



*Town of St. Matthews*  
*Post Office Box 172, 606 F.R. Huff Drive*  
*St. Matthews, SC 29135*  
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**Town Council Meeting**  
**Tuesday December 2<sup>nd</sup>, 2025 at 6:00 p.m.**  
**1313 Bridge Street (St. Matthews Municipal Court), St. Matthews, SC 29135**

**Call to Order – Mayor Helen Carson**

**Agenda**

1. Prayer and Pledge of Allegiance
2. Approval of prior Meeting Minutes
3. Approval of the Agenda
4. Acceptance of Police, Fire and Animal Reports

**Public Hearing – Open/Close - Ordinance No. 2026-2** – An Ordinance Amending the Business License Ordinance of the Town of St. Matthews to update the Class Schedules as required by Act 176 of 2020. Council Action Needed.

**Citizens Input**

1. Each citizen must sign in and has up to **3 minutes to speak** to matters on the agenda or matters related to the Town of St. Matthews.

**Mayor and Council News**

1. Recognition of Town Employees
2. Town Council News
3. Ms. Corey Clark – Jasmine Market

**Motions Period (Town Council)** – None Distributed to Administration

**Old Business**

1. Town Events – Update
2. Dominion Energy Land Donation - Update
3. SCIIIP Grant – Update
4. St. Matthews K-8 – Career Exploration – Update
5. Municipal Court System Upgrades
6. Springbrook Software – Utility Upgrade
7. Meeting with Downtown Property Owners – Update
8. SCDES – Proposed Consent Order
9. MASC – Hometown Legislative Action Day – 01/20/2026

**New Business**

1. Ordinance to Change the Zoning Designation of TMS# 118-15-01-011 – 1<sup>st</sup> Reading by Title Only
2. 2026 Holiday Calendar – Council Approval Needed
3. 2026 Council Meeting Calendar
4. Board Vacancies (2)

**Report of the Town Administrator**

1. Police Department
2. Fire Department
3. Maintenance Department

**Executive Session**

1. Contractual Matter - Administration

**Adjournment**

**Town of St. Matthews**

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**Swearing-In Ceremony**

**Monday, November 10<sup>th</sup> 2025 at 6:00 p.m.**

**1313 Bridge Street, St. Matthews SC 29135**

**Council Members Present:**

Mayor Helen Glover-Carson

Virgil Jacobs

William “Webb” Carroll

Deidre Prickett

Marla Riley

Eloise Shuler-Guinyard

Sharon Bennett

**Also Present**

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

Gregory Sandlin, Fire Chief

Gregory Wilson, Maintenance Supervisor

Willie Britt, Assistant Chief of Police

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The Mayor called the Swearing-In Ceremony to order at 6:00 p.m. The prayer was delivered by Pastor Patrick Stephens of Christ Center Church – St. Matthews. The Oath of Office was administered by Town Administrator Rosyl Warren to the following councilmembers:

- Marla Riley – District 1
- Deidre Prickett – District 3
- Virgil Jacobs – District 5

All newly elected council members were officially sworn into office. Mayor Carson, Council Members, and attendees were given the opportunity to provide comments regarding the ceremony and the upcoming term of service.

The Mayor entertained a motion to adjourn the Meeting. It was moved by Mr. Jacobs and seconded by Ms. Bennett. The motion was carried unanimously. The meeting was adjourned at approximately 6:10 p.m.

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Minutes submitted by

A handwritten signature in blue ink that reads "Rosalind Johnson". The signature is written in a cursive style with a large, looping initial "R".

Rosalind Johnson, Town Clerk

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**Town of St. Matthews**

**Town Council Meeting Minutes**

**Monday, November 10<sup>th</sup> 2025 at 6:00 p.m.**

**1313 Bridge Street, St. Matthews SC 29135**

**Council Members Present:**

Mayor Helen Glover-Carson

Virgil Jacobs

Sharon Bennett

William "Webb" Carroll

Deidre Prickett

Marla Riley

Eloise Shuler-Guinyard

**Also Present**

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

Gregory Sandlin, Fire Chief

Gregory Wilson, Maintenance Supervisor

Wille Britt, Assistant Chief of Police

The Mayor called the meeting to order at 6:00 p.m. Mr. Jacobs opened the Meeting in prayer, followed by the Pledge of Allegiance.

The Mayor entertained a motion to accept the prior Meeting Minutes. It was moved by Ms. Bennett and seconded by Ms. Shuler-Guinyard. The motion was carried unanimously. The Mayor entertained a motion to approve the Meeting Agenda with the addition of an Executive Session item regarding a Personnel Matter and two Contractual Matters – Administration. It was moved by Mr. Jacobs and seconded by Ms. Bennett. The motion was carried unanimously.

The Mayor entertained a motion to accept the Police, Fire, and Animal Control Reports for informational purposes.

**Public Hearing – Ordinance No. 2026-2 – An Ordinance increasing Utility Bills by 3% Annually**

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beginning October 1<sup>st</sup> 2026. The Mayor opened the Public Hearing at 6:15 p.m. The Mayor closed the Public Hearing at 6:18 p.m. The Mayor entertained a motion to approve Ordinance No. 2026-2 an Ordinance increasing the Utility Bills by 3% Annually beginning October 01, 2026. It was moved by Mr. Jacobs and seconded by Ms. Prickett. The motion was carried with one opposed vote by Ms. Shuler-Guinyard.

**Citizens Input**

There were no citizens who wished to speak.

**Mr. McKinley Till, Smoke’Em Joint Barbecue Restaurant** – Ms. Warren spoke on behalf of Mr. Kinley, stating that there will be a soft- opening ribbon ceremony on Friday, November 14, 2025.

**Tara Burton – Once Was Restorations and Creations** – Ms. Burton provided remarks on behalf of her newly opened retail shop. She shared that the business specializes in home décor, furniture, local artisan baked goods, and iced coffee. The shop is open Wednesday through Saturday.

**Mayor and Council News**

**Mayor Pro Tempore – Council Action Needed** – A nomination to appoint Mr. Virgil Jacobs as Mayor Pro Tempore was made by Mr. Carroll. With no more nominations, the Mayor closed the nominations. The Mayor then entertained a motion to appoint Mr. Jacobs as Mayor Pro Tempore. It was made by Ms. Shuler-Guinyard and seconded by Ms. Prickett. The motion was carried unanimously.

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Recognition of Town Employees/Promotion of Officer Darby - Captain Britt recognized Officer Darby for her outstanding performance and presented her with a promotion to Patrolman First Class.

Recognition of Town Employees: The Mayor acknowledged the Town employees celebrating birthdays during the month of November: Ms. Butler (November 10), Ms. Johnson (November 15), and Ms. Darby (November 19).

Mr. Carroll expressed that he was pleased to see everything coming together.

Ms. Shuler-Guinyard congratulated Officer Darby for the great work she is doing in District Four. She also requested that the potholes on Flower Street be filled.

Mr. Jacobs requested repairs on the corner of Carr and Agnes Street. He also expressed interest in holding a workshop to review the Employee Handbook.

Ms. Prickett is excited to announce Jasmine Market opening on November 28, 2025.

The hours: Monday–Friday, 6:00 a.m. to 6:00 p.m. Breakfast and lunch will be served until 2:30 p.m., and the facility will offer dine-in service.

Ms. Bennett reported a pothole on Lower Muller Street. She also requested prayers as she prepares to travel to the National Foundation for Women Legislators conference in New Orleans.

**Motions Period (Town Council)** None Distributed to Administration

**Old Business**

## **Town Events Update:**

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Ms. Warren reported that the Veterans Luncheon was very successful, with approximately fifty veterans in attendance.

**Christmas Bus Trip Update:** It was announced that the annual Christmas Bus Trip is scheduled for Saturday, December 20, 2025. The planned itinerary includes: A visit to Concord Mills Mall, lunch at Golden Corral Buffet, and an evening tour of the Saluda Shoals "Holiday Lights on the River".

**Christmas Parade:** The Town of St. Matthews Christmas Parade is tentatively scheduled for December 13, 2025. This year's Grand Marshal will be John McLauchlin, the Director of Economic Development for Calhoun County.

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**Town of St. Matthews Christmas Party –** The Town Christmas Dinner will be held at Smoke 'Em Joint's new location on Friday, December 19, 2025, at 6:00 p.m.

**LSCOG Demolition Project Update –** Ms. Warren reported that the demolition project application has been successfully submitted, and the Town is currently awaiting a response.

**Dominion Energy Land Donation Project Update -** The Town attorney and Dominion Energy's attorney will meet to redo the contract for review and Ms. Warren will give an updated document afterward.

