

**CHAPIN TOWN COUNCIL
REGULAR MEETING MINUTES**

**Tuesday, May 7, 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, Utilities Director Andy Metts, Town Engineer Dan Lambert, Police Chief Seth Zeigler, and Town Clerk Julie Hammond

Guests: John Siemers, John Andoh, Lil Mood, Michelle DeVriendt Family, and Ken Johnson

Call to Order: Mayor Knight called the meeting to order at 7:02 p.m. and determined there was a quorum. Mayor Pro Tem Clonts offered the prayer and John Siemers, 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 April 2, 2019 Regular Town Council Meeting Minutes and the April 17, 2019 Special Called Town Council Meeting Minutes. Council Member Koon moved to accept the minutes as presented. Mayor Pro Tem Clonts seconded the motion. All were in favor, motion carried.

Presentation - Express Bus Service Between Columbia & Newberry: John Andoh, CEO CMTRA, and Lil Mood gave an update on the Central Midlands Regional Transit Authority's (CMTRA's) new commuter route connecting Newberry, Little Mountain, Chapin, Ballentine, Harbison, and Downtown Columbia starting Tuesday, May 28, 2019.

They provided a Route 93X – I-26 Express Handout “Exhibit A” which included the following information: Two trips per day, running Monday-Friday; fare costs; additional programs, bus schedule, and map.

CMTRA would begin with a 22-seat bus and graduate to a larger bus if the program proves to be successful. They are still trying to identify the stop in Chapin but will be meeting with Lexington-Richland County School District Five to discuss the old school property.

Mayor's Comments: Mayor Knight participated in the Nephron Mayor's Pitching Contest this afternoon at Segra Park, the 2019 Midlands Gives Headquarters. He received \$250 for the Greater Chapin Community Endowment who was selected as this year's Town of Chapin non-profit.

Proclamations

Food Allergy Awareness Week: Mayor Knight presented a Mayor's Proclamation “Exhibit B” to the DeVriendt family proclaiming May 12-18, 2019 as Food Allergy Awareness Week. They shared aspects of their personal story and the challenges they face with food allergies on a daily basis.

National Safe Boating Week: Mayor Knight presented Ken Johnson, U.S. Coast Guard Auxiliary, with a Mayor's Proclamation "Exhibit C" declaring May 18-24, 2019 as National Safe Boating Week and encouraged everyone to practice safe boating habits.

Public Comment Related to Municipal Matters: None

Reports

Communications/Events Report: The following events and communication activities were highlighted: Mayor's Prayer Breakfast on April 5, 2019; Community Service Day Breakfast on April 6, 2019; SC Works Career Coach on May 2, 2019 in the Town Hall parking lot had news crews on-site; and the Chapin Farmer's Market will be held on the first Saturday of every month beginning in June.

Financial Report: Director Culler reported on the March General Fund (GF) Year-to-Date (YTD) Actual Revenues at \$369,994 with GF YTD Expenditures at \$562,185 with a balance of (\$192,191).

Director Culler reported on the February Utilities Fund (UF) YTD Actual Revenues at \$1,102,333 with UF Expenditures at \$678,182 with a balance of \$424,151.

The following items were noted: Annual General Obligation Bond payment of \$91,261 with two remaining payments (2020 and 2021) before being closed out; purchase of 2019 Chevy Tahoe from Love Chevrolet; three payrolls were processed during March; and business licenses were in-line with the same period as last year. However, April's picture is much different with revenues at \$292,333 which are down \$188,622 with twelve fewer licenses. Director Culler hopes to collect \$300,000 more in licenses. On-going efforts are being made to collect from businesses that have not filed and awaiting additional backup documentation from others.

Director Culler indicated that Franchise and Insurance Tax Collection Program Fees collected at the end of June will provide \$685,000. Cash flow is fine for 2019 even with the shortfall in business licenses.

Police Report: Chief Zeigler reported 38 offenses with motor vehicle collisions up at 17 instead of the usual 7 to 10. He provided information on the following noteworthy cases: Suspects of the burglaries at Chapin United Methodist Church and Our Lady of the Lake Church were the same and have been arrested; Suspects of multiple stolen vehicles from Traffic Control Safety Services have also been arrested.

Positive community involvement included: Sgt. Finch came in second at the Law Enforcement Car Show with Gaston's Charger coming in first; Sgt. Finch and Officer Harrington participated in Relay for Life; Coffee with a Cop is scheduled for May 15, 2019 from 9:00 – 11:00 a.m. at Hardees; and the State Transport Police Grant provides a simulator for distracted and impaired driving focused at high school aged kids.

