

ELGIN TOWN COUNCIL
TOWN OF ELGIN, SC.
Mayor Melissa Emmons
Councilman Brad Hanley
Councilwoman Dana Sloan
Councilman Ed Smith
Councilman Paul Rizzo



ELGIN TOWN COUNCIL MEETING
MINUTES FOR JANUARY 5, 2021

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday January 5, 2021 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Anders, Clerk Ansley Champe, Town Attorney John Wells 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 1, 2020 MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote, with the exception of Councilwoman Dana Sloan, who recused herself due to being absent.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley to adopt the agenda with a 2nd motion by Councilman Paul Rizzo without further discussion and a unanimous vote.

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

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

A motion was made by Councilman Brad Hanley to approve the Community Library Project that is being sponsored by the Blaney Girl Scouts-Cadettes with a 2nd motion by Councilwoman Dana Sloan without further

discussion and a unanimous vote. It will be installed at Potter Community Park and will be maintained by the troop and will include precautionary measures that will address concerns regarding COVID-19.

NEW BUSINESS

Chief Anders provided Council with an update on Toys Roundup and stated that 119 families that included 319 children were assisted during Christmas. This included giving out (75) food boxes to the ones who requested assistance with food and (40) fruit baskets to local senior citizens. He also shared that the Elgin Police Department recently purchased a drone and it had already been used twice; once to locate a missing 2-year-old and again in the search for suspects in recent car break ins that took place in the Pine Forest Subdivision. He completed his update by sharing that the department had recently donated one of it's older vehicles to the Bethune Police Department.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- had no report.

Councilman Paul Rizzo – had no report.

Councilwomen Dana Sloan- had no report.

Mayor Emmons- informed Council that information had been received regarding the COVID Vaccination for First Responders in Kershaw County and encouraged everyone to continue to wear their masks, practice social distancing when possible and to sanitize their hands frequently. She also stated that the Stormwater Program Annual Report had been submitted to DHEC and shared that according to data gathered from monitoring 25-Mile Creek since December 2017 showed a substantial reduction (62.5 %) in bacteria in our streams and waterways due to practices implemented. Town Attorney John Wells- had no report.

Executive Session

A motion to adjourn the meeting was made at 6:50 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

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Councilman Paul Rizzo



ELGIN TOWN COUNCIL MEETING
MINUTES FOR FEBRUARY 2, 2021

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday February 2, 2021 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Anders, Clerk Ansley Champe, Town Attorney John Wells 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 5, 2021 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

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley to adopt the agenda with a 2nd motion by Councilman Paul Rizzo without further discussion and a unanimous vote.

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

Annette Hammond, Blanketing Families, Inc., gave a presentation for a community garden to be located at 1245 Sessions Road. This property is owned by the Town of Elgin and was the previous location for the tennis courts that have since been removed due to condition/lack of use. Council will discuss the proposal further at the March 2, 2021 Meeting.

A motion was made by Councilman Brad Hanley to appoint Becky Robinson for a new (4) year term on the Planning and Zoning Commission with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

Mayor Emmons reminded Council that with the recent resignation of Randy Pruitt, the position of Zoning Administrator is currently being filled by Steve Huntley on an Interim basis and they would need to decide moving forward how they would wish to proceed. After some discussion, Council decided to discuss this matter further at the next meeting. They asked for clarification if this position is an employee of the Town.

A motion was made by Councilman Brad Hanley to reinstate Judge David Reuwer to a (4) year term as a Municipal Judge for the Town of Elgin with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote. The Oath of Office was given by Mayor Emmons.

A motion was made by Councilman Brad Hanley to reinstate Judge Michelle James to a (4) year term as a Municipal Judge for the Town of Elgin with a 2nd motion by Councilman Ed Smith without further discussion and a unanimous vote. The Oath of Office was given by Mayor Emmons.

Chief Anders informed Council that Officer Rick Miller had been named the VFW Officer of the Year for 2020 and Lt. Ed Hines had been named the Elgin Police Department Officer of the Year for 2020. Both officers work with our department on a volunteer basis and have been an extremely valuable asset to our community.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- commended the police department on the recent arrests made in reference to the car break-ins that occurred during the weekend of January 20, 2021.

Councilman Paul Rizzo- commended the police department on the recent arrests made in reference to the car break-ins that occurred during the weekend of January 20, 2021.

Councilwomen Dana Sloan- informed Council that she and Councilman Hanley had met with the local girl scout troop regarding the community library to be located at Potter Park and the location of the box was determined.

Mayor Emmons- reminded Council of the upcoming changes that will be taking place regarding the Business License Standardization Process that must be completed by December 31, 2021 and provided Council with a list of bills that were recently sponsored/co-sponsored by Senator Penry Gustafson.

Town Attorney John Wells- had no report.

