

TOWN OF DUNCAN

Regular Scheduled Council Meeting Minutes

Tuesday February 14, 2023 6:00 PM

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## MINUTES

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The Council Meeting was called to order by Mayor Shirley Clopton at 6:00 p.m. A roll call was given and present at call was Councilmember James Waddell, Councilmember Calvin Cowen, Councilmember Greg Rensberger and Mayor Shirley Clopton. Also present at Call was Police Chief Shandrell Holcombe, Code Enforcement Officer Neil Wooten, Fire Chief Barry Frost and Town Administrator Cameron Fant as well as Town Clerk Melody Millwood.

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 February 10, 2023. The agenda was posted on the front door of the Duncan Police Department and Town Hall on February 10, 2023. The agenda was also uploaded to the Town of Duncan Website on February 10, 2023. Included on the agenda was the toll-free call-in number and a statement encouraging people to attend the meeting via the toll-free call-in number because of the impact of COVID-19.

Town Administrator Cameron Fant led the Invocation.

Mayor Shirley Clopton led the Pledge of Allegiance.

At approximately 6:03 p.m., Mayor Clopton then opened the floor to a Public Hearing for

AN-2022-12, An Ordinance to Provide for the Annexation of Real Property. The properties are owned by People Choice Storage Duncan I, LLC and People Choice Storage Duncan II, LLC by One Hundred Percent Petition. The properties are approximately 3.89 +/- acres and are located at 1650 E. Main Street and 1660 E. Main Street, Duncan SC. The properties are Spartanburg County Parcel # 5-26-00-003.06 and 5-26-00-003.08; and to establish a Zoning Classification of GID (General Industrial District) for said properties.

AN-2022-13, An Ordinance to Provide for the Annexation of Real Property. AN-2022-13, An Annexation of Real Property. The property is owned by Aughtry Investments, LLC and is being annexed by One Hundred Percent Petition. The property is approximately 7.56 +/- acres and is located at 1699 Victor Hill Road, Duncan SC. The property is Spartanburg County Parcel # 5-25-00-073.00; and to establish a Zoning Classification of GID (General Industrial District) for said property.

AN-2022-14, An Ordinance to Provide for the Annexation of Real Property. AN-2022-14, An Annexation of Real Property. The property is owned by Igor Olefirenko and is being annexed by One Hundred Percent Petition. The property is approximately 3.83 +/- acres and is located at 1725 Victor Hill Road, Duncan SC. The property is Spartanburg County Parcel # 5-25-00-074.00; And to establish a Zoning Classification of GBD (General Business District) for said property.

No one from the Public took the Floor to make any comments.

At approximately 6:08 p.m., Mayor Clopton closed the Floor for the Public Hearing.

Next Mayor Shirley Clopton asked for a Motion to approve the minutes from the regular scheduled council meeting held on January 10, 2023. A Motion was made by Councilmember Waddell and his Motion was followed by a Second from Mayor Clopton. The Vote to approve the Minutes from the January 10, 2023 regular scheduled council meeting passed 4-0.

Next Mayor Shirley Clopton made a Motion to approve the minutes from the Special Call Council Meeting held on February 2, 2023. Her Motion was followed by a Second from Councilmember Rensberger. The Vote to approve the Minutes from the February 2, 2023 special call council meeting passed 4-0.

The Police Department report was given out by Chief Holcombe. Holcombe went thru the highlights of the report telling Council that of all calls for the Police Department during the month of January 2023, alarm calls were up, and tickets issued were up for no seatbelts and no turn signals. Mayor Clopton asked about if VAP stores located in town selling THC could be closed down and Chief Holcombe said that it could be done if Council voted in favor of not allowing THC to be sold in the town limits. After that Holcombe told Council about the increased call volume from Wood Springs Suites Hotel. Then some discussion took place on what could be done to help lower the call volume including having hotel management play a role in helping and also the possibility of pulling their business license was discussed. After that Holcombe told Council that car break ins were up in the area and reminded folks to lock their cars.

The Code Enforcement report was given by Officer Wooten. Officer Wooten went thru the report and then answered a couple questions from Council.

