

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mr. Tyler Jordan, Councilman

Mr. Danny Edwards, Mayor

Mr. Grant Keehn, Councilman  
Mr. David Underwood, Councilman  
Mr. Michael Kozlarek, City Attorney  
Mr. Timothy B. Burton, City Administrator

**AGENDA  
WALHALLA CITY COUNCIL  
August 16, 2022  
5:30 PM  
City Hall  
206 N Church St, Walhalla, SC**

**CALL TO ORDER & WELCOME**

**Mayor Edwards**

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

**July 19, 2022**

**PUBLIC COMMENT (Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2020-17)**

**ADMINISTRATOR COMMENTS**

**Brandon Burton**

**READING OF PROCLAMATIONS, RESOLUTIONS, AND ORDINANCES**

**Mayoral Proclamation:**

**(none proposed)**

**First and Final Reading of Resolutions:**

**(none proposed)**

**Second, Final Reading and Public Review of Ordinances: (Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2020-17)**

**ORDINANCE 2022-5 AN ORDINANCE TO AMEND THE CURRENT ZONING ORDINANCE, 2021-17, SECTION 705.1 TO IMPOSE TIME LIMITATIONS FOR ALL ZONING PERMITS**

Mr. Danny Edwards, Mayor

Mr. Danny Woodward, Mayor Pro Tem  
Ms. Sarai Melendez, Councilwoman  
Mr. Keith Pace, Councilman  
Mr. Tyler Jordan, Councilman

Mr. Grant Keehn, Councilman  
Mr. David Underwood, Councilman  
Mr. Michael Kozlarek, City Attorney  
Mr. Timothy B. Burton, City Administrator

## First Reading of Ordinances:

**ORDINANCE 2022-6. AN ORDINANCE TO AUTHORIZE THE CITY OF WALHALLA TO LEASE SERTOMA FIELD TO THE WALHALLA OKTOBERFEST COMMITTEE, INC OF WALHALLA, AND TO PROVIDE THE TERMS AND CONDITIONS FOR SAID LEASE**

**DISCUSSION AND/OR ACTION ITEMS (to include Vote and/or Action on matters brought up for discussion, if required)**

(none proposed)

**COMMITTEE REPORTS**

**AUGUST 2, 2022**

Recreation/Mr. Woodward  
Public Works/Mr. Jordan  
Police/ Mr. Underwood  
Utilities/Mr. Keehn  
Fire/Ms. Melendez  
Community Development/Ms. Melendez  
General Gov't-Finance/Mr. Pace

**EXECUTIVE SESSION (to include Vote and/or Action on matters brought up for discussion, if required)**

1. Receive legal advice on intergovernmental agreement
2. Discussion of economic development project

**MAYOR COMMENTS**

**Mayor Edwards**

**ADJOURN**

**MINUTES OF THE REGULAR MEETING  
OF THE WALHALLA CITY COUNCIL  
JULY 19, 2022, 5:30 PM**

**Present-** Mayor Danny Edwards, Mayor Pro-Tempore Danny Woodward, Councilman David Underwood, Councilman Keith Pace, Councilwoman Sarai Melendez, Councilman Grant Keehn, Councilman Tyler Jordan

**Absent:** Administrator Brandon Burton (arrived late due to attendance at County Council Meeting)

**Guests:** Public. Media. Other Staff.

Mayor Edwards called the meeting to order at 5:30 PM.

Mayor Edwards led the moment of silence.

Councilman Tyler Jordan led the Pledge of Allegiance.

Mayor Danny Edwards asked for a motion to approve the agenda. Before the agenda could be approved, it needed an amendment to add Chris Eleazer with the Oconee Joint Regional Sewer Authority. Councilman Keith Pace made the motion to amend the agenda, Councilman Tyler Jordan second. Mayor Edwards called for a vote. All voted in favor.

Mayor Danny Edwards asked for a motion to approve the amended agenda. Councilman Pace made the motion, Mayor Pro-Tempore Danny Woodward second. All voted in favor.

Mayor Edwards asked for a motion to approve the minutes. Councilman Grant Keehn made the motion, Councilman Jordan second. Mayor Edwards called for discussion and vote. All voted in favor.

Mayor Edwards called for public comment and went over rules of meeting as it pertained to public comment. Mayor Edwards introduced Caroline and McClain Harris.

Mr. and Mrs. Harris gave a presentation on Hotel Alum, the new boutique hotel that is currently being renovated. They introduced themselves to the council and the community. Mrs. Harris continued to detail the plans they have for the hotel. She went on to discuss the challenges they are facing; number one is parking. She explained the need for more parking that comes with having a hotel and full-service restaurant and bar. For the hotel project to continue and in efforts to resolve the existing parking challenges, Mr. and Mrs. Harris are proposing for the city of Walhalla to gift Priority Property Group the City Gym building and surrounding parking on the Eastern side, the the grassy area behind the Performing Arts Center, as this is already an estimated \$7 million project. Their idea is to construct a parking lot or a parking garage. This will add another \$500,000 to their budget but it will allow more space for parking for the PAC and Hotel Alum. They will also be able to move forward with the hotel project. Mr. and Mrs.

Harris are also asking for an additional 15 feet past the current property lines at the exterior of the school for purposes of outdoor dining to accommodate restaurant seating and lounge area. She continued discussing the pros of this project for the city, and other requests for assistance from the city, as well as suggestions regarding grants.

Mrs. Caroline Harris introduced Greg Metcalf, their restaurateur, to share his vision for the hotel restaurant. Mr. Metcalf is the operator and the CEO of AGM Restaurant Group out of Georgetown, SC. He spoke about his restaurant experience and expertise, as well as the restaurants he currently owns in various locations.

Mayor Edwards introduced the next guest speaker, Chris Eleazer, with the Oconee Joint Regional Sewer Authority. Mr. Eleazer began by discussing an opportunity from the Rural Infrastructure Authority. The Rural Infrastructure Authority has a \$100,000 match free grant to look at performing a regionalization study. He explained the details of this opportunity and requested partnership/participation with the city of Walhalla.

Mayor Edwards returned to public comment portion of the meeting.

Ms. Martha Wright, a resident of Walhalla, stepped up to ask questions about the message she received regarding boiling water and asked how others are notified if they do not get this call. Councilmembers and city hall staff members helped answer her questions and addressed her concerns.

Mayor Edwards continued to next item on the agenda. Mayor Edwards read Resolution 2022-7 recognizing Ashton Hester's contributions to our community and designated July 30, 2022 to be proclaimed Ashton Hester Day in the city of Walhalla. Mayor called for a vote. All voted in favor of this resolution.

Mayor Edwards gave first reading on Ordinance 2022-5, ordinance to amend the current zoning ordinance, 2021-17, section 705-1, to impose time limitations for all zoning permits. Councilman Keith Pace made motion, Councilman Grant Keehn second. Mayor called for discussion. Councilmembers discussed details of the ordinance. Mayor called for vote. All voted in favor.

Councilman Pace read approval request for a contract for professional services, for general properties at Stumphouse Tunnel and Park, to award contract for total amount annual of \$22,000 to Joanna White, who has been serving part-time. Councilman Pace made motion, Councilman Jordan second. Mayor called for discussion. Councilmembers discussed. Mayor called for vote. All voted in favor.

Councilman Pace read approval to purchase a rescue truck for the Fire Department, contract price is \$50,000. Councilman Pace made motion, Councilman David Underwood second. Mayor called for discussion. Councilmembers discussed. Mayor called for vote. All voted in favor.

Councilmembers gave Committee Reports.

Mayor Edwards called for motion to go into Executive Session. Councilman Underwood made the motion, Councilwoman Sarai Melendez second. Mayor Edwards called for a vote. All voted in favor.

