MINUTES
UNION COUNTY COUNCIL
REGULAR MONTHLY MEETING
TUESDAY, JUNE 17, 2025, AT 5:30 P.M
103 W MAIN STREET UNION, SC

Present: Chairman Phillip Russell, II, Councilman Danny Bright, Councilman John Glenn, Vice chair David Sinclair, Councilwoman Annie Smith, Councilwoman Carolyn Rutherford, Councilman John Flood, County Attorney Jennifer Williams and Clerk to Council Kindra Horne.

Notice of the meeting and a copy of the agenda giving the date, time, and place of the meeting was posted on the bulletin board in the hall of the Union County Courthouse and on the bulletin board in the Union County Government Building, a copy was mailed or emailed to the members of the Union County Council, the County Attorney, Daniel Prince at WBCU Radio Station, Anna Brown at the County News, as well as to elected officials and heads of various county departments and offices. A notice of the meeting and a copy of the agenda were also posted on the County's website.

Chairman Russell opened the meeting at 5:30 PM. Councilman Danny Bright gave the invocation and Vice chair David Sinclair led the Pledge of Allegiance. The Clerk performed the roll call with the following results:

District 1 Danny Bright was present.
District 2 John Glenn was present.
District 3 David Sinclair was present.
District 4 Annie Amith was present.
District 5 Carolyn Rutherford was present. (via phone until 5:45PM when she arrived at the meeting)
District 6 John Flood was present.

Chairman Russell requested a motion to amend the agenda to include the presentation of a plaque by Delores Morgan on behalf of The Daughters of the American Revolution. In addition, Chairman Russell requested the amendment be made to remove item VII from the agenda which was Third Reading of Ord. 404 regarding the Buffalo Mill Property. Councilman Flood made a motion to approve the amendments, Vice chair Sinclair seconded. Chairman Russell called for a vote which carried unanimously.

The next item on the agenda was to request approval of the minutes for the June 17th, 2025 Council meeting. Vice chair Sinclair made a motion to accept the minutes as written, Councilperson Smith seconded. Chairman Russell called for a vote; it carried unanimously.

Chairman Russell moved on to Board appointments as follows:

**Tax Assessment Board of Appeals** – 4 vacancies in Council Districts 2,3,5, & 6. There were no applications and no appointments were made.

**Building Code Board of Appeals** – 1 vacancy for an alternate position (at large). There were no applications and no appointments were made.

**Airport Commission** – 4 vacancies in Council Districts 2,3,5, & 6. There were 7 applications. Councilman Glenn made a recommendation to appoint David Parks, Councilman Bright seconded and the vote was unanimous. Vice chair Sinclair made a recommendation to appoint William "Bill" Strickland, Councilman Glenn seconded. Councilperson Smith expressed concern over Mr. Strickland's employment at the Spartanburg County Sheriff's Office. Vice chair Sinclair withdrew his recommendation. Vice chair Sinclair made a recommendation to appoint John McKnight, Councilperson Smith seconded, and the vote was unanimous. Councilperson Rutherford made a recommendation to appoint Eddie Williams, Councilman Flood seconded, and the vote was unanimous. Councilman Flood recommended Michael Gregory, Councilperson Smith seconded, and the motion carried unanimously.

**Fair Board** – 4 vacancies in Council Districts 2,3,5, & 6. There were 7 applications. Councilman Glenn recommended Kelly Stewart, Vice chair Sinclair seconded, and the motion was unanimous. Vice chair Sinclair recommended Tommy Ford, Councilperson Smith seconded. The motion carried with 5 members voting in favor and councilman Glenn opposing the appointment. Councilperson Rutherford recommended Mark Wade, Councilman Glenn seconded, and the vote was unanimous. Councilman Flood recommend James McNeil, Councilman Glenn seconded, and the vote was unanimous.

**Planning Commission** – 4 vacancies in Council Districts 2,3,5, & 6. There were 7 applications. Councilman Flood recommended Lewis Jeter, Vice chair Sinclair seconded, and the motion carried unanimously. Councilperson Rutherford recommended Timika Wilson, Councilperson Smith seconded, and the motion was unanimous. Vice chair Sinclair recommended Joey Mayes, Councilman Bright seconded, and the vote was unanimous. Councilman Glenn recommended Latasha Savage, Councilman Flood seconded, and the motion was unanimous.

**Library** – 4 vacancies in Council Districts 2,3,5, & 6. There were 4 applications. Councilman Glenn recommended Jennifer Roark, Vice chair Sinclair seconded, and the vote carried unanimously. Vice chair Sinclair recommended Bill Rochester, Councilperson Smith seconded and the vote carried unanimously. Councilperson Rutherford made a recommendation for Scott Parker, Councilman Glenn seconded, and the vote was unanimous. Councilman John Flood recommended Curtis Sims and noted that no application had been provided to the Clerk. Council person Rutherford seconded and the vote was unanimous.

