



**CHAPIN TOWN COUNCIL
REGULAR MEETING MINUTES**

**Tuesday, March 2, 2021
3:00 p.m.**

Electronic Meeting

Members Present: Mayor David W. Knight, Mayor Pro Tempore Al Koon, Council Member Leland Teal, Council Member Kay Hollis, and Council Member Mike Clonts

Members Absent: none

Staff Present: Finance Director Laura Culler, Utilities Director Andy Metts, Zoning Administrator Ian Ashford, Public Affairs Director Nicholle Burroughs, Police Chief Seth Zeigler, and Town Clerk Shannon Bowers

Staff Absent: none

Call to Order: Mayor Knight called the meeting to order at 3:11 p.m. Town Clerk Bowers then called a roll to determine attendance. Mayor Knight then determined there was a quorum and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Review and Acceptance of Minutes

Council reviewed the February 2, 2021 Meeting Minutes. Member Clonts moved to accept the minutes as presented. Member Hollis seconded the motion. There was no further discussion on the minutes. All in favor, motion carried.

Mayor Pro Tem Koon:	Yes	Mayor Knight:	Yes
Member Clonts:	Yes	Member Hollis:	Yes
Member Teal :	Yes		

Public Comments Related to Municipal Matters

There were no public comments.

Reports

The staff prepared their monthly reports in writing. It was noted that they were a part of the agenda packets for Council to review. Reports can be requested from the Municipal Clerk for review.

Old Business

There was no old business to discuss.

New Business

Ordinance – Recommendation from Planning Commission to approve amending Article 5, Section 518, subsection D of the Zoning Ordinances to include NAICS code for permitted uses – Mayor Knight asked Zoning Administrator (ZA) Ashford to clarify the code that Planning Commission wishes to add. ZA Ashford stated that NAICS code 453998 is the zoning code for miscellaneous stores, which includes swimming pool supply stores. It will be listed in the Town Code, under permitted uses in General commercial, with an asterisk to state that this number will

only specifically allow the use of swimming pool supply stores. The Town zoning currently allows for this type of business in Neighborhood Commercial, but not General Commercial. It is the recommendation of staff to allow this use in General Commercial, as it is a more appropriate zoning for this type of use.

Member Teal made the motion to accept the Planning Commission's recommendation and approve amending Article 5, section 518, subsection D of the Zoning Ordinances to include NAICS code 453998 for permitted uses. Member Clonts seconded the motion. No further discussion was had. All in favor, motion carried.

Mayor Knight: Yes

Member Teal: Yes

Mayor Pro Tem Koon: Yes

Member Hollis: Yes

Member Clonts: Yes

Approval of Public Demonstration Permit Applications: Mayor Knight explained that Rev. Tim Hanley with the Reformed Evangelical Fellowship have submitted several applications for public demonstration permits for the next few weeks for Council to review. Town Clerk Bowers stated that the dates were as follows: March 3, 4, 11, 18, 25, and 31. The times are broken into 30-minute periods and they will be located at the corner of Chapin Road at the Circle K, Food Lion, and the entrance to Publix off of Old Lexington Highway. All in favor of approving applications.

Member Clonts: Yes

Mayor Knight: Yes

Member Teal: Yes

Mayor Pro Tem Koon: Yes

Member Hollis: Yes

Mayor Knight acknowledged that the Town of Chapin's comprehensive annual financial report for the fiscal year ending in December 31, 2019 qualifies for the Government Finance Officer Association's Certificate of Achievement for Excellence in Financial Reporting. This is the highest form of recognition in governmental accounting and financial reporting. The Town of Chapin has received this recognition for the past three years. Mayor Knight thanked Director Culler for her hard work in preparing the financial reports and helping the Town achieve this recognition.

Mayor Knight stated a Council work session is tentatively scheduled for March 18, 2021 to hopefully discuss the water and sewer master plan.

Adjournment: Member Clonts made a motion to adjourn the meeting. Member Teal seconded the motion. Meeting was adjourned at 3:26 p.m.

COUNCIL APPROVED: April 6, 2021