Councilmembers returned from Executive Session. Mayor Edwards briefly reported results from the session.

Councilwoman Melendez made a motion to adjourn the meeting, Mayor Pro-Tempore Danny Woodward second.

Meeting adjourned.

STATE OF SOUTH CAROLINA )  
COUNTY OF OCONEE )                   ORDINANCE 2022-5  
CITY OF WALHALLA )

**AN ORDINANCE TO AMEND THE CURRENT  
ZONING ORDINANCE, 2021-17, SECTION 705.1  
TO IMPOSE TIME LIMITATIONS FOR ALL ZONING PERMITS**

**WHEREAS**, the City of Walhalla Zoning Ordinance requires amending in order to establish regulations to ease the City of Walhalla’s record keeping and project tracking,

**WHEREAS**, the City of Walhalla would like to introduce language in order to provide time limitations to all zoning permits.

**WHEREAS**, the City of Walhalla Planning Commission has recommended changes in the ordinance as a result of review by that body,

**Then, Let It Therefore Be Ordained**, by the City Council of the City of Walhalla, South Carolina amend section 705.1 of the Zoning Ordinance to read as follows:

**Section 705.1 Zoning Permit Required**

- A. No structure shall be constructed, erected, moved, assembled, set up, or added to without building and zoning permits which comply with this Ordinance. These permits shall not be issued by the Zoning Administrator except in conformity with the provisions of this Ordinance, unless he receives a written order from the Board of Zoning Appeals in the form of an interpretation involving error, variance, or special exception. If the permit is denied, reasons shall be stated for the denial.
- B. All zoning permits have a time limitation of one (1) year, if a project has failed to be completed or a business has failed to open the zoning permit will expire. After expiration an applicant must re-apply for approval.
- C. Zoning permits that are attached to a building permit may continue to operate on a permit that is past one (1) year if building codes has extended their building permit without said building permit lapsing.
- D. Extensions may be granted on a case-by-case basis. Extensions must be requested in writing 30 days prior to expiration.
- E. All permits approved one (1) year or more after the adoption of Ordinance 2022-5 have 30 days after the fore-mentioned amendment’s adoption to file and extension, if no extension is approved or requested those permits will be considered expired.

**REPEAL OF CONFLICTING**

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

**NOW, THEREFORE, BE IT ORDAINED** that the City of Walhalla, South Carolina adopts the Zoning changes to be affixed to the Zoning Ordinance.

**DONE, ORDERED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_ 2022

\_\_\_\_\_  
Danny Edwards, Mayor

**ATTEST:**

\_\_\_\_\_  
Timothy B. Burton, City Administrator

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

First Reading: \_\_\_\_\_

Second Reading  
& Adoption: \_\_\_\_\_

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

ORDINANCE NO. 2022-6

CITY OF WALHALLA )

**AN ORDINANCE TO AUTHORIZE THE CITY OF WALHALLA TO LEASE SERTOMA FIELD TO THE WALHALLA OKTOBERFEST COMMITTEE, INC OF WALHALLA, AND TO PROVIDE THE TERMS AND CONDITIONS FOR SAID LEASE**

**BE IT ORDAINED** by the Mayor and the City council of the City of Walhalla in Council duly assembled and by the authoirty of the same:

**Article I**

That the City of Walhalla be authorized to enter into an agreement with the Walhalla Oktoberfest Committee, Inc of Walhalla for the lease of Sertoma Field, in the City of Walhalla, for the purposes of Oktoberfest.

**Article II**

The term of said Lease shall be for the third week in the month of October in the years 2022 until 2027.

**Article III**

In consideration for said Lease and acceptance thereof, the Walhalla Walhalla Oktoberfest Committee, Inc shall pay all costs for utilities and shall be responsible for all claims for injuries and damages to person and property arising out of the use of said premises and shall hold harmless the City of Walhalla from laibility for all such claims of whatever kind and nature.