**Bonham FD** – 4 vacancies (at large). There were 6 applications. Vice chair Sinclair made a recommendation to appoint David Eaves, Councilperson Smith seconded, and the vote was unanimous. Councilperson Smith recommended Jeremy Gallman, Councilman Flood seconded. Vicechair Sinclair asked if Mr. Gallman was a relative to an existing member of the Fire Board. Councilperson Rutherford responded yes. Councilperson Smith withdrew her recommendation; Councilman Glenn seconded the withdrawal. Councilperson Smith recommended Van Garner. Chairman Russell stated that he has a relative already serving on the board. Councilman Flood recommend James Lancaster, Vice chair Sinclair seconded. The motion carried with 5 members voting in favor of the appointment and 1 opposed (Councilperson Rutherford).

**Buffalo FD** – 4 vacancies (at large). There were 4 applications. Vice chair Sinclair recommended Letitia Wages, Councilman Flood seconded, and the vote was unanimous. Vice chair Sinclair recommended Craig Price, Councilperson Rutherford seconded, and the vote was unanimous. Vice chair Sinclair recommended Les Gibson, Councilman Glenn seconded, and the motion carried unanimously.

**Carlisle FD** – 3 vacancies (at large). There were 4 applications. Councilperson Rutherford recommended Willie Gist, Councilman Flood seconded, and the vote was unanimous. Councilman Flood recommended Tonya Sartor, Councilman Glenn seconded, and the motion was unanimous. Councilman Glenn recommended Robert Clark, Vice chair Sinclair seconded, and the motion carried unanimously.

**Cross Keys FD** – 4 vacancies (at large). There were 4 applications. Councilman Flood recommended Burma Nation, Councilman Glenn seconded, and the vote was unanimous. Councilperson Rutherford recommended Teri Lawson, Councilman Flood seconded, and the motion carried unanimously. Councilperson Smith recommended Dawn Allen, Vice chair Sinclair seconded, and the vote was unanimous. Councilman Glenn recommended Elly Smith, Councilman Flood seconded, the vote carried unanimously.

**Kelly Kelton FD** – 3 vacancies (at large). There were 3 applications. Councilman Flood asked Chairman Russell how James Garner and Nancy Garner were related to KKF Chief Kevin Garner. Chairman Russell responded that he does not know. Councilman Flood stated that since there is a Master-Servant Law in South Carolina, it would prevent their appointments if they were related. Chairman Russell stated that it should be looked into. Councilman Glenn recommended Michael Robinson, Councilman Flood seconded, the vote was unanimous.

**Philippi FD** – 3 vacancies (at large). There was 1 application. Councilman Flood recommended Jane Taylor, Councilperson Smith seconded, and the vote was unanimous. Councilperson Smith made a recommendation to appoint Mike O'Dell, Councilman Bright seconded, and the motion carried unanimously. Councilperson Smith recommended Dean Robinson, Councilman Glenn seconded, and the motion was unanimous.

Chairman Russell presented a service award to James Sumner with Public Works for 5 years of service to Union County.

Chairman Russell introduced Delores Morgan with The Daughters of the American Revolution. Ms. Morgan stated that she was presenting a certificate recognizing individuals, businesses, groups, and organizations for their proper use, display, and patriotic presentation of the United States Flag. The certificate was presented by the Battle of Cowpens Chapter of The Daughters of the American Revolution to the Union County Courthouse for proper use and display and presentation of the US Flag at the Union County Courthouse. Chairman Russell thanked Ms. Morgan.

Chairman Russell stated that the next item on the agenda was to reconsider moving forward on the process to update the Amendment to Ordinance 284, said Amendment being one pertaining

