

**CHAPIN TOWN COUNCIL
SPECIAL CALLED MEETING MINUTES**

**Tuesday August 23, 2022
4:00 p.m.**

Town Hall

Members Present: Mayor Al Koon, Mayor Pro Tempore Mike Clonts, Council Member Leland Teal

Members Absent: Council Member Gregg White

Staff Present: Public Affairs Director Nicholle Burroughs, Police Chief Thomas Griffin, Director of Finance Laura Culler, Utility Director Karalyn Miskie, and Town Clerk Shannon Bowers

Call to Order: Mayor Koon called the meeting to order at 4:07 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

A member of the public, Leisha Huffstetler, commented on the Town Administrator position. She expressed her concern that this ordinance gives this position too much power. She questioned if the job will be advertised publicly, as stated in Town policy, and will this position place individuals on the advisory boards. She stated the authority to appoint individuals to those boards is with the Mayor and Council under the Mayor-Council form of government. She also expressed her concern that this has the potential to steer the town in a direction based on an individual's personal direction.

A member of the public, Lisa Nation, commented on the Town Administrator position. She expressed her concern that the money for payroll of this position should be moved over to support a new police officer to protect the Town's citizens.

A member of the public, Dan Lambert, commented on the Town Administrator position. He stated that he was in opposition to the creation of the position because the Town of Chapin is a strong mayor form of government with the mayor being the chief executive officer. He expressed his opinion that this position would assume the duties of mayor. He also stated this position would be expensive (citing salary and benefits as examples), and that was not approved in the 2022 budget. He expressed his feelings that money could be better spent elsewhere.

A member of the public, Ernest Giardino, commented on the Town Administrator position. He stated that he agreed with most of the commenters before him, and added that he would like to see the workload of the staff and/or Mayor to decide if the work load warrants the creation of this position. He also expressed his belief that a full board should be present to make this decision.

A member of the public, Anita Rosie Husbands, commented on the Town Administrator position. She expressed her concerns about who had been doing these duties before this meeting, what are the duties of this position, when would this individual start, and why do we need this position immediately. She expressed her concern that the citizens have not been informed if this position is necessary.

A member of the public, Paul Sadler, commented on the Town Administrator position. He stated the Greater Chapin Chamber of Commerce was in support of creating this position. He commented that the chamber sees the need for this position in the Town, and the Chamber will fully support the Town in its decision.

New Business

Ordinance: Amending Chapter 2 of the Chapin Town Code to establish the position of Town Administrator and related structural changes – 1st reading:

Before calling for a vote, Mayor Koon requested to remove “Chapter 13” from the title of the proposed ordinance. Council Member Teal moved to amend the proposed ordinance to remove “Chapter 13” from the title. Mayor Pro Tem Clonts seconded the motion. No further discussion was had. Motion to amend passed unanimously.

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

Council Member Teal moved to approve 1st reading amending Chapter 2 of the Chapin Town Code to establish the position of Town Administrator and related structural changes. Mayor Pro Tem Clonts seconded the motion. No further discussion was had. Motion passed unanimously.

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

Adjournment: Council Member Teal made the motion to adjourn the meeting. Mayor Pro Tem Clonts seconded the motion. Meeting was adjourned at 4:26 p.m.

COUNCIL APPROVED: September 20, 2022