

Mayor
ISAIAH SCIPIO
City Council
CAMERON RIVERS, Mayor Pro-Tem
JOHN MCMANUS
FLOYD ROGERS
RAY WILSON
ALLIE WINTER



Administrator
TIM O'BRIANT
City Clerk
DONNA F. OWEN

City of Pickens
www.cityofpickens.com

AGENDA
CITY COUNCIL WORK SESSION
FEBRUARY 24, 2025
6:00 P.M.
CITY HALL
219 PENDLETON STREET
PICKENS, SOUTH CAROLINA

1. WELCOME AND CALL TO ORDER:
2. INVOCATION AND PLEDGE OF ALLEGIANCE:
3. DISCUSSION REGARDING PARKING ON COURT STREET: (Council Member Winter)
4. DISCUSSION REGARDING BANNERS FOR BUSINESSES: (Council Member Wilson)
5. DISCUSSION REGARDING SIGN ORDINANCE:
6. CONVENE INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL AS IT RELATES TO COMPENSATION AND MARKET ANALYSIS AS ALLOWED BY SC CODE SECTION 30-4-70 (A) (1):
7. RECONVENE BACK INTO PUBLIC SESSION:
8. ACTION AS IT RELATES TO EXECUTIVE SESSION:
9. ADJOURN:

City of Pickens
Employee Compensation Policy

Purpose

This policy establishes the framework for determining the compensation and classification of employees for the City of Pickens, South Carolina. The goal is to ensure that employee salaries are fair, competitive, and aligned with the responsibilities and qualifications of each position. This policy aims to attract, retain, and reward qualified employees who support the city's mission and operations.

Scope

This policy applies to all full-time, part-time, and temporary employees of the City of Pickens.

Policy Statement

The compensation and classification of employees shall be based on a structured salary table attached to this policy as approved by City Council. The table includes the following components for each approved position title and classification:

1. Position Titles and Classifications:

Each position is assigned a title and classification based on its job responsibilities, complexity, required qualifications, and organizational impact.

2. Salary Range Structure:

- **Minimum Salary:** The entry-level salary for employees meeting the basic qualifications of the position.
- **Midpoint Salary:** The salary level reflecting market-competitive compensation for experienced employees performing at a proficient level.
- **Maximum Salary:** The highest salary for the position, available for employees with extensive experience and demonstrated exceptional performance.

Policy Guidelines

Administration and Oversight

- The City Administrator or their designee shall oversee the administration of this policy under supervision of the City Council, including periodic reviews and updates to the classification and compensation structure.
- Human Resources shall maintain the salary table and ensure compliance with this policy.

Attachment

Table of Position Titles and Classifications

The attached table includes the approved position titles, classifications, and associated salary ranges (minimum, midpoint, and maximum) for each position in the City of Pickens.

Adopted By Pickens City Council

Date:

Signature: _____

Isaiah Scipio, Mayor of Pickens

City of Pickens Compensation and Classification Table

Classification	Grade	Recommended Minimum	Recommended Midpoint	Recommended Maximum
ADMINISTRATOR	124	\$ 116,464.30	\$ 139,757.16	\$ 163,050.02
ASSISTANT FIRE CHIEF	FD4	\$ 71,070.00	\$ 77,965.65	\$ 84,861.30
ASSISTANT JUDGE	111	\$ 58,552.46	\$ 69,677.43	\$ 80,802.39
ATHLETIC COORDINATOR	104	\$ 40,251.12	\$ 47,898.83	\$ 55,546.54
CLERK TO COUNCIL	108	\$ 49,864.07	\$ 59,338.25	\$ 68,812.42
CORPORAL	PO2	\$ 50,478.24	\$ 55,375.95	\$ 60,273.66
CORPORAL	PO2	\$ 50,478.24	\$ 55,375.95	\$ 60,273.66
CORPORAL	PO2	\$ 50,478.24	\$ 55,375.95	\$ 60,273.66
CORPORAL INVESTIGATOR	PO2	\$ 50,478.24	\$ 55,375.95	\$ 60,273.66
CORPORAL K-9	PO2	\$ 50,478.24	\$ 55,375.95	\$ 60,273.66
FINANCE DIRECTOR	119	\$ 89,859.67	\$ 106,933.01	\$ 124,006.34
FIRE CAPTAIN	FD3	\$ 61,285.00	\$ 67,231.25	\$ 73,177.49
FIRE CHIEF	119	\$ 89,859.67	\$ 106,933.01	\$ 124,006.34
FIRE LIEUTENANT	FD2	\$ 47,132.80	\$ 51,705.91	\$ 56,279.03
FIRE TRAINING OFFICER	FD3	\$ 61,285.00	\$ 67,231.25	\$ 73,177.49
FIREFIGHTER	FD1	\$ 45,320.00	\$ 49,717.23	\$ 54,114.45
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FIREFIGHTER	FD1	\$ 45,320.00	\$ 49,717.23	\$ 54,114.45
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FIREFIGHTER	FD1	\$ 45,320.00	\$ 49,717.23	\$ 54,114.45
FIREFIGHTER	FD1	\$ 45,320.00	\$ 49,717.23	\$ 54,114.45
FIREFIGHTER	FD1	\$ 45,320.00	\$ 49,717.23	\$ 54,114.45
FRONT OFFICE MANAGER	108	\$ 49,864.07	\$ 59,338.25	\$ 68,812.42
GROUPS LABOR	101	\$ 34,278.40	\$ 40,791.30	\$ 47,304.19

City of Pickens Compensation and Classification Table

GROUPS LABOR	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
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GROUPS LABOR	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
GROUPS SUPERVISOR	107	\$	47,264.53	\$	56,244.79	\$	65,225.04
MAINTENANCE SUPERVISOR	107	\$	47,264.53	\$	56,244.79	\$	65,225.04
MASTER PATROL	PO2	\$	50,478.24	\$	55,375.95	\$	60,273.66
MASTER PATROL	PO2	\$	50,478.24	\$	55,375.95	\$	60,273.66
MASTER PATROL	PO2	\$	50,478.24	\$	55,375.95	\$	60,273.66
MASTER PATROL	PO2	\$	50,478.24	\$	55,375.95	\$	60,273.66
MUNICIPAL JUDGE	113	\$	65,170.35	\$	77,552.72	\$	89,935.08
PATROL OFFICER	PO1	\$	48,101.00	\$	52,768.05	\$	57,435.11
PATROL OFFICER	PO1	\$	48,101.00	\$	52,768.05	\$	57,435.11
PATROL OFFICER	PO1	\$	48,101.00	\$	52,768.05	\$	57,435.11
PATROL OFFICER	PO1	\$	48,101.00	\$	52,768.05	\$	57,435.11
POLICE CHIEF	119	\$	89,859.67	\$	106,933.01	\$	124,006.34
POLICE LIEUTENANT	PO4	\$	66,491.65	\$	72,943.08	\$	79,394.51
POLICE LIEUTENANT	PO4	\$	66,491.65	\$	72,943.08	\$	79,394.51
PUBLIC WORKS AND UTILITIES DIRECTOR	119	\$	89,859.67	\$	106,933.01	\$	124,006.34
RECORDS CLERK	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
RECREATION DIRECTOR	117	\$	80,734.64	\$	96,074.22	\$	111,413.80
SANITATION WORKER	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
SANITATION WORKER	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
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SANITATION WORKER	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
SERGEANT	PO3	\$	56,446.06	\$	61,922.80	\$	67,399.55
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City of Pickens Compensation and Classification Table