to Building Code permit fees, as requested by Councilman John Glenn. Chairman Russell stated that at Councilman Glenn requested, the minimum permit fee that had been presented at the May meeting be adjusted from $125 down to $50. Chairman Russell stated that the Building Permit Fees have not been updated since 2009. The County will still be charging a lower rate than surrounding counties but the fees will cover the expense of issuing the permits. Chairman Russell requested a motion to move forward with the process of updating the fees. Councilperson Rutherford made a motion, Councilman Glenn seconded. Councilman Flood asked if we are covering the cost of the Building Official. Chairman Russell responded that we are not presently but with the new fee schedule we will. In addition, the fee schedule is attached to an ICC VBD Schedule which is the value per sq/ft across the United States. Union County will only use 75% of that value which will determine the cost of the house based on sq/ft. The cost of the house that will be built by sq/ft and refer to the building permit bracket. The brackets basically come out of the ICC rule book. Councilman Flood asked a hypothetical question regarding how the fee would be determined. Chairman Russell responded that if someone wanted to build 1500 sq/ft house for $100,000 then the VBD would be used to determine value and the fee would be applied based on the value. Councilman Bright expressed that he was not in favor of raising the Building Permit Fees. He is not in favor of them existing, but he understands that it is mandated. He expressed concern over how homes in Union are assessed for value and the regulations and fees that come with building a home. Councilman Bright requested a roll call vote on the motion. Chairman Russell stated that the use of a fee is designed so that tax payers are not paying for something they are not using. Not everyone in Union County is building a house or adding on to one. The intent of the change in fee is that the Building Code office will be covering their use of expenses. Chairman Russell stated that the fees in Union County will still be substantially lower than fees in surrounding counties. Councilman Flood stated that this is just the cost of doing business and supporting the business. Vice chair Sinclair asked if there was a list they could view to compare rates in other counties. Chairman Russell responded that he has viewed the rates in other counties and we have set ours much cheaper. Chairman Russell stated that he could provide Council with a list but that he would like to move forward with having the attorneys draft an Ordinance. This is not first reading but an approval to pay the attorneys to begin drafting an Ordinance. Councilman Flood stated that he had to pay $100 to put a sign on a building in Woodruff. Vice chair Sinclair stated that he was not opposed but that he would like to see the list of comparison. Chairman Russell stated that he has it. Councilman Glenn asked if they were voting to approve consulting with the attorneys and then they would have First Reading. Chairman Russell stated that he could have had First Reading today but it was pushed back by Council. The Clerk performed roll call with the following results:
District 1 Danny Bright: No
District 2 John Glenn: Yes
District 3 David Sinclair: Abstain
District 4 Annie Smith: Yes
District 5 Carolyn Rutherford: Abstain
District 6 John Flood: Yes
The motion carried with 3 members voting in favor, 2 abstaining, and 1 opposed.

The next item on the agenda was to consider approving a contract with Catawba Regional for technical assistance in updating the counties Self Evaluation and Transition Plan (last update was 2020, required to have updated by end of 2025). Contract amount is $10,000; funding source

must be identified. Councilman Flood made a motion to approve the contract and Vice chair Sinclair seconded. There were no questions. Chairman Russell called for a vote which carried unanimously.

Chairman Russell moved on to the next item of the agenda which was to go over bids for the joint City/County maintenance shop, approve overage (if any) and identify a funding source for overage (if any). Bids were submitted to the City and opened on June 12, 2025. The lowest bid price was $4,435,824. The bids still have to be reviewed to ensure they met the intent. As an RFP, they do have the right to negotiate. Chairman Russell stated that bidding was complete and they will attempt to negotiate to get the lowest bidder's price down if possible. As it stands, Union County would have to fund $218,000 more than projected but that could be funded out of Capital.

Chairman Russell introduced a Resolution authorizing the County Supervisor to submit a Voluntary Cleanup Contract – Non-responsible party application on behalf of Union County to enroll certain Real Property in the South Carolina Department of Environmental Services' Brownfields Voluntary Cleanup Program. This project would include the Union Dry Cleaners property. Chairman Russell turned the meeting over to Angela Kirkpatrick and Tyler Lewis with Catawba Regional regarding the Resolution. Mr. Lewis stated that they have completed many projects working with a VCC. This would offer the County liability protection with the property at the state and federal level. It allows properties to be refurbished and creates the opportunity for grant funding. Councilman Glenn made a motion to adopt the resolution and Councilman Bright seconded. There were no questions. Chairman Russell called for a vote and it carried unanimously.

The next item on the agenda was 3rd and Final Reading of an Ordinance authorizing a FILOT Agreement between Union County and Fine Organics America LLC (previously referred to as Project Spring). The ordinance states that the County will receive $500,000 per year in lieu of taxes from the Company, expand the boundaries of the Industrial Park and Multi-County park agreement, and authorizes the sale of the Trakas Property. Councilman Flood made a motion to adopt the Ordinance, and Councilman Bright seconded. There were no questions. Chairman Russell called for a vote which carried unanimously.

The next item on the agenda was 3rd and Final Reading of an Ordinance to adopt the Operating and Capital Budgets of Union County for Fiscal Year beginning July, 1 2025 and ending June 30, 2026. Councilman Glenn made a motion to adopt the Ordinance and Vice chair Sinclair seconded. Chairman Russell stated that this was a $24 million budget with no increase in taxes and a cost of living raise for County employees. There were no questions. Chairman Russell called for a vote and it was unanimous.

There were no Committee Reports.

