



A G E N D A

CORINTH-SHILOH SPECIAL PURPOSE TAX DISTRICT COMMISSION MEETING ANNUAL BUDGET MEETING March 11, 2025 6:00 PM

**Training Room, Corinth-Shiloh Fire Department
940 Old Clemson Highway, Seneca, SC 29672**

Call to Order

Moment of Silence

Invocation

Approval of Minutes February 13, 2025

Fire Chief Comments

Public Comment Session

[Limited to a total of fifty (50) minutes, five (5) minutes per person]

If you are not able to attend in person and you have a comment, you may submit it by emailing kevinc@corinthshilohfd.com or calling 864-710-7011, so that your comment may be read into the record.

Commission Member Comments

Public Hearing for the Annual Budget

If you would like to be heard during either of the public hearing or public comment session,, please contact Chief Christenbury at kevinc@corinthshilohfd.com or 864-710-7011 so that your participation may be coordinated.

Executive Session

[upon reconvening Commission may take a Vote and/or take Action on matters brought up for discussion in Executive Session, if required]

1. Discuss district budget for fiscal year 2025-2026
2. Discuss personnel matters related to district employee(s).
3. Discuss committees.

First and Final Reading for the Following Resolution

Resolution 2025-01 A resolution adopting the annual budget for the Corinth-Shiloh Special Purpose Tax District for Fire Protection for fiscal year 2025-2026

After approval, the resolution and budget will be provided to Oconee County so that it be included in an ordinance and receive three (3) readings as well as a public comment session with Oconee County Council. The Oconee County ordinance will provide for the levy of taxes and to establish the budget for the district for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Adjourn

COMMISSION MEMBERS

**Dr. William Howler, Jr.
Misty Morris**

**Monty Marcengill
Wayne Smith**

Richard Walton



A G E N D A

CORINTH-SHILOH SPECIAL PURPOSE TAX DISTRICT COMMISSION WORKSHOP

March 6, 2025

6:00 PM

**Training Room, Corinth-Shiloh Fire Department
940 Old Clemson Highway, Seneca, SC 29672**

This is a workshop for discussion/information gathering only. No official actions will be taken

Call to Order

Moment of Silence

Invocation

Approval of Minutes from Previous Workshop(s)

Thursday, February 06, 2025

Thursday, February 18, 2025

Purpose of the Workshop

To review current financial figures and continue discussion and possible ratification of a fiscal year 2025 - 2026 budget. No vote will be taken.

Public Comment Session

[Limited to a total of fifty (50) minutes, five (5) minutes per person]

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Status Reports

CSFD Volunteer Finances: D. Delmarco, K. Christenbury with year end estimates at this point

Upgrades to substation: K. Christenbury

Replace pad at main station: K. Christenbury

EIN request: B. Shirley

Safer Grant: K. Christenbury

Commission bank account: B. Shirley, B. Howiler, R. Walton

COMMISSION MEMBERS

Dr. William Howiler, Jr.
Misty Morris

Monty Marcengill
Wayne Smith

Richard Walton

Fire Chief Comments:

- Chief Christenbury Provided an update on the activities of the volunteer fire department. He indicated several items of training activity, the signing of one new volunteer, and that all trucks were operational.

Public Comment Session

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- Mr. Andrew Brown made comments concerning the proposed budget. He offered his objection to excessive salaries being planned as well as the payment of payroll taxes and insurance which he indicated was excessive and inappropriate. He further indicated that his taxes on property owned within the SPD would be increased, but that he had not been informed of the amount he would be charged. He offered the concern that a newspaper article made it appear that all houses in the SPD would be taxed at the value of \$100,000. This he indicated exceeded the value of many homes in the district.
- Mr. Kevin Whelan encouraged the commission to approve the budget as drafted offering his opinion that a primary consideration should be the care of firefighters and their families. He encouraged the council to consider that their considerations should place effectiveness above efficiency.

Commission Member Comments:

- Budget:
 - Chairman Howler permitted open discussion on the budget and the process for submitting it to the County Council for consideration.
 - Mr. Marcingill offered his agreement with Mr. Brown that he had not been informed of the amount of tax to be collected on his property. He indicated that he would vote conservatively.
 - Ms. Hubbard offered clarification on items related to taxes. Estimates of taxes must be considered inexact as much of the individual taxable properties have never been tracked for the SPD. The Real Estate Value for the district is "actual" as of 9/2024 is \$42,553,109. Other items (Personal Property, Vehicles, and Watercraft) are broad estimates. She suggests that the commission that "1 mil" should be estimated at \$46,331. 25 mils should be estimated at \$1,158,277.73 and 20 mils at \$926,622.18
 - Ms. Hubbard indicated to Mr. Brown that the newspaper article he reviewed was based on information provided to allow taxpayers considering the SPD referendum would have a reference point for potential tax impact. It did not imply that all homes would be valued at \$1 Million, but offered an example that a home valued at \$1 Million would potentially be taxed at the amount shown. The newspaper had been offered several valuation examples but only reported one.
 - Ms. Morris indicated to Mr. Brown the difficult nature of the commission's work as they

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tried to balance the needs of a professional fire department with the need to keep tax impact reasonable.

