

TOWN OF DUNCAN

Council Meeting Minutes

Tuesday July 10, 2018 6:00 PM

MINUTES

The Council Meeting was called to order by Mayor Pro Tem Shirley Clopton at 6:00 p.m. Present at call was Councilmember James Waddell, Councilmember Calvin Cowen, Councilmember Greg Rensberger and Councilmember Shirley Clopton. Mayor Clyde Rogers was absent. Also present at Call was Town Administrator Cameron Fant, Fire Chief Barry Frost, Public Works Director Charles Hornack and Police Chief Carl Long.

In compliance with the Freedom of Information Act, notice of this meeting was submitted by e-mail to the Spartanburg Herald-Journal and the Greer Citizen on July 9, 2018. The agenda was posted on the front door of the Duncan Police Department and Town Hall on Monday July 9, 2018.

Mayor Pro Tem Shirley Clopton lead the Invocation and led the Pledge of Allegiance.

Mayor Pro Tem Clopton asked for a Motion to approve the minutes from the regular scheduled June 12, 2018 council meeting. Next Councilmember Cowen made a Motion to approve the minutes from the June 12, 2018 council meeting. His Motion was Seconded by Councilmember Waddell. The Vote to approve the Minutes from the June 12, 2018 council meeting passed 4-0. Next Clopton asked for a Motion to approve the minutes from the special call June 19, 2018 council meeting. Councilmember Cowen made a Motion to approve the minutes from the June 19, 2018 special call council meeting. His Motion was Seconded by Councilmember Clopton. The Vote to approve the Minutes from the June 19, 2018 council meeting passed 4-0. Next Clopton asked for a Motion to approve the minutes from the special call June 22, 2018 council meeting. Councilmember Clopton made a Motion to approve the minutes from the June 22, 2018 special call council meeting. Her Motion was Seconded by Councilmember Rensberger. The Vote to approve the Minutes from the June 22, 2018 council meeting passed 4-0.

At approximately 6:15 Mayor Pro Tem Clopton opened the Floor for a Public Hearing for the purpose of zoning property. Clopton said the property is located at 513 Robin Lake Road, the property is approximately 57.06 +/- acres. Copton said the property is currently unzoned and located in Spartanburg County. Clopton said the zoning request is for G1 – General Industrial District, for future development of this property. Clopton said the property is owned by T. Walter Brashier Trustee and is more particularly described as parcel number 5-24-00-074.01, located in Duncan SC. Clopton asked Town Administrator Cam Fant to the Floor. Fant said the property was under contract by a group who

wanted to put an industrial type building on the property. Fant said that for anyone who wanted to speak to give their name and address. Next Shawn Long of 219 Robin Lake Road asked about the distance of the property from the road. Zoning Administrator Barry Frost went thru the preliminary plans to answer the question and said most likely the parking lot would be the closest to the road. Next Linda Chase of 225 Robin Lake Road asked about a timeline for the project and asked about big trucks accessing roads that they are not supposed to access. Frost told her that currently we didn't have any final plans but that we should be getting plans in the next couple months. Frost told Chase the road was a county road and the county should be patrolling big trucks that shouldn't be accessing the road. Next Cindy Sanders of 211 Robin Lake Road asked about how the creek will be impacted. Frost said that the creek would be protected by the County and by SCDHEC. Frost said the developers would have to build a retention pond to keep the creek protected. Next Carl Meyer of 205 Robin Lake Road asked about the pond on the property. Frost said he was not positive as the plans were not finalized but the pond he thought would stay as is. After that a couple various people asked about what kind of noise levels would be generated by the business. Frost said that the best thing for the property would be to have it annexed into Duncan because if it stayed in the County, the county doesn't have any zoning. Frost said by coming into Duncan at least Duncan has Zoning requirements with rules and guidelines. After that no one else made any comments.

After that Clopton opened the Floor for a Public Hearing for the purpose of zoning property. The property is located at 1345 Victor Hill Road. Clopton said the property is approximately 18.231 +/- acres and is currently unzoned and located in Spartanburg County. Clopton said the zoning request is for G1 – General Industrial District, for future development of this property. The property is owned by T. Walter Brashier Trustee and is more particularly described as parcel number 5-24-00-080.01, located in Duncan SC. Fant took the Floor and explained that this property is adjacent to and would be part of the same development as the property located at 513 Robin Lake Road. No one from the Public made any comment.

