIL

*Councilwoman Alexander* – Noticed a lot of grass ordinance violations recently throughout Town; Chief Eliopoulos stated that violation letters had been mailed to residents this week.

Councilwoman Alexander also stated that she was aware of the state of our country and the stress on our officers; she thanked the officers and offered her love and support.

*Councilwoman Farmer* – none

*Councilman Riddle* – none

*Councilman Rogers* - none

*Mayor Sanders* – Wished Councilman Rogers a Happy Birthday (7/4)

Due to COVID-19 the National Night Out event has been cancelled across the country; Please notify Chief Eliopoulos, Mayor Sanders or Paula Payton if you live in West Pelzer and have a child in your household from K4-6<sup>th</sup> grade. We'll let you know a special time in August that the West Pelzer Police Department, West Pelzer Fire Department and Pelzer EMS will be stopping by to give goodies and let you climb on the trucks.

EXECUTIVE SESSION - none

ADJOURNMENT

Mayor Sanders made a motion to adjourn at 6:39pm, 2<sup>nd</sup> by Councilman Riddle; all were in favor.

Minutes prepared by:

*Paula H. Payton, CMC*

Town Clerk



[www.westpelzer.com](http://www.westpelzer.com)

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To: Mayor Sanders and Council

From: Paula H. Payton, CMC

Subject: Clerk's Report

Date: July 7, 2020

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*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](mailto:ppayton@westpelzer.com) or 864-947-6297 ext. 101*

#### **Administration**

- The Quarterly Department Meeting will be held Thursday July 9<sup>th</sup> at 8am; Mayor Sanders will attend. A summary will be provided to the Council.
- West Pelzer is partnering with Anderson County to promote the 2020 Census; please encourage your friends, family and neighbors to participate so we are counted accurately
- Council Project List (Must Do, Should Do, Could Do)
  - Many projects have been completed, are scheduled or are in planning stages
  - Flag Raising Ceremony / Recognition of Charles Ellenburg 7/1/2020

#### **Public Works**

- 15 work orders were completed in the month of June 2020.
  - Work Orders can be submitted online ([www.westpelzer.com](http://www.westpelzer.com)) or by calling Town Hall
- 2019 CCR Water Quality Report is available at [www.westpelzer.com](http://www.westpelzer.com)
- Reminder - Sanitation will run as usual, unless notification is received, even on holidays
- I've been working with Councilman Riddle and Councilwoman Alexander on scheduling/budgeting for beautification projects

#### **Municipal Court**

Monies disbursed for June 2020 – *Info not available from the Court*

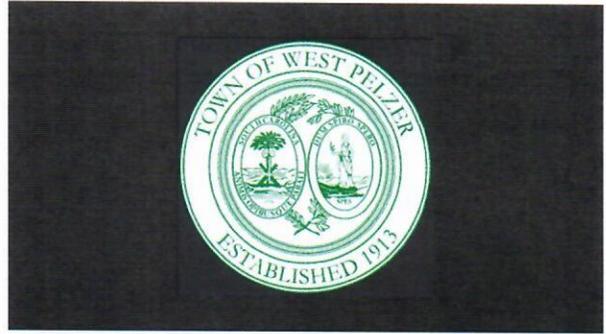
- General Fund ~ \$
- Victim's Fund (Anderson County) ~ \$
- State Assessment ~ \$

## Finance

- June 2020 Budget
  - General Fund    Income \$55,135.44    ~    Expense \$31,803.01
  - Water/Sewer    Income \$72,131.82    ~    Expense \$70,427.07
  - Hospitality Tax    Income \$4,453.73    ~    Expense \$2,709.66
- Over Budget Items (YTD)
  - 01-7290-000 GF/PD Property/Vehicle Liability Insurance
    - Rate Increase
  - 01-7380-100 Office Expense – Court/Police
    - Additional Needs
  - 03-7290-200 WS Property/Vehicle Liability Insurance
    - Expense carried over from 2018/2019 budget year
  - 03-7375-000 WS Retirement
    - Variance paid by employee
  - 03-7220-000 Dues & Publications
    - New membership to South Carolina Rural Water Association
  - 03-7260-000 Professional Services
    - Unexpected expenses due to flooding

