

**CHAPIN TOWN COUNCIL
RESCHEDULED REGULAR MEETING MINUTES**

**Tuesday, February 2, 2023
4:00 p.m.**

Council Chambers

Members Present: Mayor Al Koon, Council Member Gregg White, Council Member Vicky Shealy, Council Member Leland Teal

Members Absent: Mayor Pro Tem Mike Clonts

Staff Present: Finance Director Laura Culler, Utilities Director Karalyn Miskie, Town Administrator Nicholle Burroughs, Police Chief Thomas Griffin, and Town Clerk Shannon Bowers

Call to Order: Mayor Koon called the meeting to order at 4:00 p.m. Mayor Koon then determined there was a quorum and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Council Member Teal made the motion to move the executive session to the end of the meeting. Council Member White seconded the motion. Motion passed unanimously.

Mayor Al Koon:	Yes
Council Member Leland Teal:	Yes
Council Member Vicky Shealy:	Yes
Council Member Gregg White:	Yes

New Business

First Reading: Ordinance amending the 2023 Municipal Budget establishing a budget to provide for the future expenditure of ARP Funds: Administrator Burroughs stated that in planning to commit ARPA Funds, staff noticed the requirements for expenditure included two readings and a public hearing to amend the budget to spend the ARPA Funds for every expenditure. There is also not a tracking system to track each expense as it comes before Council. This budget amendment would create a numbered tracking system using a resolution to be approved by council for each expenditure and it would allocate the remainder of the ARPA funds (\$514,826.78) for 2023. Administrator Burroughs noted that the expenditure of funds would follow the town's procurement policy where appropriate and any funds not committed by the end of 2023 would have to be committed by 2024, and spent by 2026. Director Culler also confirmed that this would increase the use within the fund balance for the ARPA fund and putting in an amount in the expenditure line to be determined by resolution of council.

Member Teal moved to approve the 1st reading of the ordinance amending the 2023 Municipal Budget establishing a budget to provide for the future expenditure of ARP Funds. Council Member Shealy seconded the motion. No further discussion, motion passed unanimously.

Mayor Al Koon:	Yes
Council Member Leland Teal:	Yes
Council Member Vicky Shealy:	Yes
Council Member Gregg White:	Yes

Discussion:

Strategic Planning Session Dates: Several dates were identified for the strategic planning session. Council identified February 28, 2023 as the date to hold this session. Administrator Burroughs explained that an alternative location is being explored to accommodate a longer meeting. She stated that this planning session would be a good opportunity for Council to provide a collected and unified vision for goals of the Council and to provide a collective for long term projects. She instructed Council to submit any topics for discussion prior to this session.

Executive Session: Council Member Teal moved to go into executive session to discuss negotiations incident to proposed contractual arrangements for MB Kahn vs Town of Chapin, pursuant to SC Code Section 30-4-70 (a)(2). Council Member White seconded the motion. Council entered executive session at 4:26 p.m.

Council Member Teal moved to return to regular session. Council Member Shealy seconded the motion. Council resumed regular session at 5:50 p.m.

Mayor Koon acknowledged that information was received in executive session but no decisions were made in executive session.

Adjournment: Council Member Teal made a motion to adjourn the meeting. Council Member Shealy seconded the motion. Meeting was adjourned at 5:50 p.m.

COUNCIL APPROVED: February 21, 2023