



CHAPIN TOWN COUNCIL REGULAR MEETING MINUTES

**Tuesday, October 1, 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, Utilities Director Andy Metts, Town Engineer Dan Lambert, Public Affairs Director Nicholle Burroughs, Police Chief Seth Zeigler, and Town Clerk Julie Hammond

Guests: Ernie Massaro and Town Attorney Lisa Lee Smith

Call to Order: Mayor Knight called the meeting to order at 7:01 p.m. and determined there was a quorum. Mayor Pro Tem Clonts offered the prayer and Ernie Massaro, 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.

Public Comment Related to Municipal Matters: None

Reports

Communications/Events Report: Director Burroughs highlighted the following events and communication activities:

1. The Labor Day Parade Float Winners were: Best Business – Chapin Pharmacy; Best Non-Profit – Chapin Chamber of Commerce; Best Restaurant – La Fogata; Best School – Chapin Middle School Cheer Squad; and Best Sports Team – Chapin Christian Gymnastics. Honorable Mentions included: El Poblano; Erica Sellers; Little Miss; and Teen Miss;
2. