# CITY OF WALHALLA

*Main Street to the Mountains*

**AGENDA**
**WALHALLA CITY COUNCIL MEETING**
August 20, 2024
5:30 PM
City Hall | 206 N Church St, Walhalla, SC


Tim Hall
Mayor

Keith Pace
Mayor Pro-Tem

Grant Keehn
Councilman

Sarai Melendez
Councilwoman

Josh Thomas
Councilman

Josh Holliday
Councilman

Kenny Johns
Councilman

Michael Kozlarek
City Attorney

Celia Boyd Myers
City Administrator


I. **Call to Order and Welcome** — Mayor Hall

II. **Moment of Silence**

III. **Pledge of Allegiance**

IV. **Approval of Agenda**

V. **Approval of Minutes:**
   A. Regular Council Meeting, June 18, 2024

VI. **Public Comment** *(Public Comment is limited to 5 minutes and must be directed to Council, per City Ordinance 2022-8)*

VII. **Mayoral Proclamations:** None

VIII. **First and Final Reading of Resolutions:** None

IX. **Administrator's Report**
   A. Monthly Reports

X. **Second, Final Reading and Public Review of Ordinances:** None

XI. **First Reading of Ordinances:**
   A. Ordinance 2024-12: An Ordinance to Establish Certain Benefits for City Council Members
   B. Ordinance 2024-13: An Ordinance to Repeal Ordinance 1990-02 Related to the Recreation Commission

XII. **Discussion and/or Action Items** *(to include Vote and/or Action on matters brought up for discussion, if required)*

A. Request to Purchase Fire Engine(s)
B. Request to Transfer
C. Agreement with ACOG for Chapter 330 Update (Zoning Code)
D. Bailey Bill
E. Water Strategy

XIII. **Executive Session** *(to include Vote and/or Action on matters discussed, if required):*

A. Contractual Matter: Water Line Extension Request
B. Real Estate Matter: City Owned Property

XIV. **Mayor Comments** Mayor Hall

XV. **Adjournment**


Tim Hall
Mayor

Keith Pace
Mayor Pro-Tem

Grant Keehn
Councilman

Sarai Melendez
Councilwoman

Josh Thomas
Councilman

Josh Holliday
Councilman

Kenny Johns
Councilman

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Michael Kozlarek
City Attorney

Celia Boyd Myers
City Administrator

**City of Walhalla**
**City Council**
**Tuesday, June 18, 2024 • 5:30 PM**
**Council Chambers • City Hall**
**Walhalla, South Carolina**
**Minutes**

*In accordance with the South Carolina Freedom of Information Act, Section 30-4-10 et seq., South Carolina Code, 1976, the media was duly notified of the date, time, and place of the meeting.*

**Councilmembers Present:** Mayor Tim Hall, Mayor Pro Tem Keith Pace, Grant Keehn, Sarai Melendez, Kenny Johns, Josh Thomas, and Josh Holliday

**Councilmembers Absent:** None

**Staff Present:** Celia Myers, Kaylee Osbon, Ashley Jones, Scott Parris, and Chief Tim Rice

**Call to Order:** Mayor Hall called the meeting to order at 5:30 PM, with a quorum present to conduct the meeting and welcomed all present to the meeting.

**Moment of Silence:** Mayor Hall called for a moment of silence.

**Pledge of Allegiance:** Mayor Hall asked for a councilmember Johns to lead the Pledge of Allegiance.

**Approval of Agenda:** Mayor Hall called for a motion to approve the agenda. The agenda was unanimously approved.

**Approval of Minutes:** Mayor Hall called for a motion to approve the Regular Council Meeting May 14, 2024; it was passed unanimously. Mayor Hall called for a motion to approve the Committee Meeting, June 4, 2024. Mr. Keehn made a motion to correct Mr. Pace to Mr. Parris; the minutes passed unanimously.

**Public Comments:** Mayor Hall called for any public comments. Mr. Steve Sheilds explained his concerns for a house that has been overgrown with weeds.

**Mayoral Proclamations**

Mayor Hall read Proclamation 2024-06, a Proclamation to Observe June 19, 2024, as Juneteeth. Mr. Pace made a motion to accept, Mr. Johns seconded; the proclamation passed unanimously.

Mayor Hall Read Proclamation 2024-07, a Proclamation to Observe June-July as Summer Meal Months. Mr. Keehn explained that he did not agree with using proclamations to push political agendas. Ms. Melendez read statistics that explained why this program was important to the citizens of Walhalla. Mayor Hall said he was in favor of feeding children. The proclamation passed 6-1; Mr. Keehn opposing.

**Administrator's Comments:** Mrs. Myers presented the monthly reports as presented in the packet.

**Second, Final Reading and Public Review of Ordinance 2023-18**

Mayor Hall opened Ordinance 2024-11: An Ordinance to raise revenue and adopt a budget for general, water sewer and hospitality funds, herein known as the "City of Walhalla: Budget for Fiscal Year July 1, 2024- June 30, 2025," and other matter related thereto for public comment. Hearing none Mayor Hall closed public comments. Mr. Pace made a motion to amend the Sanitation, Accounting Clerk, and Stumphouse. Mayor Hall explained the Accounting Clerk would help with ATAX, Business Licenses, HTAX, return checks, and any other payments that are collected. Mayor Hall asked if this would increase revenue. Mrs. Myers explained that it likely would and based on the previous Audit it was recommended and they would no longer have the other responsibilities, with a fair increase. Mr. Pace made a motion to amend; Mr. Holliday seconded. Mr. Keehn asked if it would do away with the position up front. Mr. Pace said yes, it

would be removed. Mr. Keehn explained this should go through the Utilities Committee and this will leave them short staffed, and that this arrangement is not feasible for the Water Department. Mr. Thomas explained when they left the Finance Committee meeting, they were proposing something different. Mrs. Myers explained they could remove the side and side and keep the position. Mr. Pace stated this was a one-time expense and explained this was the City Administrator's recommendation and it would remove a good bit of the work that the clerks currently do. Mrs. Melendez asked for clarification on the position that it was taking one full time position and replacing it with a part time position. Mr. Keehn explained the Department head agreed the position should stay. Mr. Parris agreed that this was not a good idea. Mayor Hall explained the question to Mr. Parris. Mr. Parris stated that he wanted to say that he was not addressed, and Mayor Hall interjected that this was not the question asked. Mr. Parris explained that for example today they were very busy with phone calls with the water line breaking. When they are not taking payments, they are doing other things. He explained he appreciated the new crew being brought back but the front would not be able to operate without 3 people because of how spread thinned they already are. Mr. Pace explained this was the financial way of making this happen. He asked Mrs. Myers if there was another plan. Mrs. Myers explained that there would have to be additional cuts to create an additional full-time employee. Mr. Keehn suggested taking the funds from special interest funds. Mr. Pace explained one amendment affects the other. Mayor Hall asked if there was way to dedicate the funds to half this and half that. Mr. Pace asked if there were any part-time accounting clerks because there is no backup for accounting. Mr. Thomas explained that he was learning a lot during this discussion. He agreed with what was discussed this past Friday but also agrees with what is being said today. Mrs. Jones explained that there is currently no backup accounting clerk, but someone up front could learn some of the duties. Mr. Pace made a motion to freeze the accounting clerk position so it could not be hired; Mayor Hall seconded. The motion passed unanimously. Mr. Keehn explained that he appreciated all the hard work the Finance Committee and Mrs. Myers did on the budget. He explained that he believed the budget was done upside down and that the city's biggest assets were put last, the employees. That there was a tax raise, water and sewer increase and still funding special interest. Mr. Thomas explained that it is not a special interest but an investment in the city. Mrs. Melendez stated that she was still learning. Mayor Hall clarified that the money going into HTAX is limited by law what it can be used for.

Ordinance 2024-18 passed 6-1; Mr. Keehn opposing.

**CC&I Proposal**

Mrs. Myers gave an overview of what CC&I is and the services they offer. Mayor Hall asked Mrs. Myers if this was her recommendation and stated she recommends CC&I. Mr. Keehn asked what the fee schedule would be and if there would be an increase in revenue. Mrs. Myers explained it would be more than what we receive now but not more than $10,000. The motion passed to go with CC&I unanimously.

**PEBA Eligibility**

Mrs. Myers explained that PEBA is asking the council to decide if they want insurance and that it is a onetime irrevocable decision but will require an ordinance to pass. Mr. Keehn explained that he was not interested in PEBA for council and Mr. Pace agreed. Mr. Johns stated he believed the door should not be shut forever. Mr. Pace stated that if you joined the council for insurance, then you joined for the wrong reasons. Mr. Keehn stated he agreed with Mr. Pace 100%. Mrs. Myers stated it could cost just shy of $50,000. Mr. Holliday stated that it is a big expense for the city. Mayor Hall stated this was not a job for money for insurance but was not comfortable to make a decision for the future. Mr. Pace made a motion to not accept insurance for council; Mr. Keehn seconded. The motion failed 2-5; with Mr. Pace and Mr. Keehn in favor. Mr. Thomas made a motion for an ordinance to be drafted to make council full time employees; Ms. Melendez seconded. The motion passed 5-2; Mr. Keehn and Mr. Pace opposing.

**MOA with Westminster for Mosquito Spraying**

Mr. Thomas made a motion to enter an MOA with Westminster for Mosquito Spraying; Mr. Johns seconded. The motion passed unanimously.

**Wagner Award**

Mr. Pace made a motion to accept the Wagner Award; Mr. Johns seconded. Mr. Holliday made a motion to amend the award that the council will put money towards the award; Mr. Keehn seconded. The motion passed unanimously.

**July Meetings**

Mr. Thomas made a motion to cancel the meetings in July; Mr. Keehn seconded. The motion passed unanimously.

**Executive Session**

Mr. Holliday moved to enter executive session in order to discuss a legal matter for annexation. Ms. Melendez seconded. The motion to enter executive session was unanimous. The council entered executive session at 7:20 PM.

The motion to exit executive session was unanimous. Council exited executive session at 8:12 PM.

No action was taken.

**Mayor Comments**

None were provided.

Hearing no further business, the meeting adjourned at 8:13 PM with motion from Mr. Holliday and second from Mr. Johns.

Respectfully Submitted,

Kaylee Osbon, MBA

# CITY OF WALHALLA

*Main Street to the Mountains*

**TO:** Mayor Hall and City Council

**RE:** June and July Monthly Report

**DATE**: August 15, 2024

Please find enclosed an update on the City's recent activities for the months of June and July 2024, along with departmental monthly reports.

Tim Hall
Mayor

Keith Pace
Mayor Pro Tem

Josh Holliday
Councilman

Kenny Johns
Councilman

Grant Keehn
Councilman

Sarai Melendez
Councilwoman

Josh Thomas
Councilman

Michael Kozlarek
City Attorney

Celia Boyd Myers
City Administrator

## Administration

HR/Personnel: Continued research for wage and compensation study. Welcomed new water crew members and police officer. Application period open for Utilities and PRT Directors through the end of August.

Tourism: Trail signage installed at Stumphouse Mountain Park. The City Farmer's Market continues, and participants have requested an extension of the market season. JeepFest will be held July 31st. Hispanic Heritage Festival will be held September 21st.

Economic Development: Met with two prospective business owners, a hair salon and boutique. Continued work on the proposed Economic Action Plan.

Infrastructure Projects: Sidewalk repair on-going – several blocks complete. Water meter movement done in conjunction with the project. Mosquito spraying on-going. N Hwy 11 water line installed, and new taps are being made. Continue maintenance and beautification efforts on City property.

Funding Opportunities: Continue to apply for non-matching opportunities. Received an appropriation for the construction of a new police station.

Community Engagement: Participated in the Walhalla United event with +/- 70 in attendance. Planning the inaugural State of Walhalla event for June 20.

Walhalla Police Department
101 E. Main St.
Walhalla, SC 29691

*Chief of Police Timothy J. Rice*

# Monthly Police Report- June 2024

## ***June Events and Completed Training: Employees***

| | |
|---|---|
| **TOTAL CALLS FOR SERVICE** | **935** |
| **TRAINING HOURS** | **157 HOURS (40 K9)** |
| **Total Arrests** | **22 (Adult) 0 (Juvenile)** |
| **Extra Patrol / Business Checks** | **444** |

**BREAKDOWN OF OVERTIME BY TYPE:**

| | |
|---|---|
| Shift Coverage | 65.5 |
| Court | 9 |
| Special Event Coverage | |
| **TOTAL OVERTIME** | **74.5 HOURS (previous month –90.5 hours)** |

## ***Upcoming Events and Training and News:***

*New hire Lt Dwayne Kelley. He recently retired from Seneca Police Dept and soon realized he had more to offer law enforcement. He brings many years of experience to our department.*

*All officers participated in pistol and rifle yearly recertification.*

*Cpl Heaton attended ARIDE class.*

*Misty Vinson completed Use of Force Data Collection training.*

*Officers from Walhalla Police Dept along with West Union held a checkpoint.*

*Officers chose a main focus on seat belts this month which was very successful.*

Walhalla Police Department
101 E. Main St.
Walhalla, SC 29691

*Chief of Police Timothy J. Rice*

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**Monthly Reference Material**

**June 2024 – Month End Stats**

| | |
|---|---|
| **Total Calls for Service:** | **935** |
| **Total Traffic Stops:** | **147** |
| **Total Traffic Collisions:** | **7** |

**Reports Filed:**

| | |
|---|---|
| Collision Reports: | 4 |
| Pursuit After-Action: | 0 |
| Incident Reports: | 41 |
| Response to Resistance: | 0 |
| **TOTAL:** | **45** |

**Citations/Warnings Issued:**

| | |
|---|---|
| Warnings: | 89 |
| Traffic Related: | 32 |
| Non-Traffic Related: | 11 |
| **TOTAL:** | **132** |

**Arrests:**

| | |
|---|---|
| Adults: | 22 |
| Juvenile Referrals: | 0 |
| **TOTAL:** | **22** |

Walhalla Police Department
101 E. Main St.
Walhalla, SC 29691

*Chief of Police Timothy J. Rice*

| | | |
|---|---|---|
| **Extra Patrols:** | **TOTAL:** | **444** |

Walhalla Police Department
101 E. Main St.
Walhalla, SC 29691

*Chief of Police Timothy J. Rice*

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**Monthly Police Report- July 2024**

## ***July Events and Completed Training: Employees***

| | |
|---|---|
| **TOTAL CALLS FOR SERVICE** | **1258** |
| **TRAINING HOURS** | **187 HOURS ( K9)** |
| **Total Arrests** | **21 (Adult) 0 (Juvenile)** |
| **Extra Patrol / Business Checks** | **642** |

**BREAKDOWN OF OVERTIME BY TYPE:**

| | |
|---|---|
| Shift Coverage | 143.25 |
| Court | 10 |
| Special Event Coverage | 20 |
| **TOTAL OVERTIME** | **173.25 HOURS (previous month –74.5 hours)** |

## ***Upcoming Events and Training and News:***

*Two promotions this month: Sgt Hunter McCall and Sgt Mark Boatman*

*New hire Mario Salinas. He brings many years of experience to our department.*

*All Officers participated in Emergency Vehicle Operations training.*

*Sgt Hunter McCall attended Negotiator training along side the Sheriff's Office.*

*Misty Vinson completed SCIBRS training.*

*Ssgt Zach McCall and Officer Austin Chenault attended Rifle Instructor training.*

Walhalla Police Department
101 E. Main St.
Walhalla, SC 29691

*Chief of Police Timothy J. Rice*

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*Officers assisted with Independence Eve festivities.*

*The Department enjoyed the Boy Scouts taking a tour of the Police Dept and our cars!*

*Upcoming:*

*School starting back working to enforce school zone safety.*

*Department training for the month of August will be on Officer Safety.*

*Department quarterly meeting.*

**Monthly Reference Material**

**July 2024 – Month End Stats**

| | |
|---|---|
| **Total Calls for Service:** | **1258** |
| **Total Traffic Stops:** | **232** |
| **Total Traffic Collisions:** | **13** |

**Reports Filed:**

| | |
|---|---|
| Collision Reports: | 10 |
| Pursuit After-Action: | 0 |
| Incident Reports: | 45 |
| Response to Resistance: | 0 |
| **TOTAL:** | **55** |

Walhalla Police Department
101 E. Main St.
Walhalla, SC 29691

*Chief of Police Timothy J. Rice*

| | | |
|---|---|---|
| **Citations/Warnings Issued:** | | |
| Warnings: | | 162 |
| Traffic Related: | | 37 |
| Non-Traffic Related: | | 14 |
| **TOTAL:** | | **213** |
| | | |
| **Arrests:** | | |
| Adults: | | 21 |
| Juvenile Referrals: | | 0 |
| | **TOTAL:** | **21** |
| | | |
| **Extra Patrols:** | **TOTAL:** | **642** |

# WALHALLA SOLID WASTE 7-2-2024

The Solid Waste Department

June 1 thru 30, 2024 the City of Walhalla picked up:

216 -ton of residential garbage

105 -ton of commercial garbage

21 -loads of recyclable brush 546 yards

14 -ton C&D Waste

3.7 –ton mattresses

Roll Carts for June

Delivered 51

Picked up 12

Repair/Replace 8

During the month of June our department continued picking up brush, leaves, trash, C&D waste, tires, and mattresses. We were having a problem with one of the hydraulic pumps on our 2018 Peterbuilt side load trash truck. We took it for repairs and got it back June 11. It is back in operation. Our Mosquito sprayer and spray from the grant has arrived.

Thanks,

Russ Price

# WALHALLA SOLID WASTE 8-6-2024

The Solid Waste Department

July 1 thru 31, 2024 the City of Walhalla picked up:

273 -ton of residential garbage

127 -ton of commercial garbage

16 -loads of recyclable brush 432 yards

23 -ton C&D Waste

23 -ton recyclable brush

Roll Carts for June

Delivered 34

Picked up 8

Repair/Replace 7

During the month of July our department continued picking up brush, leaves, trash, C&D waste, tires, and mattresses. Helped set up and break down Independence Eve on Main Street. Continued mosquito spraying.

Thanks,

Russ Price

## Streets and Facilities

**Department Head: John Galbreath**

Singleton Street



Duke Grant



Chicopee Ballfield



Replaced Drive Swimming Pool






Completed Court Room



7 Foot Finish Mower



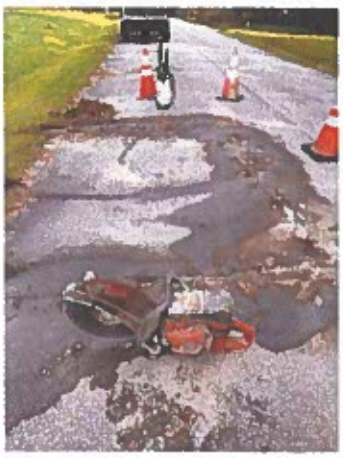
Kubota RTV

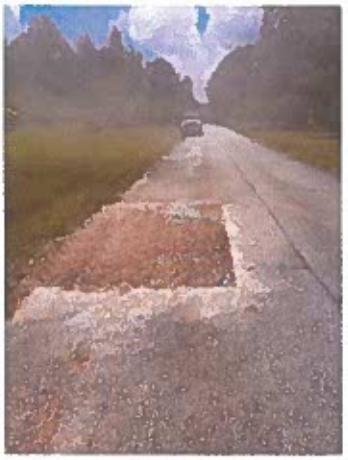


Weeding Main Street



Hillcrest Court





# City of Walhalla Fire Department

*Home of the Mountaineer Engine Co. Est. 1871*

## Fire Chiefs Monthly Report

June 2024

**FIRE-EMS**

*Incident Response-*

We responded to 119 calls for service. 44 were fire calls and 75 were medical/rescue calls. During the month we were on multiple calls 11% of the time. We provided 16 instances of mutual aid. 65 calls were inside the City and 54 calls were either in the unincorporated area or another district. The average on-scene time was 26 minutes. Both career and volunteer staff spent 194 hours on incidents.

| Incident Type | # Incidents | % of Total |
|---|---|---|
| Fires | 5 | 4.20% |
| Overpressure rupture, explosion- no fire | 1 | 0.84% |
| Rescue & EMS | 75 | 63.03% |
| Hazardous Conditions | 8 | 6.72% |
| Service Call | 12 | 10.08% |
| Good Intent Call | 13 | 10.92% |
| False Alarm and False Call | 5 | 4.20% |
| Severe Weather & Natural Disaster | 0 | 0.00% |
| Special Incident | 0 | 0.00% |
| **Total** | 119 | 100.00% |

*Operations/Training-*

Staff, both career and volunteer, trained for a total of 366 hours during the month.

The department has 1 full-time firefighter opening. This position is posted on the City webpage and the department's Facebook page.

207 E North Broad Street, Walhalla SC 29691
864-638-4345 Phone
864-638-2444 Fax

# City of Walhalla Fire Department

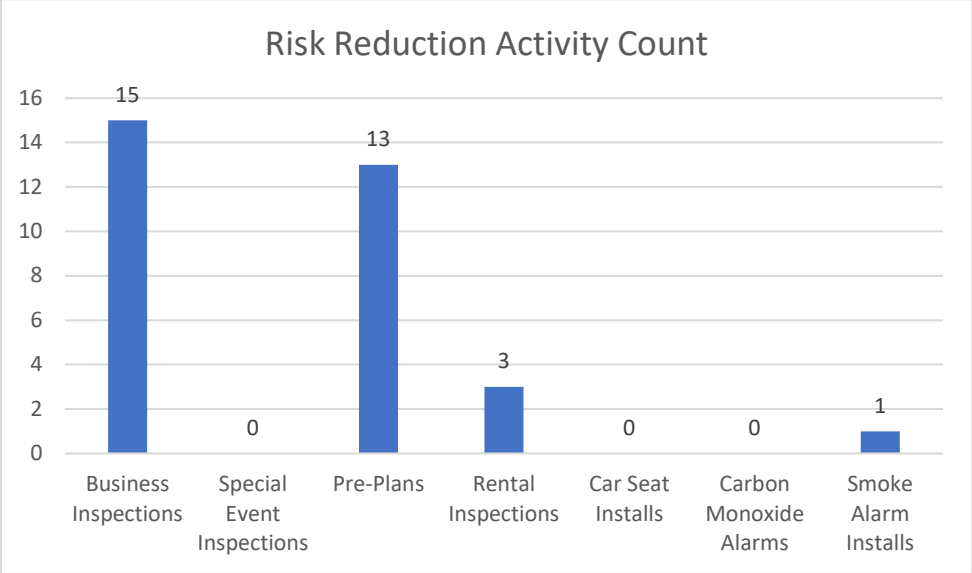
*Home of the Mountaineer Engine Co. Est. 1871*

**COMMUNITY RISK REDUCTION**

*Fire Marshal-*

Continuing to complete pre-fire plans and business inspections. Completing re-inspections as needed.

*Fire Prevention/Life Safety-*




**EMERGENCY MANAGEMENT**

Staff have responded to 3 reported structure fires this month. If you have a fire or emergency in a structure remember to evacuate all persons inside first, then call 911.

**GRANTS**

We have applied for 35 grants with possible funding totaling in $400,000 or more. This is as of the end of the month. We plan on applying for several more grants.

Grants we have received:

- Harbor Freight - $500
- VSAFE - $13,280

207 E North Broad Street, Walhalla SC 29691
864-638-4345 Phone
864-638-2444 Fax

Please contact me should you have any questions.

Respectfully Submitted,

*/s/ Will Bates*
Will Bates, Fire Chief

207 E North Broad Street, Walhalla SC 29691
864-638-4345 Phone
864-638-2444 Fax

Monthly Report (June/July/Aug)

- Call outs and teams have been decided
- Practice schedules will be handed out to the coaches by July 26th
- Working on updating football bleachers and concession stand with paint (huge thank you to Josh Holiday for donating the paint)
- Painting Sertoma Dugouts
- The number of Sponsorships has increased (about $3,000 and counting *highest number in the last 3 years)
- Up coming fund raisers:

Aug 3rd Eagles Tribute Band @ Memorial Field- will be selling hotdogs and hamburgers

Aug 8th McFamily Night at McDonalds- 5pm to 7pm

Aug 24th Walhalla Rotary Cornhole Tournament- 9am at Memorial Field- All proceeds go towards Walhalla Rec Department

# Water Department – *July 2024*

- Ordered vac trailer (hydro-excavator trailer)
- Received new backhoe, dump trailer & Kubota tractor
- Water leak in Avondale Subdivision
- Dirty water overturning from Lake Keowee has cleared up
- Water leak on N Hwy 11 @ Christophers Road
- Sewer line repair on Freedom Drive
- Water line on N Hwy 11 – started tie ins on Fowler Road, Scenic Heights, Albertson Lane, Springdale, Woodland Way. Tie in at Pickens Hwy and N Hwy 11 (at dollar store)
- Water leak on off ramp at Hwy 28/Poplar Springs Road



**STATE OF SOUTH CAROLINA )**

**COUNTY OF OCONEE )** **ORDINANCE NO. 2024-12**

**CITY OF WALHALLA )**

**AN ORDINANCE ESTABLISHING CERTAIN BENEFITS FOR CITY COUNCIL MEMBERS; AND OTHER MATTERS RELATED THERETO**

**Whereas,** the SC Public Employee Benefit Authority (PEBA) is requiring local governments elect whether Council members are eligible for the state insurance benefits program; and

**Whereas,** the City of Walhalla City Council wishes to offer health care benefits to future Council members; and

**Whereas,** the City Council desires to classify future Council members as eligible City employees;

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Walhalla that future City Council members are eligible to receive the following benefits through the City:

Health Benefits. City Council members are considered employees of the City and eligible for the same health benefits as other City employees. This change will take effect January 1, 2026.

**DONE AND RATIFIED** in Council duly assembled this _____ day of _____, 2024.

_____
Tim Hall, Mayor

ATTEST:

_____
Celia Myers, City Administrator

Introduced By: _____

First Reading: _____

Second Reading
and adoption: _____

PEBA
SC Retirement Systems and State Health Plan

South Carolina Public Employee Benefit Authority
*Serving those who serve South Carolina*

# Addendum to Employer Resolution for Participation in the State Insurance Benefits Program regarding County/Municipality Councilmember Coverage

Complete the form below and submit via mail or email to:

S.C. PEBA
Attn: Insurance Employer Audit
202 Arbor Lake Drive
Columbia, SC 29223

EmployerAudits@peba.sc.gov

As an addendum to the resolution entered into by the _____ (Employer) for
County/Municipality Name
Participation in the State Insurance Benefits Program, the _____ Council of
County/Town/City
_____ (Council) hereby makes the following election regarding the eligibility of
County/Municipality Name
elected members of the Council to participate as active employees in the State Insurance Benefits Program (Program) offered by the South Carolina Public Employee Benefit Authority (PEBA) pursuant to Section 1-11-703 et seq. of the 1976 Code of Laws:

**Select one only.**

☐ Members of the Council will be considered Active Employees of the Employer for the purposes of participation in the State Insurance Benefits Program *(only available if Councilmembers are paid and are eligible for participation in the South Carolina Retirement Systems)*; or

☐ Members of the Council will **not** be considered Active Employees of the Employer for the purposes of participation in the State Insurance Benefits Program.

In making this election, the Council hereby understands, acknowledges and agrees that:

1. The election made above is a material requirement for participation in the Program established by the PEBA Board of Directors and is irrevocable during the Employer's period of participation in the Program;
2. The election made above applies only to Councilmembers' participation in the Program, and does not affect Councilmembers' participation in the South Carolina Retirement Systems;
3. If the Council has elected to decline coverage, Councilmembers will not be considered Employees of the Employer, as that term is defined in the State Health Plan, for purposes of eligibility and participation in the Program, and will not be eligible for any benefit offered under the Program as an Active Employee by virtue of membership on the Council; service on the Council will not be taken into consideration for eligibility for retiree insurance coverage under

the Program; and the Council and Employer irrevocably waive and disclaim any rights the Employer or its Councilmembers may have regarding Councilmembers' benefits from the Program as a result of their service on the Council after the date of this election; and

4. The election made above will not be effective until it is received in good order and approved by PEBA, and nothing in this election alters any other obligations Employer has to properly and timely administer insurance benefits under the Program for other Employees of the Employer in accordance with the requirements established by PEBA.

