

Regular Town Council Meeting Minutes
July 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, Karen Owens, Dan Lambert, Carl Stevens, Inga Whelchel, and Chief Seth Zeigler.

Call to Order: Mayor Wilson called the meeting to order at 6:00 pm, and determined there was a quorum. Mayor Wilson 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: A motion was made to accept the minutes from the June 21st Council Meeting by Mr. White; 2nd was made by Mr. Clonts. Mayor Wilson, Mr. Clonts, Mr. Frick, and Mr. White voted in favor. Mrs. Hollis stated she would like to abstain from voting. Mayor Wilson stated she was required to vote, so she voted against the motion. The motion passed.

Public Comment: Mayor Wilson stated he would like to take public comments related to items on the agenda at this time.

Liesha Huffstetler asked the Council members to think very seriously about the need for the new waste water treatment facility. She stated the current plant could be “tweaked” from a 1.2 million gallon/day to a 2.4 million gallon/day treatment plant, rather than build a 5.0 million gallon/day plant. She asked the Council to seriously consider every alternative to the new plant, as it will add to traffic and congestion with new subdivision, and could possibly be the destruction of our rural town. Lexington County cannot approve a subdivision without sewer available. She stated the Council has a say so in the approval of this plant and that it is not just the sewer involved, but our town and our roads.

Kim Murphy appreciated the survey online and seeking feedback from residents and business owners in the Town of Chapin. She had some concerns about the survey in that it does not allow you to provide the answer that you would like to provide. The example she gave regarded the Waste Water Treatment plant where it does not give you the option to oppose or in support of it. Also, there should be a comment section at the end of each question to elaborate more on the answer. This will give you a much more thorough assessment of the public’s opinion. Without it, this could lead to misinterpretation of the answer and could be taken out of context. She added that it would be helpful to have a comment section at the end of the agenda to comment on what was said in the meeting on items on the agenda.

Recognitions: Mayor Wilson recognized recipients of the “Above and Beyond” awards as follows -

Sgt. David Amick will be retiring on July 29th after 17 years of service with the Lexington County Sheriff’s Department. Mayor Wilson recognized his graduation from Chapin High School in 1978, his service in the United States Navy, working closely with our Chapin Police Department

and the Labor Day Festival and Parade, serving as the Timberlake Youth Triathlon coordinator for the last 5 years, raising over \$10,000 for charitable organizations, leading the Cell Phones for Soldiers project for 4 years by collecting over 25,000 old cell phones for soldiers, and being an active member of the American Legion Riders from the Chapin American Legion Post 193. Sgt. Amick also participated in the WWII veteran South Carolina Honor Flight to Washington, DC, among many other recognitions and awards. He was thanked for going above and beyond.

Dennis Lamkin, who was not present due to having to take someone to the hospital, was recognized and thanked for his many years of dedication and service to the Chapin Zoning Board of Appeals since the 1990's.

Jack Enright was recognized for his amazing recovery to regain his mobility from his spinal injury in March of 2015, as well as keeping up with his academics during the recovery to graduate from Chapin High School this year. He will be starting at Clemson University in the fall. Mayor Wilson noted the phenomenal power of prayer and the overwhelming support the community showed towards Jack and his family. Mayor Wilson also noted what a fine ambassador to this community Jack has been and that we are very proud of him.

Doug Long was recognized for his Eagle Scout project improving the Chapin entrance sign at the I-26 exit ramp. Mayor Wilson commended him on his work to clean up the weeds and dead shrubbery in the area around the sign, as well as add new flower boxes, stone, and edging. The cost of the sign was a little higher than expected, but The Justin Pepper Foundation helped by donating three new entrance signs, placed at the interstate and on Hwy 76 coming into Town. Mayor Wilson thanked him and appreciated the persistence and hard work to get the project done. Doug Long had the opportunity to describe his improvements. He stated the flower boxes were open bottom, so the plants would survive solely on rain water after the initial daily watering he had done. He decided to place rock instead of mulch to fill in the area because of the longevity and low maintenance aspect.

