

Mr. Josh Simpson

Mayor

Ms. Amy Gore

District 2

Mr. Justin Beardsley

District 3

Mr. Bob Jordan

Mayor ProTem, District 1

Mr. James Richard

District 4



Minutes of Meeting

September 8, 2026

Location: Reidville Fire Department

Mayor Pro Tem Bob Jordan called the meeting to order at 6:30 p.m. Town Administrator Christine McKaba conducted roll call and confirmed the presence of Mayor Pro Tem Bob Jordan and Councilmembers Justin Beardsley and James Richard. Administrator McKaba stated that Councilmember Amy Gore was absent due to illness and that Mayor Josh Simpson would arrive late if he was able to attend. Both had reported their absence or possible absence before the meeting. 11 people were present in the audience.

Councilmember James Richard offered the invocation, followed by the collective recitation of the Pledge of Allegiance.

Action: A motion was made by Councilmember Justin Beardsley, seconded by Councilmember James Richard, to approve the public hearing minutes from August 11, 2026, as presented. The motion passed unanimously.

Action: A motion was made by Councilmember Justin Beardsley, seconded by Councilmember James Richard, to approve the council minutes from August 11, 2026, as presented. The motion passed unanimously.

Mr. Jordan made the following statement as a reminder to audience members: Residents wishing to have a topic placed on the agenda for discussion must submit their request to the town administrator no later than noon on the Wednesday before the council meeting. Public comments are limited to five minutes. Comments regarding agenda items will be received by council only after an audience member has raised their hand, been recognized by council, and stated their name for the record.

Mr. Jordan also stated that, moving forward, department reports will be prepared by the town administrator and submitted to the council on a biweekly basis. The reports will be developed in coordination with councilmembers and department chairs to support consistent communication, improve transparency, and promote accountability to residents. These reports are intended to supplement, not limit or replace, the ongoing responsibilities and daily work of the council and staff.

Action: A motion was made by Councilmember James Richard, seconded by Councilmember Justin Beardsley, to accept the August 2026 Financial Report as presented. The motion passed unanimously.

Action: A motion was made by Councilmember Justin Beardsley, seconded by Councilmember James Richard, to accept Resolution 2026-02. The motion passed unanimously.

Discussion: Councilmember Justin Beardsley spoke about Resolution 2026-02, stating that the technology is not mature and that appropriate controls are not in place to prevent its misuse. He said he believed it was best not to allow that type of technology on town property. He clarified that the resolution would not prohibit its use on

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private property. The town will not allow the technology to be used by the town until it determines that appropriate safeguards are in place for the public. An audience member, whose name was not provided, asked whether this included roads within the town's incorporated limits. Mr. Beardsley clarified that the prohibition would apply only to town-owned and town-maintained properties and roads. He also answered a question about manufacturer controls versus legislative controls; the questioner's name was not provided.

Action: A motion was made by Councilmember Justin Beardsley, seconded by Councilmember James Richard, to create the position of licensing coordinator/assistant town clerk, along with a job description and job posting. The motion passed unanimously.

Discussion: Administrator McKaba commented that the job posting would omit the position's reporting line and would include a pay scale based on the council's previous discussion.

Action: A motion was made by Councilmember James Richard, seconded by Councilmember Justin Beardsley, to create the position of event coordinator, along with a job description and job posting. The motion passed unanimously.

Discussion: Administrator McKaba commented that the job posting would omit the position's reporting line and would include a pay scale based on the council's previous discussion.

Action: A motion was made by Councilmember James Richard, seconded by Councilmember Justin Beardsley, to move the town's payroll processing to Auris, effective immediately. The motion passed unanimously.

Discussion: Administrator McKaba stated that the town's current payroll costs are \$150–\$200 per month, and sometimes more when officers are paid. Therefore, it had become apparent that the town needed to explore other options and obtain new quotes. Mrs. McKaba reviewed the quotes received. She recommended that the town move forward with Auris at a base fee of \$35 plus \$2 per person per pay run. United Community Bank uses this company, and the offer is available only to the bank's members.

Action: A motion was made by Councilmember Justin Beardsley, seconded by Councilmember James Richard, to approve the AI policy as written. The motion passed unanimously.

