

**CHAPIN TOWN COUNCIL  
SPECIAL CALLED MEETING MINUTES**

**Thursday February 17, 2022  
4:00 p.m.**

**Community Room**

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**Members Present:** Mayor Al Koon, Mayor Pro Tempore Mike Clonts, Council Member Kay Hollis, Council Member Gregg White, and Council Member Leland Teal

**Staff Present:** Finance Director Laura Culler, Public Affairs Director Nicholle Burroughs, Zoning Administrator (ZA) Kevin Singletary, Utility Director Andy Metts, Deputy Utility Director Karlyn Miskie, and Town Clerk Shannon Bowers

**Call to Order:** Mayor Koon called the meeting to order at 4:01 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.

**Public Comments related to agenda items:** There were no public comments.

**New Business**

**Executive Session:** Council Member White made the motion to go into executive session to receive legal advice regarding M.B. Kahn Construction CO., Inc. vs. Town of Chapin pursuant to SC Code 30-4-70 (a)(2) and to discuss persons employed by a public body, pursuant to SC Code Section 30-4-70 (a)(1). Mayor Pro Tem Clonts seconded the motion. Motion passed unanimously; council entered into executive session at 4:02 p.m.

Mayor Pro Tem Clonts motioned for council to return to open session. Council Member White seconded the motion. Motion passed unanimously; council entered back into regular session at 5:35 p.m. No actions were taken on items discussed in executive session.

**Ordinance: Budget amendment for FY 2022 to provide funds for the master plan and feasibility study for former school property – 2<sup>nd</sup> reading:** Council Member White moved to approve the 2<sup>nd</sup> reading of the ordinance amending the FY 2022 budget to provide funds for the master plan and feasibility study for the former school property. Council Member Teal seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon: Yes

Council Member Leland Teal: Yes

Mayor Pro Tem Clonts: Yes

Council Member Gregg White: Yes

Council Member Kay Hollis: Yes

**Recommendation from Planning Commission to approve Zoning Map Amendment**

**(rezoning) application for a portion of property at tax map #000700-05-029 – 1<sup>st</sup> reading:**

ZA Singletary explained the application to council. The current property is zoned RS-1 and the applicant is requesting a portion of the property to be rezoned General Commercial (GC). The future land use map in the comprehensive plan identifies this area as a commercial and approving this rezone request would be appropriate for this area. The interested party has expressed interest in a dentist office, however, ZA Singletary noted that no applications for such businesses have been submitted to date.

Council Member Teal moved to accept the rezone application from RS-1 to GC as presented. Mayor Pro Tem Clonts seconded the motion. Discussion followed.

Concerns were raised over this parcel being turned to commercial and having that adjacent to mostly residential properties and concerned over access to the remainder of the property. No issues with the rezone request were presented. ZA Singletary explained that the remainder of the property will continue to stay RS-1, with only the portion along Chapin Road being rezoned GC. He also noted that before this request would be presented to council for its 2<sup>nd</sup> reading, he would have to approve the plat that allowed access to the remainder of the property and confirm that it met Town and County standards for access. He stated he would not provide approval to a plan that landlocked a portion of that property. No further discussion was had. Motion passed unanimously.

Mayor Al Koon: Yes  
Mayor Pro Tem Clonts: Yes

Council Member Kay Hollis: Yes  
Council Member Leland Teal: Yes  
Council Member Gregg White: Yes

**REQUEST FOR ACTION: Historic Town Hall Renovations request for proposals:** Director Burroughs explained this request for action was to allow staff to put out a request for bids (RFB) to renovate the historic town hall, located at 107 Lexington Avenue. A generous donation of \$20,000 has been given to the town by Mrs. Pat Lewandowski and family in order to renovation/restore the original, historic town hall. In consulting with the family and what they wished to see for this property, they plan to utilize as much of the original material as possible while making it accessible to the public. The family's hope is to preserve the historical nature of the building and make this the beginning of an effort to restore the areas surrounding it. Council Member Teal moved to approve staff to put out for bids for the renovation of the historic town hall as presented. Council Member White seconded the motion. Motion passed unanimously.

Mayor Al Koon: Yes  
Mayor Pro Tem Clonts: Yes  
Council Member Kay Hollis: Yes

Council Member Leland Teal: Yes  
Council Member Gregg White: Yes

**Adjournment:** Mayor Pro Tem Clonts made a motion to adjourn the meeting. Member Teal seconded the motion. Meeting was adjourned at 5:57 p.m.

COUNCIL APPROVED: March 15, 2022