



CHAPIN TOWN COUNCIL WORK SESSION

**Thursday June 18, 2020
3:00 p.m.**

**Town Hall - Community Room
157 NW Columbia Ave, Chapin**

Members Present: Mayor David W. Knight, Member Mike Clonts, Member Kay Hollis, Mayor Pro Tem Al Koon

Members Absent: Member Leland Teal

Staff Present: Utilities Director Andy Metts, Public Affairs Director Nicholle Burroughs, Zoning Administrator Ian Ashford, and Town Clerk Shannon Bowers

Guests: Jeff Grover

Call to Order: Mayor Knight called the meeting to order at 3:07 p.m., determined there was a quorum, and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

ITEMS FOR DISCUSSION

Utilities update: Utilities Director Andy Metts gave an update on the I-26 widening project. This project started in 2017 when the South Carolina Department of Transportation (SCDOT) approached all utilities along the portion of I-26 to be widened and informed them that the utilities lines along this route would need to be relocated. At that time, it was recommended to Council to hire an engineering firm to handle this project, and on May 1, 2018 the Town selected the engineering firm Hussey, Gay, Bell. Many changes have happened since then. One of those changes was the House of Representatives passing a utilities relocation bill that would allow SCDOT to fund the design and relocation of those utilities 100%. The Town entered into a Memorandum of Agreement recently that defines the responsibilities of the Town and SCDOT. The bridge design has changed, with plans to move and construct a new bridge. These three things affect the relocation study.

There were three lines that were in conflict, all along the S-48 corridor: one near Chapin Furniture, one parallel to S-48 toward Chapin, and one behind McDonald's toward the pump station. Biweekly meetings between SCDOT and Hussey, Gay, Bell and they have identified five conflicts with the relocation:

1. The first of these is everything in the frontage road right of way, a portion that crosses S-48, and a portion that crosses Crooked Creek Road of the 12-inch force main that goes from the technology park to waste water treatment plant. This added a significant amount of work to the project.
2. The second conflict identified was in regards to the force main from the McDonald's pump station through the Zaxby's parking lot, and through a portion of the Waffle House parking lot. This was previously planned for.

3. The third is a section of force main line that runs along Columbia Avenue in a private easement owned by the town that needs to be relocated.
4. The fourth conflict identified was with a gravity line that tied in from Taco Bell to the pump station at McDonald's.
5. The fifth conflict identified was the 12-inch effluent force main that flows from our waste water treatment plant under I-26 that flows to river.

Director Metts noted that the two items of high priority are number one and number 5. SCDOT wants this done as soon as possible as it effects the lane width at Broad River Road up through the Chapin exit. SCDOT wants this portion of the project to be completed by the end of the year. They completed 30% of this portion of the project on June 12, 2020, project that 60% by July 31, 2020, 90% by August 24, 2020, and 100% as soon as the right of ways are obtained by SCDOT. The first deadline of June 12, 2020 was met. Hussey, Gay, Bell submitted a proposal to do all of the work for all five projects identified to be \$342,500 total cost. The Town of Chapin will have to pay for this project up front and SCDOT will reimburse. Director Metts noted that in order for Hussey, Gay, Bell to officially proceed with this work, they will need Council's approval.

Mayor Knight asked Director Metts if he had read this agreement and did it seem to be reasonable. Director Metts confirmed that he had read it and noted that it would need to state that Hussey, Gay, Bell would need to adhere to the schedule set by SCDOT and agreed upon by the Town of Chapin. He hopes to have one document, to include only minor changes from the work session document, for the July meeting.

The estimate for the utility relocation has gone up to \$2.6 million dollars. Most all of this would be paid by SCDOT. Director Metts also noted that the line that goes under I-26 needs to be addressed. It is currently a 12-inch force main inside a 20-inch casing. SCDOT would pay for this replacement but Director Metts noted that as the need continues to grow, this would have to be replaced eventually. It would require a 24-inch pipe in 42-inch casing. SCDOT requires the Town to go the width of the right-of-way, which is about 500 feet. Director Metts will use Hussey, Gay, Bell to come up with a plan to recommend to council to upgrade to this pipe, if feasible, but knowing the Town would have to pay for this upgrade. He does not have an estimate for that at this time, but will have a meeting with Hussey, Gay, Bell in the next two weeks.

He plans to ask council to authorize to expand the contract to pay for engineering services as a pass through for payment. Mayor Knight asked how the Town will be reimbursed. Director Metts noted that the Town will be reimbursed as the project progresses. Mayor Pro Tem Koon noted that now would be the time to take advantage of this. Mayor Pro Tem Koon noted that we would need to get utility services to the other side of the interstate in the future, so is that something we would want to look at now. Director Metts recommended that we wait as they are unsure of where a pump station would go.

Chapin Town Code – Chapter 14 article 14.611 discussion related to Bingo: Mayor Knight began the discussion by noting that the American Legion Post 193 has approached the Town about hosting Bingo at the American Legion Building, which is leased to them by the Town. The American Legion had been holding their Bingo nights at Timberlake Country Club, but recently was told they could no longer hold it there. Current Town Code, Chapter 14 article 14.611, prohibits gambling in town. State code prohibits amusement devices and games of chance, but

State Code 12-21-3910 makes an exception to Bingo. The Bingo Tax Act contains multiple pages of requirements for an organization to be able to hold a Bingo event.

Mayor Knight suggested to add the exception for Bingo games shall be allowed where permitted by State Law to Town Code 14.611 regarding the exceptions to gambling and 14.613 regarding gambling houses. Council agreed to add it to the agenda for the July 7, 2020 Town Council Meeting.