The Fire Department report was handed out and the highlights were given by Chief Barry Frost. Chief Frost told Council he was working on a Grant for fire vests for all Fire Fighters. After that Frost answered a couple various questions from Council.

Next Administrator Cameron Fant gave an update on Public Works Department. Fant reported that Public Works had finished putting the new picnic tables out and putting old ones outside the Waterpark. Fant said they had also continued to pick up leaves and limbs. Adm. Fant informed

Council that an outside paving co. was coming to fill the Duncan Station pot holes. Adm. Fant also informed Council of the new street signs going up in Town. Council was informed that DOT will not be replacing any state signs that it would fall on the Town. Councilmember Cowen asked "how much do these signs cost. Adm. Fant said about \$100 per sign and \$100 per pole. Mayor Clopton asked about speed bumps. Adm. Fant said they are looking in to them. Fant said to Council to always remember to let him know if they had something needing done that Public Works could help with.

Next Town Administrator Cam Fant gave an update on The Event Center, Stoneledge and Shipwreck Cove. Adm. Fant informed Council that they would be having monthly COFFEE & CONVERSATION events on Facebook Live where they would talk to people in the Town of Duncan about their businesses to try and help push awareness. Fam Bureau was coming up this month. Fant told Council about 3 grand opening ribbon cutting events coming up. (Rustic Roots, Heart of Home, and Farm Bureau) Adm. Fant informed Council that we will be having our second annual Easter egg Hunt on March 31st and it was going to include a magic show this year. Duncanfeast would be held on April 28-29th. Fant said we continue to have Senior Bingo every third Tuesday at the Event Center and the attendance continues to grow. Fant said that on May 27 Shipwreck Cove would be opening up for the 2023 season. Fant reminded Council about dancing opportunities at the Event Center on Monday, Tuesday and Thursday evenings. Fant also reminded Council about music trivia and music bingo at Gameday BBQ sponsored by the Town. Waterpark will start hiring in the next couple of weeks and we continue to make improvements on various projects inside the event center. After that Fant answered a couple questions from Council.

Then Mayor Clopton called Chief Frost to the Floor for the **SECOND READING OF AN-2022-12, An Ordinance to Provide for the Annexation of Real Property**. The properties are owned by People Choice Storage Duncan I, LLC and People Choice Storage Duncan II, LLC by One Hundred Percent Petition. The properties are approximately 3.89 +/- acres and are located at 1650 E. Main Street and 1660 E. Main Street, Duncan SC. The properties are Spartanburg County Parcel # 5-26-00-003.06 and 5-26-00-003.08; And to establish a Zoning Classification of GBD (General Business District) for said properties. Frost took the Floor and gave Council a location map of the properties and a copy of the annexation paperwork. Frost reminded Council that the First Reading was passed in December and the Zoning Board approved the recommendation. Frost told the Board that this property was located down E. Main Street across the road from the Jimmy Johns strip center. Frost told the Board that his property included storage units and a strip center with 4 or 5 separate units. Frost said there were business located all around it. Frost told Council that the manager had reached out to Town Administrator Cam Fant and told him they wanted to join the Town to take advantage of our police and fire services. After that Fant and Frost answered a couple various questions from Council. Next Mayor Clopton asked for a Motion to approve the Second Reading of Annexation Request No. AN-2022-12. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Councilmember

Rensberger. The Vote to approve the Second and Final Reading of Annexation Request AN-2022-12 passed 4-0.

