

ELGIN TOWN COUNCIL
Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Naomi Evers
Councilwoman Dana Sloan
Councilman Ed Smith

TOWN OF ELGIN, SC.



ELGIN TOWN COUNCIL MEETING
MINUTES FOR JANUARY 7, 2020

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, January 7, 2020 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Naomi Evers, Councilwoman Dana Sloan and Mayor Melissa Emmons

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Hanley led Town Council and all others attending the meeting in the Pledge of Allegiance.

ACCEPTANCE OF DECEMBER 3, 2019 MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

PUBLIC FORUM

Paul Towns, Elgin Resident and Developer/Coordinator of Elgin Lights- presented Chief Harold Brown and members of the Elgin Police Department with personalized Daisy BB Guns as well as Greg Beck and Blaney Fire Department. Each department was also provided a special case to display (1) at their locations. Mr. Towns and his family made the presentations and expressed their sincere appreciation to both departments for their service to the Elgin Community.

Kershaw County Chairman Julian Burns- provided an update to Council regarding the recent passing of Gene Faulkenberry, Director of Kershaw County Emergency Services, the recent survey that was sent out for Vision Kershaw 2030, the upcoming Budget Process, the recent check presentation for \$275,000.00 for a new park that will be constructed near Elgin Urgent Care, restructuring at WelChem and the new medical facility currently under construction on Whiting Way, which will provide the opportunity for 130 new jobs for the area.

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

COMMITTEE MEETING BREIFING

Councilwoman Sloan informed Council of an upcoming presentation for one of the Boys Scouts that assisted with the assembly of the picnic tables and benches at Potter Community Park as he will be awarded the Eagle Scout Award on January 9, 2020 at 7:00 and she would forward the details to Council so they could attend the event.

NEW BUSINESS

Randy Pruitt, Zoning Administrator, presented a recommendation to Council from the Planning and Zoning Commission regarding a Rezoning Application for 1790 Smyrna Road from RG to OC for conditional use. After some discussion, the request passed its First Reading and a Public Hearing is scheduled for Tuesday, February 11, 2020 at 6:00. A motion was made by Councilman Brad Hanley to accept the 1st reading of 1790 Smyrna Rd with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

Chief Brown provided Council with an update regarding the recent Catfish Stomp, which had an estimated net gain of almost \$6,000.00, as well as the Toys Roundup for 2019 and stated that 115 families that included 282 children were serviced for Christmas and 115 fruit baskets for senior citizens were distributed. He commended the recent appointment of Theresa Dixon, Elgin resident, as the new President of SCLEVA by Attorney General Alan Wilson. He also informed Council that they would be receiving a packet in the next few weeks to begin discussion to update the Town of Elgin’s Criminal Ordinances.

COUNCIL BRIEFING

Councilman Ed Smith-No report

Councilman Brad Hanley- No report

Councilwoman Naomi Evers- No report

Councilwoman Dana Sloan- No report

Mayor Emmons updated Council on the town’s efforts recently in collecting financial donations that were distributed to the (11) families that had been displaced due to the fire at the Pine Ridge Apartment Complex.

Attorney John Wells- No report

A motion to adjourn the meeting was made at 6:45 pm by Councilman Brad Hanley with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe –

ELGIN TOWN COUNCIL
Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Dana Sloan
Councilwoman Naomi Evers
Councilman Ed Smith

TOWN OF ELGIN, SC.



ELGIN TOWN COUNCIL MEETING
MINUTES FOR FEBRUARY 4, 2020

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, February 4th, 2020 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Naomi Evers, Councilwoman Dana Sloan and Mayor Melissa Emmons.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Hanley led Town Council and all others attending the meeting in the Pledge of Allegiance.

ACCEPTANCE OF JANUARY 7, 2020 MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

PUBLIC FORUM

Penry Gustafson spoke briefly regarding opportunities for residents to get involved by volunteering on state boards and commissions. She informed those present that there are currently an estimated 1100 vacancies on South Carolina Boards and Commissions. She encouraged everyone to get involved.

