

**CHAPIN TOWN COUNCIL
REGULAR MEETING MINUTES**

**Tuesday, September 1, 2020
3:00 p.m.**

Town Hall Community Room

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, Utilities Director Andy Metts, Zoning Administrator Ian Ashford, Public Affairs Director Nicholle Burroughs, Police Chief Seth Zeigler, and Town Clerk Shannon Bowers

Staff Absent: None

Guests: Catherine Huddle, Brock Sansbury: Deputy Director - The Courage Center, Adrienne Bellinger: Executive Director – The Courage Center, and David and Tina Kibler – The Courage Center

Call to Order: Mayor Knight called the meeting to order at 3:00 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.

Review and Acceptance of Minutes

Council reviewed the August 4, 2020 Public Hearings and Regular Meeting minutes and the August 20, 2020 Special Called Meeting minutes. Mayor Pro Tem Koon moved to accept the minutes as presented. Member Clonts seconded the motion. There were no comments on the minutes. All were in favor, motion carried.

Presentation:

The Courage Center – David Kibler began the presentation by giving some background on how he and his wife Tina became involved with The Courage Center. Through research in trying to get help for their son’s addiction, they found The Courage Center, located in Lexington. The Courage Center helps younger people with substance abuse and addiction by giving them a place to go for help among groups of their peers. The Center also has a family support group. As they worked with the staff at The Courage Center, they recognized an opportunity to reach out and establish services to help families in the Chapin/Dutch Fork/Irmo areas. There is currently a support group that meets at St. Jacobs Lutheran Church for parent and family support. Work is currently in progress to establish a youth support group for the Chapin area.

Executive Director for The Courage Center, Adrienne Bellinger explained what the Center is and how they work for individuals seeking help. There is no charge for the services they provide due to grants received and private donations. They were established four years ago in Lexington and help youth ages 15-26 with recovery and support services for addiction and substance abuse. There are the only organization in the state that specifically focuses on this age group. They also offer one on one sessions, group sessions, and a 12-week program using evidence-based curriculum to teach young people the life skills they would need to be successful. Their facilities are located on 4 acres in Lexington. The building was donated by D.R. Horton and houses a basketball court, fire pit, indoor recreation, games, and other activities for youth.

Brock Sansbury also noted that most families encounter a financial barrier when seeking treatment. The Courage Center also helps families navigate the different resources available. They are capable of offering up to \$3,000 in financial rehab support where necessary. Anyone from surround areas are welcome and they wanted to present to Council to hopefully get support and spread the word that they would be available in the Chapin area.

Public Comments Related to Municipal Matters

There were no public comments.

Reports

Communications/Events Report: Director Burroughs reported that the Community Engagement Council have adjusted their format to meet once a month, virtually to accommodate members attending and meet more often than once per quarter. The next meeting is going to be held on September 17, 2020 at 9:00 a.m. The Courage Center will be presenting.

The Chapin Beautification Committee is being led by Jeff and Shawn Grover. They have been working with the Chapin Garden Club to beautify the memorial garden outside of Town Hall by adding native trees. They are also working to make the retention ponds look nicer by adding trees and pollinators to encourage wildlife and bees to have a natural habitat.

The Beaufort Street Sidewalk project was approved for \$82,300 from Lexington County C-Funds. Western Archer is donating their time and resources to survey the area in order to give more information for the Town to use in promoting bid packages from contractors. This will likely be a long-term project.

The Small Business Development Center is partnering with the Town to offer services for small businesses to be successful. It is state and federally funded and helps business owners to get resources to help them with business marketing, business plans, budgeting, concepts, places to go and get a loan, and other small business-related resources. This will be at no cost to the Town, but the Small Business Development Center representative, Beth Smith, will have a space in Town Hall to meet with business owners. This is a big economic development opportunity for the Town because it gives access to analytics and market research that we would otherwise have to pay for and spend countless hours compiling.

The Town has secured an intern from Clemson University's Graduate program, at no cost to the town, to dedicate 20 hours a week to begin working on design projects that have been identified for the town. This individual is a part of the Department of City Planning and Real Estate Development and is working on their Master's in City and Regional Planning and will be overseen by Dr. John Graber, who is the head of this project.

Director Burrough's was able to confirm that Lowe's Foods will be moving into the Bi-Lo shopping center.

