



Regular City Council Meeting

Tuesday July 21, 2026

Town Hall, Great Falls, SC

Councilmembers Present: Councilmember Wytricia Mack, Mayor Por Tem Jody Knight, Councilmember Monica Eagle, Councilmember Hope Sims, Councilmember Eric Owens, Councilmember David Dutton. A quorum was present.

Councilmembers Absent: Mayor Keevi Worthy

Staff Present: Municipal Attorney April Porter, Jessica Eubanks (Mayor Assistant), Erica Dooley (Clerk Treasurer), Buddy Bigham (PW Sup), Angela Cooper (Rec Director)

The public and media were duly notified of the date, time, and place of the meeting. Mayor Keevi Worthy called the Regular Council meeting to order at 7:00PM, led the Prayer and Pledge of Allegiance.

ITEM 1 APPROVAL OF MINUTES

Document: Regular Council Meeting 6-16-26, Budget Workshop 06-23-26, Called Meeting 06-30-26, Called Meeting 07-13-26

A motion was made by Mayor Por Tem Knight and seconded Councilmember Sims to approve the previous meeting minutes. Following an opportunity for discussion, the motion was brought before Council for consideration.

The motion carried.

ITEM 2 PUBLIC SESSION

a. Hometown Association-Glinda Coleman

Glenda Coleman provided an update concerning the parking area and pedestrian bridge project. Duke Energy reported that installation of the bridge foundation was underway; however, installation of the pedestrian bridge to the island had been moved from August to September. The asphalt base layer had been installed for the entrance road and parking area, with completion anticipated in September or early October. Ms. Coleman also reported that

unauthorized vehicles had been traveling on the new portion of the rail trail. Chester County agreed to prepare signs stating that vehicles are prohibited and that the trail is for walking only. The Town is also seeking grant funding to install bollards that would prevent unauthorized vehicles from entering while allowing emergency access. A fallen tree near the Highway 21 bridge may temporarily remain in place to discourage vehicles from entering from that end of the trail.

Glenda Coleman announced that the Hometown Association, in partnership with the Chester County 250 Committee, would host an outdoor showing of *The Patriot* on Saturday, August 1, 2026, at the War Memorial Building. A food truck would begin serving at 6:30 p.m., with the movie scheduled to start at approximately 7:00 p.m. Dr. Eddie Lee, a history professor at Winthrop University, would give a brief presentation concerning Revolutionary War history in the area. The free event would include popcorn and water, and attendees were encouraged to bring chairs or blankets. The Declaration Experience would also be held at the Chester War Memorial Building on Sunday, August 2, 2026, from 2:00 p.m. until 4:00 p.m. Ms. Coleman further reported that the South Carolina Nature-Based Tourism Association would hold its fall conference in Great Falls on October 5–6, 2026. Conference activities would include kayaking, trail visits, presentations, and other nature-based tourism activities.

b. Heart & Soul Update- Elizabeth Bowen

Elizabeth Bowen reported that Great Falls Heart & Soul was completing additional data entry and preparing to enter Phase Four, the final phase of the program. The organization was partnering with Great Falls Forward Together to host two women involved in revitalization efforts in Lancaster and Kershaw. The presentation was scheduled for August 13, 2026, at 6:30 p.m. at the War Memorial Building and would include a PowerPoint presentation and an opportunity for questions. Ms. Bowen stated that the organization remained on schedule to finalize its resident-driven action plan and establish Heart & Soul stewardship by the end of the year. Once completed, the plan would be presented to Town leaders and the community to help guide the future direction of Great Falls.

c. Great Falls Forward Together Report-Brian McGrath

Great Falls Forward Together reported that the first workday for the downtown storefront project would be held on the upcoming Saturday beginning at 7:30 a.m. Volunteers would begin applying primer to the bare and older wood on the storefronts, with additional workdays to be announced through Facebook. The organization hoped to complete the project during August. A September meeting was also being planned with Brian Hester of

Chester County to discuss the Capital Project Sales Tax projects expected to appear on the November referendum. It was clarified that the CPST is an existing one-cent sales tax and not an additional tax. Potential projects benefiting Great Falls included trails, parks, and wastewater improvements.

d. Concerns on FIOA request- Cindy Johnson

Cindy Johnson addressed Council concerning an outstanding Freedom of Information Act request for documentation related to the Town's American Rescue Plan Act funds. Ms. Johnson stated that she initially requested the information on February 17, 2025, but the request was not completed following changes in Town staff. She submitted another request on May 1, 2026, and stated that the applicable response and production deadlines had passed. Ms. Johnson requested documentation identifying the projects approved, the amount of funding allocated, the recipients of the funding, and when the funds were or would be expended. Town staff acknowledged possession of portions of the requested information and explained that documents and emails were being collected and scanned. Council directed staff to provide the available records and communicate promptly if additional time was needed.

e. Budget for Christmas Decoration-Tiffany Craig- was not present

Amendment to Add Recreation Department Report

A motion was made by Mayor Por Tem Knight and seconded by Councilmember Owens to amend the agenda to include a Recreation Department report. Following an opportunity for discussion, the Recreation Department presented its report. The motion carried.

