

**CHAPIN TOWN COUNCIL  
REGULAR MEETING  
CHAPIN TOWN HALL  
157 NW COLUMBIA AVENUE**

**DECEMBER 4, 2018**

**7:00 P.M.**

**AGENDA**

1. CALL TO ORDER, DETERMINE QUORUM, PRAYER, AND PLEDGE OF ALLEGIANCE
2. STATEMENT OF FREEDOM OF INFORMATION ACT COMPLIANCE
3. REVIEW AND ACCEPTANCE OF MINUTES
  - a. November 6, 2018 Public Hearings & Regular Town Council Meeting Minutes
4. PRESENTATION
  - a. Camden Meetze – Butterfly Garden at Lexington Ave and Chapin Rd
  - b. Chapin Historical Association – Announcement of 2018 Federal Historic Preservation Grant
5. PUBLIC COMMENTS RELATED TO MUNICIPAL MATTERS
6. REPORTS
  - a. Communications/Events Report
  - b. Financial Report
  - c. Police Report
  - d. Utility Report
  - e. Zoning Report
7. OLD BUSINESS
8. NEW BUSINESS
  - a. Proclamation – “Chapin Arbor Day”
  - b. Resolution – Ratification of Setoff Debt Collection Act Agreement
  - c. Approve Irmo Chapin Recreation Commission and Town of Chapin Sign Board Agreement
9. ADJOURN

Any person needing special accommodations to participate in the above noticed meeting should contact Town Hall the day before the meeting at 803-345-2444.

# **CHAPIN TOWN COUNCIL MEETING**

## **PUBLIC COMMENT POLICY**

### **PROCEDURE:**

Persons wishing to make a public comment concerning any municipal matter, with the exception of personnel and contractual matters, shall first sign in with the Municipal Clerk before the meeting and provide the following information:

1. Name, Address, and Contact Information;
2. Topic of Public Comment; and
3. Indicate whether a Chapin Resident, Chapin Water/Sewer Customer, or Reside in the Chapin Water/Sewer District.

Comments are limited to two minutes per person and no personal or verbal attacks will be entertained. The Council is interested in hearing your concerns, but speakers should not expect action or deliberation on subject matter brought up during the Public Comment Period. Topics requiring further investigation may be referred to Town Staff and may be scheduled for a future agenda.

### **DEFINITIONS:**

**Chapin Resident:** Reside in Town limits.

**Chapin Water/Sewer Customer:** Customer of the designated Chapin Water/Sewer District -Including an owner or operator of a local business.

**Reside in Chapin Water/Sewer District:** Reside in the designated Chapin Water/Sewer District – Area of Lexington County north of Lake Murray.

## **APPEARANCE OF CITIZENS**

Town Code 2.212 – Any citizen of the Town shall be entitled to be placed on the agenda of any regular meeting to discuss any municipal matter, with the exception of personnel and contractual matters. Persons desiring to be placed on the agenda shall notify the Municipal Clerk not less than a week prior to the meeting. The request shall be in writing stating the reason therefor.