## Covid-19

- The Municipal Center reopened to the public on Monday May 11, 2020 with limited access
  - Each office has cleaning/sanitizing supplies
  - All doors and counters are sanitized when office closes (12pm and 5pm daily)
  - DHEC approved screens have been placed in each payment window
  - The lobby floor is marked to maintain 6' distance
  - Only 2 customers are allowed in the lobby at a time
  - We continue to encourage customers to handle business by phone or email
    - Payments can be made by phone, online or at the drop box (3 Hindman)
- O'Dell Community Center opened on June 1, 2020
- Court is schedule to resume in July; with limited access
- All departments remain on a "spending freeze"; if there is an immediate need it will be reviewed by myself, Mayor Sanders and Councilman Riddle to determine approval



# Memo

To: Mayor and Council

From: Paula H. Payton, CMC

Date: July 1, 2020

Re: 2019/2020 Budget – Year End Review

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COVID-19, along with multiple flooding events caused some changes in our daily operations, our spending and our communication. All of this, of course changed our budget! I am happy to say that we still finished the year with more income than expense, but we did see a decrease in several income lines. Due to the spending freeze put in place at the beginning of the COVID-19 pandemic we also seen a decrease in expense.

Please refer to the attached final analysis for the July 1, 2019-June 30, 2020 budget.

## INCOME:

**Business License (01-4020-000)** – monies collected from resident, non-resident, contractors and landlords conducting business in the city limits; Due to CDC recommendations many of our businesses were shut down or operating on a very limited schedule from March 16-current. Renewals were mailed to businesses at different times, depending on when that business was allowed to re-open. Deadline for renewal was extended for many businesses; some into the next budget year. Our budget was met and we will continue to collect into the 2020/2021 budget year.

Per the Municipal Association of South Carolina "This year, because of COVID-19, there was a delay in receiving data and money for Insurance Tax and Franchise Fees. MASC made the

decision to extend the penalty deadline from May 31<sup>st</sup> to June 30<sup>th</sup> to accommodate these situations. The next disbursement to municipalities is scheduled for August 11<sup>th</sup>.”

**MCF-GF Deposit (01-4050-000)** – monies deposited in the General Fund, collected by the Court; no court was held from March-June 2020. Payments could be made online, but collections were extremely low for the remainder of the budget year.

**Hospitality Tax Deposit (01-4250-000)** – monies collected from local business offering prepared food/drinks; most businesses were shut down or operating on a very limited schedule from March 16-current.

**Rental Income – O’Dell Community Center (01-4300-000)** – monies collected for use/rental of the O’Dell Community Center; Per CDC recommendations the O’Dell Center was closed from March 17 – June 1, 2020.

**EXPENSE:**

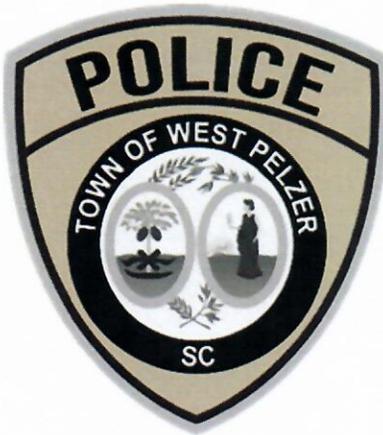
**MCF GF Expense (01-7188-100)** – monies paid by the Municipal Court to the General Fund account. This includes monies to be paid to the State and Victims Fund. General Fund keeps a small portion of this and distributes the rest to other agencies. This line is hard to budget because it is determined by the amount collected by the court for fines; there are too many variables.

**Salaries – Public Works (03-7000-000)** – monies paid to employees/contract employees for labor performed; Due to multiple flooding events the plant and lift stations incurred damage that resulted in around the clock monitoring to avoid overflow and/or additional damage to pumps.

**Utilities – Sewer (03-7190-200)** – monies paid to Duke Energy for power to all lift stations, sewer plant and shop/storage located at the plant; Due to the multiple flooding events we seen a drastic increase (approximately \$3,000/month) in the Duke Energy bill for the plant and lift stations for several months. The pumps never turned off for days at a time!

**Professional Services – Sewer (03-7260-200)** – monies paid to contractors and/or specialty service companies for repairs and/or replacement of parts to the lift stations and sewer plant; During multiple flooding events the Spring Street lift station was completely under water, which caused damage to pumps, electrical panels, etc. The sewer plant also lost pumps due to the flooding. The pumps never turned off for days at a time!

