

Pendleton Town Council

Mayor

Frank Crenshaw

Council Members

Lyn Merchant

Barbara Hamberg

Vince Gaulin

Jeff Van Drie

Council Chambers in the
Pendleton Town Hall

www.townofpendleton.org

OCTOBER 7, 2025, 7:00 PM

REGULAR SESSION

AGENDA:



Administrator

Steve Miller

Municipal Clerk

Amber Barnes

1. **PLEDGE OF ALLEGIANCE**
2. **COUNCIL UPDATES**
3. **APPROVAL OF MINUTES**
 - 3.a CONSIDERATION OF APPROVING PRIOR MEETINGS MINUTES
[Town Council Minutes - September 2, 2025.pdf](#)
[Town Council Minutes - September 29, 2025 Called Meeting.pdf](#)
4. **PUBLIC COMMENTS** *3-minute time limit per resident, business owner, or Town property owner*
5. **REPORTS:**
 - 5.a POLICE DEPARTMENT REPORT
[September 2025 Council Police Dept report.docx](#)
 - 5.b PLANNING DEPARTMENT REPORT
[Town Council report for 10.07.2025.docx](#)
 - 5.c ADMINISTRATOR'S REPORT
 - 5.d STRATEGIC PLAN UPDATE - PLAN COORDINATOR LYN MERCHANT
6. **ACTION ITEMS:**
 - 6.a CONSIDERATION OF AWARD OF BID FOR PARKING LOT AND UTILITY IMPROVEMENTS BEHIND BREWS AT THE SQUARE
[Brews Parking Lot - Award of Bid Funding Options.docx](#)
[Rec of Award.pdf](#)
[Brews Lot - Bid Tabulation.pdf](#)
 - 6.b CONSIDERATION OF A REQUEST FOR THE TOWN TO TAKE OVER MANAGEMENT AND OWNERSHIP OF THE FIREWORKS FOR FIREFIGHTERS' EVENT HELD IN JULY
[PDF proposal for town \(1\) \(002\).docx](#)
 - 6.c CONSIDERATION OF WAIVING FEES & INSURANCE REQUIREMENT FOR SPECIAL EVENTS
[S.E.A. - October 2025 requests.pdf](#)
 - 6.d CONSIDERATION OF A RESOLUTION AUTHORIZING THE TOWN OF PENDLETON TO "PIGGYBACK" ON THE NORTH CAROLINA SHERIFFS' ASSOCIATION (NCSA) HEAVY EQUIPMENT CONTRACT FOR THE PURCHASE OF A SANITATION TRUCK FOR THE PUBLIC WORKS DEPARTMENT
[Resolution piggybacking on NCSA heavy equipment contract for state purchasing Sept. 2025 v2.docx](#)
[NCSA Quote-Amick Equipment- Trash Truck.pdf](#)
 - 6.e CONSIDERATION OF A RESOLUTION AUTHORIZING THE SOLE SOURCE PURCHASE OF A DEMONSTRATION TRUCK FOR LEAF VAC EQUIPMENT
[Resolution - AUTHORIZING THE SOLE SOURCE PURCHASE OF A DEMONSTRATION TRUCK FOR LEAF VAC EQUIPMENT v2.docx](#)

[NCSA Quote Amick-Leaf Vac Truck.pdf](#)

