

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

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**AGENDA**  
**WALHALLA JOINT CITY COMMITTEE AND COUNCIL MEETING**  
**Jan 3, 2023**  
**5:30 PM**  
**Walhalla City Hall**  
**206 N Church St, Walhalla, SC 29691**

**CALL TO ORDER & WELCOME**

**Mayor Edwards**

**MOMENT OF SILENCE**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

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

**STAFF REPORTS**

**PARKS & RECREATION- Director John Galbreath**

**PUBLIC WORKS -Director Russ Price**

**POLICE DEPARTMENT- Chief Tim Rice**

**UTILITIES DEPARTMENT- Director Scott Parris**

**FIRE DEPARTMENT - Chief Will Bates**

**COMMUNITY DEVELOPMENT- Manager Celia Myers, AICP**

**GENERAL GOVERNMENT-Administrator Brandon Burton**

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

*(none proposed)*

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## READING OF PROCLAMATIONS, RESOLUTIONS, AND ORDINANCES

**Mayoral Proclamation: *(none proposed)***

**First and Final Reading of Resolutions:**

**RESOLUTION 2023-1 A RESOLUTION TO ESTABLISH REGULAR CITY COMMITTEE AND COUNCILMEETING DATES FOR THE 2023 CALENDAR YEAR**

**RESOLUTION 2023-2 A RESOLUTION TO ESTABLISH CITY EVENTS FOR THE 2023 CALENDAR YEAR**

**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)**

*(none proposed)*

**First Reading of Ordinances:**

*(none proposed)*

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

*(none proposed)*

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

1. Appointment of Municipal Judge
2. Appointment of Joint Walhalla-Westminster Sewer Commissioner
3. Discussion of Fire Contract with Oconee County
4. Discussion of personnel policies

**MAYOR COMMENTS**

**Mayor Edwards**

**ADJOURN**

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# **City Council Meeting 1/03/23**

## **BASKETBALL**

**Regular season games start today and will play thru February 3<sup>rd</sup>. City tournament will follow regular season after February 3<sup>rd</sup>.**

## WALHALLA PUBLIC WORKS 1-3-2023

The Public Works Department

November 1 thru 30, 2022 the City of Walhalla picked up:

221 -ton of residential garbage

127 -ton of commercial garbage

44-ton of recyclable brush

19 -ton C&D

1.8 -ton mattresses 2 Loads

December 1 thru 31, 2022 the City of Walhalla picked up:

229 -ton of residential garbage

129 -ton of commercial garbage

21-ton of recyclable brush

25 -ton C&D

Roll Carts for December

Delivered 23

Picked up 5

Repair/Replace 5

During the month of December our department continued picking up brush, leaves, trash, cleaning storm drains, trimming trees, and other routine maintenance tasks. Replaced grills at Stumphouse. Set up and break down for Christmas parade and Santa Stroll events.

Thanks,

Russ Price



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

Chief of Police Timothy J. Rice

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## Walhalla City Council - Committee Meeting

Tuesday January 2, 2023

### **December Events and Completed Training:**

- Cpl Jonathan Jerde completed Taser instructor school.
- Cpl McCall completed Hostage / Crisis Negotiator school.
- Christmas Parade-thanks to West Union PD and Westminster PD for assisting.
  
- Officer of the Year voted on by peers was Captain Austin Watson.
- Chiefs Award went to Misty Vinson.
- Officer of the Quarter Officer Asa Thompson.

<b>TOTAL CALLS FOR SERVICE</b>	<b>1444</b>
<b>TRAINING HOURS – December 2022</b>	<b>168 HOURS</b>
<b>Total Arrests</b>	<b>29 (Adult) 0 (Juvenile)</b>
<b>Extra Patrol / Business Checks</b>	<b>420</b>

### **BREAKDOWN OF OVERTIME BY TYPE:**

Shift Coverage	35 Hours
Court	10 Hours
Special Event Coverage	36 Hours
<b>TOTAL OVERTIME</b>	<b>72 HOURS (previous month – 28 hours)</b>

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

Officer Mark Mealy will be attending Specific Skills Training.