Joel Evans suggested that Council consider starting a community garden at a location off of Sessions Road that the town owns and was previously a tennis court. He stated that if this were something that would be considered, Evans Heating & Air would be willing to make a monetary donation and assist with the project.

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

COMMITTEE MEETING BRIEFING

In Committee Meeting Briefing, Councilwoman Sloan informed Council there were no new updates at this time other than an opportunity for additional funding for a future community center to be located at the Park.

NEW BUSINESS

Becky Robinson, Elgin Planning and Zoning Commission Secretary, presented Council with a recommendation for a Rezoning Request for 2455 Main Street from Office Commercial to General Commercial (1). After some discussion, a motion was made by Councilman Brad Hanley with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote. A Public Hearing has been scheduled for Tuesday, March 3, 2020.

Also, with the recent term expiration of Planning and Zoning Commission Member Jamie Shull, she presented a recommendation to appoint Charles Napper to fill the vacancy. A motion was made by Councilman Brad Hanley with a 2nd motion by Naomi Evers, without further discussion and a unanimous vote.

Chief Brown presented Council with the Town of Elgin Proposed Town Ordinances 2020. The Town of Elgin Public Safety Code is set forth in the first fifteen pages including the title page of the handout provided by Chief Brown from the front cover of that handout to the first tab of the handout, provided that the caption of the handout was amended to read Town of Elgin Public Safety Code, and Section 72.03 Riding of Bicycles was amended to require bicycles ridden on the streets of Elgin to be ridden on the right side of the road, which amendments were included in the motion to adopt the ordinance. A motion was made to approve the First Reading as amended by Councilman Brad Hanley with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote. A motion was made by Councilman Brad Hanley and a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote to repeal as a group the ordinances set forth in the handout after the first tab and after the 15th page. Chief Brown explained that these ordinances are outdated, and/or are covered by the Elgin Public Safety Code, and/or are otherwise undesirable, and should be repealed to eliminate confusion.

COUNCIL BRIEFING

Councilman Ed Smith-no report.

Councilman Brad Hanley-Hanley informed everyone that he and Mayor Emmons have prepared a proposal for consideration of funding from the South Carolina Department of Parks, Recreation and Tourism that will be presented to Senator Thomas McElveen. He also stated that a meeting had taken place with Matthew Davis, Davis Architecture, Inc. and we are awaiting a preliminary rendering of the community center to be submitted with the proposal.

Councilwoman Dana Sloan- no report.

Councilwoman Naomi Evers- no report.

Mayor Emmons-reminded Council of an upcoming Special Meeting/Public Hearing to be held on Tuesday, February 11th for the Rezoning Request of 1790 Smyrna Road from Residential to Office Commercial.

Attorney John Wells- presented Council with a proposed Ordinance Amending the Elgin Zoning Ordinance for Article 3 adding Section 3.18 to include size limitation and time of operation for apparel & accessory stores from not allowed to conditional use. He also provided Council with an update regarding the State Election Commission and the upcoming Primaries and General Election using the new voting equipment/machines.

A motion to adjourn the meeting was made at 6:47 pm by Councilman Brad Hanley with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe –

ELGIN TOWN COUNCIL

TOWN OF ELGIN, S.C.

Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Dana Sloan
Councilwoman Naomi Evers
Councilman Ed Smith



ELGIN TOWN COUNCIL SPECIAL BUSINESS MEETING MINUTES FOR FEBRUARY 11, 2020

CALL TO ORDER

The Special meeting of the Elgin Town Council was held Tuesday, February 11, 2020 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Edward Smith, and Councilwoman Naomi Evers.

PUBLIC HEARING

Rezoning Request for 1790 Smyrna Road from RG to OC with a Conditional Use:

Todd McDonald-spoke in favor of the rezoning request.

Gwen Henderson-spoke opposed of the rezoning due to the shared driveway and not knowing the property was zoned OC.