**IN WITNESS WHEREOF,** we have hereunto set our hands and authority at the meeting of the

_____ Council of the _____
County/Town/City — County/Municipality Name

County of_____ , South Carolina, held at _____
County — Location

this_____day of _____ , 20 _____ .
Day — Month

## Signatures of Council Members

*A majority must sign.*

_____ _____

_____ _____

_____ _____

_____ _____

## Certification

I _____, _____ of the aforesaid Employer, hereby certify
Name — Title

that the aforesaid Council consists of_____duly elected members, and that as stated above,
Number

_____ members voted in favor of the above Addendum.
Number

**IN WITNESS WHEREOF,** I have hereunto set my hand and the authority of the aforesaid Employer.

_____ _____ _____
Signature — Date — Employer Group Number

**STATE OF SOUTH CAROLINA )**

**COUNTY OF OCONEE ) ORDINANCE NO. 2024-12**

**CITY OF WALHALLA )**

**AN ORDINANCE TO REPEAL ORDINANCE 1990-02 RELATED TO THE RECREATION COMMISSION; AND OTHER MATTERS RELATED THERETO**

**Whereas,** the City of Walhalla City Council established the Recreation Commission through Ordinance 1990-02 to advise recreation personnel and other responsibilities; and

**Whereas,** the City of Walhalla City Council established the Council Parks, Recreation and Tourism (PRT) Committee through Ordinance 2024-01 to advise and oversee PRT; and

**Whereas,** the City Council desires to abolish the Recreation Commission, in order for private citizens to form a non-profit for the benefit of Walhalla Recreation;

**NOW THEREFORE, BE IT ORDAINED** by the Council of the City of Walhalla that Ordinance 1990-02 is repealed in its entirety.

**DONE AND RATIFIED** in Council duly assembled this _____ day of _____, 2024.

_____
Tim Hall, Mayor

ATTEST:

_____
Celia Myers, City Administrator

Introduced By: _____

First Reading: _____

Second Reading
and adoption: _____

### § 7-1. Membership; term of office; compensation; vacancies.

The Recreation Commission shall consist of five members appointed by the Council on the recommendation of the Mayor and Recreation Director. Members shall serve without pay. All appointments shall be for a two-year term. Should a vacancy occur then the Council shall elect a successor for the unexpired term only.

### § 7-2. Duties.

The duties of the Recreation Commission shall be:

A. To advise, make recommendations to and influence the Recreation Director and/or municipal officials on recreation matters.

B. To seek the development of a broad variety of programs, facilities and services to meet the total needs and demands utilizing the total resources of the community.

C. To inform and educate the public about the importance and need for recreation programs, facilities and services.

D. To strive to involve the citizens in the planning and development of the recreation system and identify local needs.

E. To establish and maintain an effective public relations program utilizing all appropriate communications media.

F. To advise on financial planning and secure adequate budget support.

G. To provide a close liaison and coordination with other agencies to ensure total cooperative community effort to provide the most effective and economical services possible.

H. To evaluate the City's programs, facilities, services, and relationships periodically to assure that its goals and objectives are being achieved.

I. To provide encouragement, support and work in partnership with the Director to provide a team approach to recreational problems and concerns.

### § 7-3. Meetings. [Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]

The annual meeting shall be held in January of each year and will appoint a Chairperson and Secretary. The Recreation Commission will meet regularly each month at a time determined by the members of the Recreation Commission.

### § 7-4. Responsibilities. [Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. II)]

The Recreation Commission shall understand and value the importance of providing leadership to the community. The Commission will provide a more customized, systematic and continuous development program, instilling in members a sense of importance of visionary, proactive leadership. New knowledge can be an invaluable resource when meeting local community needs

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that will profit the Recreation Department as a whole and build a strong sense of teamwork.

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# City of Walhalla
# Budget Transfer

**Department:** Administration to Fire

**Date Submitted:** 20-Aug-24

| | | **Amount to Transfer** |
|---|---|---|
| **Transfer from Account #:** | 010-510-50100-50100 | Personnel - Salaries |
| | | |
| | | |
| **Transfer to Account #:** | 010-540-50400-50884 | Capital |

**Total Transfer:** $20,000

**Reason for transfer (please be specific):**

To cover the annual payment of two fire engines

**Is this transfer within your department (circle one):** Yes (No)

**Department Head Approval:** _____ **Date:** 8/20/2024

**Administrator Approval:** _____ **Date:** 8/20/2024

# CITY OF WALHALLA
# ZONING ORDINANCE

## A proposal to Update the City's Zoning Ordinance and Review the Downtown Design Guidelines

*Prepared by:*

**Appalachian Council of Governments**
30 Century Circle, Greenville, SC 29607
Phone: 864-242-9733

June 10, 2024

## INTRODUCTION

This proposal lays out a scope of services, timeframe, and fee proposed by the Appalachian Council of Governments for the production of a new Zoning Ordinance and ordinance review of the Downtown Design Guidelines for the City of Walhalla. This work program includes all steps necessary for completion of each component of the project with the opportunity to break it into separate projects. Final products will include a recommended Zoning Ordinance and Design Guidelines, and all necessary documents and services needed to adopt and implement said recommendations. The product will be updated ordinances for submission to the Walhalla City Council for adoption.

## PURPOSE OF THE ORDINANCE UPDATE

The proposed zoning ordinance update would align the land use strategies of Walhalla with the community's priorities, values, and vision. This vision is currently being developed in the ongoing Comprehensive Plan update process. The plan update process has engaged property owners, community groups, and local government leaders to address existing development pressures and craft a vision of the City's future growth. The zoning ordinance will help ensure the development regulations will support that vision and help promote healthy neighborhoods, efficient services, and vibrant commercial and cultural districts.

