

**Public Hearing on Proposed Refinancing of
Town's General Obligation Bond Minutes
April 19, 2016**

Location: Chapin Town Hall

Attending: Mayor Skip Wilson; Council Members Mike Clonts, Robbie Frick, Kay Hollis, and Gregg White; staff members Chris Clauson, Dan Lambert, Karen Owens, Andy Metts, Carl Stevens, Inga Whelchel, and Chief Zeigler.

Call to Order: Mayor Wilson called the hearing to order at 5:45 pm, and determined there was a quorum. Mayor Wilson acknowledged that the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Presentation on the proposed refinancing of the Town's General Obligation Bond: Carl Stevens presented that the Bond was being refinanced because the interest rates have dropped from 3.49% down to 1.97%, which is an \$18,000 rate savings over 5 years. After legal fees associated with the refinancing, the net rate savings is approximately \$13,000 over 5 years.

There were no public or Town Council comments. A motion was made to adjourn the hearing by Mr. Clonts; 2nd by Mrs. Hollis. The hearing adjourned at 5:48 pm by unanimous vote.

**Regular Town Council Meeting Minutes
April 19, 2016**

Location: Chapin Town Hall

Attending: Mayor Skip Wilson; Council Members Mike Clonts, Robbie Frick, Kay Hollis, and Gregg White; staff members Chris Clauson, Dan Lambert, Karen Owens, Andy Metts, Carl Stevens, Inga Whelchel, and Chief Zeigler.

Call to Order: Mayor Wilson called the meeting to order at 6:00 pm, and determined there was a quorum. Mr. White offered the prayer and Pledge of Allegiance. Mayor Wilson acknowledged that the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Minutes: Ms. Owens stated that there was an amendment on the March 15th minutes on Page 4, Section 5 - Request to review Wastewater Treatment Plant Preliminary Engineering Report Vendor Selection - to state that Mrs. Hollis and Mr. Frick “voted against going into Executive Session”. Mr. White made a motion to accept the amended minutes from March 15, 2016, as well as the minutes from March 29, 2016 and April 6, 2016 Council meetings; 2nd by Mrs. Hollis. The motion passes by unanimous vote.

Recognitions: Mayor Wilson recognized and thanked Jackson Brownfield a Boy Scout from Troop 870 for his Eagle Scout Project of putting in a retaining wall and repairing a sprinkler pipe near the Town Picnic Shelter. He was presented with an “Above and Beyond” T-shirt.

Mayor Wilson also wanted to acknowledge and thank Doug Clary (who was not present at the meeting) for his 10 years of loyal and dedicated service on the Town ARB. He has done a lot for the Town of Chapin and the Mayor wished to extend our gratitude and appreciation for all he did during his years with the Town ARB.

Resolution for Relay For Life Day in Chapin – May 6, 2016 – Mayor Wilson moved this item on the agenda up to accommodate the group accepting the resolution, as they had to be in Irmo for another recognition. Mayor Wilson read a resolution declaring May 6, 2016 “Relay for Life Day” and urged everyone to display purple ribbons as a show of support. Mr. White made a motion to accept the resolution; 2nd by Mr. Clonts. The resolution passes by unanimous vote.

Old Business: Mayor Wilson also moved this item on the agenda up to accommodate Mr. Lawrence Flynn of Pope Flynn Group not having to stay for the entire meeting.

1. Second reading of the Town ordinance to refinance the Town’s General Obligation Bond. Mr. Flynn reiterated what Mr. Stevens stated in the Public Hearing earlier, in that this is a refinancing of our existing bond with BB&T only to adjust the interest rate from 3.49% to 1.97%. All payments and their scheduled due dates will remain the same as with the original bond. He stated the ordinance is necessary in order to

give authorization for the bond to be amended and reissued. There were no public comments.

Town Council Comments: Mr. Clonts asked if this ordinance did nothing but refinance the bond. Mr. Flynn stated it was simply a rate reduction and nothing else.

A motion was made to accept the ordinance to refinance the bond as presented by Mr. Clonts; 2nd by Mr. White. The motion passes with Mayor Wilson, Mr. Clonts, Mr. Frick, and Mr. White voting in favor, and with Mrs. Hollis opposing.