Chairman Russell recognized Elected Officials present. Stephanie Kitchens, Clerk of Court, stated that they have continued to make improvements at the Courthouse. Deed books are beginning to be sent off to be digitized. This will make it easier for the public to research and

view deeds in the office. Treasurer Debbie Robertson expressed that things were going well in her office.

Chairman Russell stated that Supervisor's Report had been sent out to members of Council and the media. Chairman Russell called for any questions regarding the report; there were none.

Councilperson Annie Smith made a motion to adjourn, and Councilperson Rutherford seconded. Chairman Russell called for a vote and it was unanimous.

The meeting adjourned at 6:19 PM.

Phillip G. Russell, II, Chair, Union County Council

Kindra W. Horne, Clerk to Council

UNION
COUNTY SC

July 8, 2025

**June 2025 Supervisor's Report**

*Staff are working on their area's Annual Report. These should be ready by our August Council meeting*

July 10, 2025 SC Department of Commerce will recognize Project Spring in Columbia Project Springs is; Fine Organics America LLC

**Projects:**

Jail Addition Project

- Pending
  - Fire Marshal Approval
  - SCDC Approval
  - Building is ready to occupy

Sell / Donation of Property

- FAA has denied our request to sell Loverslane Property
- We are waiting on our attorney for the ordinances to sell the following:
  - 501 Flat Drive
  - Have 2 more properties found in Buffalo
  - Chrysler Building – when available
  - 2 Hospital Buildings – further in this report

Boards and Commissions

- Met with DIADOS regarding future of Drug and Alcohol. DIADOS and State Department of Mental Health will be in Union on Thursday, July 17th for a meeting
- Burr Forman Attorney's have provided a draft 501C3 creation for the fair grounds
  - Burr Forman is working on policies and bylaws presently

Spartanburg / Union County line:

- Survey has been completed, and signed off by two other survey teams
- All information has been provided to the Governor's Office
- Burr Foreman Attorney working with State Government to process this project as prompt as possible at this time

Buffalo Mill Property update:

- Property Transfer will be in our August Council Meeting
- Commerce has approved the project

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Buffalo Mill Pond improvements

- Bids were opened last week, and the most responsive bidder was $400,000.00 over the allocation of ARC and County funds.
- Our County CTC Committee will fund the walking trails to the park.
- ARC has agreed to fund the residual amount ($263,000.00 =/-) to the grant
- Union County at this time will not have any other expenses other than the $180,000.00 agreed match at the initial grant awarding.

Gateway Signs

- Vendor advised that by Jully 15, 2025 all gateway signs will be completed as contracted, or Union County will move to another contractor to complete.

Disc Golf Course

- Course will be ready for opening very soon.
- Installation of catches and other small details are planned
- Park has received a great cleaning by a local contractor.

Wallace Thompson Hospital Property

- Still Pending being released from Bankruptcy
- Having Phase I of the large hospital building and yellow office house as due diligence on our part, as the intent is to sell these structures.

Maintenance Shop Proposal

- The lowest Bidder at the bid opening was Sossamon Construction at $4,435,824.00

New Animal Shelter

- Master plan of Chain Gang project has been completed.
- Engineers are now providing a grading plan for final cost analysis.
- Have a meeting scheduled with our Bond Attorney and financial consultant to determine options of funding to present to Council

Timken Sports Complex – Multi-use Sports facility

- Attorneys are working toward the closing and Union County's purchase of the property.
- Have a meeting scheduled with our Bond Attorney and financial consultant to determine options of funding to present to Council
- Engineer and Architects are working on a master plan design of the project for public and council consideration.

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Historic County Court House

- Thursday, July 10, an Architect and a Historical Engineer will meet with County Staff to discuss an evaluation of the court house.
- There has been no major upgrades to this court house in many years.
- Staff want to understand the buildings conditions, and determine needed maintenance, repairs, and upgrades that will allow this building to continue serving Union County for years to come.

Historic County Jail Building

- Carlisle and Associates are preparing a detailed plan of construction documents for the upgrading of this old historic jail.
- Mrs. Hunter and Mr. Tyler have met with the architect / engineers for the proposed design

Recycling Centers

- It has been staff's goals to provide improvements and upgrades to each of the County's Recycling Center locations.
- Clearing of land at John Hart will begin soon.

Fire Service Needs Assessment study

- The evaluation process is going slowly, as less than 30% of the fire service has completed an information package and returned it to the consultants.
- EMS, 911, and other supporting agencies have completed their packages and are assisting in the data collection process.

Additional Information

- Assisting as pass-through for Meansville Riley Road water system upgrades
- Assisting as pass-through for Santuc-Hebron Water system upgrades
- Working with the City of Union on Sewer to Spartanburg Co. Line

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