

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 JUNE 1, 2021

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday JUNE 1, 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 MAY 4, 2021, MEETING MINUTES

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

PUBLIC FORUM

Jim Wheaton, a member of Salem United Methodist Church spoke regarding the current zoning process, specifically about the methods used to properly notify residents/businesses that would be directly affected by zoning/rezoning. Mayor Emmons informed Mr. Wheaton that current procedures require the town to post a sign at the site, information on the town's website and social media page, run a public notice in the local paper and post the agenda for all meetings on the main door at Town Hall.

ADOPTION OF AGENDA

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

NEW BUSINESS LICENSE APPLICATIONS IN MAY 2021

The following business license applications were approved in May 2021:

- McCaskill Builders-rebuild
- Phoenix Home Services LLC-home repairs

CHARITY PERMIT REQUESTS IN MAY 2021

The following charity permit requests were approved in May 2021:

- VFW-Benefit for firefighter (05/22/21 at Potter Community Park)
- Galatians 62-walk for hunger (07/17/21 at Potter Community Park)

COMPLAINTS

No complaints were received for May 2021.

PUBLIC HEARING

No one signed up to speak during the Public Hearing for Ordinance 241, which is for the 2021/2022 Fiscal Year Budget

OLD BUSINESS

A motion was made by Councilman Brad Hanley to accept the Second Reading of Ordinance 241-2021/2022 Fiscal Budget with a 2<sup>nd</sup> motion by Councilwomen Dana Sloan. During the discussion, a request was made by Councilman Brad Hanley with a 2<sup>nd</sup> motion by Councilwoman Dana Sloan to allocate \$200,000.00 for improvements at Potter Community Park, without further discussion and a unanimous vote.

NEW BUSINESS

A motion was made by Councilman Brad Hanley to approve the first reading of a request to annex 1282 Sessions Road a with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote.

A motion was made by Councilman Brad Hanley to approve the First Reading of Ordinance 238-an ordinance to provide for Election Dates and Times for November 2, 2021, with a 2<sup>nd</sup> motion by Dana Sloan, without further discussion and a unanimous vote.

Chief Anders Updates-Chief Anders informed Council that his department will start processing fingerprints again on June 1, 2021, on Tuesdays and Fridays at 9:00 and 3:00 with no appointment necessary. He also stated that his department is aware of the problem that is occurring at several businesses with buzzards, and he has been in contact with SCDNR and USDA to contract the service to address this issue.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Brad Hanley- stated that he agreed with amending our current zoning procedures to include notifying the addresses located next to the parcel when a zoning/rezoning application is received.

Councilwoman Dana Sloan- had no report.

Councilman Paul Rizzo- had no report but stated that he was happy to see members of the public in attendance at the meeting.

Mayor Emmons- thanked members of Council for their hard work on the budget, reported that (11) individuals received the COVID Vaccination at the Clinic sponsored by MUSC at Blaney Baptist Church and expressed appreciation to Rep. Jermaine Johnson for organizing the event for our community. Mayor Emmons also thanked Josh and Amber Love for the new blessing box that they installed at Town Hall and informed Council that she would like to dedicate this box later in memory of our former citizen of the year, Pat Bero.

Town Attorney John Wells- had no report.

Executive Session

No Executive Session was held.

Approved: \_\_\_\_\_ Minutes submitted on 06/09/21 by Ansley Champe.

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ELGIN TOWN COUNCIL MEETING  
MINUTES FOR JULY 6, 2021

CALL TO ORDER

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

ROLL CALL

All members of Council were present except for Councilman Hanley and Councilwoman Sloan. Councilman Rizzo participated via ZOOM. Also, present were Chief Alan Anders, Clerk Ansley Champe, Town Attorney, John Wells.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Mayor Emmons led Town Council and all others attending the meeting in the Pledge of Allegiance.

ACCEPTANCE OF JUNE 1, 2021, MEETING MINUTES

A motion was made by Councilman Paul Rizzo to accept the minutes with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Ed Smith to adopt the agenda with a 2<sup>nd</sup> motion by Councilman Paul Rizzo without further discussion and a unanimous vote.

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

A motion was made by Councilman Paul Rizzo to approve the Accounting Services for Payroll Bid with a 2<sup>nd</sup> motion by Councilman Ed Smith without further discussion and a unanimous vote.