Discussion: Administrator McKaba stated that AI is everywhere, regardless of whether people choose to use it. The Municipal Association recently introduced an AI tool called Scotty through the association to assist with ordinances, policies, and information that could be helpful to municipalities. The town also uses Microsoft 365 Copilot to review emails, proofread minutes, and assist with flyers and social media posts. The town does not currently have an AI policy and needs to implement one that defines the purposes for which AI may be used,

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makes clear that AI does not replace human review, and prohibits entering sensitive information into these programs.

Action: A motion was made by Councilmember James Richard, seconded by Councilmember Justin Beardsley, to approve the rental agreement for 7304 Reidville Road as written. The motion passed unanimously.

Discussion: Councilmember Beardsley stated that town officials, staff, and commission members should not be treated differently from residents regarding rental rates. Mrs. McKaba stated that the distinction was proposed because commission members are volunteers, councilmembers receive only \$2,000 per year, and some commission members do not live within the town limits; she questioned what incentive those members would have to rent the facility. Council discussed the topic and decided that staff and commission members would receive the resident rate.

Administrator McKaba notified the council and audience that she and Dan Defoe would represent the Town of Reidville in the Ready program and that, upon completion, the town would be eligible for a \$50,000 grant. The program will be held every Thursday from 1:00 to 4:00 p.m., October 8 through December 10, 2026.

Action: At 6:51 p.m., a motion was made by Councilmember Justin Beardsley, seconded by Councilmember James Richard, to adjourn the meeting. The motion passed unanimously.

Attest: Christine McKaba, Town Administrator

This is a generalization of the meeting and not a verbatim transcript.

Biweekly Committee/Department Update

Reporting Period: 09/05/2026–10/02/2026

Prepared by: Town Administrator Christine McKaba

Distribution date: 10/02/2026

Information is gathered during biweekly meetings and ongoing operational conversations between the Town Administrator and each Council Chair individually.

Department Updates

Administration (Josh Simpson)

- Beginning 10/05/2025, the administrator will post openings for Licensing Clerk and Event Coordinator on the MASC and town websites.
- Josh attended the MASC board retreat, where participants discussed topics that could affect municipalities in South Carolina. Updates are available at MASC.SC, and related reports are available at www.masc.sc/publications/dome-your-home.

Public Safety (Justin Beardsley)

- To address safety concerns and prepare for enforcement of the no-on-street-parking signs on town-owned and maintained roads, the town has begun issuing tagging notifications and towing vehicles. This effort is intended to improve access for emergency services and residents.

Public Works (Bob Jordan)

- The town is obtaining quotes for the River Ridge Dr. culvert and Reidville Cemetery expansion. A recommendation will be presented at the October Council meeting.
- Bush hogging has been completed on town-owned and maintained roads. Groundskeepers will continue spraying to reduce weeds and encourage dormancy.
- The town is obtaining quotes for a potential temporary green space at 300 College St. while funding is pursued for downtown development.

Community Development (Amy Gore)

- Oktoberfest was a success. Many food trucks sold out or nearly sold out because of strong sales. Attendees responded positively to the live band, arrived in waves, and stayed longer than at previous events.

- The town's Trunk or Treat will be held on October 31, 2026, from 5–7 p.m. Spaces are still available.
- The Rockin' Around Reidville Festival will be held on December 12, 2026, from 11 a.m.–4 p.m. Vendor spaces are still available.
- The Reidville Parade will be held on December 12, 2026, at 3 p.m. Plenty of free participant spaces are still available.

Finance (James Richard)

- James and Christine have begun transferring funds to United Community Bank. The process will take up to 60 days because of ongoing bill payments.
- All investment accounts are earning strong interest.

Administrator (Christine McKaba)

- Christine and Board of Appeals Chairman Dan DeFoe will begin READY, a 10-week program offered through the Appalachian Regional Commission, meeting every Thursday from 1–4 p.m. The program provides training on topics including board development, financial management, fundraising, human capital, marketing, and operations. After completing the training, organizations can apply for up to **\$25,000** in match-free grant funding for capacity-building projects.
- A trash and property audit was completed. Code Enforcement mailed letters regarding unregistered rental properties.
- The 2025 town financial audit was received from the auditor and will be presented at the October Council meeting.
- After reviewing risk management concerns, the administrator will obtain quotes for a temporary fence around 300 College St. Although the property is posted, the fence would provide an additional barrier to unauthorized access and reduce the risk of accidents.