ITEM 3 REPORTS ON DEPARTMENT

a. Recreation Department- Angela Cooper

The Recreation Department reported that the seven-on-seven football program was underway, with games played on Tuesdays and Thursdays in cooperation with Winnsboro, Lewisville, and other recreation departments. The program was coached by Shaquille Lamar and Glenn. Fields One and Two at David Lex Minors Park were being maintained by Chris Vinson, who was dragging the fields twice each week and cutting the outfield grass. The Town's mower needed repairs, including new deck wheels, front-wheel inner tubes, and sharpened blades. A Toro Workman field-preparation machine had also been removed from the high school field and

taken to a small-engine repair shop for evaluation. If repaired, the equipment would be stored at David Lex Minors Park.

The department also discussed access to shared mowing equipment located at the high school, the mowing schedule around the recreation fields, and responsibility for maintaining the surrounding property. Staff would contact Chester County regarding the status of the maintenance agreement or memorandum of understanding. The department requested copies of the agreement with the Great Falls High School Athletic Department following concerns involving use of fields and damage to a press-box lock. A drainage culvert near the concession stand was also identified as a safety hazard after an individual was injured. Public Works agreed to inspect the area, and safety cones or another protective covering would be considered.

b. Public Works Department - Buddy Bigham

The Public Works Supervisor Bigham reported that the department remained short-staffed, with one employee out and another potentially facing an extended absence. One mower was operational, and one employee was assigned to cutting grass, while the trash truck required three employees on Tuesdays and Thursdays. On Mondays, Wednesdays, and Fridays, employees addressed limb piles, brown goods, roadside trash, street maintenance, and other Town needs. Equipment was generally operating properly, although one machine experienced a possible charging system or stator problem.

The Supervisor explained that communication needs to improve among Town staff, Council, Chester County, and the public regarding responsibility for maintaining specific properties. Public Works have received requests to cut privately owned and county-owned property that might not be the Town's responsibility. Fuel access for recreation mowing equipment was also discussed, including the possibility of dedicated fuel cans or a fuel card. Council agreed that Town-owned property should be prioritized and discussed arranging a meeting with Chester County to clarify maintenance responsibilities and follow up on the proposed mowing agreement.

c. Wastewater- Warren Skinner

Warren Skinner reported that operations at the wastewater treatment plant were generally going well. A recently hired employee was performing well, and Mr. Skinner hoped the employee could eventually be hired full-time. A piece of approximately 40-year-old equipment recently failed but was replaced at a relatively low cost. The department was also addressing a damaged main valve at the Highway 200 lift station and had arranged for temporary pumping services. The wastewater truck previously approved by Council was expected to begin construction on August 16, with delivery anticipated after completion and shipment to Rock Hill. Mr. Skinner also explained that certain technical questions concerning plant operations,

discharge-monitoring reports, and E. coli levels should be directed to the Town's licensed wastewater operator.

d. Police Department- Chief Parker

Chief James Parker was unable to attend the meeting but submitted a brief report. The Police Department was awaiting final approval of the Town's budget so it could move forward with planned departmental matters. Council also discussed questions concerning the purchase and cost of a golf cart for the Police Department and directed that additional information be obtained from Chief Parker.

e. Administrative Department – Jessica Eubanks

The Administration and Finance Department reported that staff continued preparing for the Town's audits, reviewing accounts, reconciling financial information, and completing budget-related work. Council thanked staff, particularly Mayor Assistant Eubanks and Town Clerk Erica Dooley, for assembling a thorough Council packet and ensuring that Council received the supporting information needed for the meeting.

ITEM 4 OLD BUSINESS

a. Memorandum of Understanding Fire Service Agreement- Attorney Porter

Attorney April Porter presented the updated Fire Service Agreement between the Town and Chester County. Attorney Porter explained that she and Mayor Worthy met with the County Attorney and Brian Hester to revise provisions related to insurance coverage and make the agreement more practical for the Town. The revised agreement was presented to continue fire-protection services.

A motion was made by Mayor Por Tem Knight and seconded by Councilmember Dutton to approve the Fire Service Agreement. Following discussion, the motion was approved.

Amendment to Executive Session

A motion was made to amend the agenda to add the ASR Visitor Center Agreement to the executive-session discussion.

A motion was made by Mayor Por Tem Knight and seconded by Councilmember Dutton to approve the Fire Service Agreement. Following discussion, the motion was approved.

c. Concerns about Hiring Forensic Accountant- Attorney Porter

Attorney Porter addressed Council regarding the need to hire a forensic accountant to reconcile the Town's financial records and assist with completing outstanding state audits. She explained that the Town was approximately two years behind in completing the required audits. Council considered proposals from Level Financial Group and Ben Kincaid.

After discussing the qualifications and previous presentations of the candidates, a motion was made Mayor Por Tem Knight and seconded by Councilmember Owens to hire Level Financial Group. The motion was approved.

