

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR JANUARY 3, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, January 3, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF DECEMBER 6, 2022, MEETING MINUTES

To be presented at January 10<sup>th</sup> meeting.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, second by Councilwoman Dana Sloan, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS FOR DECEMBER 2022

CHARITY EVENT REQUEST APPLICATIONS FOR DECEMBER 2022

COMPLAINTS FOR DECEMBER 2022

PUBLIC HEARING

OLD BUSINESS

NEW BUSINESS

Chief Alan Anders informed Council that (2) FLOK Cameras had been purchased and should be installed by the end of the month. He also stated that the EPD Toys Roundup Foundation serviced (53) families consisting of (132) kids for Christmas and handed out (25) fruit baskets to some local senior citizens.

A motion to approve the 1<sup>st</sup> Reading of a Special Election Ordinance was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote from Council.

COUNCIL BRIEFING

Councilwoman Dana Sloan had no report.

Councilman Ed Smith had no report.

Councilman Brad Hanley had no report but wanted to verify that the cyber security testing emails were legitimate.

Mayor Melissa Emmons reminded Council to complete the survey received regarding the Elgin Comprehensive Plan that is under review.

Attorney John Wells suggested that the 2<sup>nd</sup> Reading for the Special Election Ordinance and the Building Code Ordinance be added to the agenda for the meeting that is scheduled for January 10, 2023.

EXECUTIVE SESSION

A motion was made by Councilman Ed Smith, 2<sup>nd</sup> by Councilman Brad Hanley with a unanimous vote from Council to enter an Executive Session to discuss a town personnel matter at 6:34 pm. A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote from Council to exit an Executive Session at 7:50pm. Mayor Melissa Emmons reported that no action was taken.

ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote from Council to adjourn the meeting at 7:51 pm

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN SPECIAL BUSINESS MEETING  
MINUTES FOR JANUARY 10, 2023

CALL TO ORDER

The special business meeting of the Elgin Town Council was held Tuesday, January 10, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Town Attorney John Wells, Zoning Administrator, Steve Huntley and Elgin's Town Clerk, Becky Summey.

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, second by Councilman Ed Smith, with a unanimous vote from Council.

OLD BUSINESS

A motion to approve the 2nd Reading of a Special Election Ordinance was made by Councilman Ed Smith, 2<sup>nd</sup> by Councilman Brad Hanley with a unanimous vote from Council.

Potter Park Update-Councilman Ed Smith made a motion that the size of the Potter Park Community Center be 2500 sq. ft with 10% (250sq ft) being offered for museum space, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from council.

Councilman Brad Hanley made a motion to approve a budget of \$812,500 for the Potter Park Community Center, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote by council.

Councilman Ed Smith made a motion to appoint Councilman Brad Hanley as point of contact for the project, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from council.

NEW BUSINESS

A motion to approve the 1<sup>st</sup> Reading of the Building Code Adoption Ordinance was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote from Council.

ADJOURNMENT

Meeting adjourned at 7:08 pm. Motion to adjourn made by Councilman Ed Smith, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR MARCH 7, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, MARCH 7, 2023, at 6:04pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF FEBRUARY 7, 2023, MEETING MINUTES

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Ed Smith, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS FOR FEBRAURY 2023

Sky Air Conditioning and Heating  
Premiere Roofing LLC  
Lem Wooten Inc  
The Shandon Group, Inc.

CHARITY EVENT REQUEST APPLICATIONS FOR FEBRUARY 2023

Life Wireless  
LaFerb Unique

COMPLAINTS FOR FEBRUARY 2023

PUBLIC HEARING

OLD BUSINESS

Councilman Brad Hanley provided Council an update for the Community Center Project and discussed details from a recent meeting with the potential Architect and shared that a meeting had also taken place with a potential Civil Engineer. He stated that Rick McMackin, Civil Engineer with The Landplan Group South met with him and Mayor Emmons and that they were expecting a proposal for services by the end of the week. With this being said, a tentative meeting was scheduled for Tuesday, March 21, 2023, at 6:00 pm to review the proposal. Mayor Melissa Emmons reminded council that a copy of the preliminary contract from architect Jeff Lewis for the Community Center Project, along with pricing for the engineering aspects was in their packet and had been sent via email for them to review.

A motion to approve the 2<sup>nd</sup> Reading to amend the 2022-2023 Town of Elgin Budget was made by Councilman Brad Hanley. 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote by council. This approval allocated \$25,181.20 to be moved from g/l #7380 (Contingency) to g/l #7130 (Town Salaries).

#### NEW BUSINESS

Chief Alan Anders informed council that 2 flock cameras have been installed in the town limits by Kershaw County. Elgin PD is still waiting for SCDOT to finalize the install of 2 additional flock cameras in town.

Chief Alan Anders gave praise to Sergeant Michelle Sinclair for being awarded a scholarship to the Victims Advocate Crimes Against Women conference in Dallas, TX. There were only 17 scholarships available for the entire nation.