Financial Report: Director Culler reported that the General Fund Revenue year-to-date (YTD) as of the end of July 2020 is \$1,314,980 and Expenses YTD as of the end of July 2020 are \$827,310. Revenue exceeded expenses by \$487,670. The month of July had three payroll periods. There have been delays in revenue coming in due to COVID-19. There will be \$20,000 of business licenses for August. The broker premium tax, which is expected to be around \$27,000, is received from the South Carolina Department of Insurance and paid through the Municipal Association which is delayed through September 8, 2020. A local government fund payment of around \$8,500 expected in October.

As of the end of July, business license revenue is \$345,060. The revenue is down \$3,630 from the same period in 2019. The deadline for the application of late fees was extended to July 28, 2020.

The Hospitality Tax went into effect on February 1, 2020. The total remitted through the collections for the month of June are \$211,846.47. There are no expenses to date.

The Town submitted for funding through the South Carolina Cares Act. Approximately \$5,837.00 was submitted for reimbursement for sick leave, PPE, and OT for both the general fund and the utility fund. An additional \$100,172.00 was submitted for regular compensation for Public Safety which will most likely not be reimbursed. When the General Session resumes in the fall, they may extend funding for the CARES Act again.

The Utility Fund Revenue year-to-date (YTD) as of the end of July 2020 is \$2,557,711 and Expenses YTD as of the end of July 2020 are \$2,083,957. Revenue exceeded expenses by \$473,754.

Police Report: Chief Zeigler reported that since COVID-19, there have been no expenditures from the Police department outside of vehicle repairs, salary, and fringe repairs. The number of offenses is close to normal and tickets and arrests are down. Chief Zeigler spoke to the Lake Murray Marlins, a traveling baseball team made up of 12-13-year old's, on August 20, 2020.

Police Department worked with Elin Bowers to coordinate a parade for Reverend Sheppard's anniversary at Mt. Zion Baptist Church. He was doing a video for the church by himself and Officer Blake Campbell let a parade of cars full of well-wishers by to wish him happy anniversary.

The Police Department is working with Lexington County Public Works on getting a speed limit sign at Glenwood subdivision.

Chief Zeigler also commented on the importance of having the resources that The Courage Center offers available for his officers. It gives them other alternatives to help when they respond to calls involving youth and is looking forward to working with them, if approved by the judge.

Utility Report: Director Andy Metts reported the new Waste Water Treatment Plant was working well and producing very high-quality effluent. A small amount of grading, fence installation, and road paving remain. Final completion is expected in the next 30 days.

New odor control systems have been installed at pump stations at Chapin Place subdivision and pump station #15 in the Oakbrook subdivision. Levels have been measured at 1 part per million or less, which is almost non-detectable. Staff will continue to monitor at these sites and make adjustments as needed.

The Chapin Utility department will be featured in a television commercial that is being produced by the South Carolina Rural Water Association to highlight jobs in the water and wastewater industry. This is being directed toward recruitment of young people to jobs in the field. The new waste water treatment plant will be featured along with other local facilities in South Carolina.

A meeting was held between Town representatives and the City of Columbia Administration to discuss water capacity and wholesale water rates. The City of Columbia has expansion plans that will increase capacity in and around the Town of Chapin. This will make water service more

reliable and can supply future customers as needed. The City of Columbia expects to see modifications to the wholesale water rates within the next month, but no rate increase is anticipated for 2020.

Zoning Report: Zoning Administrator (ZA) Ian Ashford reported that Lexington County Council approved the recent addition of the Rural Residential Designation. The Planning Commission has approved conditions for agricultural uses and manufactured home uses to the Rural Designation and ZA Ashford hopes to have a work session for Council to discuss those before the next council meeting.

The Planning Commission is working diligently to adjust front setbacks for the major roadways in town in preparation for the road widening projects. A committee has been formed to discuss the updates to the Comprehensive Plan and the next meeting will be September 3, 2020. It was decided in order to make this process more cost efficient to update the Comprehensive Plan in-house. He is working with Lexington County to align the Town's process with theirs.

Work continues on annexation plans for the next 10, 15, and 20 years. Research is being done into the most feasible option of achieving annexation. Once a plan has been established, ZA Ashford will report to council.

Old Business

Ordinance – Amending Chapter 3: Animals, Articles 1 and 2 of the Chapin Town Code through adoption by reference of amendments to Lexington County Animal Control Ordinance #20-13 – 2nd reading.

Member Clonts made a motion to accept the ordinance as presented. Mayor Pro Tem Koon seconded the motion. No further discussion was had. Motion passed unanimously.

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

Adjournment: Member Teal made a motion to adjourn the meeting. Member Clonts seconded the motion. Meeting was adjourned at 4:39 p.m.

COUNCIL APPROVED: October 6, 2020