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

1. **Financial report** – Mr. Stevens presented the monthly report for June. He highlighted that the General Fund were at about 85% of our revenue, which was expected. The franchise fees did not have the growth expected. He is going to go back and audit to see why it did not grow as expected. The business licenses increased by \$21,000 over last year, which is about a 4% increase. Since the first of the year, there have been 138 new business licenses at almost \$60,000 with the average being \$430 per license.

Town Council Comments: Mayor Wilson asked if he anticipated the revenue on the business licenses to be on target. Mr. Stevens stated it to be pretty close with the new construction going on. Mr. White asked about the broker tax budgeted at \$12,000. Mr. Stevens stated that is one of the tax collections done by the Municipal Association. Typically we collect that in July. That was one of the items that surprised us at \$39,000, so we were about \$27,000 on the plus side. Mr. White also asked about the subdivision review estimated at \$16,000. Mr. Stevens stated that we have not done any of those yet, but are expecting to with Mr. Clauson being in charge of that with some of

the new subdivisions coming in, the technology center, and the new fee structure. Mr. White asked if he expected any increases above the budgeted items for the worker's compensation and employment expenses. Mr. Stevens stated that yes it will mainly come from the Police and Utilities side with the increase in payroll. Mr. White asked if he expected any additional expenses on computer maintenance and/or software. Mr. Stevens stated the reason why it is higher right now because he paid the third quarter fees in June. That is actually 75% of the billing for the year. Mr. White inquired about the insurance and asked if the increase was due to the increased payroll. Mr. Stevens stated yes and that we pay for the insurance one time for the year. Our policy renews in February every year. There are no anticipated expenditures for the rest of year.

The Utility Fund is slightly ahead on the revenue at 59% of our budget and 34% on the expenditure side, mainly due to the reduction of the third party expenditures of maintaining the utility lines. Since 2015 we have made significant savings. Right now we are at \$272,000 below budget, which means we are not reaching out to third party contractors as we were before we started our in-house maintenance. Everything from a budget standpoint is running as expected.

Town Council Comments: Mr. White asked if we expected any increase in the water tap fees. Mr. Stevens stated that we have not budgeted much for water tap fees because we do not typically have many connecting. The bigger growth we see will be from the sewer tap fees.

Mayor Wilson noted that we will look at hiring a Public Works employees, related to comments made by the community, so that we can accommodate better practices to beautification to the Town and Mr. Metts has agreed to manage this aspect of it within the confines of the budget.

- 2. Police report** – Chief Zeigler stated June report is typical for the summer rush and with students being out of school. He wanted to thank the community for their continued positive support of the Police Department. He also wanted to thank Mr. Clonts for his constructive suggestions to revise the Emergency Operations Plan.

Town Council Comments: Mr. White asked why fraud offenses and damage to property have doubled this year as opposed to the previous year. Chief Zeigler stated there are no trends that we are seeing. Mr. White stated that looking at the statistics the numbers have increased. Chief Zeigler stated we have had a lot of calls regarding fraudulent activity on bank accounts. The offenders are overseas and the banks have been very specific about getting police reports.

Mayor Wilson asked where all the motor vehicle collisions are happening. Chief Zeigler stated the majority are on Columbia Avenue or Chapin Road. We are trying to identify any enforcement action we can take to minimize this in the future. Our citations were over 100 this month, as our officers are trying to hit it harder and make the roadways safer.

- 3. Utility report** – Mr. Metts was absent, so Mr. Lambert presented the Utilities report. He gave an update on the Wastewater Treatment Plant Preliminary Engineering Report is approximately 90% complete. The final draft of the report is expected July 26th and will be presented to the Town Council for review as soon as it is received. The final draft will be presented to only the Council during the August 2016 Council Meeting. The public hearing will be scheduled the first part of September 2016.

Construction of the storage building at Shady Acres Road Water Tank has been delayed due to the heat and storms. The completion of the contracted portion of that building will be completed by the end of the week. The total completion is anticipated by the end of August.

Work has begun on the Bickley Estates Subdivision off Old Bush River Road. The upgrade of a current pump station will be sized to accommodate the potential wastewater flow from the drainage basin.