Code Enforcement (Clark Taylor-CC&I)

- Code Enforcement noted that there are currently only five open cases within the Reidville town limits.
- Code Enforcement has noted an increase in rental properties. Many homeowners are failing to register their rental properties with the town office or obtain a lessor of residential property business license. Letters have been mailed to the identified property owners.

Project Updates

Reidville Revitalization (300 College St)

- Recent progress: A meeting with the master planners is scheduled for the week of 10/5/26 and will include Christine, Bob, Justin, and Kenneth.
- Next steps: Await review and feedback on the parking agreement from the town attorney and churches.

Reidville Multiuse Facility (7304 Reidville Rd)

- Recent progress: The project remains on or ahead of schedule.
- Next steps: Brickwork is scheduled to begin the week of 10/2/26. Installation of glass, drywall, and doors is scheduled to begin the week of 10/5/26, when the second inspection is also planned. Septic installation is expected in approximately two weeks.

Biweekly Committee/Department Update

Reporting Period: 10/2/26–10/09/2026

Prepared by: Town Administrator Christine McKaba

Distribution date: 10/09/2026

Information is gathered during biweekly meetings and ongoing operational conversations between the Town Administrator and each Council Chair individually.

Department Updates

Administration (Josh Simpson)

- Job openings for a Licensing Clerk and an Event Coordinator are posted through MASC.

Public Safety (Justin Beardsley)

- The town is exploring the purchase of solar-powered speed signs.

Public Works (Bob Jordan)

- The town is continuing to obtain quotes for the River Ridge Drive culvert and the Reidville Cemetery expansion.
- The town is continuing to obtain quotes for a potential temporary green space at 300 College Street while pursuing funding for downtown development.
- The town will obtain a quote for fencing around the property at 300 College Street to reduce liability until the site is developed.

Community Development (Amy Gore)

- The town's Trunk or Treat will be held on October 31, 2026, from 5–7 p.m. Spaces are still available.
- The Rockin' Around Reidville Festival will be held on December 12, 2026, from 11 a.m.–4 p.m. Vendor spaces are still available.
- The Reidville Parade will be held on December 12, 2026, at 3 p.m. Plenty of free participant spaces are still available.

Finance (James Richard)

Administrator (Christine McKaba)

- The town will need to consider implementing a rental-home registration process to address challenges in obtaining lessor residential business licenses for these properties.
- The town will need to consider establishing rental rates for business license holders at the 7304 Reidville Road Multipurpose Building to encourage events at the facility.

Code Enforcement (Clark Taylor-CC&I)

Project Updates

Reidville Revitalization (300 College St)

- Recent progress: A meeting with the master planners is scheduled for October 14, 2026, and will include Christine, Bob, Justin, and Kenneth.
- Next steps: Await review and feedback on the parking agreement from the town attorney and churches.

Reidville Multiuse Facility (7304 Reidville Rd)

- Recent progress: The project remains on or ahead of schedule.
- Next steps: Concrete has been poured for the sidewalks, and insulation has been installed. Some windows will need to be repaired, and the remaining windows will need to be installed because errors were identified. Drywall work is scheduled to begin the week of October 12, 2026. As a reminder, residents are not permitted inside the building at this time.

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September 2026 Financial Report

Revenue	\$477,332.09
Expenses	\$523,582.07

Bank Balances as of June 1, 2026

Truist-5561 General Account	\$286,780.77
Trusit-5596 Hospitality (Acct to reflect closed 10/26)	\$0
Truist-2787 Investment Account	\$6,553.92
United Community Bank-GO Bond #6342	\$462,623.31
United Community Bank-General Acct # 4898	\$458,669.29
United Community Bank- Investment Acct #5255	-\$36.00
United Community Bank-Hospitality Acct #5213	\$24,074.39
Multi Bank Securities-CD's (5 CD's)	\$647,000
Local Government Pool	\$1,036,946.12
Account Totals=	\$2,922,611.80