

**CHAPIN TOWN COUNCIL
PUBLIC HEARINGS & REGULAR MEETING MINUTES**

**Tuesday, October 2, 2018
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: Utilities Director Andy Metts, Finance Director Laura Culler, Sanitary Engineer Dan Lambert, Planning & Zoning Director Nathan Powell, Director of Public Affairs Nicholle Burroughs, Police Chief Seth Zeigler, and Town Clerk Julie Hammond

Guests: Bill LaRochelle, Judge Gary Reinhart, Carol Teal, Keremy Sullivan, Clyde Reeves, Jade Gainous, Eddie Wise, Kevin Hebert, Michael Edens, and Carl Connelly

Call to Order: Mayor Knight called the meeting to order at 7:02 p.m. and determined there was a quorum. Mayor Pro Tem Clonts offered the prayer and Bill LaRochelle, American Legion Post #193 led with the Pledge of Allegiance. The Mayor acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Oath of Office

Leland Teal, Chapin Town Council: Judge Gary Reinhart administered the Oath of Office for Council Member Leland Teal. Member Teal filled an unexpired term through a Special Election held on September 11, 2018.

Public Hearings

Ordinance – Re-Zone Property Located at 945 Chapin Rd: Owners, Glenda W. Lindler and Judith W. Dominick requested re-zoning of their property at 945 Chapin Rd from Single Family Residential (RS-1) to General Commercial (GC) “Exhibit A.” An un-named business is planning to purchase the property, demolish the current structure, and build a 7,500 sq ft retail space. The Chapin Zoning Map identifies all surrounding property as GC and the Future Land Use Map identifies the parcel as GC.

Mayor Knight opened Public Comment. There were no public comments.

Mayor Knight opened Council Comment. There were no comments from Council.

Ordinance – Re-Zone Property Located at 404 Lexington Ave: Owner, Michael O. W. Edens requested re-zoning of his property at 404 Lexington Ave from RS-1 to Office Commercial (OC) “Exhibit B.” Aquarius Spa in Chapin may be purchasing both 404 Lexington Ave and 406 Lexington Ave to relocate their existing business. 406 Lexington Ave is currently zoned OC and properties adjoining 404 Lexington Ave are zoned RS-1. The Future Land Use Map identifies the area as mixed use.

Mayor Knight opened Public Comment. There were no public comments.

Mayor Knight opened Council Comment. There were no comments from Council.

Ordinance – Amend Article 3 Establishment of Districts and Zoning Map & Article 5 District Regulations of the Zoning Ordinance: In an effort to have the Chapin Zoning Ordinance and the Chapin Comprehensive Plan align, removal of Multi-Family Residential from the Interstate Commercial (IC) and General Commercial (GC) Zoning Districts and amending permitted residential uses as Single-Family and Two-Family Dwellings for the Town Center (TC) and Office Commercial (OC) Zoning Districts “Exhibit C” were recommended.

Mayor Knight opened Public Comment. There were no public comments.

Mayor Knight opened Council Comment. There were no comments from Council.

Mayor Knight closed the Public Hearings at 7:13 p.m.

Minutes: Council reviewed the September 4, 2018 Public Hearing & 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.

Public Comment Related to Municipal Matters: None

Reports

Communications/Events Report: Director Burroughs reported two ribbon cuttings: Chapin Veterinary Hospital and Chapin Pediatrics. The final Farmer’s Market of the season will be held on Saturday, October 6, 2018 from 9:30 to 1:00 p.m. on Clark Street.

Director Burroughs provided plaques for the winners of the Labor Day Parade with the help of Parade Judge Keremy Sullivan and Mayor Knight. She also awarded thank you baskets to Clyde Reeves for his assistance and use of the GIS parking lot, as well as, Jade Gainous for her outstanding work orchestrating the parade line-up and participating entries.

Parade Winners – Judged by: Judy Gadson, Keremy Sullivan, Daniel Easterling, and Anna Miller:

1. El Poblano – Overall Best in Show;
2. Labor Day Santa (Stan Smith Realty) – Best Business Float;
3. Paint the State (Children’s Chance) – Best Non-profit;
4. Chapin Marching Band - Best School Entry;
5. Abraham the Camel (JIIHN Ministry) – Best Church Float.

Honorable Mentions:

1. Christian Gymnastics;
2. Back to the Rack, LLC; and
3. Anytime Fitness.

Financial Report: Director Culler reported on the August General Fund (GF) Year-to-Date (YTD) Actual Revenues at \$1,603,967 with GF YTD Expenditures at \$1,064,862 with a balance of \$539,105. She noted the following items: Municipal Brokers Insurance income of \$36,860 was

down a little from 2017; Fairhaven Subdivision Lawsuit 2nd installment of \$7,500 was paid by the Fry's with the final installment due next month; three payrolls were processed in August, and expected revenues of \$25,105 and expenses of \$17,824 with a balance of \$7,281 from the Chapin Labor Day Festival.

Director Culler reported on the August Utilities Fund (UF) YTD Actual Revenues at \$2,709,635 with UF Expenditures at \$1,562,748 with a balance of \$1,146,887. Noting August incurred expenses from M.B. Kahn Construction of \$1,220,014 on the Wastewater Treatment Plant Expansion Project with total expenses to date of \$2,355,714 on the project.