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

Chief of Police Timothy J. Rice

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**Monthly Reference Material**  
**December 2022 – Month End Stats**

<b><u>Total Calls for Service:</u></b>	<b>1444</b>
<b><u>Total Traffic Stops:</u></b>	<b>335</b>
<b><u>Total Traffic Collisions:</u></b>	<b>21</b>

**Reports Filed:**

Collision Reports:	10
Pursuit After-Action:	0
Incident Reports:	70
Response to Resistance:	0
<b>TOTAL:</b>	<b>80</b>

**Citations/Warnings Issued:**

Warnings:	276
Traffic Related:	96
Non-Traffic Related:	7
<b>TOTAL:</b>	<b>379</b>

**Arrests:**

Adults:	29
Juvenile Referrals:	0
<b>TOTAL:</b>	<b>29</b>

<b><u>Extra Patrols:</u></b>	<b>TOTAL:</b>	<b>420</b>
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## UTILITIES COMMITTEE MEETING JANUARY 2023

- The Department has purchased an additional data collector for the Kamstrup Meter system. The new collector will save time and energy by gathering meter reads from the Kamstrup Meters, and provide hourly data, in most cases, for meters within its range. The collector will improve meter reading accuracy, and customer service. As additional meters are installed, this will allow for automated reads. We plan to install the collector in a location that provides long-range reception, once it is delivered.
- The holiday weekend, 12-23 to 12-26 was a very busy time for the Department. The cold temperatures caused multiple issues, including frozen meters, frozen customer lines, frozen plumbing, and numerous leaks. There were over 60 calls from Friday afternoon until Sunday evening. There were many more structures that had water flowing from their doors, including churches, homes, and businesses, that were not called in, but were observed by staff, and turned off. Multiple main line breaks were repaired on Tuesday and Wednesday.
- On Christmas Day, we began receiving calls of no water at approximately 8:45 AM. A call to the water plant and review of the tank level history chart revealed that there was a loss of system pressure at approximately 8:20 AM. The plant was able to increase production and restore service by approximately 9:45 AM. Hours of searching the system for leaks revealed nothing. A check of the measurement instruments revealed a faulty level indicator, leading to the false assumption of having a full tank. Moving forward, redundant systems will be installed to prevent future events of this type from occurring.

# City of Walhalla Fire Department

Home of the Mountaineer Engine Co. Est. 1871

## Fire Chiefs Monthly Report

December 2022

### FIRE-EMS

#### Incident Response-

We responded to 134 calls for service. 59 were fire calls and 75 were medical/rescue calls. During the month we were on multiple calls 19% of the time. We provided 27 instances of mutual aid. 48 calls were inside the City and 86 calls were either in the unincorporated area or another district. Average on scene time was 23 minutes. Both career and volunteer staff spent 160 hours on incidents.

<u>Incident Type</u>	<u># Incidents</u>	<u>% of Total</u>
Fires	4	2.99%
Overpressure rupture, explosion- no fire	0	0.00%
Rescue & EMS	75	55.97%
Hazardous Conditions	6	4.48%
Service Call	24	17.91%
Good Intent Call	15	11.19%
False Alarm and False Call	10	7.46%
Severe Weather & Natural Disaster	0	0.00%
Special Incident	0	0.00%
<b>Total</b>	<b>134</b>	<b>100.00%</b>

#### Operations/Training-

Staff, both career and volunteer, trained for a total of 838 hours during the month.

Department is Fully Staffed.

Currently going through the process of credentialing for the department to be certified to respond to calls for service as a SC DHEC BLS agency.