**Payroll Related Expenses – Payroll Taxes, Retirement, Insurance** – variance shown is the amount paid by the employee.



To: Mayor Sanders and Council

From: Chief Alexis Eliopoulos

Subject: Police Department Report

Date: July 1, 2020

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*The following are updates and information related to activities of the West Pelzer Police Department and/or upcoming events. Please contact me with any questions that you may have related to these items.*

[aeliopoulos@westpelzer.com](mailto:aeliopoulos@westpelzer.com) or 864-947-6297 ext. 103

#### **Crime Stats**

- Reports-15
- Arrests-11
  - traffic related – 7
  - DUI-1
  - Warrant Served: 2
  - Possession of Stolen Property: 1
  - Failure to Stop for Blue lights: 1
  - A & B 3<sup>rd</sup> degree: 1
- Tickets Written-69
- Warnings- 35
- Five grass letters sent out for month of June

#### **Updates**

- All officers are healthy and are in good spirits.
- Reminder: If anyone needs to reach an Officer, they can call 864-947-6297 opt 5 or Anderson County Dispatch 864-260-4444; **If it is an emergency please dial 911.**

**Planning Commission  
Minutes**

Tuesday June 16, 2020 ~ 6pm  
West Pelzer Municipal Center ~ 30 Main Street

Those present: Amy Rodgers, Pat Black, Jane Riddle, Joyce Vanhook, Harrison Oliver and Town Attorney Carey Murphy.

INVOCATION/PLEDGE OF ALLEGIANCE – Jane Riddle

CALL TO ORDER – Amy Rodgers, 6:01pm

APPOINTMENT OF CHAIRPERSON

After discussion by the group Harrison Oliver said he would think about accepting the Chairman position; Amy Rodgers made a motion to table the item until the next meeting, 2<sup>nd</sup> by Jane Riddle; all were in favor.

PUBLIC COMMENT PERTAINING TO AGENDA ITEMS

Ann Odom and Tim Williams voiced their concerns for the rezoning request of 102 W. Stewart Street and the storage of asphalt millings; Mrs. Odom presented Commission Members with information on the dangers of crystalline silica exposure. Mr. Williams presented a letter from his sister, Ms. Posey, who also lives next to the property. (See attached documents)  
Amy Rodgers made a motion to table the issue until more information could be reviewed, 2<sup>nd</sup> by Jane Riddle; all were in favor.

APPROVAL OF MEETING MINUTES – May 12, 2020

Amy Rodgers made a motion to approve, 2<sup>nd</sup> by Harrison Oliver; all were in favor.

OLD BUSINESS

*2020 Census* – information only (see attached)

*Zoning Request for 100 Main Street (TMS: 243-08-02-001)*

After hearing recommendations from Mr. Murphy the Commission agreed that this would need to be a zoning change request; Amy Rodgers made a motion to deny current variance request with response to the property owner that it would require a rezoning request of the property from residential to commercial, 2<sup>nd</sup> by Jane Riddle; all were in favor.

NEW BUSINESS

*Zoning Request for 102 W. Stewart Street (TMS: 243-06-01-007)*

This item was discussed and tabled during the Public Comment portion of the meeting.

ADJOURNMENT

Amy Rodgers made a motion at 6:35pm to adjourn, 2<sup>nd</sup> by Jane Riddle; all were in favor.

Minutes taken by:

*Amy Rodgers*

Planning Commission Secretary

Minutes typed/prepared by:

*Paula H. Payton, CMC*

Town Clerk

# TOWN OF WEST PELZER ZONING PERMIT APPLICATION

Date Filed: 5/11/20

*Application must be filled out completely and accurately before it can be accepted. Additional sheets can be attached to this permit application. Planning Commission meeting and/or Town Council meetings may be required for approval.*

THE APPLICANT HEREBY REQUESTS a zoning permit pursuant to Section 7-101 of the West Pelzer Zoning Ordinance to use the property described below in the following manner (if rezoning, please note current and proposed zoning):

Rezoning from Residential to Commercial

APPLICANT: Mark A. Leverette  
Address: \_\_\_\_\_  
Phone: 864-915-2907

OWNER (if different from applicant): \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

PROPERTY ADDRESS: 102 Stewart St. West Pelzer, SC  
Tax Map Number: 2430601007  
Plat Book: CP 51567/1 Page: 00196

\*\*\*\*\*  
DESIGNATION OF AGENT (complete only if owner is not the applicant)  
I hereby appoint the person named as Applicant as my agent to represent me in this request for a zoning permit.

Date: \_\_\_\_\_

Owner(s) signature

\*\*\*\*\*

I certify that the information in this request is correct.

Date: 5-11-20



Applicant Signature

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### TOWN USE ONLY

Approved: \_\_\_\_\_

Disapproved: \_\_\_\_\_

*Received 5/11/2020  
A. Faust*