The Police Department report was given by Chief Long. Chief Long gave Council a copy of the report and went thru a couple highlights on the report.

The Fire Department report was given by Chief Frost. Chief Frost went over the highlights of the report.

The Public Works report was given by Public Works Director Charles Hornack. Hornack passed out a report and went thru the report. Hornack also told council about repairs being made on Parker Street.

Next Mayor Pro Tem Clopton called Town Administrator Cam Fant to the Floor for the First Reading of Ordinance No. AN-2018-02, an Ordinance to annex property located at 513 Robin Lake Road. The property is 57.06 +/- acres. The request is for this property to be zoned G1 General Industrial District. The property is currently un-zoned and located in Spartanburg County. The property is owned by T. Walter Brashieer Trustee and is more particularly described as parcel number 5-24-00-071.01. Fant took the Floor and informed Council that this was the same property that was just mentioned during the Public Hearing. Fant then reminded Council that this property was under contract by a developer who

was going to build an industrial building(s) on the property. Next Clopton asked for a Motion to Approve Ordinance No. AN-2018-02, an Ordinance to annex property located at 513 Robin Lake Road. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Councilmember Waddell. The Vote to approve Ordinance No. AN-2018-02, an Ordinance to annex property located at 513 Robin Lake Road passed 4-0.

Next Mayor Pro Tem Clopton called Town Administrator Cam Fant to the Floor for the First Reading of Ordinance No. AN-2018-03, an Ordinance to annex property located at 1345 Victor Hill Road. The property is 18.231 +/- acres. The request is for this property to be zoned G1 General Industrial District. The property is currently un-zoned and located in Spartanburg County. The property is owned by T. Walter Brashieer Trustee and is more particularly described as parcel number 5-24-00-080.01 Fant took the Floor and informed Council that this was the same property that was just mentioned during the Public Hearing. Fant then reminded Council that this property was under contract by a developer who was going to build an industrial building(s) on the property. Next Clopton asked for a Motion to Approve Ordinance No. AN-2018-03, an Ordinance to annex property located at 1345 Victor Hill Road. A Motion was made by Councilmember Rensberger and his Motion was followed by a Second from Councilmember Waddell. The Vote to approve Ordinance No. AN-2018-03, an Ordinance to annex property located at 1345 Victor Hill Road passed 4-0.

Next Mayor Pro Tem Clopton called Town Administrator Cam Fant to the Floor for the First Reading of Ordinance No. AN-2018-06, an Ordinance to annex property located at 488 Barton Street, Duncan SC. The property is less than an acre and contains a residential home on the property. The request is for this property to be zoned R3 Residential. The property is currently un-zoned and located in Spartanburg County. The property is owned by Dennis and Anita Rose and is more particularly described as parcel number 5-20-05-033.00 Fant took the Floor and informed Council that Mr. and Mrs. Rose had decided that they wanted to be apart of the Town of Duncan. Fant said this property was their primary residence. Next Clopton asked for a Motion to Approve Ordinance No. AN-2018-06, an Ordinance to annex property located at 488 Barton Street, Duncan SC. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Councilmember Clopton. The Vote to approve Ordinance No. AN-2018-06, an Ordinance to annex property located at 488 Barton Street, Duncan SC passed 4-0.

Next Mayor Pro Tem Clopton called Town Administrator Cam Fant to the Floor for the First Reading of Ordinance No. 20180710-1, an Ordinance for a Text Amendment on the maximum building height. The section(s) to be changed in the zoning ordinance are Central Business District Sec. 125-811, General Business District Sec. 125-846, Research and Limited Industrial District Sec 125-895 and General Industrial District Sec 125-920. The maximum building height change will go from 35 feet to 85 feet. Fant informed Council that the building height was restricted in the past to 35 feet due to high restrictions on the fire trucks. Fant said that over time our fire trucks have been updated and we can go up much higher on our latter truck. Fant said in the past Zoning Administrator Barry Frost would have to give written permission per project on certain projects to go beyond 35 ft. Fant said it was time to make this adjustment as it pertains to the industrial district so that Barry wouldn't have to keep making special exceptions. After that Clopton asked for a Motion to approve Ordinance No. 20180710-1, an Ordinance for a Text Amendment on the maximum building height. A Motion was made by Councilmember Cowen and his Motion was Seconded by Councilmember Waddell. The Vote to approve Ordinance No. 20180710-1, an Ordinance for a Text Amendment on the maximum building height passed 4-0.