A motion was made by Councilman Brad Hanley to donate \$300 to the Kershaw County School District Teacher of the Year & Principal of the Year Gala, 2<sup>nd</sup> by Councilman Ed Smith, with a unanimous vote by council.

A motion was made by Councilman Brad Hanley to approve the contract with Jeff Lewis AIA Architect for the community center project contingent on clarification to the scope of additional services. This was 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote by council. Council voted unanimously to allow Mayor Melissa Emmons to sign the contract once clarification was made regarding the scope of additional services.

#### COUNCIL BRIEFING

Councilwoman Dana Sloan requested that the minutes from meetings be submitted to council within (1) week after meetings each month.

Councilman Ed Smith had no report.

Councilman Brad Hanley asked that the agenda be sent out (1) week prior to the next scheduled meeting(s) to allow any additions to be made in a timely manner and to include the name of the person requesting the additional agenda entry(s). He also expressed concerns of the proximity to the railroad tracks given the recent train derailments. He has spoken with Kershaw County Councilman Derek Shoemake about a new Emergency Response System being implemented to improve communication throughout the Town and County.

Mayor Melissa Emmons provided council with a copy of the 2021 audit from Canty, Tiller, Pierce, and Green. Reminded Council that there needs to be additional discussion regarding establishing some type of Food Truck/Vendor Ordinance. She informed everyone that copies of other municipalities ordinances had been emailed to them and she would provide hard copies for them by the end of the week for review. She also requested that Council respond in some format to emails that are received from staff containing information that is intended for their use or benefit. There was also some discussion among Council if there was an option to revert back to Gmail instead of Outlook. Mayor Emmons will contact Asset Technology to determine if this is an option. She informed Council that she will add an item to the April Agenda to amend the town's current procedures for meeting minutes and the agenda based upon prior discussion from Councilwoman Dana Sloan and Councilman Brad Hanley.

Attorney John Wells spoke about the upcoming November Election for the Town of Elgin. There will be 2 weeks of early voting and Council needs to consider if they wish to incur an additional cost if it occurs locally instead of at the Kershaw County Voter's Registration Office. The MASC ordinance is due by May 26 to continue receiving TTP & Accommodations Tax that are collected through the organization. Mr. Wells also spoke about the food truck ordinance needing to be amended to allow food trucks within the town limits.

#### EXECUTIVE SESSION

#### ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote from Council to adjourn the meeting at 7:17pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL SPECIAL BUSINESS MEETING  
MINUTES FOR MARCH 21, 2023

CALL TO ORDER

The special business meeting of the Elgin Town Council was held Tuesday, March 21, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Town Attorney John Wells, and Elgin Town Clerk, Becky Summey.

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, 2nd by Councilwoman Dana Sloan, with a unanimous vote from Council.

OLD BUSINESS

NEW BUSINESS

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith, to place the LandPlan Group South Proposal for the community center on the floor for discussion. There was a unanimous vote from Council that included authorizing Mayor Melissa Emmons to sign the proposal from LandPlan Group South.

ADJOURNMENT

Meeting adjourned at 6:12pm. Motion to adjourn made by Councilman Ed Smith, 2nd by Councilwoman Dana Sloan, with a unanimous vote from Council.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR APRIL 4, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, April 4, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MARCH 7, 2023, MEETING MINUTES

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

APPROVAL OF MARCH 21, 2023, SPECIAL BUSINESS MEETING MINUTES

A motion was made by Councilman Ed Smith, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

OATH OF OFFICE

Mayor Melissa Emmons presented Councilwoman Cristy Bradley the Oath of Office.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS FOR MARCH 2023

SHINGLES NOW LLC  
L&W SUPPLY CORP  
KAM FOODS LLC DBA GYROMANIA GRILL 5  
TWO TEENS AND A TRUCK LLC

CHARITY EVENT REQUEST APPLICATIONS FOR MARCH 2023

COMPLAINTS FOR MARCH 2023

PUBLIC HEARING

Rezoning Request for 1217 Rose Street from RS1 to GC1  
No one signed up to speak during the Public Hearing.

OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)-Councilman Brad Hanley provided Council an update for the Community Center Project. He stated that Rick McMackin, Civil Engineer with The Landplan Group South, was

surveying for the topography. Mayor Melissa Emmons stated she and Councilman Brad Hanley had a meeting with Town of Elgin's Planning and Zoning Administrator, Steve Huntley and Building Official, Randy Pruitt, to submit a rezoning request to rezone Potter Park from RS-1 (residential) to GC-1 (General Commercial). Mayor Melissa Emmons also asked Town Attorney John Wells to draw up a lease agreement between the town and the museum for their portion of the community center.

2<sup>nd</sup> Reading-Rezoning Request for 1217 Rose Street (placed on the agenda by Mayor Melissa Emmons)-a motion to approve the 2<sup>nd</sup> reading for the rezoning of 1217 Rose St from RS-1 to GC-1 was made by Councilman Brad Hanley and 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote by Council.