Then Mayor Clopton called Chief Frost to the Floor for the SECOND READING OF **AN-2022-13, An Annexation of Real Property**. The property is owned by Aughtry Investments, LLC and is being annexed by One Hundred Percent Petition. The property is approximately 7.56 +/- acres and is located at 1699 Victor Hill Road, Duncan SC. The property is Spartanburg County Parcel # 5-25-00-073.00; And to establish a Zoning Classification of GID (General Industrial District) for said property. Frost took the Floor and gave Council a location map of the property and a copy of the annexation paperwork. Frost reminded Council that the First Reading passed in December and the Zoning Board approved the recommendation. Frost told Council that this property was located off Victor Hill Road and adjacent to property that this same developer recently put in the Town to build an industrial building on. Frost said they planned to build a metal industrial building and lease it out. Frost told Council that this was the old fire tower property. Frost then told Council that the Zoning Board approved this last night. After that Frost answered a couple various questions from Council. Then Mayor Clopton asked for a Motion to approve the Second Reading of Annexation Request No. AN-2022-13. Councilmember Cowen made a Motion and his Motion was followed by a Second from Mayor Clopton. The Vote to approve the Second and Final Reading of Annexation Request AN-2022-13 passed 4-0.

Then Mayor Clopton called Chief Frost to the Floor for the SECOND READING OF **AN-2022-14, An Ordinance to Provide for the Annexation of Real Property**. The property is owned by Igor Olefirenko and is being annexed by One Hundred Percent Petition. The property is approximately 3.83 +/- acres and is located at 1725 Victor Hill Road, Duncan SC. The property is Spartanburg County Parcel # 5-25-00-074.00; And to establish a Zoning Classification of GBD (General Business District) for said property. Frost took the Floor and gave Council a location map of the property and a copy of the annexation paperwork. Frost reminded Council that the First Reading passed in December and the Zoning Board approved the recommendation. Frost told Council that this property was located off Victor Hill Road just beside the property of AN-2022-13. Frost told Council that the property owner went to Spartanburg County to see about building a truck repair shop on the property and Spartanburg County told him he would be better off annexing into the Town of Duncan. After that Frost answered a couple various questions from Council. Then Mayor Clopton made a Motion to approve the Second Reading of Annexation Request No. AN-2022-14. Her Motion was followed by a Second from Councilmember Waddell. The Vote to approve the Second and Final Reading of Annexation Request AN-2022-14 passed 4-0.

Then Mayor Clopton called Chief Frost to the floor for The SECOND READING OF **ORDINANCE NO. 20220914-1, a Zoning Text Amendment**. To Amend the Town of Duncan Code of Ordinances Section 125, Zoning Article 1., In General, Sec. 125-8 Supplementary Regulations part (o) Mobile Home (Manufactured Homes) Standards as it relates to construction standards, minimum floor area, access opening for under floor space and age of units allowed to be setup inside the

municipal limits; and Other Matters Related thereto. Chief Frost took the Floor and passed out the current sections of the Code of Ordinances sections from this Ordinance and then passed out the same sections from the old Ordinance book. Frost showed Council the differences and told them that when the latest Codes were codified many of the important guidelines were left out. Frost reminded Council that back in September of last year Council approved the First Reading of this. Chief Frost explained this was to amend the wording of the ordinance that all mobile homes had to be underpinned, strapped down, have a metal roof and not be built before 1976. All mobile homes must be in a mobile home park and the owner must have the title. After some discussion and a couple questions Mayor Clopton made a Motion to approve the Second and Final Reading of this Ordinance. Her motion was followed by a Second from Councilmember Rensberger. After that Councilmember Cowen made a comment to change the wording of the Ordinance to say that no mobile homes over 30 years old would be allowed to be moved into the town. After that wording was added then Mayor Clopton made a Motion to approve the Second and Final Reading of this Ordinance. Her motion was followed by a Second from Councilmember Cowen. The Vote to approve the Second and Final Reading of Ordinance 20220914-1, including the 30-year-old verbiage passed 4-0.