Executive Session

A motion to adjourn the meeting was made at 6:41 pm by Councilman Brad Hanley with a 2nd motion by Councilman Paul Rizzo without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe

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Councilman Paul Rizzo



ELGIN TOWN COUNCIL MEETING
MINUTES FOR MARCH 2, 2021

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday March 2, 2021 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Anders, Clerk Ansley Champe, Town Attorney, John Wells 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 2, 2021 MEETING MINUTES

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

PUBLIC FORUM

Elgin Municipal Judge, David Reuwer, provided Council with an update regarding the reopening of Court as early as April. He stated that they will continue to follow safety procedures that had previously been implemented due to COVID.

Kershaw County Chairman, Julian Burns, provided Council with updates on the upcoming (5) year review of Vision 2030 that included a community park in the Elgin area, Wi-Fi throughout the county and a bus route that would service the West Wateree Area, all of which are either in the process of being completed by the end of this year or are in their early stages. He also talked briefly about the COVID vaccinations for the county and the budget process for 2021/2022.

Adoption of Agenda

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

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

A motion was made by Councilwoman Dana Sloan with a 2nd motion by Councilman Ed Smith without further discussion and a unanimous vote for the Town of Elgin to enter into a commercial lease with Blanketing Families, Inc. to allow them to develop a community garden at 1245 Sessions Road. The initial terms of the lease shall commence on April 1, 2021

and shall run until March 1, 2022 and there will be no charge of rent for use of the property. This property is owned by the Town of Elgin and was the previous location for the tennis courts, that have since been removed due to condition/lack of use.

A motion was made by Councilman Ed Smith with a 2nd motion by Councilman Brad Hanley without further discussion and a unanimous vote to appoint Steve Huntley as Zoning Administrator, filling the vacancy left by the resignation of the prior Administrator. In addition, Randy Pruitt will continue to serve as the Building Official for the Town of Elgin.

NEW BUSINESS

A motion was made by Councilman Brad Hanley with a 2nd motion by Councilman Paul Rizzo without further discussion and a unanimous vote to approve the First Reading of Ordinance 240-Determination of Election Results that states that the town's Municipal Elections shall be conducted under the non-partisan plurality method set forth in 5-15-61 of the South Carolina Code of Laws.

Chief Anders informed Council that one of his officers is on leave due to emergency surgery but is doing well and is scheduled to return to light duty on Monday, March 8, 2021. He also reminded Council that he had emailed them the breakdown on call information for his department for the month of February 2021 and was available to answer any questions if anyone had any, which they did not.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- had no report.

Councilman Paul Rizzo- had no report.

Councilwomen Dana Sloan- had no report.

Mayor Emmons- informed Council of the recent passing of Pat Bero, Elgin's 2020 Citizen of the Year. She also expressed the town's condolences to the families of Lem Wooten, Sr., and Carl Brown; individuals who have contributed so much to our community over the years and would be missed dearly. Council was also reminded to review the proposed Personnel Manual that was emailed to them on February 9, 2021 and the information in their packet regarding the SC Business License Standardization Act that was passed in September 2020 and must be implemented by January 1, 2022 in all municipalities

Town Attorney John Wells- had no report.

Executive Session

A motion was made by Councilman Paul Rizzo to go into Executive Session to discuss a Personnel/Contractual Matter with a 2nd motion by Councilman Brad Hanley and returned to normal session with no action taken.

A motion to adjourn the meeting was made at 7:33 pm by Councilman Ed Smith with a 2nd motion by Councilman Brad Hanley without further discussion and a unanimous vote.

Approved: _____ Minutes submitted by Ansley Champe

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Councilman Ed Smith
Councilman Paul Rizzo



ELGIN TOWN COUNCIL MEETING
MINUTES FOR APRIL 6, 2021

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday April 6, 2021 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Chief Alan Anders, Clerk Ansley Champe, Town Attorney, John Wells 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 MARCH 2, 2021 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, except for Councilman Paul Rizzo, who was not present.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley to adopt the agenda with a 2nd motion by Councilman Ed Smith without further discussion and a unanimous vote, except for Councilman Paul Rizzo, who was not present.

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

Live Well Kershaw- Kathryn Johnson provided Council an update on the federally funded bus route that will offer (29) proposed bus stops from Elgin to Camden and back to Elgin for a period of (2) years.

2nd Reading-Ordinance 240-Determination of Election Results-a motion was made by Councilman Brad Hanley with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote, except for Councilman Paul Rizzo, who was not present.

NEW BUSINESS

Business License Ordinance 43-Amdendment-a motion was made by Councilman Brad Hanley with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote, except for Councilman Paul Rizzo, who was not present.

Proclamation Donate Life-a motion was made by Councilman Brad Hanley to adopt Proclamation Donate Life with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote, except for Councilman Paul Rizzo, who was not present.