Mayor's Comments: Mayor Wilson asked for a 10 minute recess at 6:14 pm in order to sign the General Obligation Bond paperwork. The meeting reconvened at 6:23 pm.

Mayor Wilson made an announcement that the Prayer Breakfast was a success, and that all costs and expenses were completely covered by the sponsors. He thanked Ms. Owens for all of her diligence in getting this organized and for all those who helped put it together.

Mayor Wilson wanted to clarify a misunderstanding regarding media outlets saying Mayor Wilson supported the proposed low income housing development coming to Chapin. He stated we are working through the process and wanted to note that no one at Town Hall is supporting this project. The Town received a letter from the Development Department of Lexington County specifically prohibiting discrimination against such developments. On March 8, 2016 a resolution was passed making April the "Fair Housing Month".

Reports: Staff gave general reviews of monthly reports provided in Council packets and answered questions.

- 1. Financial report** –Mr. Stevens presented the monthly and quarterly financial reports for March. He stated the General Fund is ahead in the Income, mainly due to business licenses fees collected earlier this year than at the same time last year. There are approximately 65 new businesses in Chapin since January, which also brought \$23,000 in business license revenue. April 15th was the deadline to submit 2016 business license applications. The business license revenue is an increase from last year of \$20,000. The YTD expenses showed an increase of \$38,000 over last year, largely due to increase in salaries and general insurance. Otherwise, everything is running as planned. The legal fees totaled \$8,928, of which \$5,100 was for the Town Prosecutor for our municipal court and \$3,800 used to pay legal fees for lawsuits against Mayor Wilson and the Town.
Town Council Comments: Mrs. Hollis stated that Council approval is needed in any expense over \$2,500. Mr. Stevens stated that was for expenses outside the normal operating budget, which was approved by the Council.

Mr. White asked about the item "Building Permits" and asked what fees are received from this? Mr. Clauson stated that this item should really be referred to as "Subdivision Review Fees" and not "Building Permits", because Lexington County issues building permits and not the Town.

Mr. Stevens reported the Utilities Fund had an increase of \$215,000 in revenue this year over 2015, largely due to sewer tap fees and the 8% water rate increase. Next month should reflect the sewer fee increase. As far as the expenses, there is a 10% increase due to water purchased from the City of Columbia, and having to pay higher rates in 2016 than in 2015. Mr. Metts noted that \$30,000 was spent on the flood damage from the rains this past winter and FEMA has reimbursed the Town this week with \$25,000. **Town Council Comments:** Mr. White asked if they were waiting on grants to purchase equipment. Mr. Metts stated they are in the process of procuring equipment with some of those items waiting for grant funding.

The Audit report was finished, but they just have to settle on one last section before it goes to Council.

Town Council Comments: Mr. Clonts asked the status of the land purchase on Old Lexington. Mr. Stevens stated he has not received any funds from Lexington County at this time.

2. **Police report** – Chief Zeigler stated the case of interest involving a purse snatching (wallet) was an isolated incident and that the victim was an acquaintance of the suspects. He noted police officers have been conducting property/building checks and slipping cards under the doors to let the owners know the police have been there. He has gotten positive feedback and some cards have been returned to the office with “Thank You” written on them. It is building positive community relations. **Town Council Comments:** Mr. White asked for explanation of the increase in drug charges. Chief Zeigler noted that with an extra officer, more encounters are being made. Mr. White also asked why there was an increase in the females charged with drugs. Chief Zeigler stated that during one incident had four individuals involved, and three were females, so it skewed the report.
3. **Utility report** – Mr. Metts reported that on April 11th, a contractor installing cable damaged a water line on Wessinger Road and Hwy 76, causing water pressure loss and a Boil Water advisory to be issued. Fortunately, the line was repaired quickly and the Boil Water advisory was lifted the next day. All documents have been completed to transfer the water lines along Hwy 48 to the City of Columbia. The Town will be conducting the last meter reading for those residents on April 30th. On May 1st, all maintenance responsibilities and operations will become those of the City of Columbia. Mr. Metts stated the Town has 18 sewer pumps in the Timberlake Subdivision, and eight of those pump station sites need repairs to the fences. They have a schedule developed for in-house staff to conduct those repairs. One fence was completed last week and work will continue until all fences are repaired. On Thursday, a kickoff meeting was held with the engineer to develop a Preliminary Engineering Report for the Wastewater Treatment Plant. Options discussed included using the existing system, treatment technologies and options, bio-solids handling, odor control, and disinfection. The engineering draft should be ready by April 30th. **Town Council Comments:** Mr. Clonts asked how many sewer taps could we sell? Mr. Metts stated 5,000 were permitted and currently we have 4,000. The Town entered into