STAFF SERGEANT	PO3	\$	56,446.06	\$	61,922.80	\$	67,399.55
STREET/SANITATION SUPERVISOR	110	\$	55,499.96	\$	66,044.95	\$	76,589.95
TERMINAL AGENCY COORDINATOR	102	\$	36,163.71	\$	43,034.82	\$	49,905.92
UTILITY CLERK	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
UTILITY CLERK	101	\$	34,278.40	\$	40,791.30	\$	47,304.19
VICTIM ADVOCATE	106	\$	44,800.50	\$	53,312.59	\$	61,824.69

City of Pickens, South Carolina Policy on Annual Cost-of-Living Adjustment (COLA) Consideration

Purpose:

To establish a policy that ensures the City of Pickens regularly evaluates and considers cost-of-living adjustments (COLA) for employees based on the Consumer Price Index (CPI) or other appropriate cost-of-living indicators during the annual budget preparation process.

Policy Statement:

The City of Pickens recognizes the importance of providing fair and competitive compensation to its employees in alignment with changes in the cost of living. As part of the annual budget preparation process, the City shall evaluate the impact of inflation and economic changes on employees and consider a cost-of-living adjustment to maintain equitable wages and support employee retention and satisfaction. Additionally, the City Administrator is directed to commission a salary survey every four years to determine the wages paid by similar local governments in the region to ensure the City of Pickens remain competitive in the marketplace.

Procedures:

1. Annual Review of Cost-of-Living Indicators:

- The City Administrator or designated staff shall review the Consumer Price Index (CPI) for the relevant region or other applicable cost-of-living indicators for the previous calendar year to determine the rate of inflation and any changes to the cost of living.
- The review shall include an analysis of how changes in the cost of living may affect the City's ability to attract and retain qualified employees.

2. Recommendation for COLA Adjustment:

- Based on the analysis of the CPI or other relevant indicators, the City Administrator shall prepare a recommendation for a COLA adjustment for employees.
- The proposed COLA percentage, along with any other considerations, shall be included as part of the draft budget ordinance for council consideration.

3. Council Review and Approval:

- The recommendation for the COLA adjustment shall be presented to the City Council during budget discussions.
- The Council shall have the authority to approve, modify, or decline the proposed COLA as part of the adoption of the annual budget ordinance.

4. Implementation:

- If approved by the City Council, the COLA adjustment shall take effect at the beginning of the new fiscal year or as otherwise stipulated in the budget ordinance.

Guidelines:

- The proposed COLA adjustment shall be based on the CPI or other relevant cost-of-living indices but may be subject to budgetary constraints and the financial health of the City.
- This policy does not mandate automatic COLA increases but requires the City to evaluate and present a recommendation annually for council consideration.

Effective Date:

This policy shall take effect immediately upon adoption by the City Council of Pickens and shall be incorporated into the annual budget preparation process.

Adopted this [date] day of [month], [year].

Attested By:

Mayor, City of Pickens

City Clerk



To: Mayor and City Council
From: Jennifer Vissage, Planner
Date: February 13th, 2025
Re: Political Signage

The previous language submitted for your review concerning the political signs had incorrect section numbers from the zoning ordinance. Daniel Hughes and I have reviewed the language and have used the correct section numbers. The correct language and correct section numbers are attached for your review.

These changes to the political sign language have come out of the Supreme Court Ruling. The ruling states that political signs cannot be treated any differently than other signs. Therefore, the best way to avoid First Amendment violations is to treat political signs like temporary signs. Please let me know if you have any questions.

[Insert Caption of Ordinance and Recitals]

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Pickens as follows:

Section 1. Amendment. Amend Sections 601, 602 and 602 of Article VI ("Sign Regulations) of Chapter 18 ("Zoning") as follows (*language that is ~~struck through~~ is language proposed to be deleted, underlined language is language proposed to be added, language is not ~~struck through~~ or underlined is not to be changed, and *** represents sections of the Ordinance that have been skipped and remain unchanged*):

Sec. 601. General provisions.