Zoning Updates

Comprehensive Plan Updates: Zoning Administrator (ZA) Ashford gave an update on the Comprehensive Plan. They have decided to update the plan in-house and he and Public Affairs Director Nicholle Burroughs have formed a committee to update. The committee consists of Planning Commission Chairman Zack Haney, Architectural Review Board Chairman Harmon Reed, Mayor Pro Tem Al Koon, Planning Commission Member Jeff Grover, ZA Ashford, and Director Burroughs. ZA Ashford has contacted Gregory Sprouse with the Central Midlands Council of Government to discuss the resources they need to make these updates. He noted that the new comprehensive plan is due around November 1, 2021.

Amendments to Articles 3-5 of Chapin Zoning Ordinance: ZA Ashford started this portion of the discussion by noting that there are plans to annex new parts into the town. Lexington County currently zones outside of the Town limits as rural. By creating a new zoning district, the Town would be able to protect the integrity of the surrounding areas. The updates Council received for this work session are what the Planning Commission revisited at their work session last week. ZA Ashford recommended this work session to present these to Council for their input before the Planning Commission votes on it at their next meeting.

He noted that he renamed the districts currently in use to reflect what the minimum lot sizes were in each district. Mayor Knight noted that there was not an RS-3 or rural district in the comprehensive plan, that we should add them if necessary. He stated that we currently had an RS-3 district and didn't see why we needed to include the RS-3 designation moving forward since the RG district is similar. ZA Ashford noted that we could not remove it entirely as it would not qualify as anything else; it would be grandfathered in as-is. Director Burroughs also noted that to remove the RS-3 would create a problem to remove something where a neighborhood already exists. ZA Ashford also noted that RS-3 district was created to accommodate the subdivision that had already been built, but by adding this new Rural Designation, we would limit the use of the RS-3 district.

ZA Ashford then moved to describe the Rural Residential District, which is intended to limit high density areas and commercial construction. He noted that the usage chart in section 424 allows for manufactured homes. The Planning Commission is to have a work session to create specific conditions for the use of manufactured homes. That same work session will be used to discuss specific uses for agricultural purposes in this district, but he did mention that they are strictly prohibiting manufactured home parks. He then laid out the Rural District Standards starting with allowing for 2 acres per lot with 1 dwelling per acre. Mayor Knight noted that he did not think the county allows for that. ZA Ashford confirmed that the county does allow for that. He also noted that the Planning Commission was to have a discussion about the setbacks for all the Town's districts, not just the new district as the S-48 widening would affect current property along

Columbia Avenue. He noted that accessory buildings in the new Rural District would not be allowed to be larger than the main building on the property. Mayor Pro Tem Koon noted that the county has made zoning changes in regards to setbacks, parking, and houses and thought it might better to have our ordinances match as close to county standards as possible. ZA Ashford noted that as well, but also stated that we were trying to be stricter with this Rural District. A discussion about setbacks, parking, and houses will happen at the next Planning Commission work session.

Council Updates

Comet Board Update: Mayor Pro Tem Koon noted that he was on the Comet Board of Directors in an advisory role. He stated that the CEO of the Comet sent out a letter asking the Town to pay \$454 per year to support the program. This number is a calculated number based on miles of the route. He stated this would allow the advisory members to become voting members. He asked the CEO if this number was projected to go up and they do not predict that to be the case. He recommended that the Mayor put this off for now, as it would need to be budgeted for 2021. He also noted that the board have been trying to make changes, but the discussions are not going well. If changes do not get made, he may recommend that Chapin not participate. He took this position in the interest that Chapin would have a seat at the table when the programs' future expands. He also noted that Lexington County Councilwoman Lil Mood has been a great asset to this board. The Comet gets federal funding based on the potential number of riders in each area, so the more riders along the route, the more funding they will get. Mayor Knight asked if this was something feasible for Chapin as far as ridership. Mayor Pro Tem Koon noted that the Comet is not currently running its normal routes due to COVID-19 and he could not say at this time.

Technology Park Update: Lexington County Council representatives Debbie Summers and Erin Long Bergeson had a conversation with him about Lexington County wanting to send Chapin a bill for the Town's part in The Technology Park. He noted that he wanted to see all supporting documents that constitutes them sending the Town a bill. He noted that the County wanted specifications for sewer services to serve park plus the additional services for the Mungo Homes part. Were there to be more development, the Town would want to handle that capacity as well. He questions why bill now almost 5 plus years later, but noted that we would need to look closely at this bill when received.

Mayor Pro Tem Koon also noted that they are wanting to change the name from Technology Park to Brighton Business Park to attract light manufacturing businesses. This would change the purpose of the park. ZA Ashford asked if that would null and void the agreement that they cannot annex into the Town. Director Burroughs noted that changing from Technology to manufacturing could change the sewer needs and void that portion.

Items for Discussion for next Town Council Meeting

Mayor Knight recommended that we make an ordinance allowing for electronic meetings a part of the Town Code, rather than revisiting the emergency ordinance every time it expires. He recommends that it only be used in times where a State of Emergency has been declared and that it follows all of the guidelines under the Freedom of Information Act. Director Burroughs noted that if Council decided to move forward with this, they would need to make sure the wording would be very specific, otherwise the public perception may be that the Town was trying not to be transparent.

Mayor Knight also noted that he has had several complaints about the railroad crossing at Lexington Ave. He noted that they have only fixed the crossing at Clark Street. He spoke to a representative at CSX and they told him they would put it on the agenda to be fixed, but did not give a timeframe as to when that might be.

Public Comment: There were no public comments.

Adjournment: Mayor Pro Tem Koon moved to adjourn the meeting. Council Member Clonts seconded the motion. The meeting was adjourned at 4:35 p.m.

COUNCIL APPROVED: July 7, 2020