

**CHAPIN TOWN COUNCIL
REGULAR MEETING MINUTES**

**Tuesday, February 5, 2019
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: 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: Jim Schafer, Ken Sullivan, and Lisa Lee Smith

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 Jim Schafer, American Legion Post #193 led with the Pledge of Allegiance. The appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Minutes: Council reviewed the January 3, 2019 Rescheduled Regular Town Council Meeting Minutes and the January 17, 2019 Special Called Meeting Minutes. Mayor Pro Tem Clonts moved to accept the minutes as presented. Council Member Hollis seconded the motion. All were in favor, motion carried.

Mayor Knight noted that Town Council would hold a work session on February 21, 2019 to discuss Lexington County Animal Control Ordinance #18-21.

Public Comment Related to Municipal Matters: Ken Sullivan invited Council to the Boots & BBQ Gala on Saturday, March 30, 2019 at 7:00 p.m. at Chapin Town Hall sponsored by the Rotary Club of Chapin Sunrise.

Reports

Communications/Events Report: Director Burroughs noted the Chapin Hall of Fame held at Town Hall on January 13, 2019, as well as, ribbon cuttings for Chadwick's Barber Shop, Lake Murray Drug Company, and Kane Family Dog Grooming. She attended the first meeting of the Chapin Young Professionals at the Topsy Toad on January 31, 2019. The organization was created through the Chapin Chamber of Commerce.

The Chapin Historical Association held a public meeting at Town Hall on Monday, February 4, 2019 from 6:00 to 7:00 p.m. It was well attended (approximately 20-30 people) and provided information for securing a Commercial Historic District designation in Chapin.

Upcoming events include: The Jr. Sportsman's Classic on March 2, 2019, a positive community engagement effort by the Chapin Police Department that will teach good safety practices and encourage competition in archery, fishing, and shooting range; the Chickenbutt Doughnut ribbon

cutting ceremony on February 7, 2019; and Community Service Day on April 6, 2019 with a breakfast gathering to start the day.

Director Burroughs attended the Eat Smart Move More Lexington County Coalition Meeting today where they did a SWOT Analysis identifying strengths, weaknesses, opportunities, and threats. She is also working with the Irmo Chapin Recreation Commission (ICRC) Park Improvement Committee coordinating information that came from the Chapin Community Engagement Council Meeting held on January 29, 2019.

Financial Report: Director Culler reported on the December General Fund (GF) Year-to-Date (YTD) Actual Revenues at \$1,745,427 with GF YTD Expenditures at \$1,499,224 with a balance of \$246,203.

Director Culler reported on the December Utilities Fund (UF) YTD Actual Revenues at \$4,039,554 with UF Expenditures at \$2,650,152 with a balance of \$1,389,402.

The following items were noted: Grant Davis, Mauldin & Jenkins LLC, will be starting his audit field work on February 19, 2019; at the end of December the Town maintained a healthy fund balance of approximately 60%/\$1,000,000 which would be used for unexpected expenses; and Business License renewals were sent out December 14, 2019 and need to be returned/filed by April 15, 2019, documentation of verification of gross receipts is required.

Police Report: Chief Zeigler and Sgt. Frick participated in High 5 Friday on February 1, 2019, a part of "Kindness Week" at Chapin Elementary. It was well received and the Police Department plans to do it again once it warms up.

Chief Zeigler reported on February 2019 and 2018 Year End police activity. Calls for service and follow-ups were unavailable due to Lexington Counties program being down. He reported comparisons from 2017 to 2018 as follows: 2018 Offenses Reported 590 compared to 420 in 2017; 2018 Arrests 147 compared to 106 in 2017; 2018 Driving Under the Influence 33 compared to 18 in 2017; 2018 Drugs 51 compared to 47 in 2017; 2018 Assaults 12 compared to 18 in 2018; 2018 Larceny 98 compared to 58 in 2017; 2018 Arrest Warrants 135 compared to 74 in 2017; and 2018 Tickets 744 compared to 1,030 in 2017 which is attributed to one officer completing training and not able to be on the road.

Mayor Knight inquired into two items on January's Incident Report: The information offense which is designated for documentation reports not necessarily emergencies; and assisting other agency (use of force) which was an incident that required officer support from another agency to assist in getting a young man dealing with psychological issues, using alcohol, and medication to the hospital.

Utility Report: Engineer Lambert reported on the Suffolk Chemical Site Clean-up indicating that the Department of Health & Environmental Control (DHEC) would discontinue its remediation process of the site because they have determined that no further contamination exists. They will be retaining the tap certificates but will convert from a monthly user fee to a monthly availability fee.

The Wastewater Treatment Plant (WWTP) Construction Project continues as concrete pours are being finalized on aeration basins, slush digester, and the administrative building. The project is on schedule with completion in the September/October 2019 time frame.

Engineer Lambert provided drawings and a cost packet on the S-48 Utility Relocation Study “Exhibit A.” The preliminary numbers estimate \$1.41 million in relocation costs for the Town with some prior rights of \$140,000. He encouraged Council and the public to reach out to their legislator’s in support of Bill S 0401. The state highway bill would provide that an entity undertaking a transportation improvement project shall bear the costs related to relocating water and sewer lines, provide the requirements for utilities to be eligible for relocation payments, and define necessary terms.

The Murray-Lindler Rd Round-a-bout is nearing completion with the final connection and site clean-up scheduled next week.

Zoning Report: Director Powell reported five zoning permits and provided a power point displaying sign changes/permits in Chapin. He indicated that permitting had been done on Zaxby’s but they still need to provide plans for the main line extension and purchase taps from the Utility Department.

Special Projects included: Plans for Chapin Crossing Outparcel Phases 2, 3, and 4 are coming forward; Brighton Hills Subdivision Plan is still several months off; Annexation and development of 105 Ellett Rd will be discussed on February 12, 2019; Zoning Ordinance updates are underway; and review of Chapters 6 - 8 of the Chapin Comprehensive Plan are being evaluated.

Old Business

None

New Business

Request for Action – Approval of Professional Services/Cost Estimates for Enhancements Along I-26 Widening & S-48 Corridor Projects: Director Culler presented a Request for Action “Exhibit B” providing for the allocation of funds for a professional engineering services and construction cost estimate contract for proposed lighting, signals, and landscape enhancements for the area associated with the I-26 Widening Design Build Project and the S-48 (Columbia Ave) Corridor Improvement Project in order to develop a funding plan.

It was recommended that Mead & Hunt provide the services because they already had a 60% rendering of the location through their work with Lexington County and would be able to provide the best possible financial estimate and renderings of the proposed enhancements.

Mayor Knight moved to approve and authorize his signing of the Mead & Hunt contract for \$19,750 to provide professional engineering services and cost estimates for enhanced lighting, signals, and landscaping along the I-26 Widening and S-48 Corridor Projects. Council Member Teal seconded the motion. Approval of the Mead & Hunt Professional Services Contract was approved by unanimous vote:

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

Coordination efforts were included in the Mead & Hunt Contract so that any enhancements included in the I-26 Design Build Widening Project would not be additional costs to the Town.

Adjournment: Mayor Pro Tem Clonts moved to adjourn Town Council. Council Member Hollis seconded the motion. The meeting was adjourned at 7:57 p.m.

COUNCIL APPROVED: March 5, 2019