

**CHAPIN TOWN COUNCIL
REGULAR MEETING MINUTES**

**Tuesday, July 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, Utilities Director Andy Metts, Town Engineer Dan Lambert, Public Affairs Director Nicholle Burroughs, Police Chief Seth Zeigler, Police Captain Ray Craig, and Town Clerk Julie Hammond

Guests: Floyd Rogers, Colton Bower, JT Goodson, Carter Goodson, and Ethan Hutchinson

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 Floyd Rogers, 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 June 4, 2019 Regular Town Council Meeting Minutes. Council Member Koon moved to accept the minutes as presented. Council Member Hollis seconded the motion. All were in favor, motion carried.

Recognitions

Captain Craig and Chief Zeigler recognized Colton Bower, JT Goodson, Carter Goodson, and Ethan Hutchinson for their calm and quick-thinking during an emergency so medical care could be provided for a young mother in distress.

Mayor Knight presented them with Certificates of Appreciation from the Town of Chapin.

Public Comment Related to Municipal Matters: None

Reports

Communications/Events Report: Director Burroughs highlighted the following events and communication activities: Town Hall offices will be closed July 4 & 5, 2019 in observance of Independence Day; July 6, 2019 Farmers Market will include a bounce house and free water provided by Vive Church; the Chapin Garden Club (CGC) is dedicating the Bluebird Trail at Town Hall on July 11, 2019 from 5:30 to 6:30 p.m. (CGC will reserve a free hotdog for the first thirty to sign-up).

An upcoming Public Meeting will be held at Town Hall on July 18, 2019 from 6:00 to 7:30 p.m. The panel discussion, mediated by Director Burroughs, will feature Mayor David Knight, Lexington County Council Member Erin Long Bergeson, and Lexington-Richland 5 School Board Member Ken Loveless. Please send any questions ahead of time to Director Burroughs at communications@chapinsc.com.

A Job Fair will be held at Town Hall on July 25, 2019 from 12:00 to 6:00 p.m. to assist employees laid off from Ellett Brothers. The event will include a SC Career Coach and access to representatives for health and food services. The Town of Chapin website has an Ellett Brothers Resource Page available at <http://chapinnc.com/273/Ellett-Brothers-Resource-Page>.

Council Member Teal received positive feedback from the Ellett Brothers Resource Page and commended Director Burroughs for her efforts.

Chapin's Annual Labor Day Festival and Parade is taking shape and has a new feature including on-line forms and payment method.

Financial Report: Director Culler reported on the May General Fund (GF) Year-to-Date (YTD) Actual Revenues at \$620,591 with GF YTD Expenditures at \$793,009 with a balance of (\$172,418). Although May shows a deficit, June paints a different picture with revenues received from Insurance Tax and Franchise Fees coming in over budget by \$67,500 bumping revenue to 79%. Director Culler will prepare a projection for the rest of the year for next month's meeting.

Director Culler reported on the May Utilities Fund (UF) YTD Actual Revenues at \$1,900,571 with UF Expenditures at \$1,095,703 with a balance of \$804,868.

Business License Revenue through the end of June is \$349,234 which is down \$168,000 from the same period last year, however, there were five more licenses issued. There are twelve In-Town Business License and forty-five Out-of-Town Business License renewals that have not come in yet.

Director Culler indicated Advanced Disposal, the Town's current Solid Waste Contractor, can no longer provide service due to the cost to operate. They have honored their contract until September 30, 2019 and she will be seeking quotes for service within the next two weeks.

Council Member Teal also commended Director Culler and staff for working hard and doing what is best for the Town.

Police Report: Chief Zeigler reported 40 offenses and felt incidents were low due to the hot weather and recent rain events. The most noteworthy event was the Amick's Ferry Boat Landing armed robbery. Officer Gainous was the second officer on the scene and assisted with the apprehension of four suspects. Emergency Medical Services were called as a precaution.

Members of the neighborhood reached out to Mayor Pro Tem Clonts and expressed their thankfulness for our Police Department's quick response to the armed robbery. He also thanked the Department for their positive interaction with the community in events like High Five Friday and Copsicles.

Utility Report: Director Metts thanked Town Engineer Dan Lambert and Superintendent of Operations Russell Wright for compiling the 2018 Water Quality Report for the Amick's Ferry Water System. The annual report is in compliance with the Environmental Protection Agency (EPA) monitoring and reporting requirements. A copy can be found on line at <http://www.chapinnc.com/DocumentCenter/View/1668/Chapin-Water-Quality-Report1---2018> or you can request a copy from the Utilities Department at 803-345-8042.

The Utilities Department welcomed Mr. Chuck Gunter last week as their newest Environmental Operator. He has twenty-three years of experience and all the necessary licenses to operate the new Wastewater Treatment Plant (WWTP) and the water distribution system.

The WWTP construction project remains on schedule and within budget. Discussions continue with the contractor on a contract extension of thirty days due to inclement weather. The plant is scheduled for equipment start-up by the July/August timeframe, flow in the system by September, substantial completion in November, and a Permit to Operate by December 31, 2019.

Old Business

Ordinance – Amending 7.103 and 7.104 Court. In General of Chapin Town Code: Mayor Knight explained the procedure of contracting with Lexington County and appointing a Municipal Judge.

Mayor Pro Tem Clonts moved to amend Town Code Sections 7.103 and 7.104 regarding the appointment of a Municipal Judge and to clarify the options and procedure for such provisions. Council Member Koon seconded the motion. Ordinance #003-07-2019 amending Sections 7.103 and 7.104 of Chapin Town Code “Exhibit A” 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		

Ordinance – Annex a 4.76 Acre Tract (105 Ellett Rd) of Land Including Adjacent and Abutting Rights-of-Way to be Zoned General Commercial (GC): Council Member Teal moved to accept the 100 Percent Petition Annexation located at (approximately) 105 Ellett Rd as presented. Council Member Hollis seconded the motion. 100 Percent Annexation Petition Ordinance #004-07-2019 “Exhibit B” was approved on its 2nd/Final Reading 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

Ordinance – Authorizing the Sale of Property on Beaufort St, TMS #0007-03-010: Mayor Knight introduced a proposal for purchase of a small parcel (100’ X 30’) owned by the Town. The property is located on Beaufort St between Clark St and East Boundary.

Mayor Pro Tem Clonts moved to authorize the sale of certain real property containing approximately .07 acres owned by the Town and located on Beaufort St, TMS #000720-03-010. Council Member Teal seconded the motion. An ordinance authorizing the sale of property on Beaufort St “Exhibit C” was approved on its 1st Reading by unanimous vote:

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

Adjournment: Mayor Knight moved to adjourn Town Council. Mayor Pro Tem Clonts seconded the motion. The meeting was adjourned at 7:37 p.m.

COUNCIL APPROVED: August 6, 2019