



# **CHESTER COUNTY COUNCIL MEETING**

**R. Carlisle Roddey Chester County Government Building  
1476 J.A. Cochran Bypass Chester, SC 29706  
Tuesday, January 16, 2024 at 6:00 PM**

## **MINUTES**

**Present:** Chairman Joe Branham, Vice Chairman Pete Wilson, Councilman Mike Vaughn, Councilman Corey Guy, Councilwoman Erin Mosley, Councilman John Agee, Councilman William Killian, County Administrator Brian Hester, Clerk to Council Karen Lee and Interim Legal Counsel Michael Kozlarek.

- 1. Call to Order-** Chairman Branham called the meeting to order.
- 2. Pledge of Allegiance and Invocation-** Allegiance was recited: Councilman Guy gave the invocation.
- 3. Approval of Minutes**
  - a. January 2<sup>nd</sup>, 2024 Council Minutes.** Councilman Killian motioned to approve, second by Councilwoman Mosley. Unanimous vote.
- 4. Citizen Comments**

Jason Alt, 3391 Edgeland Road, addressed Council regarding being opposed to the rezoning of CCMA23-14.
- 5. Ordinances/Resolutions/Proclamations**
  - a. 2<sup>nd</sup> Reading of 2024-1 To Amend The Ordinance That Created The Burnt Meeting House Cemetery Advisory Committee And To Adopt Its Enabling Act.** Councilwoman Mosley motioned to approve changing the name to Chester County Historical Cemetery Advisory Commission, second by Councilman Guy. Unanimous vote.
- 6. Administrator's Report**

Administrator Hester provided the following report:

  1. CTC meeting was rescheduled to the February 5<sup>th</sup> meeting.
  2. Recognized IT Director David Schuelke for saving money on contracts.
  3. Announced two openings on the Catawba Mental Health Board.
  4. Carolina Gypsum Plant- working closely with them. Owner has stated they are moving all the material to the back of the building.
  5. Airport Overlay Public Meeting would be held January 30<sup>th</sup> from 4pm to 7pm at the Lowrys Community Center.
- 7. Old Business**
  - a. 3<sup>rd</sup> Reading of CCMA23-14** Robert Reid and Craig Shaftner request Tax Map #124-00-008-000 located at 3353 Edgeland Road, Richburg, SC 29729 to be rezoned from Rural Two District (R2) to General Commercial District (GC). Planning Commission voted 6-0 to deny. Councilman Killian motioned to approve, second by Vice Chairman Wilson. Vote 6-1 to approve. Councilman Agee opposed.

**b. 3<sup>rd</sup> Reading of CCT23-04 GC – Chester County Zoning Ordinance – Text Amendments General Commercial Regulations CONDITIONAL USE Chapter 4 § 4-117. Recommendation to add New Text: GC General Commercial District Regulations. Planning Commission voted 5-0 to approve.**

<p><b>6. Meat Processing (Deer Meat Only), provided all following conditions are met:</b></p> <ul style="list-style-type: none"> <li>a. structure in which processing takes place must be 100 feet from property lines;</li> <li>b. during processing deer carcasses, must not be visible from public view;</li> <li>c. all remains must be discarded in accordance with applicable DHEC regulations.</li> </ul>	311612	Meat Processing (limited to deer meat)	1 for each 300 square feet of floor area
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Councilman Agee motioned to approve, second by Councilman Killian. Unanimous vote.

**c. 3<sup>rd</sup> Reading of CCTA23-05 Chapter 3§3-107 Accessory Structure Application- Text Amendment Recommendation to add New Text: New text to be added is in Red. Planning Commission voted 6-0 to approve.**

**§ 3-107 Accessory Structure Application.**

- a. No accessory structure or building shall be constructed prior to construction of the principle building on the lot. Buildings intended to serve as accessory structures constructed prior to the principal buildings shall be considered the principal building and shall meet all applicable district and building code regulations. (Exception: Property classified as Agriculture use in the Tax Assessor’s Office) **However, automobile garages and carports shall be allowed to be in front of the principal building by meeting the front yard setback for the applicable district.**
- b. Accessory structures shall be located in the rear or sides of the principal building and shall meet accessory yard setbacks and applicable district regulations.
- c. Manufactured or Mobile Homes cannot be used as accessory units.
- d. Accessory buildings shall occupy the same lot as the principal building unless identified as agriculture use.

Councilman Guy motioned to approve, second by Councilwoman Mosley. Unanimous vote.

**d. 3<sup>rd</sup> Reading of CCMA23-16 Malissa P. Church request Tax Map #104-00-00-026-000 located at 1843 Greenarch Drive Rock Hill, SC, 29730 to be rezoned from Rural Two District (R2) to Rural One District (R1). Planning Commission voted 5-0 to approve.**

Councilman Agee motioned to approve, second by Councilman Killian. Unanimous vote.