Street and roadway patch repairs to repair several areas of roadway patches where utility services have been installed. These repairs should be completed in two weeks.

Town Council Comments: Mayor Wilson noted the storage building will house the utility staff. Mr. Lambert stated the maintenance staff and some utility staff will be headquartered there to be closer to some of the areas they need to be on a regular basis.

- 4. Zoning report** – Mr. Clauson reported in zoning permits there were a number of new constructions in Eagles Nest subdivision. There was not much action in sign permits. The Chapin Crossing variance request for the screening has been approved, pending supporting documents to be received by the Town soon. The Hazard Mitigation Planning Grant application deadline is September 2016. The COATS Transportation Alternative Program was selected at the Central Midlands COG last month. No update on the Turkey Point and Fairhaven subdivisions supplemental proceedings. Code enforcement for TMS 000700-05-029 was not necessary, as the owner removed the tree.

Old Business:

- 1. Resolution to adopt the Emergency Operations Plan.** A motion was made to accept as presented by Mr. Clonts; 2nd by Mrs. Hollis. Mr. White asked why there was no information on Earthquake preparedness. Chief Zeigler relayed that an earthquake is more isolated with a smaller impact area. The EOP is more for a larger, broadcast impact area, and it can be added later. No further discussion. The motion passed by unanimous vote.
- 2. First reading of the revised Rental Registration Ordinance.** A motion was made to accept as presented by Mr. White; 2nd by Mr. Clonts. Mr. Clonts refers to section 5-604-B, correction to read 5-617 and not 5-618. Mr. Clonts asked if Dan Douglas was able to meet with Mr. Clauson regarding changes. Mr. Clauson stated that they met on July 6th.

They were not able to shorten the ordinance, but all the changes were a result of that meeting. No further discussion. Mayor Wilson, Mr. Clonts, Mr. Frick, and Mr. White voted in favor with Mrs. Hollis opposing. The motion passed.

New Business:

- 1. First reading of the update to Article 2 (Definitions) of the Zoning Ordinance.** Mrs. Hollis asked if the wording could be made clearer and more understandable, as it is confusing. Mr. Clauson stated the reason for the definition encompassing all the different aspects is to ensure developers are not able to skirt regulations. A motion to accept the update as presented was made by Mr. White; 2nd by Mr. Frick. Mayor Wilson, Mr. Clonts, Mr. Frick, and Mr. White voted in favor with Mrs. Hollis opposing. The motion passed.
Town Council Comments: As noted above.
- 2. First reading of update to Article 5 (District Regulations) of the Zoning Ordinance.** A motion was to accept the update as presented was made by Mr. Frick; 2nd by Mr. Clonts. Mr. White asked to address the additional set back which should include not only lots on S-48 but also lots on 76. Mr. Clauson believed it only included the lots on S-48 in anticipation of the future widening of the road. By including lots on 76, it would create a lot of nonconforming structures. Mr. Clonts asked to explain the different districts. Mr. Clauson explained these are the different zoning districts to correspond designated lots to the appropriate zoning district. No further discussion. The motion passed by unanimous vote.
- 3. First reading of update to Article 10 (Architectural Guidelines) of the Zoning Ordinance.** A motion to accept the update as presented was made by Mr. Clonts; 2nd by Mrs. Hollis. The motion passed by unanimous vote.

Mrs. Owens announced the Council Meeting was proposed to be moved from August 16th to August 23rd because Mr. White will be out of town. After discussion with the Council Members, Mayor Wilson stated there will be a planning session on August 23rd starting at 4:00 pm with a Public Hearing to immediately follow, then ending with the Town Council meeting.

Mayor Wilson also acknowledged the hard work being done in preparation for the Chapin Labor Day Parade. He also announced the Town will host a non-public meeting for a regional mayor's meeting and if anyone had questions to be discussed, to please e-mail him.

A motion to adjourn the meeting was made by Mr. Frick; 2nd by Mr. Clonts. The motion passed by unanimous vote. The meeting was adjourned at 7:09 pm.