an agreement in 2012 that allows the Town to continue to sell taps as long as it does not surpass the current limit of gallons/day. Currently, it is 710,000 gallons/day, so we can continue to sell 1600 taps. Mr. Clonts asked Mr. Metts to start including these numbers in the Monthly Report. Mr. Metts stated he would.

- 4. Zoning report** – Mr. Clauson reported zoning permits were approved for Athletic Improvements at Chapin High School, Sonic, an addition to Chapin United Methodist Church, and new businesses of The Color Bar and Drayer Physical Therapy. He noted that Drayer Physical Therapy’s sign permit was also approved subsequent to this report. The COATS Transportation Alternatives Program total project cost is \$211,992 with the local match of \$42,398.

Town Council Comments: Mr. Clonts asked if they had any idea when the grant funds should be received. Mr. Clauson stated that would be later this month and they would work with DOT, providing the local match, but he could not speak for the time frame to completion.

Mr. Clauson gave an update on the Fairhaven Subdivision lawsuit. On the April 6th hearing, Judge Kelly ruled in favor of the Town against Mr. Frye for \$81,813 to be paid within 10 days from receipt of the letter, which has yet to be signed for by Mr. Frye. It could be tied up even longer if he fails to pay, because we would have to have another hearing forcing Mr. Frye to pay.

Town Comments: Mr. White asked the progress on the old Truckys and CSX. Mr. Clauson stated it has been resolved with the developer to pursue plans with CSX. Mr. Clonts asked if any funds have been applied to the sidewalk down Old Lexington. Mr. Clauson stated only half of the amount has been given and we must acquire easements for the remainder. We will apply for the remainder of the funds next year after these easements have been acquired.

New Business:

- 1. Request for Action – Repairs to parking lot and storm drain at Town Hall** – Mr. Metts stated that Martin & Son have been recommended to perform the repairs to the parking lot and storm drain due to the heavy rains this winter. Martin & Son had the lowest of the four bids received at \$19,530.

Town Council Comments: Mr. White asked where the funds coming from to cover this cost? Mr. Stevens stated it would come from the Capital Project Fund and that the 5-year plan would have to be adjusted by setting other items out further to accommodate these repairs. Mr. White asked if the damage was due to faulty construction. Mayor Wilson stated the Town is still going to pursue it with the engineer and general contractor, which could take time, but because of safety concerns, this issue must be addressed now. A motion was made to accept the repairs, using Martin & Sons, by Mr. White; 2nd by Mr. Frick. The motion passed by unanimous vote.

Mayor Wilson asked to move Public Comments down on the agenda and that the Council move to go into Executive Session to discuss Review of Sewer Service

Agreement and Topography Study proposals. A motion was made to go into Executive Session by Mr. Clonts; 2nd by Mr. White. The motion passed by unanimous vote.

Executive Session: The Council moved into Executive session at 7:12 pm and the meeting reconvened at 8:16 pm.

New Business, continued:

2. **Request for Action – Approve vendor for Topography Study of Town Hall Complex –** Mr. Metts stated the Dennis Corporation was the recommended vendor. Mr. Clonts made a motion to go forward and approve the vendor as presented; 2nd by Mr. White. The motion passed by unanimous vote.

Public Comments: Kim Murphy questioned the Mayor’s support of the Low Income Housing Project in Chapin, which the Mayor corrected her by saying he specifically did not say he supported the project. He reminded her of his statement made earlier in the meeting. Ms. Murphy also stated the Mayor committed a violation of FOIA by not stating he was going into Executive Session to discuss two topics. She stated he only referred to the Topography Study and not to the Sewer Service Agreement. She stated she wanted all documentation between the Mayor, the developer, State Housing Authority, and employees regarding this matter. She stated she would be submitting a FOIA request after the meeting.

A motion to adjourn the meeting was made by Mr. White; 2nd by Mr. Frick. The motion passes by unanimous vote. The meeting was adjourned at 8:19 pm.