Congratulations to Officer Campbell for completing his Undergraduate Degree at Columbia College and will continue to receive his Masters in Criminal Justice.

Utility Report: Director Metts reported work continuing on the Wastewater Treatment Plant Expansion Project with buildings being erected and the influent structure concrete pours being finalized. A possible schedule extension request may be filed due to increased rain events at the beginning of 2019.

Work at Pump Station #15 Rehabilitation Project in Oakbrook Landing has been completed. It replaced the deteriorated concrete wet well which was eroded by Hydrogen Sulfide gases. Pumps and controls were upgraded and replaced. The pump station rehab was noted as a significant accomplishment by in-house staff.

Eight bids for the Old Lexington 10" Force Main were received today. The apparent low bid from Lake Murray Utilities was roughly \$556,000 coming in under the estimated \$900,000. The developer will pay and administer the construction contract in exchange for approximately 140 taps from the Town Utilities Department, originally estimated at 230 taps.

The Chapin Utilities Department was awarded a grant from Case Equipment for \$25,000 to be used for equipment rental on the East Chapin Sewer Force Main Project.

Director Metts reported that Bill S 0401, which requires the owner of any project to pay for utility relocation costs, has been approved by the House of Representatives with signature of the Governor expected in the next few days. This is a potential savings for the Town of \$1.4 million between the utility relocation costs on the I-26 Road Widening and S-48 Road Widening Projects.

Old Business

Approval of I-26 Widening MM85-101 Municipal State Highway Project Agreement: Town Attorney Lisa Smith explained the Municipal State Highway Project Agreement "Exhibit D" had been modified several times to incorporate and reference Bill S 0401, now Act #57-5-880. Upon the Governor's approval, it will require South Carolina Department of Transportation (SCDOT), to pay for all the Town's utility relocation costs on the I-26 Road Widening Project. SCDOT will notify the Town in writing of the date by which any necessary documents must be provided to be eligible for payment of the relocation.

A seven-year sunset period was set as a legislative compromise on Act #57-5-880. SCDOT will track the financial impact over the next four or five years to see if this is a successful arrangement. The S-48 Road Widening Project will have a separate Municipal State Highway Project Agreement.

Mayor Pro Tem Clonts moved to approve the I-26 Widening MM85-101 Municipal State Highway Project Agreement as presented. Council Member Hollis and Council Member Koon seconded the motion. The I-26 Widening MM85-101 Municipal State Highway Project Agreement 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		

New Business

Request for Action – Agreement for Professional Services for Asset Forfeiture: Chief Zeigler explained the Asset Forfeiture Agreement "Exhibit E" allows George R. McElveen, III attorneys to process all state asset forfeitures. There is no cost to the Town, all associated fees will be paid from the seized funds.

Council Member Teal moved to enter into an agreement with the office of George R. McElveen III, the agreement would allow McElveen attorneys to complete, file, and litigate all asset

forfeitures moving forward. Council Member Hollis seconded the motion. Request for Action – Agreement for Professional Services for Asset Forfeiture 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		

Request for Action – Wastewater Treatment Plant Utility Operator Position: Director Metts explained the Request for Action – Wastewater Treatment Plant (WWTP) Utility Operator Position “Exhibit F” allows the Utility Department to hire an additional operator assigned to administer functions at the new WWTP. The facility features new technology which requires more process monitoring, quality control adjustment and testing, along with sludge disposal that will require additional man-hours to operate.

Mayor Pro Tem Clonts moved to authorize the Utilities Department to hire an additional Wastewater Operator assigned to administer functions at the new WWTP. Council Member Teal seconded the motion. A WWTP Utility Operator Position 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		

Council inquired as to the hiring and certification process for a new WWTP Operator.

Executive Session: Mayor Pro Tem Clonts moved to enter into Executive Session to receive legal advice in regards to the Supportive Municipal Judge Agreement for Bond and Other Judicial Duties and the Supportive Municipal Judge 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 8:05 p.m. Council re-entered the Regular Town Council Meeting at 8:25 p.m.

Adjournment: Council Member Teal moved to adjourn Town Council. Council Member Hollis seconded the motion. The meeting was adjourned at 8:26 p.m.

COUNCIL APPROVED: June 4, 2019