Then Mayor Clopton called Chief Frost to the Floor for the FIRST READING OF **ORDINANCE NO. 20230214-1, a Zoning Text Amendment.** An Ordinance to Amend Chapter 125 Article IV., Division 4, Subdivision X MHP Mobile Home Park District, of the Town Code to say Subdivision X MHP Mobile Home Park & Campground and Recreational Vehicle Parks and to change Sections 125-748 to Sections 125-755 from Reserved to Purpose and Authority, Definitions, Campground and Recreational Vehicle Park Requirements, Water and Sewer Requirements, Plan Review and Application Process, Appeals, Enforcement and General; and Other Matters Related Thereto. Chief Frost took the Floor and told Council that he and Town Administrator Cam Fant had spent a lot of time developing this ordinance. Frost said they had looked at many other municipality ordinances from all over the county and even had meetings with a campsite developer. Frost said they believe they have the perfect ordinance for the town. Then Frost reminded Council that we have a developer who is about to purchase property located in unincorporated Spartanburg County but adjacent to the town limits to develop an RV park on. Frost said the developer had come to the town asking to be annexed. Fant and Frost both told Council that it would be a good idea to develop RV and Campsite regulations and annex this project into the town verses allow it to remain unregulated in unincorporated Spartanburg County and on our doorstep. After that Frost handed the ordinance out to Council and spent time going thru the regulations. Fant and Frost then answered a couple various questions from Council. Frost reminded Council that this ordinance required the property to be a minimum of 5 acres and the development couldn't have showers. Then Mayor Clopton made a Motion to approve the First Reading of Ordinance No 20230214-1, a Zoning Text Amendment to add RV and Campground

Parks. Her Motion was followed by a Second from Councilmember Rensberger. The Vote to approve the First Reading of Ordinance No 20230214-1, a Zoning Text Amendment, passed 4-0.

Then Mayor Clopton called Chief Frost to the Floor for the FIRST READING OF **ORDINANCE NO. 20230214-2, a Zoning Text Amendment.** An Ordinance to Amend Chapter 125 Article IV., Division 4, Subdivision X MHP Mobile Home Park District, of the Town Code to say Subdivision X MHP Mobile Home Park & Campground and Recreational Vehicle Parks and Tiny Home Communities, and to change Sections 125-758 to Sections 125-767 from Reserved to Purpose and Authority, Definitions, Tiny Home Neighborhood, Plan Elements, Ownership and Maintenance, Maintenance of Common Open Space, Preliminary Plans, Revisions to Approved Plans, Final Plats and General; and Other Matters Related Thereto. Frost took the Floor and reminded Council that after they approved size restrictions on homes the next step was to come up with a plan for tiny homes and tiny home developments. Frost said the he and Town Administrator Cam Fant had spent a lot of time looking at other similar ordinances from all over and they felt like they had a good ordinance for Duncan. Frost then passed out the guidelines and went thru them in detail with Council. After that Frost and Fant answered several various questions from Council. Then Mayor Clopton made a Motion to approve the First Reading of Zoning Ordinance No. 20230214-2. Her Motion was followed by a Second from Councilmember Rensberger. The Vote to approve the First Reading of Ordinance No 20230214-2, a Zoning Text Amendment for tiny homes and tiny home subdivisions, passed 4-0.

Then Mayor Clopton called Town Administrator Cam Fant to the Floor for the reading of **RESOLUTION # R20230214-01, A Resolution to use monies from the American Rescue Plan Act (ARPA) account to purchase real estate located at 216 Leonard Street Duncan, SC.** A Resolution to allow the Town Administrator to enter into a Purchase Agreement with Alexandra Portes & Jose Raul Rivera to use monies received from the American Rescue Plan Act (ARPA) to purchase real estate located at 216 Leonard Street Duncan, SC at a cost not to exceed \$32,500.00, the Spartanburg County parcel ID# is 5-20-01-107.00; and Other Matters Related Thereto. Fant took the Floor and reminded Council about the plan to purchase the property in between Leonard Street, School Street and Hughes Street for extra parking and the eventual site of the new fire department. Fant reminded Council that this property had a house on it that would be torn down by the public works department. After that Fant answered a couple a questions from Council. Then Mayor Clopton made a Motion to approve Resolution # R20230214-01 and a Second was made by Councilmember Cowen. The Vote to approve the Resolution # R20230214-01, a Resolution to purchase 216 Leonard Street using funds from ARPA passed 4-0.