Temporary signs may be permitted for the announcement of temporary uses such as grand-opening, special sales or events, fairs, revivals, sporting events and any nonprofit event or function. Temporary signs can contain only the business name or the product of the business. Such temporary signs shall be allowed for a period not to exceed sixty (60) days. A period of thirty (30) days must elapse between the removal of the temporary/portable sign and the installation of another temporary/portable sign on the same site. The applicant obtaining the sign permit shall be responsible for removal of the sign upon expiration date.

1. Temporary signs can contain only the business name or the product of the business with the exception of political signs.
2. Now hiring signs, for sale signs, and for rent signs do not required a permit.
3. Temporary signs cannot be placed on utility poles or street signs.
4. Temporary signs cannot be placed in rights-of-way.
5. An off premises temporary sign must be for a business located in the City of Pickens with the exception of political signs.
6. An applicant cannot have more than five (5) temporary signs In the City of Pickens at one (1) time and must be located on the property of the business.
7. Nonpolitical corrugated plastic signs with the metal wiring are prohibited within the City of Pickens.
8. The City of Pickens has the right to remove any temporary signs that do not follow the regulations mentioned above.
9. The intersection of Main Street and Highway 8 will have the following regulations:
 - a. There will be a limited number of ~~temporary signs~~/banners allowed at this intersection, which must have an approved application.
 - b. The banner cannot be placed no more than fifteen (15) days prior to the event.
 - c. Organizations can only put up banners once every thirty (30) days.
 - d. Banners must be taken down within one (1) day of the event.
 - e. These areas will only be used for special events.
 - f. It will be on a first come first serve basis and the City of Pickens and Pickens County events will have priority.

- g. The City of Pickens has the right to take down any unapproved and/or expired banners.
- 10. Political Signs shall be considered temporary signs and will need to follow all regulations contained herein.

(Ord. No. 2020-13, 1-4-21; Ord. No. 2023-09, 6-26-23)

Sec. 602. Signs for which a permit is not required.

A permit is not required for the following types of signs in any zoning district. However, such signs shall conform to the applicable requirements set forth in this article.

- A. Traffic, directional, warning, or information signs authorized by any public agency approved by the zoning administrator.
- B. Official notices issued by any court, public agency, or public office.
- C. One (1) non-illuminated "for sale," "for rent" or "for lease" sign not exceeding six (6) square feet in area in residential districts and twenty (20) square feet in other than residential districts and located at least ten (10) feet back from the street right-of-way line, unless attached to the front wall of a building.
- D. ~~Signs erected in connection with elections or political campaigns. Such signs shall be erected no more than thirty (30) days prior to the election and shall be removed within seven (7) days following the election or conclusion of the campaign. No such signs shall exceed sixteen (16) square feet in surface area. Signs are not permitted in the public right of way. In the event of a runoff election, signs are permitted to remain erected until seven (7) days after the runoff election.~~

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(Ord. No. 2014-09, § 4, 8-4-14; Ord. No. 2016-10, § II, 9-12-16; Ord. No. 2020-13, 1-4-21)

Sec. 604. Signs permitted in residential districts.

The following types of signs are permitted in all residential districts:

- A. Signs for which permits are not required.
- B. For multiple family dwellings, group dwellings, and for buildings other than dwellings, one (1) non-illuminated business identification sign or bulletin board per entrance, not exceeding sixty (60) square feet in area. Such sign or bulletin board shall be set back at least ten (10) feet from any street right-of-way line.
- C. Subdivision signs and private directional signs, under the provisions of Section 604.
- D. Signs in residential districts shall not be located in the public right-of-way.

....

(Ord. No. 2020-13, 1-4-21)

(Ord. No. 2020-13, 1-4-21)

Section: Severability is intended throughout and within the provisions of this Ordinance. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this Ordinance.

ADOPTED this _____ day of _____, 2025.

CITY OF PICKENS, SOUTH CAROLINA

Isiah Scipio, Mayor

ATTEST:

Donna Owen, Municipal Clerk

Approved as to Form:

Daniel Hughes, City Attorney