



CHAPIN TOWN COUNCIL REGULAR MEETING MINUTES

**Tuesday, April 2, 2019
7:00 p.m.**

**Town Council Chambers
157 NW Columbia Ave, Chapin**

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

Members Absent: None

Staff Present: Finance Director Laura Culler, Town Engineer Dan Lambert, Planning & Zoning Director Nathan Powell, Director of Public Affairs Nicholle Burroughs, Police Chief Seth Zeigler, and Town Clerk Julie Hammond

Guests: William LaRochelle

Call to Order: Mayor Knight called the meeting to order at 7:00 p.m. and determined there was a quorum. Council Member Koon offered the prayer and William LaRochelle, American Legion Post #193, led with the Pledge of Allegiance. The appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Minutes: Council reviewed the March 5, 2019 Regular Town Council Meeting Minutes and the March 20, 2019 Strategic Planning Session Minutes. Council Member Koon moved to accept the minutes as presented. Mayor Pro Tem Clonts seconded the motion. All were in favor, motion carried.

Public Comment Related to Municipal Matters: None

Reports

Communications/Events Report: Director Burroughs reported on several events including: The Sportsman's Classic; Bike & Pedestrian Plan; Council's Strategic Planning Session; and the Chapin Rotary Club Boots and BBQ Fundraiser.

Upcoming events include: The Mayor's Prayer Breakfast on April 5, 2019 at 8:00 a.m. with the inspirational story of Tammy Maier-Scher and her daughter Brittany, a blind and autistic savant pianist; Community Service Day on April 6, 2019 kicking off with breakfast at Town Hall at 7:30 a.m. provided by American Legion Post #193; Easter Egg Hunt on April 13, 2019 at Town Hall at 11:00 a.m.; April 27, 2019 Screaming Eagles Community Event; and the Town of Chapin Community Engagement Council to meet on April 30, 2019 at 12:00 p.m.

Director Burroughs joined the Midlands Business Leadership Group Coordinating Council and attended several ongoing committee and group meetings, as well as, coordinated departmentally a contract on potential enhancements for the I-26 and S-48 Road Widening Projects, and has begun preparations for the June Farmer's Market.

Financial Report: Director Culler reported on the February General Fund (GF) Year-to-Date (YTD) Actual Revenues at \$242,882 with GF YTD Expenditures at \$287,955 with a balance of (\$45,073).

Director Culler reported on the February Utilities Fund (UF) YTD Actual Revenues at \$561,864 with UF Expenditures at \$438,611 with a balance of \$123,253.

The following items were noted: Lease payment of \$7,787 on the 2019 Ford Police Interceptor with final payment due in 2020; Business License Revenue of \$65,545 was down by \$17,878 compared to this time last year, 326 reminders were sent out the end of March with the deadline to file business licenses being April 15, 2019.

Director Culler indicated that the current deficit is to be expected for this time of year because larger revenues come in around June, however, \$70,000 in Business License Revenue was received in March.

Police Report: Chief Zeigler reported a couple of churches had lawn care equipment taken over the weekend and a lawn care service business reported the suspects milling around their equipment. Chapin Officers made contact with the suspects after they flipped their truck near Exit 92. The owner of the truck was taken into custody and the other left the scene but was later arrested and would be charged with carjacking and kidnapping.

Other notable arrests included: Suspect in custody for area car break-ins and two sizeable narcotics arrests.

Chief Zeigler noted the Police Department reaches out to the community through Facebook but is now also utilizing the Nextdoor App which allows them to communicate with specific areas/neighborhoods.

Officer Blake Gainous won the “Officer of the Year” Award through the SC Department of Public Safety for agencies ten and under. He and Sgt. Bill Finch will also be recognized on April 11, 2019 by the American Legion Post (Blake Gainous – Traffic Safety Award and Bill Finch – Outstanding Law Enforcement Officer Award).

Utility Report: Engineer Lambert reported on the Wastewater Treatment Plant (WWTP) Odor Complaint indicating that the source of the odor was from the wastewater splashing over the static screen, a part of the influent structure. Several corrective measures were taken. The Utilities Department presented the corrective action during a meeting with the Department of Health and Environmental Control (DHEC) and are awaiting their response.