Lawtrak Reports (placed on the agenda by Councilman Brad Hanley)- this item of discussion was postponed until the May meeting, giving the Council more time to look over the reports.

#### NEW BUSINESS

Chief Anders Update-Chief Alan Anders informed the council that he doesn't have enough officers for an Officer of the Month so he will start an Officer of the Quarter Award. Officer Randy Bass was the first recipient of the Officer of the Quarter Award which was presented to him during the meeting. Chief Alan Anders gave praise to Officer Randy Bass for his K-9 training and being pro-active.

Bulldog Wrecker Service (placed on the agenda at the request of the owner per Randy Pruitt)-no one showed up to speak regarding this item.

MASC Local Revenue Service Ordinance (1<sup>st</sup> Reading) (placed on the agenda by Mayor Melissa Emmons)-a motion to approve the 1<sup>st</sup> Reading was made by Councilman Brad Hanley and 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote by Council.

MASC Local Revenue Service Intergovernmental Agreement (1<sup>st</sup> Reading) (placed on the agenda by Mayor Melissa Emmons)-a motion to approve the 1<sup>st</sup> Reading was made by Councilman Ed Smith and 2<sup>nd</sup> by Councilman Brad Hanley with a unanimous vote by Council.

MASC Local Revenue Service Participant Program Supplement (1st Reading) (placed on the agenda by Mayor Melissa Emmons)-a motion to approve the 1<sup>st</sup> Reading was made by Councilman Ed Smith and 2<sup>nd</sup> by Councilman Brad Hanley with a unanimous vote by Council. This is included in the Intergovernmental Agreement.

Food Truck/Vendor Ordinance (placed on the agenda by Mayor Melissa Emmons)-after some discussion, Council authorized John Wells, Town Attorney, to move forward in designing such an ordinance.

Amendment to Ordinance Number 137 (placed on the agenda by Councilman Brad Hanley)-after some discussion, Council authorized John Wells, Town Attorney, to move forward with recommended changes to Council Meetings, Section 5, Item 15.b and Section 6, Items B/C.

#### COUNCIL BRIEFING

Councilman Ed Smith congratulated Councilwoman Cristy Bradley and welcomed her to Council.

Councilwoman Dana Sloan reminded everyone about the upcoming Town Hall Meeting scheduled for April 5, 2023, that had been organized by Kershaw County Council Chairwoman Katie Guinn.

Councilman Brad Hanley congratulated Councilwoman Cristy Bradley and welcomed her to Council.

Mayor Melissa Emmons expressed appreciation for the volunteers who assisted with picking up litter in the community on March 25, 2023, and was appreciative for the hard work of the organizers, Pam Delk, and Becky Robinson.

Councilwoman Cristy Bradley expressed her excitement and stated that she is looking forward to serving the community on Council. Town Attorney John Wells had no report.

#### EXECUTIVE SESSION

#### ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote from Council to adjourn the meeting at 7:10pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.



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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR MAY 2, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, May 2, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF APRIL 4, 2023, MEETING MINUTES

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council.

PUBLIC FORUM

Derek Shoemaker gave an update on the Kershaw County Council update and stated that this is something that he will try to do on a monthly or quarterly basis. He informed Council that the County passed their 1<sup>st</sup> Reading on their 2023-2024 Budget. He also stated that Kershaw County will use an estimated \$3 million of funds received through ARPA to purchase new radios for emergency services.

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS FOR APRIL 2023

D&JS SKEETER TREATER DBA MOSQUITO MARYS  
JEANS HAIR PLACE (NEW OWNER, NEW TAX ID)  
LIGHTSPEED CONSTRUCTION GROUP (FIBER OPTIC CABLE INSTALLER)

CHARITY EVENT REQUEST APPLICATIONS FOR APRIL 2023

COMPLAINTS FOR APRIL 2023

PUBLIC HEARING

OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)-Councilman Brad Hanley provided Council an update for the Community Center Project. Mayor Melissa Emmons asked Jeff Lewis, architect, to change the outside bathroom doors to swing inward instead of outward as recommended by Steve Huntley, Zoning Administrator.

A motion to approve the initial plans and elevations was made by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

LawTrak Reports (placed on the agenda by Councilman Brad Hanley)-A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, 4 in favor, 1 Opposing, LawTrak monthly outstanding report provided to council by the Towns Clerk of Court.

2<sup>nd</sup> Reading-Town of Elgin Election Ordinance-November 2023 (placed on the agenda by Mayor Melissa Emmons)-Town Attorney, John Wells, asked to postpone the 2<sup>nd</sup> reading of the Election Ordinance to revise to include information for early voting.

2<sup>nd</sup> Reading-MASC Local Revenue Service Ordinance (placed on the agenda by Mayor Melissa Emmons)-A motion was made to approve the 2<sup>nd</sup> reading of the Local Revenue Service Ordinance by Councilman Ed Smith, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote by Council.