### COMMUNITY RISK REDUCTION

#### Fire Marshal-

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

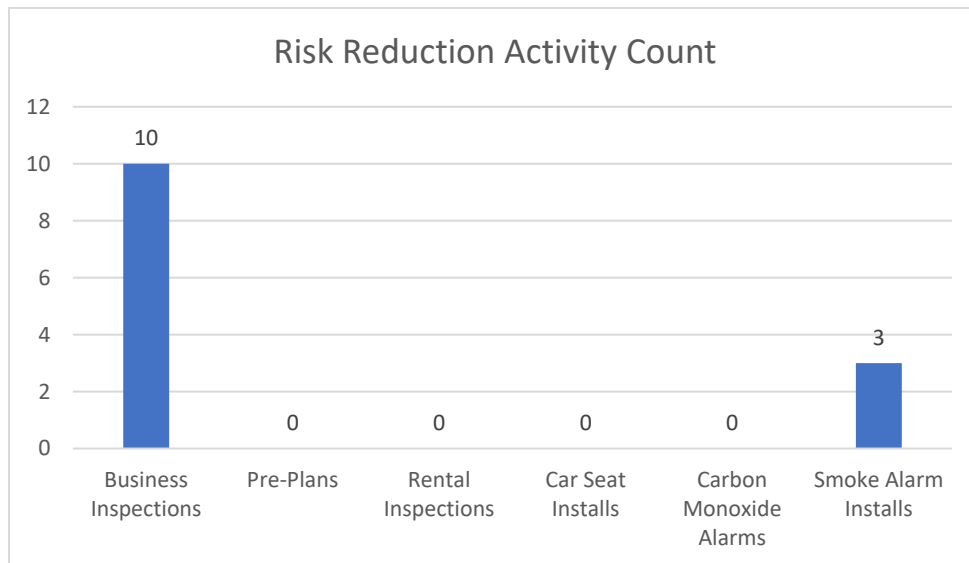


# City of Walhalla Fire Department

Home of the Mountaineer Engine Co. Est. 1871

## Fire Prevention/Life Safety-

Staff participated with neighboring agencies at Shop with a Hero. This event provided toys and needed items to less fortunate children for Christmas. Staff participated in the Christmas parade as well as the Santa Carriage rides.



## EMERGENCY MANAGEMENT

The following grants have been awarded:

- SC Municipal Association- \$2,000
- SC Forestry Commission- \$5,000
- FM Global- \$5,243
- V-SAFE- Amount Pending

Please contact me should you have any questions.

Respectfully Submitted,

*/s/ Will Bates*

Will Bates, Fire Chief



# CITY OF WALHALLA

## Community Development

206 N Church St. • P.O. Box 1099 • Walhalla, SC 29691 • (864)-723-4141 • Fax (864) 638-4357 • www.CityofWalhalla.com

### December 2022 Monthly Report

1. Submitted request to SC DOT Secretary of Transportation to annex all SCDOT right-of-way that abuts City limits.
2. Researched and drafted short-term rental ordinance
3. Revised historical ordinance draft
4. Began draft revisions to the zoning ordinance
5. Reviewing food truck application process
6. Researching middle (workforce) housing issues
7. Met with two (2) potential new businesses onsite (Main St)
8. Spoke with another three (3) potential new businesses and arranged onsite visits.
9. Two businesses completed process and obtained business license (Main St)
10. Investigated two (2) complaints (zoning violation and sign violation)
11. Collaborated with APA SC on the CPAT project proposal
12. Permit administration (see totals below)
13. Two preliminary plats inquiries (both subdividing into two lots)
14. Fielded additional calls/emails regarding zoning, signage, short-term rentals, façade grant, land use allowances, annexation and the development process
15. General office and website management

### Applications/Permits Processed, December 2022

Request	Monthly Totals
Zoning Permits	4
Variances	0
Subdivision Permits (Preliminary/Final)	1
Special Exceptions	0
Sign Permits	0
Food Truck Permits	0
Fence Permits	0
Demolition Permits	0
Appeals	0

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## City Administrators Report

December 2022

### Administration

Walhalla Chamber sub-committee is meeting regularly.

City Wide luncheon was held Friday Dec 9 (1130) at the City Gym Banquet Hall

### Budget

Working on preparing for Jan 21 Budget Workshop. Gave out initial direction but will change after meeting on the 21<sup>st</sup>.

### Finance/Procurement/City Clerk

Budget reports have been sent out. Monitored spending to keep it within our quarterly projections. Fund balance looks good with recent influx of ARP funds.

### Projects

**Stumphouse-** Phase 3 construction will begin this month

**Walhalla Wanderweg Greenway-** Bids closed and contract was awarded. Waiting on ACOG for final go ahead.

**Chicopee-** Contractor is on site

**Waterline Improvement-** Contract awarded and working out final details with contractor to begin.

### Main Street

A ton of positive feedback for the Christmas Activities. Working on a mid-Jan small event to help businesses.

### Sewer

Looking at alternative ways to receive income. Presently discussing billing form meters and cities collect the money and send to OJRSA.

## **2023 Holidays**

January 2	for New Year's Day
January 16	Martin Luther King Day
February 20	President Day
April 7	Good Friday
May 29	Memorial Day
July 4	Independence Day
September 4	Labor Day
November 10	for Veterans Day
November 23	Thanksgiving Day
November 24	Day after Thanksgiving
December 22	for Christmas Eve
December 25	Christmas Day
December 26	Day after Christmas

ACCOUNT and FUND BALANCES AS OF 1/1/2023

First Citizens Bank:	Cash Balance
Main Operating #5001	\$ 1,270,572.09
Credit/Debit Card #5401	\$ 3,410,389.86
Westminster Line #4561	\$ 598,103.15
Hospitality #7601	\$ 560,478.70
Greenway #9425	\$ 581,762.57
ARP #9053	\$ 775,315.25
Stumphouse #9046	\$ 342.63
CD West View Cemetary #1586	\$ 3,993.27
CD #9586	\$ 13,336.14
CD #1386	\$ 17,299.59
CD #0986	\$ 8,984.44
Oconee Federal Savings & Loan:	
Savings (UDAG) #0620	\$ 257,467.96
CD #2910	\$ 33,321.02
Local Gov't Investment Pool:	
Acct #1874	\$ 157,765.14
Acct #1109 (UDAG)	\$ 1,407,634.45
Total Cash	\$ 9,096,766.26
Assigned/Restricted Funds (Table 1)	\$ 5,199,557.44
Operating Contingency (180 days cash)	\$ 1,800,000.00
Total Unassigned Balance	\$ 2,097,208.82

Table 1. Assigned/Restricted Funds

General Fund Reserve	\$ 100,000.00	fuel contingency
Capital Improvement Fund	\$ 200,222.90	
Stumphouse Park Fund	\$ 953,700.00	
Cemetary Fund	\$ 3,393.27	
ARP Fund	\$ -	
Hospitality Fund	\$ 560,478.70	
Greenway Fund	\$ 581,762.57	
Water Sewer	XXXXXXXXXXXXXXXXXXXX	
a) Depreciation	\$ 600,000.00	
b) Contingency	\$ 1,000,000.00	
c) O&M	\$ -	annual budget
d) Revenue	\$ -	Credit debit acct
e) Debt Service	\$ 1,200,000.00	insurance policy
f) Sewer I&I	\$ -	
TOTAL	\$ 5,199,557.44	

STATE OF SOUTH CAROLINA )

COUNTY OF OCONEE )

RESOLUTION 2023-1

CITY OF WALHALLA )

**A RESOLUTION TO ESTABLISH REGULAR CITY COMMITTEE  
AND COUNCIL MEETING DATES FOR THE 2023 CALENDAR YEAR**

**WHEREAS**, pursuant to South Carolina State Statute §5-7-250 city council shall meet regularly at least once in every month at such times and places as the council may prescribe by rule; and