William Peake-spoke opposed of the rezoning due to the shared driveway and not knowing their property was zoned OC.

William Henderson-spoke opposed of the rezoning due to the shared driveway and not knowing the property was zone OC.

Ruth Torchia-spoke in favor of the rezoning request.

Old Business

2nd Reading-An Ordinances Amending the Elgin Zoning Ordinance-(1) Section 2.1-3 Table 1, (2) Article 3. (3) Article 3:17 to add Article 3:18 -after some discussion a motion was made by Councilman Brad Hanley to table this matter until the March 3, 2020 meeting with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

2nd Reading- Rezoning Request for 1790 Smyrna Road from RG to OC with a Conditional Use-after some discussion a motion was made by Councilman Brad Hanley to table this matter until the March 3, 2020 meeting with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote

Executive Session

A Personnel Matter- before going into Executive Session a motion was made by Councilman Brad Hanley to invite John Wells and Chief Brown into the Executive Session with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote. Upon returning from Executive Session, a motion was made by Councilman Ed Smith to come out of Executive Session with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote. Mayor Emmons reported that the session was for information only and required no vote to be taken.

A motion to adjourn the meeting was made at 7:15 pm by Councilman Brad Hanley with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe

ELGIN TOWN COUNCIL
Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Dana Sloan
Councilwoman Naomi Evers
Councilman Ed Smith

TOWN OF ELGIN, SC



ELGIN TOWN COUNCIL MEETING
MINUTES FOR MARCH 3, 2020

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, March 3, 2020 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Naomi Evers, Councilwoman Dana Sloan and Mayor Melissa Emmons.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Hanley led Town Council and all others attending the meeting in the Pledge of Allegiance.

ACCEPTANCE OF FEBRUARY 4, 2020 MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

ACCEPTANCE OF FEBRUARY 11, 2020 SPECIAL MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilman Ed Smith, with the exception of Councilwoman Dana Sloan, who was unable to attend the meeting due to prior obligations, without further discussion and a unanimous vote.

PUBLIC FORUM

COMPLAINTS

PUBLIC HEARING

Rezoning Request for 2455 Main Street from Office Commercial (OC) to Downtown Commercial (GC-1). No one signed up to speak during the Public Hearing.

OLD BUSINESS

2nd Reading for the following items: (1) An Ordinance Amending the Elgin Zoning Ordinance which added an amendment for Apparel & Accessory Stores being allowed as a conditional use, the structure facilitating said use shall be under four thousand (4000) sq. ft. of heated space, and the hours of operation shall be limited to 7:00 AM – 10:00 PM, a motion was made by Councilman Brad Hanley to accept the Amendment of Zoning Ordinance Use with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

(2) Rezoning Request for 1790 Smyrna Road from General Residential (RG) to Office Commercial (OC) with a Conditional Use-a motion was made by Councilman Brad Hanley to accept the request for 1790 Smyrna Rd with a conditional use with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote from Council, with the exception of Councilwoman Naomi Evers.

(3) Town of Elgin Public Safety Code-a motion was made by Councilman Brad Hanley to accept the Town of Elgin Public Safety Code with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

(4) Rezoning Request for 2455 Main Street from Office Commercial (OC) to Downtown Commercial (GC-1) - a motion was made by Councilman Brad Hanley to accept the rezoning request for 2455 Main St with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

NEW BUSINESS

Mayor Emmons introduced the Fairfield Electric Franchise Fee Agreement, which did not raise the current rate set at 3% and is good for a term of Thirty (30) Years effective immediately upon signing. Councilman Brad Hanley made a motion to accept the minutes with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

Chief Brown presented Council with a report from the Safety Committee that discussed the following issues/concerns: (1) All new file cabinets installed will be secured/mounted to the wall to prevent them from falling over, (2) Nature Lane in the Windy Hills Subdivision is in need of repair and due to it being a county road, Mayor Emmons has contacted the Assistant County Administrator about the condition of the street, (3) Flag Pole at Town Hall was leaning last year due to the heavy winds and a mechanism was installed to secure it and that appears to have remedied the situation, and (4) Elgin Library had a water leak that has caused extensive damage to the floor located near the restrooms and is need of repairs. Mayor Emmons spoke to Council and explained that a portion of the floor will probably need to be replaced due to damage from the leak.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- spoke briefly regarding the reasoning behind the town's decision to not negotiate an increase in the franchise fees for Fairfield Electric.