2<sup>nd</sup> Reading-MASC Local Revenue Service Intergovernmental Agreement (placed on the agenda by Mayor Melissa Emmons)-A motion was made to approve the 2<sup>nd</sup> reading of the Local Revenue Services Intergovernmental Agreement by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote by Council.

2<sup>nd</sup> Reading-MASC Local Revenue Service Participant Program Supplement (placed on the agenda by Mayor Melissa Emmons)-A motion was made to approve the 2<sup>nd</sup> reading of the Local Revenue Service Participant Program Supplement by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote by Council.

1<sup>st</sup> Reading-Food Truck/Vendor Ordinance (placed on the agenda by Mayor Melissa Emmons)-A motion was made to approve the 1<sup>st</sup> reading of the Food Truck/Vendor Ordinance in title only by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

1<sup>st</sup> Reading-Amendment to Ordinance 137 -Town Council Rules of Procedure-Council Meetings (placed on the agenda by Councilman Brad Hanley)-A motion was made to approve the 1<sup>st</sup> reading of Ordinance 137, Rules and Procedures, Meetings, Section 6, by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith, with a unanimous vote by Council.

#### NEW BUSINESS

Chief Anders Update-Chief Alan Anders gave praise to Sergeant Michelle Sinclair for reaching out to Woodman of the World for 3 new AED's.

Chief Alan Anders gave praise to Town Clerk, Becky Summey, and Corporal Chris Delong for the assistance provided during a health crisis on Bowen Road at an incident that occurred outside the town limits after hours.

1<sup>st</sup> Reading-2023/2024 Town of Elgin Budget (placed on the agenda by Mayor Melissa Emmons)-A motion was made to approve the 1<sup>st</sup> reading of the 23-24 budget by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council. A budget workshop was scheduled for May 16 at 6pm.

#### COUNCIL BRIEFING

Councilwoman Cristy Bradley thanked everyone for being so helpful getting her sworn in and up to speed with business of the town. She stated that she is working to get DOT to fix potholes on Nature Way.

Councilman Brad Hanley no report.

Councilwoman Dana Sloan no report

Councilman Ed Smith had no report.

Mayor Melissa Emmons no report.

Attorney John Wells no report.

#### EXECUTIVE SESSION

ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote from Council to adjourn the meeting at 7:34pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR MAY 16, 2023

CALL TO ORDER

A Special Business Meeting of the Elgin Town Council was held Tuesday, May 16, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Ed Smith, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Clerk of Court, Shannon Knafelc.

NEW BUSINESS

Comprehensive Plan Presentation (placed on the agenda by Mayor Melissa Emmons)-Phil Lindler presented Council with a preliminary copy of the Comprehensive Plan and had some discussion regarding the new proposed map.

1<sup>st</sup> reading of the proposed 23-24 budget (placed on the agenda by Mayor Melissa Emmons)-Council worked on the proposed general ledger line items for the budget. No vote was taken at the time. The 2<sup>nd</sup> Reading will take place at the June 6, 2023, Meeting.

ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Ed Smith with a unanimous vote from Council to adjourn the meeting at 8:37pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR MAY 24, 2023

CALL TO ORDER

A Special Business Meeting of the Elgin Town Council was held Tuesday, May 24, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Elgin Attorney, John Wells, Elgin Municipal Judge, David Reuwer, Building Official, Randy Pruitt, Zoning Administrator, Steve Huntley, and Elgin's Town Clerk, Becky Summey.

OLD BUSINESS

Elgin Community Center (placed on the agenda by Councilman Brad Hanley)-Council discussed outside access to the restrooms at the new community center and determined it would be best to eliminate the outside doors to the restrooms and add an additional portable restroom to Potter Park due to safety concerns.

NEW BUSINESS

Clerk of Court Opening (placed on the agenda by Councilwoman Dana Sloan)-Council discussed the job opening for the Clerk of Court for Elgin's Municipal Court. Council created an interview team to include Mayor Melissa Emmons, Councilwoman Dana Sloan, Judge David Reuwer, and Judge Justin Kata. No vote was taken. Mayor Melissa Emmons discussed the steps that have been taken with staff until the position is filled and stated that an ad would be generated for their review and then published in local media and additional employment outlets.

COUNCIL BRIEFING

EXECUTIVE SESSION

ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote from Council to adjourn the meeting at 7:31pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR JUNE 6, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, June 6, 2023, at 6:00pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Councilwoman Cristy Bradley gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF MAY 2, 2023, MEETING MINUTES

A motion was made by Councilwoman Christy Bradley, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

APPROVAL OF MAY 16, 2023, MEETING MINUTES

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Christy Bradley, with a unanimous vote from Council.