**WHEREAS**, pursuant to South Carolina State Statute §30-4-80, all public bodies must give written public notice of their regular meetings at the beginning of each calendar year; and

**WHEREAS**, notices must include the dates, times, and places of such meetings.

**WHEREAS**, the Walhalla City Council Committee has previously established its regularly scheduled meetings for the first Tuesday of each month; and

**WHEREAS**, the Walhalla City Council has previously established its regularly scheduled meetings for the third Tuesday of each month; and

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Walhalla, South Carolina, in regular meeting duly assembled, a quorum being present that following is authorized:

1. The Walhalla City Council Committee and City Council will hold its meetings at 5:30 PM in council chambers located at 206 N. Church Street, Walhalla, SC 29691.
2. The Walhalla City Council Committee meeting will be held the first Tuesday of each month.
3. The Walhalla City Council meeting will be held the third Tuesday of each month.
4. The Walhalla City Council may adjust its schedule for July and November to avoid conflicts with Independence Day and Election Day.
5. The meeting dates are fixed by "**EXHIBIT A**" and attached hereto, hereby incorporated herein by reference as if set forth in full in the body of this resolution.

**AND IT IS SO RESOLVED** this 3rd day of January 2023.

(signatures follow on next page)

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Mayor Danny Edwards

(seal)

Attest:

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Timothy B. Burton, City Administrator

## EXHIBIT A

<u>Date</u>	<u>Meeting</u>
Tuesday, January 3, 2023	Committee
Tuesday, January 17, 2023	Council
Tuesday, February 7, 2023	Committee
Tuesday, February 21, 2023	Council
Tuesday, March 7, 2023	Committee
Tuesday, March 21, 2023	Council
Tuesday, April 4, 2023	Committee
Tuesday, April 18, 2023	Council
Tuesday, May 2, 2023	Committee
Tuesday, May 16, 2023	Council
Tuesday, June 6, 2023	Committee
Tuesday, June 20, 2023	Council
Tuesday, July 4, 2023	Committee
Tuesday, July 18, 2023	Council
Tuesday, August 1, 2023	Committee
Tuesday, August 15, 2023	Council
Tuesday, September 5, 2023	Committee
Tuesday, September 19, 2023	Council
Tuesday, October 3, 2023	Committee
Tuesday, October 17, 2023	Council
Tuesday, November 7, 2023	Committee
Tuesday, November 21, 2023	Council
Tuesday, December 5, 2023	Committee
Tuesday, December 19, 2023	Council



**STATE OF SOUTH CAROLINA)**

**COUNTY OF OCONEE )**

**RESOLUTION 2023-2**

**CITY OF WALHALLA )**

**A RESOLUTION TO ESTABLISH CITY EVENTS FOR THE  
2023 CALENDAR YEAR**

**WHEREAS**, the City Council desires that the City of Walhalla hold these public events;

**WHEREAS**, the City Council determines that the holding of these public events and the costs thereof will promote the public health, safety, and general welfare of the City and will serve a valid and sufficient public purpose.;

**WHEREAS**, the City has scheduled the following events during the 2023 calendar year:

January 21– Walhalla Wonderland Finale  
May 6- Main Street to the Mountains Festival  
May 29- Veterans 5K  
July 1-4- Independence Fest  
September 23- Hispanic Heritage Festival  
October 14- Merchants Market  
October 21- Oktoberfest Rotary 5K  
October 31- Boo in the Bay  
November 11- Holiday Open House  
December 2- Walhalla Wonderland Parade & Tree Lighting

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of the City of Walhalla, South Carolina, in regular meeting duly assembled, a quorum being present that these events are authorized as well as the costs thereof.

**AND IT IS SO RESOLVED** this 3rd day of January 2023.

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

(seal)

Attest:

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