**e. 2<sup>nd</sup> Reading of CCMA23-17 Kabelo Ramatapa request Tax Map #079-01-10-011-000 off Saluda Road, located behind 2051 J A Cochran Bypass, Chester, SC 29706 to be rezoned from Single Family Residential District (RS-1) to General Commercial District (GC). Planning Commission vote 6-0 to approve. Councilman Vaughn motioned to approve, second by Councilman Killian. Unanimous vote.**

**f. Update on Parks/Recreation & Tourism Department. Director Stoudenmire.** Director Stoudenmire gave the following updates on the Gateway. *See attachment A*

**8. Boards and Commissions**

**a. Resignation from the Planning Commission. Councilman Guy.**

Councilman Guy motioned to accept Carolyn Williams resignation, second by Councilman Killian. Unanimous vote.

**b. Appointment to the Library Board. Councilman Guy.**

Councilman Guy motioned to appoint Destiney Foster Hinton, second by Councilman Killian. Unanimous vote.

**9. Executive Session-**Councilman Killian motioned to go to executive session, second by Councilman Guy. Unanimous vote.

**a.** Economic Development Matter Project 2373.

**b.** Personnel matter regarding County Council.

**c.** Receive legal advice regarding Great Falls Fire Department.

**10. Council Actions Following Executive Session-** Councilman Vaughn motioned to go back to Regular session, second by Councilman Killian. Unanimous vote.

**a. Action taken regarding Project 2373.**

Council allowed Economic Development to pursue negotiations with Project 2373.

**b. Action taken regarding personnel matter of County Council. Information only.**

**c. Action taken regarding legal advice of the Great Falls Fire Department. Information only.**

**11. Council Comments**

Councilman Agee asked to have the road in front of BP in Richburg on the CTC meeting February 5<sup>th</sup>. 2. Would like an update on the CPST projects. 3. Would like an update on solar farms.

**12. Adjourn-**Vice Chairman Wilson motioned to adjourn, second by Councilwoman Mosley. Unanimous vote.

**Time: 9:15 PM**

*Karen Lee, Clerk to Council*

Pursuant to the Freedom of Information Act, the Chester News & Reporter, The Herald in Rock Hill, SC, WSOC-TV, Channel 9 Eyewitness News, the Mfg. Housing Institute of SC, WRHI Radio Station, C&N2 News, WCNC News and Capitol Consultants were notified, and a notice was posted on the bulletin board at the Chester County Government Building 24 hours prior to the meeting.

Attachment A follows:

# Gateway Update

- Action Items
  - Started August 28<sup>th</sup>, my first day of work.
  - Reviewed and updated Charitable Request Guidelines.
  - Developed Social Media Guidelines.
  - Interviewed and hired for a part-time maintenance position which has been a tremendous help.
  - Changed our cleaning contract for better service and coverage. Saved \$1896 in four months with them and utilizing PRT staff and new hire.
  - Ordered bulk mulch for winter and spring with a nearly \$6000 cost savings.
  - Our department began removing trees blocking the interstate sign saving approximately \$6000 off quoted prices.

# Gateway Update

- Action Items
  - Updated license on our WAVE SYNC camera system which gives many more options.
  - Oxygen Channel filmed an episode that gave us 5 last minute rental days. Negotiated for Chester County Parks, Recreation, Tourism and Gateway to be included in the credits for a nationwide marketing opportunity.
  - Met with Tony Pope representing the Chester Facilities Foundation on the match that Council budgeted for the AV and interstate sign upgrades.
  - The AV upgrade match has been paid by the CFF and the upgrades are scheduled to be 90% complete next week.

# Gateway Update

- Action Items
  - Extended warranty on the interstate sign. See opportunities below.
  - Identified the need for an online management system to help us be more efficient in all phases. We vetted multiple options, narrowed it down to two, and chose Planning Pod.



# Leads

Kimberly Starne... ▾

- Home
- Events
- Calendars
- Contacts
- Communications
- Leads
- Proposals
- Invoices
- Contracts
- Reporting
- Templates

[Add Lead](#) [Setup ▾](#)

Begin typing to search open leads [Advanced Search ▾](#)

**Captured** 0  
Past 7 Days ▾

**Lost (Closed)** 0  
past 7 days ▾

**Won (Booked)** 0  
past 7 days ▾

**Open** 0  
[View](#)

**Holds** 0  
[View](#)

**Quick Views**

- All
- Open + Holds
- Open
- Holds
- Lost (Closed)
- Captured [Past 7 Days ▾](#)
- Idle Warnings Only

FILTERING BY: [Open + Holds](#) [Event Date \(oldest first\)](#)

New Lead	First Contact	Lead Qualified	Appointment/Call Sched...	Appointment/Call C
(0)	(0)	(0)	(0)	(0)