APPROVAL OF MAY 24, 2023, MEETING MINUTES

A motion was made by Councilwoman Christy Bradley, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

PUBLIC FORUM

Derek Shoemake gave an update on the Kershaw County Council meetings. Kershaw County has \$300k to go towards the Elgin Community Center building proposed on their budget with the 3<sup>rd</sup> budget reading at the next council meeting.

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS-MAY 2023

COLLIERS INTERNATIONAL OF SOUTH CAROLINA  
SANFORD INVESTORS LLC DBA WINDOW WORLD OF THE MIDLANDS  
LYLES & LYLES CONSTRUCTION  
AMERICAN BUILDERS & CONTRACTORS SUPPLY CO  
PALMETTO RESIDENTIAL ELECTRIC LLC  
PALMETTO PROPERTY MANAGEMENT OF SC  
ANTICIMEX CAROLINAS, LLC DBA CLARKS PEST CONTROL

CHARITY EVENT REQUEST APPLICATIONS FOR MAY 2023

COMPLAINTS FOR MAY 2023

PUBLIC HEARING

Budget- no signup

## OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)-Councilman Brad Hanley provided Council an update for the Community Center Project. There will be a meeting June 7 @ 4:30pm with architect to update the outdoor access to restrooms.

A motion to approve the initial plans and elevations was made by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

2<sup>nd</sup> Reading-Town of Elgin Election Ordinance-November 2023 (placed on the agenda by Mayor Melissa Emmons)-Town Attorney, John Wells, asked to postpone the 2<sup>nd</sup> reading of the Election Ordinance to revise for special election. Postponed to July 11, 2023, meeting.

2<sup>nd</sup> Reading-Food Truck/Vendor Ordinance (placed on the agenda by Mayor Melissa Emmons)-Postponed until July 11, 2023 to create a vendor permit schedule.

2<sup>nd</sup> Reading-Amendment to Ordinance 137 -Town Council Rules of Procedure-Council Meetings (placed on the agenda by Councilman Brad Hanley)-A motion was made to approve the 2<sup>nd</sup> reading of Ordinance 137, Rules and Procedures, Meetings, Section 6, by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote by Council.

2<sup>nd</sup> Reading-2023/2024 Town of Elgin Budget (placed on the agenda by Mayor Melissa Emmons)-A motion was made to approve the FY 2023-2024 budget by Councilman Brad Hanley, 2<sup>nd</sup> by councilwoman Cristy Bradley, with a unanimous vote by council.

## NEW BUSINESS

Bob Giangiori with KC Trails presented information regarding the nature trails within Kershaw County. We have grown from 3 miles of walking trails in 2019 to almost 25 miles of walking trails in 2023. A link to the website with information about the trails has been added to the Town of Elgin's website.

## COUNCIL BRIEFING

Councilwoman Cristy Bradley stated she was able to get the potholes fixed in the Pine Valley neighborhood.

Councilman Brad Hanley no report.

Mayor Melissa Emmons reminded council of the MASC Annual Conference registration deadline and asked that those interested in attending to please let her know prior to the deadline.

Attorney John Wells no report.

## EXECUTIVE SESSION

## ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley with a unanimous vote from Council to adjourn the meeting at 7:16pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR JULY 20, 2023

Councilman Brad Hanley has concerns between reading the current maps to the proposed maps. Phil Lindler will prepare a cross reference guide.

At least four parcels will be rezoned. Mayor will have this information and Phil will be sending a new map.

Elgin will have Low and Medium Density levels designated on the map but will also have the option of a High Density area not presently designated.

Minutes submitted by Shannon Knafelc/Mayor Melissa Emmons.



ELGIN TOWN COUNCIL  
TOWN OF ELGIN, SC.  
Mayor Melissa Emmons  
Councilman Brad Hanley  
Councilwoman Dana Sloan  
Councilwoman Cristy Bradley



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR AUGUST 1, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, AUGUST 1, 2023, at 6:05 pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF JULY 11, 2023, MEETING MINUTES

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote by council.

APPROVAL OF JULY 18, 2023, MEETING MINUTES

A motion was made by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote by council.

APPROVAL OF JULY 20, 2023, MEETING MINUTES

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote by council.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS-JULY 2023

CoolSys Commercial & Industrial Solutions, Inc.  
Cornerstone Servicemen, LLC  
Bulldog Wrecker LLC  
Bubba's Fencing & Landscaping

CHARITY EVENT REQUEST APPLICATIONS FOR JULY 2023

Demon Elite Football & Cheer

COMPLAINTS FOR JULY 2023

PUBLIC HEARING

## OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)- Councilman Hanley provided Council with an update and informed everyone of a recent meeting with representatives from the Blaney/Elgin Museum to discuss the layout of their area and get some clarification on how they planned on displaying items. He also discussed a recent meeting that took place with some of the residents that reside in the vicinity of the park and some concerns/issues that they had and items that needed follow-up attention.