## COMPONENTS

### Zoning Ordinance Review and Update

The Zoning Ordinance is the primary tool a community uses to implement the vision and land use strategies identified in the Comprehensive Plan. The Zoning Ordinance establishes regulatory requirements that ensure the development pattern adheres to goals established for growth and development in the community. The focus of developing a Zoning Ordinance will be to ensure that current regulations support the goals of the vision of the community as outlined in the Comprehensive Plan. Staff will work with City leaders and staff to create zoning regulations that support the goals and vision of the community for issues such as land use, signage, and parking. The stakeholders responsible for implementation will be identified and reasonable timelines for completion will be set out so that the progress of each can be monitored. Zoning Ordinance administrative processes and procedures will also be developed to ensure that they are clear, easily understood, and consistent in implementation.

### Design Guideline Review and Update

Design Guidelines are an additional tool for the City of Walhalla to implement its vision for future development of the Downtown Development Area. The Guidelines establish parameters for design while maintaining the goal of flexibility in the design process. The Guidelines set the standard for the development of this area and provide a starting point for discussion with current and future business owners/developers in the approval process. The focus on the Guidelines review is to ensure that the adopted Guidelines are still meeting the goals as envisioned in their adoption. Staff will work with City leaders and staff to review the policies and procedures to ensure the maximum benefit of the Guidelines to the City and the public.

## Implementation Activities

The implementation of ordinance changes is vital to the success of the project. ACOG staff will work closely with city leaders and staff to identify policies, ordinances, and other action items that will be needed to achieve the ordinance's goals. In addition, the parties responsible for implementing these actions will be identified so that clear directions for any changes to process or regulation are provided to each person or department. This component of the process will be vital in ensuring that the process of implementing new regulations or procedures goes smoothly with as little disruption to the growth management process as possible.

## Scope of Study

The update process will include both technical functions, such as data collection and analysis, and policy development through discussions with community leaders. These efforts will include opportunities for input from the public, elected officials, and the planning commission. The process will be interactive. Staff from the Appalachian Council of Governments will work primarily with the City's planning commission on the development of updated ordinance amendments. Community meetings will allow public input and reaction. Ultimately, recommendations will be submitted to the City Council for refinement and adoption.

# PROJECT PROCESS AND DELIVERABLES

## Zoning Ordinance Development

ACOG staff will work with City Staff to compile the necessary information, facilitate the process, and produce report documents. The Walhalla Planning Commission will also be involved in the development of the Zoning Ordinance through the review of the draft document(s), work sessions with ACOG staff to provide feedback, and a final recommendation. Ultimately, the Zoning Ordinance recommendations will be submitted to the City Council for review, refinement, and adoption.

The process to develop the Zoning Ordinance and associated processes is outlined below.

1. Zoning Ordinance Development

    - ACOG staff will provide a draft outline for the Zoning Ordinance, providing administrative policies and procedures as well as options for land use regulation.
    - Review of the Zoning Ordinance with the Planning Commission to ensure it is in sync with the goals of the Comprehensive Plan.
    - Review administrative functions of the Zoning Ordinance with City staff to ensure there are adequate personnel to carry out the duties outlined.
    - Present the draft ordinance to the Planning Commission for review and refine document as appropriate.
    - Submission of the final draft to the City Council will be facilitated by ACOG staff.

## Design Guideline Review

ACOG staff will work with City Staff to compile the necessary information, facilitate the process, and produce report documents. The Walhalla Planning Commission will also be involved in the review of the Design Guidelines through the review of the draft document(s), work sessions with ACOG staff to provide feedback, and a final recommendation. Ultimately, the Design Guidelines recommendations will be submitted to the City Council for review, refinement, and adoption.

The process to review the Design Guidelines and associated processes is outlined below.

1. Design Guideline Review

- Review of the Design Guidelines with the Planning Commission to ensure it aligns with the goals of the Comprehensive Plan and Downtown Master Plan.
- Review administrative functions of the Design Guidelines with City staff to ensure there are adequate personnel to carry out the duties outlined.
- Present the draft ordinance to the Planning Commission for review and refine document as appropriate.
- Submission of the final draft to the City Council will be facilitated by ACOG staff.

# PROJECT SCHEDULE AND COST

Due to the interactive nature of the process, time frames are only an estimate. Typical time frames for this process would be **8-12 months**. As the draft recommendations are submitted to the Planning Commission, their review of the material may result in extended discussions that could extend the time frame. Additional time may be required to ensure that the Planning Commission and City Council are provided adequate time for considering issues and to accommodate any additional public input that may be required for the plan and ordinance to be successfully implemented.

The table below outlines the typical time requirement for each component. Time frames for some components will overlap so the total time frame is shorter than the sum of all elements added together.

## Zoning Ordinance Review and Update

| Component | Time-frame | |
|---|---|---|
| 1. Project Initiation | 2 | weeks |
| 2. Preliminary Review and Analysis | 4 | weeks |
| 3. Compilation of Draft Zoning Rewrite | 6 | weeks |
| 4. Review of Draft Zoning Ordinance and Processes | 2 | weeks |
| 5. Revision of Draft Zoning Ordinance Elements | 2 | weeks |
| 6. Adoption of Final Ordinance | 8 | weeks |
| Total | 6 | months |

## Design Guideline Review and Update

| Component | Time-frame | |
|---|---|---|
| 1. Project Initiation | 2 | weeks |
| 2. Preliminary Review and Analysis | 4 | weeks |
| 3. Compilation of Draft Design Guideline Rewrite | 6 | weeks |
| 4. Review of Draft Design Guidelines and Processes | 2 | weeks |
| 5. Revision of Draft Design Guidelines Elements | 2 | weeks |
| 6. Adoption of Final Ordinance | 8 | weeks |
| Total | 6 | months |

## Responsibilities

The proposed update process is an integrated effort among staff from the City of Walhalla, the Planning Commission, City Council, interested citizens and stakeholders, and the staff of the Appalachian Council of Governments. The Council of Governments will be responsible for project management, coordination, and plan development. COG staff will facilitate public meetings, with assistance from the city in identifying meeting locations and advertisements. The Planning Commission will review all work completed by the Council of Governments and will present a draft plan to the City Council for adoption. Elected officials will have final authority over adoption of the plan and all recommendations.