Councilwoman Dana Sloan- stated that in addition to copies of the credit card statement, she would like to have copies of all documentation on charges that aren't self explanatory. This is to include a copy of the itemized receipts that will match charges for Dollar General, Auto Zone, Amazon, Office Depot, etc.

Councilwoman Naomi Evers- had no report.

Mayor Emmons- reminded Council of the following upcoming events: (1) Change Clocks for Daylight Savings Time on March 8th, (2) Cars 2 Dream Car Show at Potter Community Park on March 14th from 12:00-3:00, (3) Spring Litter Pickup on March 21st from 10:00-12:00 and 2:00-4:00, and (4) Statement of Economic Interest Reports from Council due to South Carolina Ethics Commission by March 30, 2020.

Attorney John Wells- had no report.

A motion to adjourn the meeting was made at 6:25 pm by Councilman Brad Hanley with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe

ELGIN TOWN COUNCIL
Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Dana Sloan
Councilwoman Naomi Evers
Councilman Ed Smith

TOWN OF ELGIN, SC



ELGIN TOWN COUNCIL MEETING
MINUTES FOR April 7th, 2020

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, April 7th, 2020 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Due to the current public health emergency related to COVID-19, Mayor Emmons, Clerk Ansley Champe and Chief Brown were on site at Town Hall and Councilman Hanley, Councilwoman Evers, Councilwoman Sloan, Councilman Smith, Attorney John Wells and Judge James participated through the ZOOM Software

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Hanley led Town Council and all others attending the meeting in the Pledge of Allegiance.

COVID-19 ORDINANCE

A motion was made by Councilman Brad Hanley to approve the Ordinance Providing Emergency Procedures with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

After some discussion a motion was made by Councilman Ed Smith for an amendment to the Ordinance to include Section 6 in regards to public access to close Town Hall for a period of 60 days with a 2nd motion by Naomi Evers and some clarification from Attorney John Wells. In further discussion, Councilman Brad Hanley made a motion to amend Councilman Smith's motion to include section 6 to include that if conditions/circumstances improve; the Mayor would have the authority to reopen Town Hall prior to the 60 days with a 2nd motion by Naomi Evers, without further discussion and a unanimous vote.

ACCEPTANCE OF March 3rd, 2020 MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

PUBLIC FORUM

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

Chief Brown congratulated Elgin Police Department's Administrative Assistant, Angie Garrett for completing the required courses and becoming a Level 3 Certified Officer. He also presented Council with a Mutual Aid Agreement between the Kershaw County Sheriff's Office and the Elgin Police Department, which was approved.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- expressed his appreciation to those on the frontline during the pandemic as they are caring for those who are sick, members of law enforcement, as well as those working in the supply chain such as the truckers, grocery stores, pharmacies and those working to provide data to keep the public updated during these uncertain time.

Councilwoman Dana Sloan-

Councilwoman Naomi Evers- had no report.

Mayor Emmons- thanked the staff at Town Hall, members of the Elgin Police Department and Council for working to continue to serve the Elgin Community during the COVID-19 Pandemic. She also expressed appreciation to the United Way Mobile Nutrition Center, Blanketing Families, Inc. and local church volunteers for working and providing the drive-up food distributions that are taking place at Town Hall for our surrounding community.

Attorney John Wells- wanted to make sure the public defender's office payment was processed-we are currently holding the check at Town Hall for pick-up per their instructions in an email. He also instructed Mayor Emmons to sign the Emergency Ordinance and to execute it immediately. He discussed plans for the May 2020 meeting and that if the pandemic has not improved; the Emergency Ordinance will permit that meeting to be held in the same format as this meeting.