## NEW BUSINESS

Chief Alan Anders discussed the monthly report updates with Council and informed them of future signage that will be installed at the park to designate a specific parking area for those visiting the park. He also provided an update on the Flock Camera that included data since installation.

Potter Community Park Security Update (placed on the agenda by Mayor Melissa Emmons)-Chief Anders informed Council that the surveillance camera system had been installed at the park and was functioning. He also requested Council's permission to install additional surveillance cameras in specific areas of the town. After some discussion, Councilman Brad Hanley made a motion to approve an additional (4) cameras at the expense of \$150 per month, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council.

Planning and Zoning and Zoning Board of Appeals Vacancies (placed on the agenda by Mayor Melissa Emmons)-Mayor Emmons recommended Brian Bradley for appointment to the Town of Elgin Planning and Zoning Commission. A motion to approve the recommendation was made by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council. Mayor Emmons informed Council that there are still (2) vacancies on the Planning and Zoning Commission and (3) vacancies on the Town of Elgin Zoning Board of Appeals Commission.

## COUNCIL BRIEFING

Councilwoman Cristy Bradley discussed her recent attendance at the MASC Annual Meeting and expressed how beneficial it was for her.

Councilman Brad Hanley no report.

Councilwoman Dana Sloan no report.

Mayor Melissa Emmons reminded everyone of the Town Hall Meeting scheduled for August 10, 2023, at 6:00 in the Gym at Blaney Baptist Church that has been organized by Kershaw County Councilman Derek Shoemaker.

Attorney John Wells expressed his support for the installation of surveillance cameras regarding the safety of the children at two of our local schools located on Smyrna Road.

## EXECUTIVE SESSION

## ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote from Council to adjourn the meeting at 7:01pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

ELGIN TOWN COUNCIL  
TOWN OF ELGIN, SC.  
Mayor Melissa Emmons  
Councilman Brad Hanley  
Councilwoman Dana Sloan  
Councilwoman Cristy Bradley



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR SEPTEMBER 5, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, September 5, 2023, at 6:00 pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF AUGUST 1, 2023, MEETING MINUTES

A motion to approve the minutes for the August 1, 2023, meeting was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote by council.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion to adopt the agenda was made by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS-AUGUST 2023

3AS4U BOUNCE HOUSE - RENTALS  
COZZY BLANKETS - CRAFTS  
CASA MARIA RESTAURANT – (NEW FED TAX ID)  
LOADS OF FLAVOUR – FOOD TRUCK  
HELADOS LAS ESTRIIAS- ICE CREAM TRUCK  
MEGANS CLEANING SERVICES – RESIDENTIAL CLEANERS  
PIZZA FOR PYROS – FOOD TRUCK  
WILDER ERA REALTY – REAL ESTATE  
BLANWRIGHT EVENT PLANNING- VENDOR EVENTS @ POTTER PARK  
THE DOG WRANGLER – FOOD TRUCK  
ASHLEYS – FOOD TRUCK

CHARITY EVENT REQUEST APPLICATIONS FOR AUGUST 2023

MUNCHIES SC – VENDOR EVENT  
MIDLANDS REGIONAL REHAB HOSPITAL – VENDOR EVENT  
A GIFT OF GLASS – VENDOR EVENT  
PIECE BY PIECE AUTISM SUPPORT GROUP – VENDOR EVENT APRIL 2024  
THE DOG WRANGLER – STREET FOOD VENDING 8/29/2023

COMPLAINTS FOR AUGUST 2023

## PUBLIC HEARING

### OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)- Councilman Hanley provided Council with an update and informed everyone that the building plans had been reviewed by the town building official and there were no issues at the time. Mayor Emmons discussed the need to review and update the Town of Elgin Procurement Ordinance in respect to RFP Bids and asked Attorney, John Wells, to review the current code and advise Council if any changes needed to be made. A copy of the current code will be sent to Attorney Wells by the Town Clerk the following day.

### NEW BUSINESS

Chief Alan Anders reminded Council of the Run for Roundup Event that is scheduled for September 23, 2023, at Blaney Elementary/Stover Middle School. Chief Anders also informed Council that a new Investigator, Aaron Threatt, had been hired by the department and started on August 28, 2023. He also informed Council that Officer Dexter Handy was retiring effective September 15, 2023.

Mayor Melissa Emmons presented Council with the National Diaper Need Awareness Week Proclamation that designates the week of September 18, 2023, to September 24, 2023, as the observation time and encouraged the public to donate generously to diaper banks, diaper drives, and support the many organizations that collect and distribute diapers to families struggling with diaper needs. Shameka Huff was present to accept the proclamation and share with Council how her organization, United for Baby, assists those in need in Kershaw County.

A motion to approve the First Reading of the Town of Elgin Comprehensive Plan (placed on the agenda by Mayor Melissa Emmons) was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council. A Public Hearing/2<sup>nd</sup> Reading is scheduled for Tuesday, October 3, 2023, at 6:00.

### COUNCIL BRIEFING

Councilwoman Cristy Bradley - no report.

