



**CHAPIN TOWN COUNCIL
SPECIAL CALLED MEETING**

**Thursday, April 17, 2019
3:00 p.m.**

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

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

Members Absent: Member Leland Teal

Staff Present: Finance Director Laura Culler, Chief Seth Zeigler, Town Engineer Dan Lambert, and Town Clerk Julie Hammond

Guests: None

Call to Order: Mayor Knight called the meeting to order at 3:02 p.m., determined there was a quorum, and acknowledged the appropriate notifications in compliance with the SC Freedom of Information Act had been met.

Items of Discussion

Proposed Contract for Police Seized Funds Discussion: Chief Zeigler provided an Agreement for Professional Services for Asset Forfeiture “Exhibit A” by and between the Chapin Police Department, Eleventh Judicial Circuit Solicitor’s Office, and George R. McElveen, III, Attorney at Law. Also provided was Section 44-53-530 of SC Code “Exhibit B.”

Chief Zeigler indicated Town Attorney Lisa Smith supported the agreement and Attorney McElveen is experienced and has a seizure branch designated to processing seized funds. The agreement is for state not federal seized funds. The Police Department would not file for seized funds under \$1,000 or leased vehicles due to cost effective practices.

Council was in support of the agreement and asked that it be placed on the May 7, 2019 Town Council Agenda.

Director’s Strategic Planning Session Report/Discussion: The Director’s Strategic Planning Session held on April 10, 2019 was productive but needed to be reconvened to complete the process. Council suggested Director’s reconvene with Field Services Manager Jeff Shacker on April 22, 2019 instead of holding the scheduled annexation training.

May 7, 2019 Town Council Agenda Items Discussion: The following items were asked to be placed on the May 7, 2019 Town Council Agenda:

1. Request for Action – Agreement for Professional Services for Asset Forfeiture;
2. Request for Action – Wastewater Treatment Plant Utility Operator Position.

The Utility Department is requesting a Utility Operator to handle the additional functions and responsibilities required to operate the new Wastewater Treatment Plant. It is in the best interest of the Town to bring the person aboard while the plant is still under construction. Startup is scheduled for July 2019 with project completion scheduled for September 2019. The funds for this position are available in the existing budget.

Adjournment: Mayor Knight moved to adjourn the Special Called Town Council Meeting. Mayor Pro Tem Clonts seconded the motion. The meeting was adjourned at 3:50 p.m.

COUNCIL APPROVED: May 7, 2019