Although the Planning Commission will have primary oversight responsibility, copies of all documents will be forwarded to City Council members, and periodic council briefings will be included in the update process. The final draft plan will be submitted to City Council for refinement and adoption.

## COST ESTIMATE

The fees below represent the Appalachian Council of Governments' proposed estimate for the work needed to complete the project. Charges for this process are based on the estimated time required to complete each process. The project cost is negotiable, and we are willing to work with the community to provide a process and product that helps the community within their budget constraints.

The total cost for the proposed zoning ordinance update and design guideline review is **$ 25,000.00**.

Each component of the total project cost is delineated in the outline below:

## Project Component Fee

**Zoning Ordinance Update** **$ 20,000**

**Design Guidelines Review** **$ 5,000**

**Walhalla Water Strategy – A Way Forward**
**Mayor Tim Hall**

Making sure that Walhalla's customers have a clean reliable water supply is a priority for our city government. Be sure that the City of Walhalla has not ignored problems with our water and sewer system. We are nearing completion of a $2.47 million line upgrade to our system on Highway 11, that is intended to address water pressure and other issues in that area. Further, we are seeking bids on $10 million in projects that will fix areas of need in our sewer system, replace city water mains (installed in 1922), and replace a failing booster station to increase water pressure for customers along Lake Jemike Rd., Rocky Knoll Rd., Playground Rd., and surrounding areas. This project includes a new 10" water main along Highlands Highway, a replacement pumping system and a backup generator.

To be sure, the city has not ignored the needs of our water and sewer system in the past. For example, Walhalla has undertaken several projects over the last decade that includes upgrading old water and sewer lines and replacing a failing pump station. Over the last five years, the city has invested in needed equipment upgrades and, this year, we have funded a new three-person crew to relieve the pressure on city water employees.

Nonetheless, there is no doubt that we have more to do and an urgent need to address water problems in those areas where they are now occurring. Our current city council has made it clear that we are taking a "back to basics" approach to governance, which includes providing resources to our water and sewer system along with our public sanitation, police and fire departments. To resolve these problems, we must focus on fact, counter misinformation, and take a solutions-based approach.

Therefore, I am calling for the following actions:

1. **Address immediate and urgent concerns as a priority:**
    a. With four breaks in July alone, the PVC pipes laid in many areas outside of the city are failing due to heat, age, and the excess pressure demands from adding new taps. We are not having this problem as often with the older concrete and cast-iron pipes. We know this is an issue and upgrading these lines is a city priority. This will take time and require grant funding, but it is a known problem that we must put at the top of the list. While this will not guarantee we won't have future problems in those areas affected, it will go a long way to improving service and reducing line breaks.
    b. Walhalla has received a lot of publicity for its water line problems, but the city is not alone in having these problems. We are engaging with other municipalities and share lessons learned and discuss solutions.
    c. Many customers have reported periodic water discoloration. While this may happen occasionally, the frequency some are reporting is not acceptable. We have increased our pipe flushing work to reduce discoloration in water lines and help customers

determine if the problem is coming from city lines or the property owner's lines so they can take the appropriate corrective actions.

d. On numerous occasions, our phone alert system has delayed notifying customers of line breaks and other issues. We are making it a priority to address this technological problem. Citizens and customers rely on the city to keep them informed in a timely manner. To help us, we ask our customers to make sure that their addresses are correct in our system and to consider enrolling in our new text service

2. **Get the facts so we can address the problem:**
   a. Many of our customers in certain areas are experiencing repeated issues with their water supply, while many others are not having problems. To target those areas with issues, our Water Department is assessing and creating a list of trouble "hotspots," along with solutions, where we can concentrate resources. While we have a good idea of where these are already, we need a comprehensive written list.
   b. Rapid development is stressing our water system and we must be aware of where we cannot accommodate additional development until we have line upgrades.
   c. Walhalla currently serves 1,656 customers inside the city and 5,330 customers outside of the city. As over 76% of our customer base is outside of Walhalla, we must do a cost benefit analysis on additional expansion of our system, particularly on operations outside of the city. This will determine any burden on Walhalla city taxpayers.
   d. The city must commission an outside review of our water system to guide our planning and provide an accurate estimate of the cost to upgrade and repair our existing system. prevent additional low-pressure problems.

3. **Contain the problem**

   a: The city must immediately stop extending water and sewer lines to new service areas until we have taken care of problems with our existing system, have a plan for future growth, and have made sure that Walhalla's taxpayers are getting a good deal.

   b: Until we have more information on our system's capacity and have corrected identified issues, we should immediately place a moratorium on new taps <u>where pressure and volume are demonstrably not adequate.</u>

4. **Long Term Planning is Key**
   a. The outcome of our studies should allow the city to create a 10-year master plan for water and sewer. This is a blueprint that will guide our work in a logical and orderly fashion.
   b. Walhalla should create a GIS database that indicates our current infrastructure - lines, taps, pump stations, sewer lines, manholes, which will make planning, upgrades and repairs far easier. This is an expensive process, will take time and money.

The cost of these improvements will be in the millions of dollars and, even then, it will take time to make upgrades. The city does not have an accurate overall estimate of this yet, although we believe it to be around $30 million over the next 5-10 years, but we will need to confirm with a study and the creation of a master plan. In any case, we will have to acquire grant funding to do so, which we are already seeking.