Councilman Brad Hanley – informed Chief Anders of a possible incident involving an individual/individuals climbing on top of the cover for the playground at Potter Community Park. Chief Anders will pull surveillance footage to attempt to identify the individual/individuals.

Councilwoman Dana Sloan - no report.

Mayor Melissa Emmons – no report

Attorney John Wells – no report

### EXECUTIVE SESSION

### ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote from Council to adjourn the meeting at 6:30pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

ELGIN TOWN COUNCIL  
TOWN OF ELGIN, SC.  
Mayor Melissa Emmons  
Councilman Brad Hanley  
Councilwoman Dana Sloan  
Councilwoman Cristy Bradley



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR OCTOBER 3, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, October 3, 2023, at 6:00 pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilwoman Cristy Bradley, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Mayor Melissa Emmons gave the invocation.

PLEDGE OF ALLEGIANCE

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

APPROVAL OF SEPTEMBER 5, 2023, MEETING MINUTES

A motion to approve the minutes for the September 5, 2023, meeting was made by Councilwoman Cristy Bradley, 2nd by Councilman Brad Hanley, with a unanimous vote by council.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion to adopt the agenda was made by Councilman Brad Hanley, 2nd by Councilwoman Dana Sloan, with a unanimous vote from Council.

A motion to change the order of the agenda and move the Recognition for Paul Rizzo and Ed Smith to the beginning of the meeting was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council. Mayor Melissa Emmons presented each former councilmember with a plaque in recognition and appreciation for their service to the Town of Elgin.

NEW BUSINESS LICENSE APPLICATIONS-SEPTEMBER 2023

Big Dill Grill – Food Truck  
Massey Services – Pest Control  
Metro Street Grille – Food Truck

CHARITY EVENT REQUEST APPLICATIONS FOR SEPTEMBER 2023

Cody Kopacz – Elgin Community Church Family Day event

COMPLAINTS FOR SEPTEMBER 2023

PUBLIC HEARING

OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)- Councilman Hanley provided Council with an update and informed everyone that the building plans had been approved and a meeting had taken place prior to the Council Meeting with Jeff Lewis, the architect for the project. Mayor Emmons discussed the need to possibly close Potter Community Park during phases of the construction and having limited access during the duration of the project. This will be discussed further at the next meeting.

A motion to approve the 2<sup>nd</sup> Reading of the Town of Elgin's Comprehensive Plan was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from Council. Council was informed that this project came in 12% under budget.

A status update regarding results of tasks that needed to be addressed that were discussed at a meeting with residents on July 18, 2023, was discussed. The bulk of the items have been completed, apart from patching potholes, revising the park rules, and placing (2) of the permanent trash receptacles at a different location. Each item is being addressed to various entities and we will continue to provide updates as they are completed.

#### NEW BUSINESS

Chief Alan Anders provided Council with the following updates: (1) the recent 5K race raised an estimated \$7,100.00 for Toys Roundup. Chief Anders recognized the following individuals for their work on the project: Theresa Hanley, Renee Copeland, Marsha Stone, and Jennifer Howard.

A presentation was made by Bill Lynch, representative with Asset Technology, informing Council of an increase in the monthly rates for the services that are provided to the town. This increase is the first since the town contracted with the organization in November 2020. The increase is due to several factors: the increase in users, additional servers, and new requirements for seizure compliance from SLED. Council agreed to add the item to the November Agenda for further discussion.

Charles Napper, Elgin Planning and Zoning Commission Chair, recommended that Council approve a rezoning request for 2427 Main Street (Potter Community Park) from RS1 to GC1. A motion to approve the first reading for the request was made by Councilwoman Cristy Bradley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

A motion for the first reading to amend Ordinance 152 (Procurement Procedures) was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan, with a unanimous vote from Council.

#### COUNCIL BRIEFING

Councilwoman Cristy Bradley - no report.

Councilman Brad Hanley – no report

Councilwoman Dana Sloan - no report.

Mayor Melissa Emmons – informed Council that the town had been awarded a \$1500 grant from Duke Energy for supplies for the food pantry.

Attorney John Wells – no report

Town Clerk Becky Summey shared the new financial reports that are now being generated through QuickBooks.

#### EXECUTIVE SESSION

#### ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote from Council to adjourn the meeting at 7:34pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.

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



ELGIN TOWN COUNCIL MEETING  
MINUTES FOR December 5, 2023

CALL TO ORDER

The monthly meeting of the Elgin Town Council was held Tuesday, December 5, 2023, at 6:00 pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilwoman Dana Sloan, Councilman Paul Rizzo, Chief Alan Anders, Attorney John Wells, and Elgin's Town Clerk, Becky Summey.

INVOCATION

Pastor Travis Lucas with Radiate Church

PLEDGE OF ALLEGIANCE

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

APPROVAL OF NOVEMBER 7, 2023, MEETING MINUTES

A motion to approve the minutes for the November 7, 2023, meeting was made by Councilman Brad Hanley, 2nd by Councilwoman Dana Sloan, with a unanimous vote by council.

