

**CHAPIN TOWN COUNCIL  
PUBLIC HEARINGS & REGULAR MEETING MINUTES**

**Tuesday, June 21, 2022  
6:00 p.m.**

**Council Chambers**

---

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

**Staff Present:** Finance Director Laura Culler, Utilities Director Karalyn Miskie, Public Affairs Director Nicholle Burroughs, Police Chief Thomas Griffin, Zoning Administrator (ZA) Kevin Singletary, and Town Clerk Shannon Bowers

**Guests:** Peter Prim - American Legion Post 193, Blaine Hill – Lake Murray Presbyterian

**Call to Order:** Mayor Koon called the meeting to order at 6:03 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. Mayor Koon stated that he has accepted the resignation of Council Member Kay Hollis and acknowledged her many years of service.

**Invocation and Pledge**

Peter Prim from American Post 193 led the Pledge of Allegiance and Blaine Hill from Lake Murray Presbyterian offered the invocation.

**Public Hearings**

Mayor Koon opened the public hearings portion of the meeting at 6:08 p.m.

**Presentation: Amendment to Article 5 of the Zoning Ordinances regarding planned developments:**

Mayor Koon opened up Public Comments. There were no public comments.  
Mayor Koon opened up Comments by Town Council. There were no comments by Council.

**Presentation: Amendment to Article 8 of the subdivision regulations regarding planned developments:**

Mayor Koon opened up Public Comments. There were no public comments.  
Mayor Koon opened up Comments by Town Council. There were no comments by Council.

**Presentation: Amendment to FY 2022 Budget amendment providing appropriation for the sewer line installation on a portion of Indian Cove Road:**

Mayor Koon opened up Public Comments. There were no public comments.  
Mayor Koon opened up Comments by Town Council. There were no comments by Council.

Mayor Koon closed the public hearings at 6:10 p.m.

**Review and Acceptance of Minutes**

Council reviewed the May 17, 2022, public hearing and regular meeting, June 2, 2022, work session, and June 13, 2022 special called meeting minutes. Mayor Pro Tem Clonts moved to accept the minutes as presented. Council Member Teal seconded the motion. No further discussion. Motion passed unanimously.

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	Yes

### **Public Comments Related to Municipal Matters**

There were no public comments.

### **Reports**

**Communications & Zoning:** Director Burroughs provided an update to council on several community items from the written report submitted:

- The next farmer's market is scheduled for July 9, 2022
- Staff is currently waiting on the construction company on a quote to renovate the former town hall property.
- The Lexington County capital project sales tax committee voted to send the project on to county council for approval. The only project for the Chapin area that was a part of that submittal was the intersection at the railroad tracks on NW Columbia Avenue.
- An introductory meeting between the planning commission and the company contracted to work on the unified zoning and development ordinance will be scheduled in the coming weeks
- Director Burroughs, Mayor Koon, and Chief Griffin participated on a panel at the last Greater Chapin Chamber of Commerce Lunch and Learn, giving information and updates about the Town.

**Financial Report:** Director Culler reported the general fund revenue YTD as of the end of May 2022 was \$673,158.00 and the expenses YTD as of the end of May 2022 were \$555,478.00. Revenue exceeded expenses by \$117,680. The revenue from Business Licenses as of the end of May was \$333,984 with an additional \$12,490 to date. The Hospitality Tax fund YTD was \$1,422,771 as of the end of May. The ARP fund balance is \$318,462 as of the end of May.

The Utility fund Revenue through the end of May was \$2,439,519.00. Expenses YTD \$1,887,063.00 as of the end of May. Revenue exceeded expenses by \$522,456.00.

Director Culler also noted that the 2021 audit should be complete by the end of June and Grant Davis with Mauldin & Jenkins will be at the July council meeting to give the audit report. She also reported changes to the state insurance, including changes to employer contributions, coverage expansions, and retirement increases, due to the increases in the General Assembly's 2023 budget.

**Police Report:** Chief Griffin updated Council on police department activities. There were 44 offenses, 29 tickets, 99 warning citations, 9 arrests, 12 motor vehicle collisions, 180 officer initiated contacts, and 121 calls for service from Lexington County reported. Chief Griffin also updated Council on several break-in incidents at the Elledge Automotive. They have worked with the property owner to identify and apprehend the suspect, recovering the stolen property.

Chief Griffin then highlighted the 1<sup>st</sup> annual officer benefit that showed good support for the officers and their families.

He also stated that they will be working with SCLED and Lexington County Sherriff's office on active shooter training at Chapin High School on July 6.