ITEM 5 NEW BUSINESS

a. 1st reading Ordinance for Procurement Procedures- Attorney Porter

Attorney Porter addressed Council for the need for stronger purchasing procedures, financial disclosures, and regular reporting to Council. The proposed procurement measures were intended to address concerns regarding Town purchases, funding, accountability, and the information presented during Council meetings. Council was asked to give the proposal further consideration so the Town could move forward with a clearer and more accountable purchasing process.

b. 1st reading Ordinance for Town of Great Falls- Councilmember Dutton

Councilmember Dutton discussed an ordinance addressing dilapidated houses, abandoned structures, and properties that were not being properly maintained. Discussion focused on enforcement responsibilities, the need for a code-enforcement officer, cleanup costs, tax liens, property forfeiture, and the length of time required to recover expenses. Council members emphasized that the purpose of the ordinance was not to take property unfairly but to address dangerous or neglected properties that negatively affected surrounding neighborhoods. It was explained that the Town could place cleanup costs on the property owner's tax bill, pursue a lien, request foreclosure, or use the State's debt-setoff program when appropriate.

Judge Dana Greenleaf reported that he had begun reviewing the Town's existing property-maintenance ordinances. He explained that the current ordinances already authorized a code-enforcement officer to issue citations but did not contain a specific penalty schedule. Judge Greenleaf requested an opportunity to review the proposed ordinance with Attorney Porter before the second reading so that the enforcement process and Municipal Court procedures would be properly coordinated. Following additional discussion, Council confirmed that the ordinance would require a second reading.

c. New Council Member Orientation Program- Councilmember Mack

Councilmember Wytricia Mack made a motion to adopt a resolution establishing a standardized orientation program and municipal checklist for newly elected Council members. The motion was seconded and approved by Council.

d. Citizens Committee- Attorney Porter

Attorney Porter opened a discussion concerning the possible establishment of citizens' committees. She explained that Council needed to determine which committees were necessary, whether they should be established by ordinance, and what responsibilities they would hold. Council discussed guidance from the Municipal Association concerning the challenges of maintaining several committees in a small community with a limited number of volunteers. Members expressed support for holding a second public Council meeting or work session each month to review finances, discuss Town projects, develop ideas, and prepare action items for the regular meeting.

Council also discussed the importance of eventually establishing a financial committee, Planning and Zoning Commission, and Board of Appeals while avoiding overextending the Town's staff and volunteers. Some responsibilities could potentially be handled by existing community organizations, including the Hometown Association. Council generally agreed to begin with a small number of essential functions and expand only when adequate participation and resources were available. Attorney Porter was asked to prepare the appropriate resolution for consideration at a future regular meeting.

e. IGA for Joint Planning Commission- Attorney Porter

Attorney Porter presented an intergovernmental agreement with Chester County concerning joint planning and zoning services. Under the proposed agreement, Chester County's planning and zoning staff would assist with administrative and technical responsibilities while the Town retained its governmental authority. Council discussed whether the agreement could be terminated if the Town later established its own Planning Commission or Board of Appeals. Attorney Porter confirmed that the County would primarily aid and that the Town would not surrender its authority. A motion was made and seconded to approve the agreement, and the matter was brought before Council for a vote.

f. 1st reading of Ordinance for Vendor Business License- Mayor Por Tem Knight

Mayor Pro Tem Knight considered an ordinance amending Chapter 12 of the Town Code to regulate mobile vendors, food trucks, and merchandise vendors operating within the municipal limits. The proposal included temporary and longer-term licensing options and was intended to ensure that vendors contributed applicable business-license, hospitality, and retail taxes. Council discussed how the ordinance would apply to food trucks, festival vendors, street vendors, local craftspeople, pop-up markets, and other special events.

Concerns were raised that a standard fee could create hardship for residents who sell handmade items only once or twice a year. Council discussed distinguishing food trucks and commercial vendors from occasional craft vendors and creating exemptions for Town-approved events, pop-up markets, and similar community activities. Because additional language and clarification were needed, a motion was made and seconded to table the ordinance until the next meeting. The motion was approved, and Attorney Porter was asked to assist with revising the language.

ITEM 6 MAYORS REPORT

The Mayor's Pro Tem Knight report included an update regarding the Municipal Association of South Carolina meeting. Mayor Worthy, Councilmember Mack, and Councilmember Owens attended the conference, while another Mayor Pro Tem Knight attended the Friday and Saturday sessions. Those attending reported that the training provided valuable information and new ideas that could help Council members and Town staff serve the community more effectively. Council expressed appreciation to the citizens for supporting the Town's training budget and stated that conference findings could be presented to the public at a future meeting.

ITEM 7 EXECUTIVE SESSION

A motion was made to enter executive session to discuss the matters properly noticed on the agenda, including the added ASR Vigil Center Agreement. The motion was approved, and Council entered executive session. No formal action was taken during the executive session.

ITEM 8 ADJOURNMENT

After returning to open session, Council considered the matter discussed in executive session concerning LS3P. A motion was made regarding acceptance of the LS3P proposal or agreement. Council then received a motion to adjourn, and the meeting was adjourned.

Respectfully Submitted,

Erica Dooley