- Mr. Walton asked when the SPD could know the actual tax revenue.
 - Ms. Hubbard indicated that her office would have that information after 1 full year of collection: January 2027.
- Mr. Walton asked if it was possible to transition to a calendar year budgeting process to align with the tax year.
 - Ms Brock indicated that the budgeting year was set by state law.
- Ms. Brock indicated that previous dates of budget submission that had been communicated to SPD commission members were not applicable. The budget would not be due until mid-April.
- Ms. Morris Asked when new homes built within the SPD would be subject to taxes associated with the fire district.
 - Ms Hubbard responded that they are taxed upon the certificate of occupancy.
- Ms. Brock indicated that existing businesses that have been granted a Fee in Lieu of Tax exemption will not be subject to the SPD tax. The only way to acquire revenue is to negotiate a donation. Properties in this category include Greenfield, TDC, and Hartwell Village.
- Ms Brock indicated that the SPD Budget must be submitted to the county by May 6, 2025.
- Mr. Walton asked what subject matter may be conducted in Executive Session
 - Ms Brock explained that the eligible subject matter fell into three categories:
 - Personnel Matters related to a named individual. It could not be about a vacancy or about a position being considered.
 - Economic Development
 - Future Property Acquisition
 - Ms. Brock explained the hiring process followed by the County administration
 - The administration gets advice from a hiring committee related to the position being considered.
 - The administration office creates a job description
 - The County Administrator either hires an individual directly or provides advice to hiring managers who report to her.
- Mr. Walton asked if the County Attorney could be used to assist in the process of incorporating the Fire Department under the SPD.
 - Ms. Brock indicated that such assistance was possible.
- Chairman Howiler decided that the agenda item "Discuss Committees" would be postponed for a later meeting.
- Creating a position to support administrative work
 - Chief Christenbury explained the large amount of administrative work and community

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support currently conducted by the volunteer staff. The volunteer staff requests that the SPD Commission act to expedite the creation of a paid position to assume this work. The volunteer organization would loan the funds to pay the salary and benefits of the individual hired. This loan would be repaid when the tax revenue begins. He prefers that the individual be hired by the SPD so that they will be eligible for state benefits.

- Chief Christenbury offered a draft job description and title for the position. These were informed by similar job descriptions and titles from other state fire departments. The proposed job description is included in the background material for this meeting. Chief Christenbury said that he suggested the title Emergency Preparedness Coordinator / Public Information Officer aligns best with the duties and titles used by other state fire departments.
- Mr. Marcengill expressed his reservations about the title's inclusion of the phrase "Emergency Preparedness" because that title exists at the county level.
 - Chief Christenbury indicated that he used that phrase because it had the best alignment when compared to other state titles.
 - Ms. Brock indicated that she did not believe it would be a problem.
 - Ms. Brock expressed concern about the large number of duties included in the job description. She believed that this work would best be done by a number of people.
- Mr. Mize indicated his opinion that the most appropriate title would be that of Administrator. He compared the work described in the job description to that of Ms. Brock's in her role as County Administrator. The role appeared to have a central operational component essential to the conduct of SPD business.
- Ms. Morris expressed a concern that the hiring of such an essential role would put the potential new hire chief in a difficult position not allowing him/her to hire a person that was better aligned with their need.
 - Mr. Howler expressed the opinion that hiring the Administrator now would enable the hiring committee to select a Chief who would be aligned with the Administrator.
 - Mr. Marcengill asked about the duration of the county's probation period for new hires.
 - Ms. Brock responded that it was 90 days, but could be extended to 1 year
 - Mr. Walton asked what "probation" means in this circumstance.
 - Ms. Brock explained that it simplified the process of dismissal by using a standard form letter to dismiss the employee in question.
 - Ms. Brock reminded the commission that South Carolina is an employment-at-will state making employee dismissal expeditious when compared to other locations.
- Chief Christenbury asked about a grievance process that a dismissed employee could follow.
 - Ms. Brock explained a six-step process that could be followed
- Mr. Marcengill asked if the SPD was required to follow the county's process.

- Ms. Brock answered that it was not since the SPD was a separate governing body
- Mr. Marcengill asked if the SPD would need to establish a grievance process
 - Chief Christenbury answered that it would.
- Mr. Morris made a motion seconded by Mr. Walton considering the use of a temporary employment agency. The motion was approved in a 5 - 0 vote.
 - The SPD commission directed Chief Christenbury to investigate if hiring a temporary worker through an agency might be an adequate solution to his expressed need for help with office-based operational support.

Executive Session:

- None for this meeting

Action Items:

- Chief Christenbury was directed by commission resolution to investigate if hiring a temporary worker through an agency might be an adequate solution to his expressed need for help with office-based operational support.
- The commission agreed to conduct a Budget Workshop Meeting on March 27, 2025, at 11:00 AM at the Corinth-Shiloh Fire Station.

Adjourn:

Ms. Morris made a motion Mr. Smith seconded, approved unanimously, to adjourn at 7:45 pm

Respectfully Submitted:

Kevin Whelan
Commission Staff Secretary