- 6.f CONSIDERATION OF A RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS PERSONAL PROPERTY TO THE PENDLETON RECREATION ASSOCIATION IN ACCORDANCE WITH THE TOWN'S DISPOSAL OF SURPLUS PROPERTY POLICY
[Resolution - AUTHORIZING THE DISPOSAL OF SURPLUS PERSONAL PROPERTY TO THE PENDLETON RECREATION ASSOCIATION.docx](#)
[Mower \(1\).pdf](#)
[Mower \(2\).pdf](#)
- 6.g CONSIDERATION OF A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF PENDLETON, SOUTH CAROLINA, NOTIFYING ANDERSON COUNTY OF THE TOWN'S INTEREST IN PROVIDING SEWER SERVICE TO CERTAIN PARCELS
[Resolution - notifying the county of the sewer service area .docx](#)
[Parcel on Hwy 76 - proposed development site.pdf](#)
- 6.h CONSIDERATION OF A RESOLUTION OF PENDLETON TOWN COUNCIL ACCEPTING THE PLANNING COMMISSION'S RECOMMENDATION TO DENY A MAJOR CHANGE TO THE PLANNED UNIT DEVELOPMENT MIXED USE (PDMU) DISTRICT FOR PROPERTY LOCATED OFF LEBANON ROAD HAVING TMS#S 63-00-01-007 AND 62-00-08-009 TO THE CENTER PARK GROUP.
[Council Meeting Pack for Major Change Request from the Center Park Group 10.07.2025.pdf](#)
- 6.i CONSIDERATION OF A RESOLUTION REQUESTING FUNDS ALLOCATED BY THE TOWN OF PENDLETON TO THE PENDLETON VOLUNTEER FIRE DEPARTMENT FOR FISCAL YEAR 2025–2026
[Resolution Requesting Funds Oct. 2025.pdf](#)
[First funding request fy 25-26.pdf](#)
- 6.j CONSIDERATION OF A RESOLUTION APPROVING PENDLETON POLICE DEPARTMENT POLICY MANUAL UPDATE
[Resolution_ADOPTING THE PENDLETON POLICE DEPARTMENT POLICY MANUAL REVISION IN ACCORDANCE WITH SCCJA AUDIT 2025.docx](#)
[Policy Manual Combined.pdf](#)
[Policy Evaluation Approval Letter - In Compliance \(Pendleton PD 2025\).pdf](#)
- 6.k CONSIDERATION OF A RESOLUTION RECOMMENDING PENDLETON TOWN COUNCIL RELEASE A TEMPORARY LETTER OF CREDIT / PERFORMANCE BOND FOR \$16,462.50 FOR ON-SITE IMPROVEMENTS IN PHASE I OF THE DEVELOPMENT "THE PRESERVE AT PENDLETON"
[Council pack for bond release Mark III Preserve at Pendleton Phase I 10.07.2025.pdf](#)
- 6.l CONSIDERATION OF FIRST READING OF "AN ORDINANCE TO AMEND THE BUSINESS LICENSE ORDINANCE IN ACCORDANCE WITH THE BUSINESS LICENSE STANDARDIZATION ACT (2020 ACT NO. 176)"
[2026 Business License Ordinance update-draft.docx](#)
- 6.m CONSIDERATION OF SECOND AND FINAL READING OF "AN ORDINANCE TO AMEND ARTICLE 3, SECTION 3-6, SUB-SECTION 3H1, AND SECTION 3-7 SUB-SECTION 3H1 OF THE TOWN OF PENDLETON ZONING ORDINANCE AND CHANGE THE REVIEW PROCESS FOR A REQUEST FOR A MAJOR CHANGE TO AN APPROVED PLANNED UNIT DEVELOPMENT (PUD) OR FLEXIBLE REVIEW DISTRICT (FRD)"
[Council meeting pack for 09.02.2025.pdf](#)
- 6.n CONSIDERATION OF SECOND AND FINAL READING OF "AN ORDINANCE AUTHORIZING THE EXECUTION OF AN ENCROACHMENT AGREEMENT WITH MAIN EXCHANGE LLC TO ALLOW CERTAIN ENCROACHMENT ON PUBLIC RIGHT-OF-WAY TO

INSTALL A SIDE ENTRANCE AT 102 EXCHANGE STREET"

[Ordinance - encroachment on public property 102 Exchange Street.docx](#)

[Encroachment Agreement final - Town of Pendleton and Main Exchange rvsd 9-16-25.docx](#)

[exhibit a - encroachment agreement - final.pdf](#)

7. ADJOURNMENT