**Southeast Crescent Regional Commission Grant Update -** Ms. Warren reported that she is awaiting the results from the application and has not received a response yet.

**Meeting with South Carolina Department of Commerce Update - –** Ms. Warren informed Council that she met with the South Carolina Department of Commerce and is awaiting the next

meeting date, which is expected to be held in January.

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**SCIIP Grant Update** - Ms. Warren reported that the Town is wrapping up the grant and completing additional items with the remaining funds.

**St. Matthews K-8 Career Exploration** - The Career Exploration event will be held on Friday, November 14, 2025 and each department will attend.

**MASC – Problem Solver Grant - Update** - Ms. Warren reported that the Town was unsuccessful in obtaining the grant.

### **New Business**

**Hate Intimidation Ordinance - 1st Reading by Title Only** - The Mayor entertained a motion to adopt the Hate Intimidation Ordinance by 1<sup>st</sup> Reading by Title Only. It was moved by Ms. Shuler-Guinyard and seconded by Ms. Prickett. The motion was carried with one opposed vote by Ms. Bennett. This item will be placed on hold until further information is obtained for final adoption.

**Business License Ordinance (Update Class Schedules) - 1st Reading by Title Only** - The Mayor entertained a motion to approve the Business License Ordinance (Updated Class schedules) - 1st Reading by Title Only. It was moved by Ms. Prickett and seconded by Mr. Jacobs. The motion was carried unanimously.

**Municipal Court System Upgrades and Request** - Ms. Warren reported that she will need to obtain a quote from Mr. Doug Hair to upgrade the Law Track System. Judge Keller also requested to begin taking court payments at the Municipal Building, and the same QS1 system would need to be put in place to allow those payments to be processed.

**Springbrook Software - Utility Billing Upgrades** - Ms. Warren stated that the upgrade has been



requested, and a conference will be scheduled to begin the process.

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**LSRHC - All Members Meeting 11/13/2025** - Ms. Warren will be attending the meeting in Blackville, SC.

**Meeting with Downtown/Mainstreet Property Owners - 11/20/2025 at 2:00 p.m.** - The meeting is scheduled for November 20, 2025, at 2:00 p.m., and letters were sent to property owners to discuss revitalizing the downtown area.

#### **Report of the Town Administrator**

**Police Department** - Captain Britt reported Officer Isgett is graduating this Friday and will train along with him. Ms. Shuler-Guinyard asked for additional patrol coverage on Liberty Street.

**Fire Department** - The Fire Chief reported that the burn exercise will take place tonight. He also thanked Calhoun Supply for donating the wood.

**Maintenance Department** - Thanks were extended to everyone, and to Councilwoman Riley, for their support during the Veterans Luncheon.

**Re-zoning Request** - A request was received concerning property on Liberty Street at the corner of Independence. The request, submitted on November 25th by Culler Bay Construction, seeks to rezone the property to Residential-2.

#### **Executive Session**

The Mayor entertained a motion to go into Executive Session to discuss two Contractual Matter-

Administration, and a Personal Matter. It was moved by Ms. Prickett and seconded by Ms. Bennett. The motion was carried unanimously.

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The Council reconvened its Public Session at approximately 8:12 p.m. without further discussion or vote. The meeting was adjourned at approximately 8:15 p.m.

Minutes submitted by



Rosalind Johnson, Town Clerk

**Town of St. Matthews**

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**Special Called Town Council Meeting Minutes**

**Wednesday, November 19<sup>th</sup> 2025 at 6:00 p.m.**

**1313 Bridge Street, St. Matthews SC 29135**

**Council Members present:**

Mayor Helen Glover-Carson

Marla Riley

Deidre Prickett

Sharon Bennett

Virgil Jacobs

Eloise Shuler-Guinyard

William "Webb" Carroll

**Also Present:**

Rosyl Warren, Town Administrator

Rosalind Johnson, Town Clerk

The Mayor called the meeting to order at 6:00 p.m. Mr. Jacobs opened with a prayer, followed by the Pledge of Allegiance. The Mayor then moved to go into Executive Session to discuss a Contractual Matter.

The Council reconvened its Public Session at approximately 7:00 p.m. without further discussion or vote. The Mayor entertained a motion to adjourn the meeting approximately 7:05 p.m.

The motion was moved by Ms. Shuler-Guinyard and seconded by Ms. Prickett. The motion was carried unanimously.

Minutes submitted by:



Rosalind Johnson, Town Clerk