**Utilities Report:** Director Miskie provided council with an update on the written report submitted, which included:

- Utilities has set up a pilot study to test a new product to help in the search for ways to improve maintenance on the system at Indian Fork and Cypress Glen pump stations,
- Town hall administrative offices renovations are complete except for a few minor punch list items and all staff are moved into their offices,
- Eight bids for the Indian Cove Road project were received and she anticipates work to begin as early as next week,
- One final easement for the east chapin force main along Holly Oak Lane is anticipated in the coming weeks and the utility department is looking into using the ARPA money to help with the cost of construction,
- The 2021 water quality report is available on the town's website,
- Documentation for an agreement with SCDOT regarding utility relocations for the SCS48 widening project will be forthcoming,
- The lagoon closeout may not be a viable option and will need further review.

**Old Business**

**Zoning Ordinance: Recommendation from Planning Commission: Amending Article 5 of the Zoning Ordinances regarding planned developments – 2<sup>nd</sup> Reading:**

Council Member White made the motion to approve 2<sup>nd</sup> reading amending article 5 of the zoning ordinances regarding planned developments. Mayor Pro Tem Clonts seconded the motion. Motion passed unanimously.

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	Yes

**Subdivision Regulations: Recommendation from Planning Commission: Article 8 of the subdivision regulations regarding planned developments – 2<sup>nd</sup> Reading:**

Council Member White made the motion to approve 2<sup>nd</sup> reading amending article 8 of the subdivision regulations regarding planned developments. Mayor Pro Tem Clonts seconded the motion. Motion passed unanimously.

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	Yes

**Ordinance: FY 2022 Budget amendment establishing a fund and providing appropriation for the sewer line installation on a portion of Indian Cove Road – 2<sup>nd</sup> reading:**

Mayor Pro Tem Clonts made the motion to approve 2<sup>nd</sup> reading amending the FY 2022 budget to establish a fund and providing appropriation for the sewer line installation on a portion of Indian Cove Road. Council Member Teal seconded the motion. Motion passed unanimously.

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	Yes

**New Business**

**Zoning Ordinance: Amending Article 5, sections 518 and 520 and Article 2, section 201 of the zoning ordinances regarding storage building regulations – 1<sup>st</sup> reading:**

ZA Singletary explained the changes to the storage building regulations, which included removing mini warehouses as a permitted use from general commercial and moving it to be a permitted use in light manufacturing and clearly defining mini warehouses, outdoor storage, and storage. Staff also included an amendment to 518 (e) to add storage building to the excluded

---

uses and 520 (k) to add storage building and open storage to the excluded uses in their recommendation.

Council Member White made the motion to approve 1<sup>st</sup> reading amending Article 5, sections 518 and 520, and Article 2, section 201 of the zoning ordinances regarding storage building regulations with staff amendments as presented. Mayor Pro Tem Clonts seconded the motion. Motion with amendments passed unanimously.

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	Yes

**Zoning Ordinance: Recommendation from Planning Commission Amending Articles 2 and 5, sections 201 and 518 of the Zoning Ordinances to include cigar stores as a permitted use – 1<sup>st</sup> reading:** Mayor Pro Tem Clonts made the motion to approve 1<sup>st</sup> reading amending articles 2 and 5, sections 201 and 518 of the Zoning Ordinances to include cigar stores as a permitted use. Council Member Teal seconded the motion. Motion passed three votes to one, as follows:

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	No

**Request for Action – Appointment to Planning Commission:**

Mayor Pro Tem Clonts made the motion to go into executive session to discussion persons appointed to a public body, pursuant to SC Code 30-4-70 (a)(1). Council Member Teal seconded the motion. Motion passed unanimously. Council entered into executive session at 6:49 p.m.

Mayor Pro Tem Clonts made the motion to return to open session. Council Member White seconded the motion. Motion passed unanimously. Council returned to open session at 6:55 p.m. Mayor Koon acknowledged that information was received during the executive session and no decisions were made.

Council Member White made the motion to approve the request for action appointing Caleb Pozyik to the Planning Commission. Council Member Teal seconded the motion. Motion passed unanimously.

Mayor Al Koon:	Yes	Council Member Leland Teal:	Yes
Mayor Pro Tem Mike Clonts:	Yes	Council Member Gregg White:	Yes

**Adjournment:** Mayor Pro Tem Clonts made a motion to adjourn the meeting. Council Member Teal seconded the motion. Meeting was adjourned at 6:56 p.m.

COUNCIL APPROVED: July 19, 2022