NEW BUSINESS

Chief Anders Updates- informed Council of the recent random Safety Point Checks and traffic issues that included (9) Failure to Stop for Blue Lights since January of this year, with (4) occurring in the past week. He also discussed the monthly Incident Reports and stated that they are much higher than this time last year. He advised Council of the recent resignation of one of our Crossing Guards and stated that he is accepting applications for the position.

COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilman Paul Rizzo- had no report.

Mayor Emmons- reminded Council of the Special Business Meeting that is scheduled for Tuesday, July 20, 2021, at 6:00 pm.

Town Attorney John Wells- reminded Town Clerk, Ansley Champe, that once Ordinance 238 is approved, that a copy needs to be scanned and emailed to the Kershaw County Election Commission for our upcoming election in November 2021.

Executive Session

Approved: \_\_\_\_\_ Minutes submitted by Ansley Champe

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ELGIN TOWN COUNCIL MEETING  
MINUTES FOR JULY 20, 2021

Present was Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilman Paul Rizzo, Clerk Ansley Champe, Chief Anders and Attorney John Wells. Councilwoman Dana Sloan was absent.

OLD BUSINESS

A motion was made by Councilman Brad Hanley to approve the Second Reading of Ordinance 238-an ordinance to provide for Election Dates and Times for the November 2, 2021, Election, with a 2<sup>nd</sup> motion by Councilman Paul Rizzo, without further discussion and a unanimous vote.

NEW BUSINESS

A motion was made by Councilman Paul Rizzo to appoint Thomas Morgan as Elgin Municipal Judge for a two-year term with a 2<sup>nd</sup> motion made by Councilman Brad Hanley, with discussion from Councilman Ed Smith in regard to concerns about Chief Anders sitting on the Interview Panel and the perception/misconception the public could have. Council was advised by the attorney that if someone did not agree with the procedures, they had the option to vote against the motion. The motion passed without further discussion with a vote of 3 to 1 with Councilman Smith voting against it.

A motion was made by Councilman Brad Hanley to approve the 1st Reading-Amendment to the Elgin Zoning Ordinance-Section 9.3-2-Written Notice with a 2<sup>nd</sup> motion by Councilman Paul Rizzo, without further discussion and a unanimous vote.

Approved: \_\_\_\_\_ Minutes submitted by Ansley Champe

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ELGIN TOWN COUNCIL  
MEETING MINUTES  
TUESDAY, AUGUST 3, 2021

#### CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday August 3, 2021 at 6:00pm with Mayor Melissa Emmons presiding.

#### ROLL CALL

Present were Councilman Brad Hanley, Councilman Ed Smith, Councilman Paul Rizzo, Mayor Melissa Emmons, Chief Alan Anders, Clerk Ansley Champe, Assistant Wendy Coates and Town Attorney, John Wells. Councilwoman Dana Sloan was absent from the meeting.

#### INVOCATION

Mayor Melissa Emmons gave the invocation.

#### PLEDGE OF ALLEGIANCE

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

#### ACCEPTANCE OF JULY 6, 2021 MEETING MINUTES

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

#### ACCEPTANCE OF JULY 20, 2021 MEETING MINUTES

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

#### PUBLIC FORUM

#### ADOPTION OF AGENDA

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

#### COMPLAINTS

#### PUBLIC HEARING

#### OLD BUSINESS

A motion was made by Councilman Brad Hanley for the 2<sup>nd</sup> Reading-Annexation Request-1282 Sessions Road with a 2<sup>nd</sup> motion by Councilman Paul Rizzo and a unanimous vote from Council.

A motion was made by Councilman Brad Hanley for the 2<sup>nd</sup> Reading-Amendment to the Elgin Zoning Ordinance-Section 9.3-2-Written Notice, with a 2<sup>nd</sup> motion by Councilman Ed Smith without further discussion and a unanimous vote from Council.

Mayor Emmons informed Council that the new bids for the AC Unit and roof repairs needed at the library are more than what had originally been budgeted. Copies were provided in Council's packets and they can discuss the matter further at the September meeting.

#### NEW BUSINESS

Judge David Reuwer had a special recognition of Judge Michelle James and presented her with a plaque for her service to the town. Due to relocating, Judge James recently stepped down from her position.

Oath of Office-Tommy Morgan-new Municipal Judge for the Town of Elgin was given by Judge Alan Trapp. Judge Morgan will serve a 2-year term with the Elgin Municipal Court.