# Templates

## Invoice Template

Edit Name/Type

Delete





### Event Invoice Template - SAMPLE

#### Line Items

Add Line Item

Add Category

Import

	Item	Qty/Hrs	Unit Cost	Tax	Mrkp/Disc	Total	
<b>Line Items</b>							
↑	 <b>Event Planning Services</b> The description text for this line item goes here.	1.00	\$1,000.00	--	--	\$1,000.00	Actions
↑	 <b>Venue Rental</b> The description text for this line item goes here.	1.00	\$5,000.00	\$372.92 Custom Rate 6.890%	\$412.50 8.25% markup	\$5,785.42	Actions
↑	 <b>Table Rentals</b> The description text for this line item goes here.	30.00	\$9.90	\$22.41 Custom Rate 6.890%	\$28.21 9.50% markup	\$347.62	Actions
↑	 <b>Chair Rentals</b> The description text for this line item goes here.	240.00	\$2.90	\$52.51 Custom Rate 6.890%	\$66.12 9.50% markup	\$814.63	Actions

- Home
- Events
- Calendars
- Contacts
- Communications
- Leads
- Proposals
- Invoices
- Contracts
- Reporting
- Templates



# Invoices

Add Invoice

Import/Export

Begin typing to search by name, client or number

Advanced Search



## Total

\$0.00

This Week



## Balances

\$0.00

This Week



## Payments

\$0.00

This Week



## Scheduled Payments

\$0.00

This Week

## Quick Views



All

Active

Archived

Invoiced

This Week

Due

This Week

Payments

This Week

Reminders

This Week

## Associated Events

FILTERING BY: Active

No Invoices

- Home
- Events
- Calendars
- Contacts
- Communications
- Leads
- Proposals
- Invoices
- Contracts
- Reporting
- Templates

# Calendars

- Add Appointment
- Schedule Tour
- Add To-Do
- Add New Lead
- Add Booked Event
- Add Venue Blackout
- Import/Export

**Personal (1)** Add

Kimberly Starnes

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**Venues (0)**

No Venues to Display

---

**Open Leads (0)**

No Events to Display

---

**Booked Events (0)**

No Events to Display

Set View Filters

**LEAD/EVENT STATUS**

- Open Leads
- Holds
- Booked Events
- Archived Events/Closed Leads

**CALENDAR EVENT TYPES**

- Event Dates
- Venue Bookings
- Venue Blackouts
- Scheduled Tours
- Appointments (Personal & Event)
- Serving Dates (Food & Beverage)
- Delivery Dates (Food & Beverage)
- Pickup Dates (Food & Beverage)

**DUE DATES**

- To Do's
- Invoices Due
- Invoice Payments Due

Calendar navigation icons: Home, Previous, Next, Previous, Next

Venue Timeline List Day Week Month

## January 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	

# Gateway Update

- Immediate Action Items – February 1st
  - Cleaned entrance of trash and maintain.
  - Changed entrance banners and maintain.
  - Visitor's Center
    - Started conceptual design w/Mr. Hayes.
    - Began preparation to paint.
    - Historical Society has offered an item to initially decorate.
    - Public suggestions for long-term plan.
  - Entry sign correction underway w/Mr. Hall

# Gateway Update

- Immediate Action Items – Goal February 1<sup>st</sup>
  - Notified Holiday Inn that we would no longer allow large trucks to park in Gateway Parking Lot. They offered to work with us and post on their website. Sheriff's department has been notified to enforce. Utilities have been marked. Signs/posts have been received. Will begin installing weather permitting.
  - Ordered new State and US flags and will install.