SWEARING IN CEREMONY

Mayor Melissa Emmons was sworn in by Chief Alan Anders.  
Councilwoman Dana Sloan was sworn in by Mayor Melissa Emmons.  
Councilman Paul Rizzo was sworn in by Mayor Melissa Emmons  
Councilman Brad Hanley was sworn in by Judge David Reuwer.

PRESENTATION

Quinetta Butterbaugh presented a check for \$1500 to help provide food in our blessing box for families in need.

PUBLIC FORUM

ADOPTION OF AGENDA

A motion to adopt the agenda was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Paul Rizzo, with a unanimous vote from Council.

NEW BUSINESS LICENSE APPLICATIONS-NOVEMBER 2023

CHUCKIE CHEZZ STEAKS FOOD TRUCK

CHARITY EVENT REQUEST APPLICATIONS FOR NOVEMBER 2023

COMPLAINTS FOR NOVEMBER 2023

PUBLIC HEARING

A public hearing for held for the rezoning request of 2727 Main Street from RS1 to GC1. No one signed up to speak during the public hearing.

#### OLD BUSINESS

Elgin Community Center Update (placed on the agenda by Councilman Brad Hanley)- Councilman Hanley provided Council with an update and informed everyone that proposals from the contractors are due no later than Dec 13 at 3pm. There were six contractors at the November 15 mandator Pre-Proposal Meeting. Mayor Melissa Emmons and Councilman Brad Hanley met with the audio video contractor to get a preliminary quote. Kershaw County is getting a packet together for the \$300k donation to the community center.

2<sup>nd</sup> Reading-Rezoning Request for 2427 Main Street -a motion to approve the 2<sup>nd</sup> reading for the rezoning of 2427 Main St from RS-1 to GC-1 was made by Councilman Brad Hanley and 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote by Council.

#### NEW BUSINESS

A motion was made to nominate Councilman Brad Hanley as Mayor Pro Tem by Councilman Paul Rizzo, 2<sup>nd</sup> by Councilwoman Dana Sloan with a unanimous vote.

Chief Alan Anders informed Council that he would have the total numbers for the Toys Roundup in January. The numbers are record-breaking.

Chief Alan Anders presented the Chiefs Lifesaving Award to Officer Alex Piccioulo for pulling a gentleman out of a burning vehicle after a vehicle accident. The award was recommended by Officer David Bailey.

1<sup>st</sup> Reading- Amendment of Business License Ordinance #43 by Councilwoman Dana Sloan, 2<sup>nd</sup> by Councilman Brad Hanley, with a unanimous vote by council.

#### COUNCIL BRIEFING

Councilwoman Cristy Bradley was not present.

Councilman Brad Hanley – looking forward to another term on Council.

Councilwoman Dana Sloan - glad to be back for another term.

Councilman Paul Rizzo – great to be back on council.

Mayor Melissa Emmons – honored to be back for another four years.

Attorney John Wells – no report.

#### EXECUTIVE SESSION

#### ADJOURNMENT

A motion was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Paul Rizzo with a unanimous vote from Council to adjourn the meeting at 6:51pm.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.



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



ELGIN TOWN SPECIAL BUSINESS MEETING  
MINUTES FOR DECEMBER 14, 2023

CALL TO ORDER

The special business meeting of the Elgin Town Council was held Tuesday, December 14, 2023, at 6:01pm with Mayor Melissa Emmons presiding.

ROLL CALL

Present were Mayor Melissa Emmons, Councilman Brad Hanley, Councilman Paul Rizzo, Councilwoman Cristy Bradley, Town Attorney John Wells, Zoning Administrator, Steve Huntley, Planning & Zoning Board Tracy Hellman, Charles "Chip" Napper, Brian Bradley, and Elgin's Municipal Clerk, Doris Craven.

AMENDMENT TO AGENDA

A motion was made to place new business prior to old business by Councilman Brad Hanley, 2<sup>nd</sup> by Councilwoman Cristy Bradley, with a unanimous vote from council.

ADOPTION OF AGENDA

A motion was made by Councilman Brad Hanley, second by Councilman Paul Rizzo, with a unanimous vote from Council.

OLD BUSINESS

A motion to approve the 2nd Reading of Amendment to Ordinance 43 Business Licenses was made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Paul Rizzo, with a unanimous decision from council.

NEW BUSINESS

A presentation was made by Phil Lindler with Linder Planning Group regarding the update of the Town of Elgin's zoning ordinances.

ADJOURNMENT

Meeting adjourned at 6:49pm. Motion to adjourn made by Councilman Brad Hanley, 2<sup>nd</sup> by Councilman Paul Rizzo, with a unanimous vote from Council.

Minutes submitted by Becky Summey/Mayor Melissa Emmons.