A motion was made by Councilman Brad Hanley to accept the 1<sup>st</sup> Reading- Ordinance Providing Remote Attendance of Meetings, with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote from Council.

A motion was made by Councilman Brad Hanley to accept the contract with the Public Defender's Office for FY 21-22, with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote from Council.

Chief Anders Updates- informed Council about the upcoming fundraisers for the EPD Toys Roundup that include a car show and the Arrest for Roundup.

#### COUNCIL BRIEFING

Councilman Ed Smith- Congratulations to Judge Morgan.

Councilman Brad Hanley- Congratulations to Judge Morgan.

Councilman Paul Rizzo- Congratulations to Judge Morgan.

Mayor Emmons- informed Council of the need to take new photos for town's website that is being upgraded, would like to schedule a dedication for the new Pat Bero Blessing Box and extended congratulations to Judge Morgan.

Town Attorney John Wells- no report.

#### Executive Session

A motion was made by Councilman Brad Hanley to go in to Executive Session, with a 2<sup>nd</sup> motion by Councilman Paul Rizzo, without further discussion and a unanimous vote from Council.

A motion was made by Councilman Brad Hanley to exit Executive Session, with a 2<sup>nd</sup> motion by Councilman Paul Rizzo, without further discussion and a unanimous vote from Council.

Approved: \_\_\_\_\_ Minutes submitted by Ansley Champe

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ELGIN TOWN COUNCIL MEETING  
MINUTES FOR OCTOBER 5, 2021

CALL TO ORDER

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

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Ed Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Alan Anders, Town Attorney, John Wells, Town Clerk, Ansley Champe.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Handley led those attending the meeting in the Pledge of Allegiance.

ADOPTION OF AGENDA

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

ACCEPTANCE OF SEPTEMBER 7, 2021, MEETING MINUTES

A motion was made by Councilman Ed Smith to accept the minutes with a 2<sup>nd</sup> motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

PUBLIC FORUM

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

Council opened/reviewed the bids that had been submitted for the bookkeeping services in regards to payroll from (1) Evers Accounting & Tax Service, LLC, (2) Cantey, Tiller, Pierce & Green, LLP and (3) Ratliff CPA Firm. This item was tabled until the November meeting pending references from each organization.

Council opened/reviewed the bids that had been submitted to replace the roof at the Elgin Library from (1) Michael W. Branham, Roof Contractor and (2) The Red Shirt Guys Roofing and A motion was made by Councilman Brad Hanley to award the bid to Michael W. Branham, Roof Contractor with a 2<sup>nd</sup> motion by Councilwomen Dana Sloan, without further discussion and a unanimous vote.



Council opened/reviewed the bids that had been submitted to replace an a/c unit at the Elgin Library from (1) Air Restoration Heating & Cooling, (2) Evans Heating & Cooling, and (3) Drawdy's Heating and Air Conditioning and A motion was made by Councilman Brad Haley to award the bid to Air Restoration Heating & Cooling. with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote.

#### NEW BUSINESS

Kershaw County Chairman, Julian Burns, presented Council with a copy of the renewed Vision 2030. After the presentation, he informed Council that he would like to receive a vote to endorse the proposal as early as the November meeting.

Attorney, John Wells, presented Council with a copy of a Municipal State Highway Project Agreement between the Town of Elgin and SCDOT for the upcoming project of the construction of the new bridge on US Highway 1 that is tentatively scheduled to begin in December 2021. A motion was made by Councilman Brad Hanley to authorized Mayor Emmons to sign the resolution with a 2<sup>nd</sup> motion by Councilman Paul Rizzo, without further discussion and a unanimous vote.

Attorney Wells also presented Council with a copy of an easement agreement between the Town of Elgin and Duke Energy Progress, LLC that is related to services regarding the bridge replacement project and advised them to postpone signing the agreement until clarification can be provided concerning the property/properties that will be affected by this project. A meeting will be scheduled with Duke Energy at a later date.

Chief Anders reminded Council of the following upcoming events that will benefit the EPD Toys Roundup and Caring Hands Foundation: (1) Run for Roundup-Saturday, October 9, 2021 and (2) the EPD Car Show-Saturday, October 16, 2021. He also informed everyone that the Elgin Police Department and Town Hall will have a trunk set up at the Union Baptist Church Trunk or Treat event at Potter Community Park on Saturday, October 23, 2021 and the Blaney Elementary PTA Trunk or Treat event at Blaney Elementary School on Thursday, October 28, 2021.

#### COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilwoman Dana Slone- had no report.

Councilman Paul Rizzo- reminded everyone of the upcoming election for the Town of Elgin on Tuesday, November 2, 2021 for (2) Council Seats.

Councilman Brad Hanley- shared information from a recent Santee Lynches COG meeting regarding SHIP-Medicare open enrollment from 10/15/21-12/07/21, the most recent unemployment rate being at 4.7 %, and the upcoming \$2 Million in Covid Relief Funds (ARP) that are anticipated for the COG.

Mayor Emmons- reminded Council of the Elgin Tree Lighting Ceremony on Thursday, December 2, 2021 and the Catfish Stomp Parade and Festival on Saturday, December 4, 2021.

Attorney John Wells- had no report.

#### Executive Session

Approved: \_\_\_\_\_ Minutes submitted by Ansley Champe

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ELGIN TOWN COUNCIL MEETING  
MINUTES FOR NOVEMBER 2, 2021

CALL TO ORDER

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

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Ed Smith, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Alan Anders, Town Attorney, John Wells, Town Clerk, Ansley Champe.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

Councilman Brad Handley led those attending the meeting in the Pledge of Allegiance.

ADOPTION OF AGENDA

A motion was made by Councilman Ed Smith to adopt the agenda with a 2<sup>nd</sup> motion by Councilwoman Dana Sloan, without further discussion and a unanimous vote.

ACCEPTANCE OF OCTOBER 5, 2021, MEETING MINUTES

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

PUBLIC FORUM

COMPLAINTS

PUBLIC HEARING

OLD BUSINESS

A motion was made by Councilman Brad Hanley to approve the First Reading of the 2022 Model Business License Ordinance with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote.

A motion was made by Councilman Brad Hanley to approve the Duke Energy Easement to relocate property lines on Green Hill Road to the side of the street where Potter Community Park is located with a 2<sup>nd</sup> motion by Councilman Ed Smith, without further discussion and a unanimous vote.

A motion was made by Councilman Paul Rizzo to endorse the Revised Vision 2030 with a 2<sup>nd</sup> motion by Mayor Emmons, without further discussion with (3) members voting in favor and (2) members were opposed.

Council also had discussion and agreed to move forward in preparing to seek bids at Potter Community Park for the construction of a second picnic shelter and a covering for the playground.

#### NEW BUSINESS

Mayor Emmons informed Council of the need to remove several trees and shrubs at the Elgin Library that are contributing to issues with the roof. A local contractor is preparing a bid and the information will be shared with Council as soon as it is available.

Chief Anders wished all the candidate's good luck with the results of the election that was taking place. He also informed Council that there was a record number of participants in the Halloween Events in the Pine Forest Subdivision and stated that we had two officers that worked that evening at no cost to the town. He reminded Council of several upcoming events that are fundraisers for the EPD Toys Roundup and Caring Hands Foundation such as "No Shave November," the recent Car Show at Potter Community Park, which profited around \$1600.00. Champe Builders sponsored the trophies for the event, which saved the organization \$800.00. Northeast Well and Irrigation's owner, Jeff Tucker, donated \$7500.00 to Toys Roundup. Elgin Police Department is welcoming a new member to the team, Oakley, a bloodhound puppy that will be trained by Officer DeLong and Officer Bass.

#### COUNCIL BRIEFING

Councilman Ed Smith- had no report.

Councilwoman Dana Slone- had received a call that the town clock had the incorrect time and wanted to ensure that it is working properly, and the time is corrected. She also expressed her appreciation for the Elgin Police Department being at the schools and assisting with the traffic.

Councilman Paul Rizzo- had no report.

Councilman Brad Hanley- thanked those working with the Election Commission at the poll for the Town of Elgin Election

Mayor Emmons- reminded everyone that it was election day in the Town of Elgin and that the polls were open until 7:00 pm. She also reminded Council of the upcoming Christmas Tree Lighting on Thursday, December 2nd, the Catfish Stomp Parade and Festival on Saturday, December 4th and the Employee Christmas Dinner on Sunday, December 5th. Mayor Emmons also reminded Council that they will need to develop a spending plan for the funds that the Town of Elgin will receive from the American Rescue Plan totaling about \$586,000.00

Attorney John Wells-had no report

#### Executive Session

Approved: \_\_\_\_\_ Minutes submitted by Ansley Champe