**Article IV**

The Walhalla Oktoberfest committee shall maintain the appropriate liability insurance for the course of each yearly event and list the City of Walhalla as co-insured.

**Article V**

The Mayor of the City of Walhalla is authorized to execute and deliver on behalf of the City of Walhalla any and all instruments deemed necessary to effectuate said Lease.

**DONE AND RATIFIED** in council duly assembled this \_\_\_\_\_ day of \_\_\_\_\_ 2022.





By: \_\_\_\_\_  
Danny Edwards, Mayor

(SEAL)

ATTEST:

By: \_\_\_\_\_  
Timothy B. Burton, City Administrator

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

First Reading: \_\_\_\_\_

Second Reading  
and Public Review: \_\_\_\_\_

**MINUTES OF THE COMMITTEE MEETING  
OF THE WALHALLA CITY COUNCIL  
AUGUST 2, 2022 5:30 PM**

**Present:** Mayor Danny Edwards, Mayor Pro-Tempore Danny Woodward, City Administrator Brandon Burton, Councilman Keith Pace, Councilman Grant Keehn, Councilman Tyler Jordan

**Absent:** Councilwoman Sarai Melendez, Councilman David Underwood

Mayor Edwards Opened the committee meeting at 5:30 PM

A moment of silence was observed.

The Pledge of Allegiance was led by Councilman Tyler Jordan.

Mayor Edwards called for a motion to approve the agenda. Councilman Pace made the motion to approve the agenda, Councilman Jordan second. Mayor Edwards called for a discussion and a vote. All voted in favor.

Mayor Edwards announced Executive Session for a staff review would be held first. Mayor Edwards called for a motion to move to Executive Session. Mayor Pro-Tempore Danny Woodward made motion, Councilman Jordan second. Mayor Edwards called for a vote. All voted in favor.

Councilmembers returned from Executive Session.

Mayor Edwards called for public comment. Mayor Edwards went over rules of meeting as it pertained to public comment. No public comments were made.

Committee Reports were given by respective department heads.

**Parks and Recreation- Mr. Woodward, Chair**

Director John Galbreath reported:

Fall sports: 19 soccer teams, 2 football teams, 2 cheerleading teams, 3 fall baseballs teams, 3 fall softball teams

Football games will begin August 22<sup>nd</sup>

Soccer, baseball, and softball will start after Labor Day  
(approx. 435 participating youth)

1 full-time Parks & Rec Technician position available

**Public Works- Mr. Jordan, Chair**

Director Russ Price reported:

July the City of Walhalla picked up:

236 -tons of residential garbage

109 -tons of commercial garbage

-tons of furniture

27 -tons of recyclable brush

3 -tons of mattresses

18 -tons CMD

Roll Carts for May

29 Delivered

10 Picked up

7 Repaired and Replaced

We will continue cleaning up leaves, brush, trash, cleaning storm drains, trimming trees, grass cutting, and other routine maintenance.

Set up and breakdown for Independence Eve Event

Issues with the Knuckle Booms- working on repairs

2 CDL driver positions available

**Police- Mr. Underwood, Chair**

Chief Tim Rice submitted report; he is on vacation.

Report given by Administrator Burton:

Promotions: Austin Watson promoted to Captain; Sgt Zach McCall/K-9 officer promoted to Narcotics Investigator

New Hire: Jonathan Jerde

July Events:

Assisted with Independence Eve Carnival and Concerts on the Green, Firework presentation, and the 1<sup>st</sup> Annual Independence Bicycle Parade

Quarterly Department Meeting and Officer Meal

Mark Mealy was named Officer of the Quarter

Upcoming training: firearms instructor training, advanced DUI training, and the annual SRO in-service training

1278 total calls for service

291 traffic stops

11 traffic collisions

69 reports filed

pursuit

response to resistance  
345 citations/ warnings issued  
40 arrests made/ juvenile referral  
500 extra patrols  
hours of overtime- 68.5 shift coverage, 10 court, 78 special event  
79 hours of training