- Gateway Update

<b>GATEWAY CONFERENCE CENTER</b>				
<b>ACCOUNT NUMBER/DESCRIPTION</b>	<b>FY22 ACTUAL</b>	<b>FY23 ACTUAL</b>	<b>FY24 PROJECTED</b>	
<b>EXPENDITURES</b>				
<b>100 GENERAL FUND - GATEWAY CONFERENCE CENTER</b>				
100-145-5101 SALARIES	89,091.00	93,289.20	90,251.55	
100-145-5103 FICA - EMPLOYER	6,815.00	7,136.62	6,904.24	
100-145-5104 SCRS - COUNTY SHARE	16,535.00	16,381.58	16,750.69	
100-177-5211 PUBLIC UTILITIES	65,788.65	66,810.09	75,971.86	
<b>100 GENERAL FUND - GATEWAY CONFERENCE CENTER</b>	<b>178,229.65</b>	<b>183,617.50</b>	<b>189,878.34</b>	
<b>502 GATEWAY CONFERENCE CENTER</b>				
502-000-5101 SALARIES	0.00	4,897.50	6,078.46	
502-000-5103 FICA - EMPLOYER	0.00	371.77	465.00	
502-000-5104 SCRS - COUNTY SHARE	0.00	859.98	1,128.16	
502-000-5201 OFFICE SUPPLIES	350.00	66.11	350.00	
502-000-5203 GENERAL MAINTENANCE & REPAIR	59,473.00	38,952.26	49,596.92	
502-000-5204 PROFESSIONAL SERVICES	49,295.00	57,777.08	60,029.54	
502-000-5206 ADVERTISING	3,100.00	5,536.65	2,954.73	
502-000-5207 PROFESSIONAL DEVELOPMENT	0.00	3,375.00	0.00	
502-000-5212 MARKETING & PRINTED MATERIALS	1,537.00	4,078.06	627.84	
502-000-5213 BOOKS AND PUBLICATIONS	0.00	0.00	0.00	
502-000-5214 MAINT AND SERVICE CONTRACTS	0.00	0.00	0.00	
502-000-5215 UNIFORMS	65.00	438.48	200.00	
502-000-5218 SPECIALIZED DEPARTMENT EXPENSE	0.00	13,391.38	14,000.00	
502-000-5228 MISC EXPENSE	525.00	0.00	472.98	
502-000-5302 MACHINERY & EQUIPMENT	10,759.00	0.00	0.00	
502-000-5303 COMPUTER HARDWARE/SOFTWARE	0.00	0.00	0.00	
502-000-5400 EXPENDITURES	0.00	0.00	0.00	
502-000-5402 PRINCIPAL PAYMENTS	0.00	0.00	0.00	
502-000-5501 DEPRECIATION EXPENSE	35,215.00	32,774.67	50,505.00	
<b>502 GATEWAY CONFERENCE CENTER</b>	<b>160,319.00</b>	<b>162,518.94</b>	<b>186,408.64</b>	
<b>TOTAL EXPENDITURES</b>	<b>338,548.65</b>	<b>346,136.44</b>	<b>376,286.99</b>	
<b>REVENUE</b>				
<b>502 GATEWAY CONFERENCE CENTER REVENUE</b>	<b>FY22 ACTUAL</b>	<b>FY23 ACTUAL</b>	<b>FY24 PROJECTED</b>	
RENTAL INCOME	244,455.00	276,557.88	240,546.00	
CFC REIMBURSEMENT	0.00	0.00	85,000.00	
<b>502 GATEWAY CONFERENCE CENTER</b>	<b>244,455.00</b>	<b>276,557.88</b>	<b>325,546.00</b>	
<b>GAIN/(LOSS)</b>				
<b>OPERATING INCOME/(LOSS)</b>	<b>(94,093.65)</b>	<b>(69,578.56)</b>	<b>(50,740.99)</b>	
<b>AMOUNT COVERED BY GENERAL FUND</b>	<b>94,093.65</b>	<b>69,578.56</b>	<b>50,740.99</b>	
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	

# Gateway Update

- Performance
  - July 2022 – June 2023 (218)
    - Weekend Day Rentals 36
    - Weekend Evening Rentals 39
    - Weekday Day Rentals 134
    - Weekday Evening Rentals 9
  - July 2023 – June 2024 (154, 70%)
    - Weekend Day Rentals 16 completed, 10 booked
    - Weekend Evening Rentals 21 completed, 20 booked
    - Weekday Day Rentals 38 completed, 36 booked
    - Weekday Evening Rentals 7 completed, 6 booked

# Gateway Update

- Opportunities
  - Weekday evenings
  - Multi-room events
  - Conferences
    - AV Upgrades
  - Naming rights
    - Rooms
    - Interstate Sign/Building
  - Current Marketing Impact
    - Cross-Promotion with Tourism Department



# Gateway Update

- Moving Forward
  - Research and develop event impact numbers.
    - Surrounding counties.
    - Governor's Conference.
  - Utilize Planning Pod data to determine, target, and advertise more efficiently our deficiencies.
  - Market conferences. Develop and maintain relationships with our hotel owners.
  - Determine Gateway's marketing value to I-77's daily traffic.



# TOURISM FAIR

## EXPERIENCE

Participate in hourly showings of our highly anticipated tourism video.

## EXPLORE

35+ local vendors will be on hand to showcase the county's various amenities.

## ENJOY

Savor a tasty meal from several local food trucks.

## PRIZES

We'll be drawing names for prizes from our event's vendors.

 [ChooseGateway.com](http://ChooseGateway.com)

 Facebook: [InChesterCountySC](https://www.facebook.com/InChesterCountySC)

 Instagram: [InChesterCountySC](https://www.instagram.com/InChesterCountySC)



2 - 7 PM  
1<sup>ST</sup>  
FEBRUARY

ADMISSION IS FREE

Gateway Conference Center  
3200 Commerce Drive  
Richburg, SC 29729

