

# TOWN OF DUNCAN

Regular Scheduled Council Meeting Minutes  
Wednesday, October 25, 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 the call were Councilmember Calvin Cowen, Councilmember James Waddell, and Mayor Shirley Clopton. Councilmember Alicia Fulghum and Councilmember Greg Rensberger were absent. Also present at the Call were Police Chief Terry Lane and Town Administrator Cameron Fant.

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 Tuesday, October 24, 2023. The agenda was posted on the front door of the Duncan Police Department and Town Hall on October 24th, 2023. The agenda was also uploaded to the Town of Duncan Website on October 24th, 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 in the event they couldn't attend in person.

Mayor Shirley Clopton led the Invocation and the Pledge of Allegiance.

At approximately 6:10 Mayor Clopton opened the Floor for a Public Hearing relating to:

**ANNEXATION ORDINANCE NO. AN-2023-08, An Ordinance to Provide for the Annexation of Real Property.** The property is owned by Gary and Cecil and G. Adrian Jolley. The property is located at 1050 E. Main Street Duncan, SC. The annexation is by One Hundred Percent Petition, and to Establish a Zoning Classification of (GBD) General Business District for said property. The property is more particularly described as Spartanburg County Parcel # 5-20-16-004.00.

No one from the public took the Floor.

At approximately 6:13 Mayor Clopton closed the Floor for the Public Hearing.

Next, Mayor Shirley Clopton made a motion to approve the minutes from the regularly scheduled council meeting held on September 12th, 2023. Her Motion was made by a Second from Councilmember Cowen. The Vote to approve the Minutes from the September 12th, 2023, regular scheduled council meeting passed 3-0.

After that Mayor Shirley Clopton asked for a Motion to approve the minutes from the special call council meeting held on October 4th, 2023. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Mayor Clopton. The Vote to approve the Minutes from the October 4th, 2023, special call council meeting passed 3-0.

Then Town Administrator Cam Fant gave an update on the Public Works Department. Administrator Fant reported that Public Works had been helping to prepare for some of the Special Events and working on various other maintenance requests throughout town as well as doing maintenance to the leaf machine. Fant reminded Council to always remember to let him know if they had something needing to be done that Public Works could help with.

Next Town Administrator Cam Fant took the Floor to give an update on Shipwreck Cove and town events. Fant then gave a brief update on the expansion efforts. Next, Fant gave an update on The Event Center and Stoneledge Park. Fant told Council that the Away Team music and food truck event went very well. Then Fant told Council how the I HAD THE TIME OF MY LIFE event went. Fant went into detail about the all-day event and the activities that took place. After that, Fant reminded the Council that on October 28<sup>th</sup> the town would have its Annual Halloween Night. Fant went through all the things happening during the event. After that, Fant reminded Council about the Christmas Parade this year on December 2<sup>nd</sup> starting at 4:00 pm and following the Christmas tree lighting. Then Fant answered any questions the council had.

Next, the Police Department report was given by Chief Lane. Chief Lane went through the report and answered any questions from the Council.

The Fire Department report was information only as Chief Frost was out of town.

After that, Mayor Clopton called Town Administrator Cam Fant to the Floor for the **SECOND READING OF ANNEXATION ORDINANCE NO. AN-2023-08, An Ordinance to Provide for the Annexation of Real Property.** The property is owned by Gary and Cecil and G. Adrian Jolley. The property is located at 1050 E. Main Street Duncan, SC. The annexation is by One Hundred Percent Petition and to Establish a Zoning Classification of (GBD) General Business District for said property. The property is more particularly described as Spartanburg County Parcel # 5-20-16-004.00. Fant took the Floor and showed a map of the property on the big screen. Fant said that the owners wanted to use the property for a produce stand. Fant reminded Council that the first reading took place on October 4<sup>th</sup> and we just had the Public Hearing. After that, Fant answered a couple of various questions from the Council. Then Mayor Clopton asked for a Motion to pass the Second Reading of Annexation Ordinance No AN-2023-08. A Motion was made by Councilmember Cowen and his Motion was followed by a Second from Mayor Clopton. The Vote to approve the Second Reading of Ordinance No. AN-2023-08 passed 3-0.

Then Mayor Clopton called Town Administrator Cam Fant to the Floor for the **SECOND READING OF ORDINANCE NO. 20231004-1**, an Ordinance to Amend Chapter 2, Article III, Division 4, Section 2-149, Chapter 26, Article II, Section 26-23, Chapter 30, Section 30-1 of the Town Ordinance relative to Appointing the Fire Chief and the Chief of Police provided for in said Codes and Other Matters Related Thereto. Fant took the Floor and told the Council that changing this part of the town ordinances would allow the town administrator to hire and fire the police chief and the fire chief. Fant said this would make Duncan similar to most other municipalities in the state and it would give the administrator better control in directing the police chief and the fire chief. After that, Fant answered a couple of various questions from the Council. Fant reminded Council that the First Reading was on October 4<sup>th</sup> and this would be the final reading. Then Mayor Clopton made a Motion to approve the Second and Final Reading of Ordinance No. 20231004-1. Her Motion was followed by a Second from Councilmember Waddell. The Vote to approve the Second Reading of Ordinance No. 20231004-1 passed 3-0.

Town Administrator Cam Fant took the Floor and told the Council that we needed to appoint a new town attorney because Tom Martin, the Town's previous attorney, had recently retired. Fant said that he recommended appointing Lawrence Flynn with Pope Flynn, LLC. Fant said that he and Frost had actually worked with Lawrence over the years and he was very knowledgeable on municipalities and government. Fant said he has many governmental clients. After a couple of questions, Mayor Clopton made a Motion to appoint Lawrence Flynn as the town attorney. Her Motion was followed by a Second from Councilmember Waddell. The Vote to appoint Lawrence Flynn as the town attorney passed 3-0.

Mayor Clopton took the Floor for the Mayor and Council update. Mayor Clopton reminded everyone about the Halloween event coming up on Saturday.

After that Mayor Clopton called Town Administrator Cam Fant to the floor for the Zoning update. Fant went over the recent zoning activities.

Next, the town administrator, Cam Fant, gave the administrative update. Fant gave an update on the town audit and the new website. Fant reminded Council that if anyone had any questions to please call him.

Next Town Administrator Cam Fant gave the financial update. Fant went over budget and reminded Council that if anyone had any questions to please call him.

Next at approximately 6:58 p.m., Mayor Clopton asked for a motion to enter into Executive Session for a Personnel Matter. Councilmember Cowen made a Motion, and his Motion was followed by a Second from Mayor Clopton. The vote to enter the Executive Session passed 3-0.

Next at approximately 7:23 p.m., Mayor Clopton made a Motion to come out of the Executive Session. Her Motion was followed by a second from Councilmember Cowen. The vote to come out of the Executive Session 3-0.

At approximately 7:24 p.m., Mayor Clopton asked for a Motion to close the meeting. A Motion to close the meeting was made by Councilmember Waddell, and his motion was followed by a second from Mayor Clopton. The vote to close the meeting passed 3-0.

Approved by Council this \_\_\_\_\_ day of \_\_\_\_\_, 2023

By: \_\_\_\_\_

Mayor Shirley Clopton

Attest \_\_\_\_\_ Clerk to Council, Melody Millwood