### **Utilities- Mr. Keehn, Chair**

Director Scott Parris reported:

June/July 2022

New Water Taps – June had 8; July had 25

New Sewer Taps -

New water contracts-

Emergency Locates -

Sanitation delivery work orders –

Sanitation pick up work orders -

Meter box changes -

Meter change outs -

Work Orders -

Sewer Work Orders -

New development service inquiries -

Issues with getting materials/additional parts for new taps; may have to put a hold on new taps  
Issues with getting pipe materials

Mr. Parris discussed the water line break on July 18<sup>th</sup>; 300,000-400,000 gallons of water were lost.

### **Main Street (General Gov't)- Mr. Pace, Chair**

Director Libby Imbody gave report:

71 - volunteer hours

Social media stats- Facebook and Instagram growing

Working on ARPA funds that were allotted to Main Street for business support

Greenway support team meeting

Working on wayfinding signage and downtown business guides- digital and printed

Working on website

Discussed upcoming events

Training

Monthly Merchant Meet-up

Lost several businesses. Working on 4 businesses coming to town.

## **Fire and Codes- Ms. Melendez, Chair**

Chief Will Bates gave report:

134 Fire responded to calls for services- 47 fire, 87 medical/rescue  
24 mutual aid calls  
59 calls inside city, 75 outside  
193 hours on incidents  
263 hours of training

Fully staffed.

Four staff members currently taking EMT class.

The goal for EMT class is to have all staff at EMT level to obtain DHEC BLS certification to be able to provide a higher level of care.

Placing equipment on new rescue truck.

Squad 51 still in service.

6 food truck inspections  
29 business inspections  
13 pre-plans  
4 rental inspections  
CL alarm installations  
smoke installations  
hours overtime

Emergency Management- Use caution for increased traffic with school starting soon.

## **General Government- Mr. Pace, Chair**

Administrator Burton gave report:

Administrator Burton announced that he will be handling all business request. Fire Marshall Sanford will be handling code issues. Billing office is taking over all the business license functions.

Website updated with newer information regarding business license and hospitality tax program.

Working on Personnel Handbook rewrite

Several jobs advertised

Working on water line improvement project

Working on new recycling program

Working with Libby to update business recruitment and startup packages

Working on budget audit documentation

Budget reports sent out

Stumphouse Park weekends have been very good- \$11,000 in July; grills will be replaced; developing a map for the park, moving information board behind iron rangers, contractor submitted first draft of parking lot design, working on wash station design.

No report on new business licenses, codes, and zoning permits.

zoning permits

business licenses

sign permits

food truck permits

violations- verbal/ written

Action item: Oktoberfest Lease.

Administrator Burton discussed the details. Councilman Pace made the motion to authorize move to council, Councilman Keehn second. Councilmembers discussed. This item will move to next regular meeting.

Mayor Edwards announced another Executive Session to vote on matters involving a potential real estate transaction and an intergovernmental agreement. Mayor Pro-Tempore Danny Woodward made motion, Councilman Pace second. All voted in favor.

Mayor Edwards called regular meeting back into session. Nothing decided on real estate transaction.

The first item, Mayor Edwards called for a motion to authorize the City Administrator to send a letter of support to the Joint Regional Sewer Authority for the Study Grant. Councilman Pace made the motion, Mayor Pro-Tempore Woodward second. Mayor called for discussion and vote. All voted in favor.

The second item, Mayor Edwards called for a motion to authorize the City Administrator to write a letter of support to the proposed Oconee Joint Regional Sewer Authority bylaw amendment. Mayor Pro-Tempore Woodward made the motion, Councilman Jordan second. Mayor called for discussion and vote. All voted in favor.

Mayor Edwards called for motion to adjourn. Councilman Pace made the motion. All voted in favor.

Meeting adjourned.