Next Mayor Pro Tem Clopton called Town Administrator Cam Fant to the Floor for the First Reading of Ordinance No. 20180710-1, an Ordinance for a Text Amendment on the number of parking space requirements. The section(s) to be changed in the zoning ordinance are Research and Limited Industrial District and General Industrial District Sec 125-957. The new measurements for parallel parking lots are 9-foot width stall, 18-foot-deep, 162-foot total area and 24-foot minimum drive isle. All parking lots should be paved that have over 5 parking spaces. Fant took the Floor and went thru the particulars about this text amendment. Fant said it was time for Duncan to update these requirement as we are starting to grow particularly in the industrial districts. After that Clopton asked for a Motion to approve the First Reading of Ordinance No. 20180710-1, an Ordinance for a Text Amendment on the number of parking space requirements. A Motion was made by Councilmember Rensberger and his Motion was followed by a Second from Councilmember Clopton. The Vote to approve the First Reading of Ordinance No. 20180710-1, an Ordinance for a Text Amendment on the number of parking space requirements passed 4-0.

Next Mayor Pro Tem Clopton called Town Administrator Cam Fant to the Floor for the First Reading of Ordinance No. 20180710-3, AN ORDINANCE AMENDING THE TOWN OF DUNCAN CODE OF ORDINANCES AND PROCUREMENT PROCEDURES, IN CERTAIN LIMITED REGARDS AND PARTICULARS ONLY, ESTABLISHING THE PROCUREMENT REGULATIONS AND PROCEDURES OF TOWN OF DUNCAN, SOUTH CAROLINA; AND OTHER MATTERS RELATED THERETO. Fant took the Floor and told Council that the Procurement Procedures that Duncan currently had in place needed to be updated to make it easier to higher contractors and get better pricing and more efficient contracts. Fant said that currently he and the Town Attorney were working to update the procurement procedures. Fant said he wanted to go ahead and have the first reading to get the process started. After that Fant and Fire Chief Barry Frost went thru some of the reasons why the policy needed updating. Next Clopton asked for a Motion to approve the First Reading of Ordinance No. 20180710-3, AN ORDINANCE AMENDING THE TOWN OF DUNCAN CODE OF ORDINANCES AND PROCUREMENT PROCEDURES. A Motion was made by Councilmember Rensberger and a Second was made by Councilmember Clopton. The Vote to approve the First Reading of Ordinance No. 20180710-3, AN ORDINANCE AMENDING THE TOWN OF DUNCAN CODE OF ORDINANCES AND PROCUREMENT PROCEDURES passed 4-0.

Next Mayor Pro Tem Clopton took the Floor and opened the Floor up for Councilmember updates. Clopton reminded Council about National Night Out scheduled to take place at Stoneledge Park on August 7, 2018 from 6:00 pm to 9:00 pm.

After that Town Administrator Fant took the Floor and informed Council that Mrs. Simms of 122 School Street had put in a request to appear before Council. Mayor Pro Tem Clopton called Mrs. Simms to the Floor. Mrs. Simms took the Floor and used her time to complain about the yard debris in her neighbor's yard.

Next Fant took the Floor to give his Administrative Update. Fant gave updates on the Byrnes Mile project and the Website. Fant then updated council on the waterpark. Fant reminded Council about the first annual Beach Bash that would be taking place on Saturday August 4, 2018 at the Waterpark from 7:00 pm until 10:00 pm. Fant said the band Shag Doctorz would be performing at the event. Fant then informed Council that the RFP released after the pre-bid


meeting held in June for the improvements at Stoneledge Park required all bids to be turned in on July 23, 2018.

Next Fant took the Floor and gave the Financial Update thru June 2018. Fant went thru the budget, cash balances and loan balance worksheets. Fant then answered a couple various questions from Council.

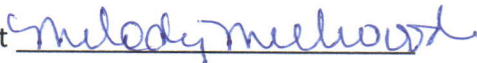
At approximately 7:11 p.m. Mayor Pro Tem Clopton asked for a Motion to close the meeting. A Motion to close the meeting was made by Councilmember Cowen. His Motion was Seconded by Councilmember Rensberger. The Vote to close the meeting was unanimous.

Approved by Council this 14 day of Aug, 2018

By:



Mayor Clyde "Rog" Rogers

Attest 

Clerk to Council, Melody Millwood