



**CHAPIN TOWN COUNCIL  
SPECIAL CALLED MEETING MINUTES**

**Thursday, May 28, 2020  
3:00 p.m.**

**Electronic Meeting**

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

**Members Absent:** None

**Staff Present:** Finance Director Laura Culler, Public Affairs Director Nicholle Burroughs, and Town Clerk Shannon Bowers

**Staff Absent:** Police Chief Seth Zeigler, Zoning Administrator Ian Ashford, Town Engineer Dan Lambert

**Guests:** Lisa Lee Smith

**Call to Order:** Mayor Knight called the meeting to order at 3:03 p.m. Town Clerk Bowers then called a roll for members present. Mayor Knight then determined there was a quorum. The appropriate notifications in compliance with the SC Freedom of Information Act had been met.

**Public Comments Related to Municipal Matters:** There were no public comments.

**New Business:** Mayor Knight noted that there were two resolutions on the agenda to address two emergency ordinances passed in March and April in response to the COVID-19 State of Emergency. The first Resolution is to extend the emergency ordinance providing for electronic meetings during the COVID-19 State of Emergency. This extension will expire on July 28, 2020. Mayor Pro Tem Koon made a motion to accept the resolution as presented. Member Teal seconded the motion. Town Clerk Bowers called the vote by roll-call. Motion passed unanimously.

Mayor David Knight: Yes  
Mayor Pro Tem Koon: Yes  
Member Clonts: Yes

Member Hollis: Yes  
Member Teal: Yes

The second Resolution is to extend the emergency ordinance providing for the temporary suspension of the assessment of penalties for late tax payments as they relate to business license renewals. This extension will expire on July 28, 2020. Member Teal made a motion to accept the resolution as presented. Mayor Pro Tem Koon seconded the motion. Town Clerk Bowers called the vote by roll-call. Motion passed unanimously.

Mayor David Knight: Yes  
Mayor Pro Tem Koon: Yes  
Member Clonts: Yes

Member Hollis: Yes  
Member Teal: Yes

Mayor Knight made note that the regularly scheduled Town Council Meeting for June 2, 2020 would be cancelled as there was no new business to discuss.

**Adjournment:** Member Teal made a motion to adjourn the meeting. Mayor Pro Tem Koon seconded the motion. Meeting was adjourned at 3:11 p.m.

COUNCIL APPROVED: July 7, 2020