Then Mayor Clopton called Town Administrator Cam Fant to the Floor for the reading of **RESOLUTION # R20230214-02, A Resolution to use monies from the American Rescue Plan Act (ARPA) account to purchase real estate located at 220 School Street Duncan, SC.** A Resolution

to allow the Town Administrator to enter into a Purchase Agreement with POPOV Estates, LLC to use monies received from the American Rescue Plan Act (ARPA) to purchase real estate located at 220 School Street Duncan, SC at a cost not to exceed \$12,500.00, the Spartanburg County parcel ID# is 5-20-01-104.00; and Other Matters Related Thereto. Fant took the Floor and reminded Council about the plan to purchase the property in between Leonard Street, School Street and Hughes Street for extra parking and the eventual site of the new fire department. Fant reminded Council that this property had a house on it that would be torn down by the public works department. After that Fant answered a couple a questions from Council. Then Mayor Clopton made a Motion to approve Resolution # R20230214-02 and a Second was made by Councilmember Rensberger. The Vote to approve the Resolution # R20230214-02, a Resolution to purchase 220 School Street using funds from ARPA passed 4-0.

Next Mayor Clopton called Town Administrator Cam Fant to the Floor for the reading of **RESOLUTION # R20230214-03, A Resolution to use monies from the Duncan Police Department Account and the General Fund Account to purchase a 2023 Ford F-150 Police Vehicle at a cost not to exceed \$47,000 from Benson Ford.** A Resolution to allow the Town Administrator to enter into a Purchase Agreement with Benson Ford to purchase a 2023 Ford F-150 for the Police Department using funds from the Police Department Account and the General Fund at a cost not to exceed \$47,000.00; and Other Matters Related Thereto. Fant took the Floor and told Council that we were finally at full staff in the Police Department. Fant said we had a minimum of two officer on duty at all times 7 days a week. Fant said we were one police vehicle short. Fant said the bad news is that no dealers around have any patrol cars. Fant said that Chief Holcombe planned on moving some vehicles around and giving the code enforcement officers Tahoe to a road officer. Fant said this new truck would then go to the code enforcement officer. Fant said the truck would actually suite code enforcement better. Fant said that all the funds would come from the police drug account to purchase this truck. After that Fant and Chief Holcombe answered a couple various questions from Council. Then Mayor Clopton made a Motion to accept Resolution #R20230214-03. Her Motion was followed by a Second from Councilmember Rensberger. The Vote to approve Resolution R#20230214-03 to purchase a police vehicle passed 4-0.

Mayor Clopton took the Floor for the Mayor and Council update. Mayor Clopton said it was a Good Day on Facebook Live at Farm Bureau. Then Mayor Clopton reminded everyone about the Southeast Children Homes Yard Sale on Feb 24, 2023.

Mayor Clopton called Chief Frost to give the Zoning update. Chief Frost updated Council on the various residential, commercial and industrial projects going on around town.

Mayor Clopton called Town Administrator Cam Fant to the Floor to give the administrative update. Fant updated Council on the town audit. Fant told Council to check out the ATM machine

and the new LED sign as they both had new paint jobs. Fant updated Council on the meeting with Representative Rob Harris and the SCDOT. Fant updated Council on the radars used for the Exit 63 interchange. Fant also updated Council on the website and reminded them about the special election set for 3/14. Finally, Fant told Council about a police stop that took place next to Zaxby's. Fant told Council that the police had to take a person to jail for illegal possession of a fire arm. Fant told Council that Chris Parrish, the person who owned the Zaxby's came out to the police and cursed them for taking to long on the stop and blamed them for holding up traffic at his restaurant. Fant said he them come to town hall to fuss at Chief Holcombe. Fant said that Parrish was way out of line and Fant said he called Zaxby's corporate to complain.

Next Town Administrator Fant went over the financial report for the month ending 1/31/2023. Fant then answered a couple questions from Council.

Finally, at approximately 8:17 p.m., Councilmember Waddell made a Motion to close the meeting. His Motion was followed by a Second from Mayor Clopton. The vote to close the meeting passed 4-0.

Approved by Council this _____ day of _____, 2023

By: _____

Mayor Shirley Clopton

Attest _____

Clerk to Council, Melody Millwood