Chief Anders Updates-Chief Anders provide Council with an update on Officer Collins return to work, asked for prayers for Chief Brown's Family on the passing of his daughter. Chief Anders also informed Council that October 9, 2021 would be the "Run for Round-Up 5k" fundraiser, and all proceeds would benefit EPD Toys Round-Up.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- asked Town Clerk for copies of the Credit Card Receipts and she stated that she would email them out the next morning.

Councilwoman Dana Sloan- had no report.

Mayor Emmons- informed Council of a recent meeting with Senator Gustafson and a representative from US Senator Tim Scott's Office, in which she was able to discuss traffic concerns for the town. She also discussed the funds that the Town of Elgin may receive from the American Rescue Plans and informed them that the Kershaw County Council discussed conducting a corridor study for the White Pond Road and Elgin Areas in the upcoming budget year.

Town Attorney John Wells- asked Town Clerk, Ansley Champe, to email ordinance #240 to the Election Commission once signed by the Mayor.

Executive Session

Approved: _____ Minutes submitted by Ansley Champe

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Councilman Ed Smith
Councilman Paul Rizzo



ELGIN TOWN COUNCIL MEETING
MINUTES FOR MAY 4, 2021

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday May 4, 2021 at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Councilman Edward Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Alan Anders, Clerk Ansley Champe, Town Attorney, John Wells 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 APRIL 6, 2021 MEETING MINUTES

A motion was made by Councilman Brad Hanley to accept the minutes with a 2nd motion by Councilman Paul Rizzo without further discussion and a unanimous vote from Council, with the exception of Councilman Rizzo, who abstained due to his absence during the meeting.

PUBLIC FORUM

Kershaw County Chairman, Julian Burns, provided Council with updates for the following items: (1) currently two projects before Kershaw County Council regarding industry/economic development that look very promising and more information will be available in a few weeks, (2) there is a Ribbon Cutting scheduled for Friday, May 14, 2021 at 2:00 for the new Elgin Community Park, (3) the County is still addressing the need for Fire District Funding and are working with members of the Legislative Delegation regarding a possible bill that would assist with this issue and (4) the most recent COVID Update showed a higher number of cases in April 2021 in comparison to April 2020 and there are currently 38% of the county's population that is completely vaccinated.

ADOPTION OF AGENDA

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

NEW BUSINESS LICENSE APPLICATIONS-APRIL 2021

CHARITY PERMIT REQUESTS-APRIL 2021

COMPLAINTS-APRIL 2021

PUBLIC HEARING

OLD BUSINESS

Business License Ordinance 43-Amdendment-a motion was made by Councilman Brad Hanley with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

NEW BUSINESS

A motion was made by Councilman Brad Hanley with a 2nd motion by Councilman Ed Smith, without further discussion and a unanimous vote from Council to accept the First Reading of Ordinance 241-2021/2022 Fiscal Budget and scheduled a workshop to review the data on Thursday, May 13, 2021.

Mayor Emmons informed Council of the recent resignation of Elgin Municipal Judge Michelle James due to her moving to a location near Lake Murray and the commute would be somewhat difficult with her schedule. The Town of Elgin will be accepting applications for the position through Friday, June 18, 2021.

Chief Anders Updates-Chief Anders provided Council with an update of his department's recent participation in the Special Olympics activities at Blaney Elementary School and showed the shield that had been created by the students and presented to the department in appreciation of their involvement. The Elgin Police Department collected (10) bags of medication weighing (300) lbs. during the "Drug Take Back" event. Chief Anders also informed Council that Innovative Arms, a local business, has agreed to trade some old equipment for suppressors valued at an estimated \$5,000.00.

COUNCIL BRIEFING

Councilman Ed Smith- discussed the need for a sign ordinance in town to address the numerous yard signs that are being placed throughout the community.

Councilman Brad Hanley- had no report.

Councilwoman Dana Sloan- reminded everyone of the upcoming Planning and Zoning Meeting that is scheduled for Tuesday, May 11, 2021.

Councilman Paul Rizzo- had no report.

Mayor Emmons- reminded Council of the following upcoming events: (1) Kershaw County Chamber of Commerce State of the County Meeting-Thursday, May 13, 2021 at 8:00 am and pre-registration is required, (2) Elgin Community Park Ribbon Cutting-Friday, May 14, 2021 at 2:00 and (3) Kershaw County Clean Community Commission Spring Clean-Up-Saturday, May 15, 2021 from 10:00-12:00.

Town Attorney John Wells- recommended that Council contact its legislative representatives to discuss any redistricting of precincts needed and to do so no later than August 2021 as the Census Data will be released during that time and this will be a topic of discussion.

Executive Session

A motion was made by Councilman Brad Hanley with a 2nd motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote to go into executive session to discuss a contractual matter/legal.

A motion was made by Councilman Brad Hanley with a 2nd motion by Councilman Paul Rizzo, without further discussion and a unanimous vote from Council to come out of executive session and Mayor Emmons informed those in attendance that no further action was required.

Approved: _____ Minutes submitted by Ansley Champe