



**CHAPIN TOWN COUNCIL**  
**Special Called Meeting & Work Session Meeting Minutes**

**Thursday October 22, 2020**  
**4:00 p.m.**

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

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

**Members Absent:** Council Member Leland Teal

**Staff Present:** Director of Finance Laura Culler, Chief of Police Seth Zeigler, Director of Public Affairs Nicholle Burroughs, Zoning Administrator Ian Ashford, Town Clerk Shannon Bowers, Utilities Director Andy Metts

**Staff Absent:** none

**Guests:** Jeff Grover, Town of Chapin Clerk of Court Inga Welchel, and Erin Long Bergeson – Lexington County Council Member

**Call to Order:** Mayor Knight called the meeting to order at 4:03 p.m. and determined there was a quorum. Mayor Knight noted that Councilman Teal was absent due to a prior family commitment. The appropriate notifications in compliance with the SC Freedom of Information Act had been met.

**New Business**

**Approval of Public Demonstration Permit Applications:** Council reviewed the public demonstration permit application for Chapin Presbyterian Church’s Life Chain event to bring awareness to alternatives to abortion on November 1, 2020. Mayor Pro Tem Koon made the motion to approve the application as presented. Member Clonts seconded the motion. No further discussion was had. All in favor, motion carried.

Mayor David Knight: Yes  
Mayor Pro Tem Al Koon: Yes

Council Member Kay Hollis: Yes  
Council Member Mike Clonts: Yes

Council reviewed the public demonstration permit application for Reformed Evangelistic Fellowship to preach the Gospel. Chief Zeigler noted that the ordinance regarding public demonstrations has restrictions that this application did not meet. It was noted that the only issue with the application was amount of time the application allotted for the demonstration. No motion was made regarding this application. Council will request applicant to resubmit the application and adjust the time to better fit the parameters of the Town ordinance.

**Resolution – To approve the intent to participate in the Lexington County Stormwater**

**User Fee:** Mayor Pro Tem Koon made the motion to authorize the Mayor to approve the Town of Chapin’s intent to participate in the Lexington County Stormwater User Fee. Member Clonts seconded the motion. Discussion followed.

Mayor Knight gave a brief overview of the stormwater utility fee to Council. The dates for Lexington County to enact this ordinance are: Each local government must decide their intent to participate no later than November 6, 2020. A first reading for the County is set for November 10, 2020, public hearing and 2<sup>nd</sup> reading for December 8, 2020, and a 3<sup>rd</sup> reading for December 22, 2020 in a special called meeting. A fourth meeting is set for January 12, 2021, if necessary.

Lexington County Council Member Erin Long Bergeson attended the meeting to answer any questions and give a little more information about the program. Every municipality has the option to participate or not. If municipalities choose to participate, each municipality and its citizens will be charged. If municipalities choose not to participate, each municipality and its citizens will not be charged. This fee will allow Lexington County to coordinate with communities to establish flooding projects, be more responsive to complaints and provide stormwater services throughout the County except in SCDOT right-of-way and private property not on public stormwater. This fee would be billed annually on the user's tax bill. Everyone will be billed by square footage of impervious materials on each property. Credits will be issued for non-single family residential. Municipalities in Lexington County and County owned properties are all subject to this fee. Lexington County Council Member Bergeson noted that the county will not maintain roads or stormwater issues in and for municipalities that choose not to participate. This program would also fund the repair of projects identified by SCDOT but have caused problems at the County level. Lexington County Council have identified that this stormwater user fee is the most efficient and equitable solution to handling the county's stormwater issues.

Director Burroughs asked how the allocation of funds were to be handled. Lexington County Council Member Bergeson explained that a Stormwater Advisory Committee has been formed to control the funds and funds will be allocated by priority.

All in favor, motion carried.

Mayor David Knight: Yes  
Mayor Pro Tem Al Koon: Yes

Council Member Kay Hollis: Yes  
Council Member Mike Clonts: Yes

**Discussion – Indigent defense attorney fees:** Clerk of Court Welchel began the discussion by stating that the Town pays a flat fee for an indigent defense attorney for individuals that cannot afford one. Currently, the Town pays \$700 per case regardless of how many times per case the attorney is needed. Upon review of other municipalities and counties, Chapin pays the highest amount for indigent attorneys in the State. She recommends reducing to a flat rate again to be more cost efficient. The previous prosecutor set this amount, and she recommends that \$350 be the new fee. Director Culler also noted that the amount we have spent on this attorney has increased every year: \$1,750.00 in 2017, \$5,250 in 2018, \$5,250 in 2019, and \$4,200 so far in 2020. Director Culler stated that with Council's permission, she will take the new fee and incorporate it into the budget for 2021 and have that ready for the budget workshop in November. Mayor Knight asked that she move forward with putting that in the budget for 2021.

**Discussion – Third Party Business License Collection Assistance:** Director Culler stated that because of COVID-19, she expects business license revenue to be reduced for 2021. She noted that she was aware of third-party vendors that help with business license collections, but using them in the past was not something she wanted to pursue. She also noted that using one of these vendors now may help even out the predicted loss of revenue for next years' budget. House bill 4431, the Business License Standardization Bill, that was just recently signed into law puts more restrictions on these types of companies and will now allow them access to gross receipts from businesses. Each business license collection company will present a percentage of what they would receive for found business license revenue and is a one time per transaction fee. It will not cost anything up front, only when the company collects business license fees. This would only be for new business license revenue. Renewals will come automatically to the Town. Director Culler noted that with Council's permission, she would select a company and have a contract ready for Council to discuss in executive session for the November meeting. Mayor Knight asked that she move forward with preparing the contract for executive session for the November meeting.

**Items for discussion for next Council meeting**

Mayor Knight informed the Council and staff that a satellite in-person absentee voting would be Monday October 26, 2020 from 8:00 a.m. to 5:00 p.m. The American Legion, Chapin Post 193 leases their current location from the Town. They have recently purchased land to build a more permanent location for them, but the lease they currently hold with the Town will expire before they have completed construction on the new building. They would like to extend their lease with the Town until their new building is completed. Mayor Knight asked that this be put on as an executive session item for Council to discuss at the November meeting. The next Council meeting will be rescheduled to November 10, 2020 due to election day being held on November 3, 2020. The meeting will be held at the regularly scheduled time of 7:00 p.m. in the community room to accommodate for social distancing.

**Public Comments**

There were no public comments.

**Adjournment:**

Member Clonts made a motion to adjourn the meeting. Member Hollis seconded. Meeting was adjourned at 5:06 p.m.

COUNCIL APPROVED: November 10, 2020