WWTP Construction Project remains on schedule and within budget. Final grading around the structures has begun, as well as, installation of mechanical and electrical equipment. The new technology will meet the new limits required for discharge into the Broad River and eliminate any odor issues.

Rehabilitation of Pump Station #15 at Oakbrook Landing is expected to be complete within 30 days.

Request for bids on the Old Lexington Highway 10” Force Main, to be constructed from the existing Palmetto Shores Subdivision up to Indian Cove Rd to accommodate issues on the existing system, would be sent out on April 5, 2019 with sealed bids received by 2:00 p.m. on May 7, 2019.

The Murray Lindler Rd Round-a-bout Utility Relocation Project is complete and came in over contract by \$65,000 but still within the approved budget. The estimate for the S-48 Rd Widening Project is between \$1.1 and \$1.5 million. Everyone is still urged to contact their Legislator in

support of Bill S 0401 which would require the owner of any project to pay for utility relocation costs. Currently Bill S 0401 is out of the Senate and has been referred to House Committee.

Zoning Report: Director Powell reported three sign permits. One additional pending permit for Destinations located at 1200 Chapin Rd will go before the Zoning Board of Appeals (ZBA) on April 25, 2019.

Special Project updates included: A parcel split at 113 Virginia St; Planning Commission review of updates to the sign ordinance with a proposal of a Temporary Sign Permit; Zaxby's to contact the Chapin Utilities Department for sewer taps/service; Developer purchased property at 105 Ellet Rd and is expected to submit 100% Annexation Petition and plans; Toole Design Group held a public meeting on March 7, 2019 to gather public comment and would meet next month for a private meeting – once the actual plan is completed, it will be posted on the Town website.

Council requested information regarding O'Reilly's Auto Parts, the Overlay Districts, and Walgreen's signage. Director Powell indicated that the Architectural Review Board (ARB) reviewed the initial plan submittal and revisions should be in later this week. The Overlay District Map boundaries were being updated to include parcels and he would reach out to Walgreens Corporate to request removal of the white behind the Walgreens signage.

Old Business

Ordinance – Amend Chapter 3, Articles 1 & 2 Animals of Chapin Town Code: Proposed Animal Control Ordinance “Exhibit A” adopts amendments of Lexington County Animal Control Ordinance #18-21 “Exhibit B” by reference which allows Lexington County Animal Services to provide enforcement of the ordinance for animal attacks, stray dogs, aggressive dogs, nuisance dogs, and any complaints involving maltreatment of animals such as abuse and neglect.

Council Member Koon moved to amend Chapter 3, Articles 1 & 2 Animals of Chapin Town Code through adoption by reference of amendments to Lexington County Animal Control Ordinance #18-21. Mayor Pro Tem Clonts seconded the motion. Amendment to the Chapin Animal Control Ordinance #002-04-2019 was approved by unanimous vote on its 2nd/Final Reading:

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

New Business

Request for Action – Re-appointment of One Planning Commission Member and One Zoning Board of Appeals Member and Appointment of One Zoning Board of Appeals Member: Director Powell presented a Request for Action in regards to the Planning Commission (PC) and Zoning Board of Appeals (ZBA) appointments “Exhibit C.”

Mayor Pro Tem Clonts moved to re-appoint Kevin Sheppard to the PC and Frank Mock to the ZBA and appoint Brad Grooms to the ZBA. Council Member Koon seconded the motion. Re-appointment of one PC Member and one ZBA Member and appointment of an additional ZBA Member was approved by unanimous vote:

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

Executive Session: Mayor Pro Tem Clonts moved to enter into Executive Session to receive legal advice in regards to the I-26 Widening MM 85-101 Municipal State Highway Project Agreement under Section 30-4-70 (a) (2) of South Carolina. Council Member Koon seconded the motion. The motion to enter into Executive Session was approved by unanimous vote:

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

Executive Session was entered into at 8:02 p.m. Council re-entered the Regular Town Council Meeting at 8:34 p.m.

Adjournment: Council Member Koon moved to adjourn Town Council. Mayor Pro Tem Clonts seconded the motion. The meeting was adjourned at 8:35 p.m.

COUNCIL APPROVED: May 7, 2019