Police Report: Calls for service totaled 257 for the period August 28, 2018 to September 23, 2018. On September 21, 2018 Officer Campbell took two suspects into custody for a burglary occurring on September 13, 2018 at 256 Columbia Ave with approximately \$7,000 of stolen tools.

Utility Report: Director Metts reported lower than normal chlorine levels in the water system causing some odor complaints. The Utility Staff and the City of Columbia will continue flushing the system regularly until a constant chlorine level is established throughout the system. All water quality testing remains within acceptable limits.

Eddie Wise, Project Manager of M.B. Kahn provided updates on the Wastewater Treatment Plant Expansion Project (WWTP). The WWTP is in its eighth month of construction and 40% complete. The project is on schedule with a completion date of September 5, 2019. Aerial and ground pictures were provided showing progress on aeration basins, clarifiers, the effluent pump station, and piping. Most of the concrete pours have been conducted at night due to the high day-time temperatures. The only issue to date has been the amount of rock encountered. They have been able to use and store the rock removed but a change order would be forthcoming. M.B. Kahn will have a booth at the October Farmer's Market.

Director Metts gave an update on the Murray Lindler/Old Lexington Highway Roundabout. The project hadn't progressed due to obstacles from the City of Columbia waterlines, however, the Utility Department feels they have a solution using directional boring around the waterlines and reducing cover in one location.

Zoning Report: Director Powell reported on various zoning and sign permits noting upgrades to the McDonalds menu signs. Special Projects included: Potential annexation of 105 Ellett Rd; Zoning Ordinance updates pertaining to Architectural Review Board purview; and review of the Chapin Comprehensive Plan is underway.

Old Business

Ordinance – Re-Zone Property Located at 945 Chapin Rd: Council Member Koon moved to approve the re-zone of property located at 945 Chapin Rd from Single Family Residential (RS-1) to General Commercial (CG). Mayor Pro Tem Clonts seconded the motion. Re-Zone of property located at 945 Chapin Rd from RS-1 to GC, Ordinance #017-10-2018 "Exhibit D," was approved by unanimous vote on its 2nd/Final Reading:

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

Ordinance – Re-Zone Property Located at 404 Lexington Ave: Mayor Knight recused himself from the business at hand and provided a written Recusal Statement “Exhibit E” because of a possible economic interest of an immediate family member.

Mayor Pro Tem Clonts moved to approve the re-zone of property located at 404 Lexington Ave from RS-1 to OC. Council Member Koon seconded the motion. Re-Zone of property located at 404 Lexington Ave from RS-1 to OC, Ordinance #018-10-2018 “Exhibit F,” was approved by unanimous vote on its 2nd/Final Reading:

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

Ordinance – Amend Article 3 Establishment of Districts and Zoning Map & Article 5 District Regulations of the Zoning Ordinance: Council Member Koon moved to amend Sections 301, 511, 513, 515, and 517 of the Chapin Zoning Ordinance pertaining to residential uses in the OC, TC, IC, GC, and Light Manufacturing (LM) Districts. Council Member Teal seconded the motion. Ordinance #019-10-2018 “Exhibit G” amending Article 3 and Article 5 of the Zoning Ordinance was approved by unanimous vote on its 2nd/Final Reading:

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

New Business

Proclamation – “Chapin Ruritan Club 70th Anniversary Celebration Day:” Mayor Knight presented the Chapin Ruritan Club 70th Anniversary Celebration Day Proclamation “Exhibit H” to Carl Connelly, Ruritan Club President, proclaiming October 27, 2018 as Chapin Ruritan Club 70th Anniversary Celebration Day.

Proclamation – “Environmental Systems Operators Week:” Mayor Knight presented the Environmental Systems Operators Week Proclamation “Exhibit I” to Utilities Director Andy Metts proclaiming October 28, 2018 to November 3, 2018 as Environmental Systems Operators Week. Director Metts accepted the Proclamation on behalf of the Environmental Systems Operators in the Chapin Utility Department.

Executive Session: Mayor Pro Tem Clonts moved to enter into Executive Session to discuss South Carolina Electric & Gas Company (SCE&G) and Mid-Carolina Electric Cooperative (MCEC) Franchise Agreements under Section 30-4-70 (a) (2) of South Carolina. Council Member Koon seconded the motion. The motion to enter into Executive Session was approved by unanimous vote:

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

Executive Session was entered into at 8:00 p.m. Council re-entered the Regular Town Council Meeting at 8:35 p.m.

Action on Matters Discussed in Executive Session

Ordinance – Adopt New Franchise Agreement and Fee Rate for MCEC: Council Member Koon moved to adopt a new MCEC Franchise Agreement granting consent to operate electrical service within the Town of Chapin and set a new Franchise Fee Rate. Council Member Teal seconded the motion. MCEC Franchise Agreement was approved by unanimous vote on its 1st Reading:

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

Ordinance – Adopt New Franchise Agreement and Fee Rate for SCE&G: Council Member Koon moved to adopt a new SCE&G Franchise Agreement granting consent to operate electrical and gas service within the Town of Chapin and set a new Franchise Fee Rate. Council Member Teal seconded the motion. SCE&G Franchise Agreement was approved by unanimous vote on its 1st Reading:

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

Adjournment: Mayor Pro Tem Clonts moved to adjourn Town Council. Council Member Hollis seconded the motion. The meeting was adjourned at 8:37 p.m.

COUNCIL APPROVED: November 6, 2018