



CHAPIN TOWN COUNCIL REGULAR MEETING MINUTES

**Tuesday, June 1, 2021
7:00 p.m.**

Regular 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, 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 7:06 p.m. 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. Mr. Jim Schaefer from American Legion Post 193 led the Pledge of Allegiance and Mayor Pro Tem Koon offered the prayer.

Review and Acceptance of Minutes

Council reviewed the May 11, 2021 and May 19, 2021 Meeting Minutes. Mayor Pro Tem Koon moved to accept the minutes as presented. Member Teal 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

Several members of the public signed up to speak to Council.

Mrs. Kim Murphy commented on controlling growth outside of Town limits. Ms. Murphy expressed her frustration over how the Town is allowing development outside of Town limits. She stated the utility department can control that growth. She asked Council to consider seeking the attorney general's opinion to see whether it is legal to limit or deny sewer taps outside Town boundaries and what that process would look like. She hoped this would allow the Town to move forward and work with Lexington County to have better development. She also commented that the Boykin Hills project did not make the list for Lexington County projects, and urged Council to hold off on approval until Lexington County puts out new development regulations.

Mr. John Campbell spoke to Council about the increased traffic due to development outside of Town limits. He commented on his attendance at the County Council meeting recently held, and noted the increased amount of growth reported in the last year. Mr. Campbell stated that Council could be doing more to control the growth outside of Town limits.

Presentation

Girl Scouts of South Carolina – Mountains to Midlands Gold Award Presentation recognizing Anne Krompecher and Paige Maylath: Mayor Knight recognized Paige Maylath and Anne Krompecher for their achievement of the Gold Award for their standout accomplishment of young women who develop and carry out meaningful, sustainable solutions to challenges in their communities and the world. Anne completed a project for the South Carolina Military Museum by building display cases for their World War II machines. Paige constructed a secured storage space for the Good Samaritans Free Clinic. Mayor Knight presented both girls with a certificate of achievement and letter of recognition.

Reports

Communications & Economic Development: Director Burroughs highlighted several events coming up in the Town. The next farmer's market is June 5, 2021 on Clark Street from 7 a.m. to 1 p.m. She has formed a committee to begin the process of developing the Chapin Dog Park with help from the owners of Modern Companion. The Crooked Creek Art League is developing their next annual project which will be local artist painted directional posts to be seen throughout the town, with some being donated to the Town to help mark the walking trail behind Town Hall. The 3 Birds Boutique, Heart of Chapin Yoga, Erin Kay Coaching, Muv Fitness, and Brook Healthcare all have, or plan to have, ribbon cuttings since the last Council meeting.

She reported that the Planning Commission approved with conditions the resubmittal of the Boykin Hills subdivision. The Architectural Review Board will meet on June 3 to review a resubmittal for renovations at Lowe's Foods and an expansion for Laura Huggins Law Office. The next Comprehensive Plan meeting will be on June 9 and it will be a public engagement opportunity held at Town Hall.

She introduced Kevin Singletary as the new Zoning Administrator. He is a graduate of Chapin High School and formerly worked for Edgefield County as the County Planner.

Financial Report: Director Culler reported the general fund revenue YTD as of the end of April 2021 was \$604,995 and the expenses YTD as of the end of April 2021 were \$514,986. Revenue exceeded Expenses by \$90,009. The revenue from Business Licenses as of the end of May was \$386,424 which was up \$64,339 from the same period in 2020. There have also been 164 new licenses issued from the same period in May 2020. Southern Resource Advisors has collected \$53,950 YTD in previously missed business license revenue. The Hospitality Tax fund YTD was \$654,722 as of the end of April.

The Utility fund Revenue through the end of April was \$1,765,156. Expenses YTD \$1,503,308 as of the end of April. Revenue exceeded expenses by \$261,848.

Director Culler noted the annual audit is being finalized and should be completed by the end of the month. Grant Davis with Mauldin and Jenkins will be at the July 6, 2021 Council meeting to present the final report.

Police Report: Chief Zeigler stated there was nothing new to report this month.

Utility Report: Director Metts updated Council on several projects in the utility department. Bids have been received and reviewed for the 12" section of the East Chapin Force Main project. It will be constructed by the developer of the Chapin Place subdivision under contract with the Town. A notice of award is being delivered to the developer by the contractor and construction should begin in approximately a month.

Town staff held a meeting with the Lexington/Richland School District 5 representatives and the district representatives will obtain relocation plans and a cost estimate for the Amicks Ferry Elementary School force main.

The water and sewer master plan has been presented to Council in full and is currently under final review by staff. A presentation to Council for approval should be ready for the July 6, 2021 Council meeting. This plan will act as a guidance document to help utility staff manage and provide satisfactory water and sewer service for the area.

The Town has been awarded \$500,000 grant from the South Carolina Rural Infrastructure Authority (SCRIA) to assist in paying for the abandoned wastewater lagoon to be converted to an Equalization Basin. This basin will help flows to the new waste water treatment facility during high rain events. Director Metts expressed his thanks to the SCRIA for their assistance with this project.

Old Business

Ordinance – Amendment to the lease agreement for the building and grounds at 103 Columbia Avenue – 2nd reading: Mayor Knight noted this was the location for the Lexington County Sheriff's office. They wish to make repairs to the building and want to amend the terms of their lease from a year-to-year and extend the term expiration to 2026. Member Clonts made the motion to approve the amendment to the lease agreement as presented. Mayor Pro Tem Koon seconded the motion. No discussion was had. All in favor, motion carried.

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

Ordinance – Amending Article 18, section 18.207 of the Chapin Town Code addressing environmentally stressed communities – 2nd reading: Residents of the Indian Cove community have septic tanks that are failing. These residents have approached the Town to receive sewer service. Current Town Code currently does not provide extensions for sewer service for existing residents. Such agreements are typically developer driven and not individual homeowners. Member Clonts made the motion to approve amending article 18, section 18.207 as presented. Member Hollis seconded the motion. Discussion followed.

Member Teal expressed his concern that by passing the second reading for this amendment, it would open the door for more requests like this that the Town would be obligated to address. He also expressed his desire to see this amendment be more restrictive before implementing and suggested after the Indian Cove project was completed, and executive session be held to discuss the details of the project before moving forward with future cases.

Mayor Knight noted the section of the amendment to the ordinance that each project requested will be worked one at a time and must have the approval of Council by resolution. This was further clarified that without this ordinance in the Town Code, there would be no way for Council to act on these agreements, the details of each project would be included in the sewer agreements, and Council could, at the end of the Indian Cove Project, decide to add to this section of the ordinance or remove this section of the ordinance based on data collected. No further discussion was had. All in favor motion carried.

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

New Business

Resolution – Authorizing the Mayor to execute sewer extensions for environmentally stressed communities with residents of the Indian Cove community: Mayor Knight made the motion to authorize the mayor to execute sewer extensions for environmentally stressed communities for the residents of the Indian Cove Community. Member Clonts seconded the motion. All in favor, motion carried.

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

Mayor Knight: Yes
Member Hollis: Yes

Adjournment: Member Clonts made a motion to adjourn the meeting. Member Hollis seconded the motion. Meeting was adjourned at 7:50 p.m.

COUNCIL APPROVED: July 6, 2021