A motion to adjourn the meeting was made at 6:35 pm by Councilman Brad Hanley with a 2nd motion by Councilwoman Naomi Evers, without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe

ELGIN TOWN COUNCIL
ELGIN, SC
Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Dana Sloan
Councilwoman Naomi Evers
Councilman Ed Smith

TOWN OF



ELGIN TOWN COUNCIL MEETING
MINUTES FOR MAY 5, 2020

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, May 5th, 2020 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Due to the current public health emergency related to COVID-19, Mayor Emmons, Clerk Ansley Champe and Chief Brown were on site at Town Hall and Councilman Hanley, Councilwoman Sloan, Councilman Smith, Attorney John Wells, and Ben Connell participated through the ZOOM Software. Councilwoman Evers was unable to participate due to internet issues.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Hanley led Town Council and all others attending the meeting in the Pledge of Allegiance.

ACCEPTANCE OF APRIL 7, 2020 MEETING MINUTES

A motion was made by Councilman Ed Smith to accept the minutes with a 2nd motion by Councilman Brad Hanley, without further discussion and a unanimous vote.

PUBLIC FORUM

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

Ben Connell-submitted a request on behalf of Rampart, LLC, requesting approval for a Quick Claim Deed in relation to a parcel to be developed at 2468A Main Street. The size of the parcel involved in the request is .06 of an acre and the request will provide permanent easement for any maintenance required for the sewer lines or water lines located in the area. After some discussion, a motion was made by Councilman Brad Hanley to approve the Quick Claim Deed with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote.

Mayor Emmons-discussed several ways to possibly assist small businesses located in town that have been affected by COVID-19. After some discussion, a motion was made by Councilman Brad Hanley to extend the deadline for Business License Renewals from April 15th to July 15th with no late fees or penalties with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote. It was also agreed to further discuss any additional options that may assist in the coming months at a later meeting.

2020-2021 Budget-1st Reading-after some discussion, a motion was made by Councilman Ed Smith to table the item and schedule a workshop for Tuesday, May 19th at 4:30 to take a closer look at the budget as we try to prepare for any negative effects from COVID-19 in regards to Revenue and Expenses for the upcoming year with a 2nd motion by Councilman Brad Hanley, without further discussion and a unanimous vote.

Chief Brown- No Updates

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- expressed concerns of not receiving additional financial reports from our accountant as we had in prior years and was informed that they were having difficulties accessing the finance module using a remote access portal. We currently have our IT specialist working with them to possibly repair/solve the issues. Councilman Hanley also suggested that Council may want to consider creating a Financial Committee to assist in some of these responsibilities in the future.

Councilwoman Dana Sloan- expressed her appreciation for the credit card documentation that had been provided and asked for clarification of a POD Rental that had Toys Roundup on the Invoice. It was explained that the charge was for the town when the storage building had to be emptied for termite treatment. The account had originally been established for Toys Roundup and the company did not change the information on the invoice.

Mayor Emmons- informed Council of the following upcoming events that will assist the community in their time of need: (1) To-Go Meals for anyone with a need at Blaney Baptist Church on Thursdays from 6:00-7:00-a service provided by Kershaw County's Food for the Soul, (2) Senior Meals Drive-Thru on Saturday, May 9th, May 16th, May 23rd and May 30th from 1:30-3:00 at Elgin Town Hall-a service provided by Kershaw County Council on Aging, sponsored by a grant from Blue Cross-Blue Shield Foundation and (3) Mobile Nutrition Center produce distribution on Wednesday, May 13th at 2:00 at Elgin Town Hall-a service provided by United Way of Kershaw County.

Attorney John Wells- asked our Clerk to add the Extension of the COVID-19 Ordinance to the June Agenda.

A motion to adjourn the meeting was made at 7:54 pm by Councilman Brad Hanley with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe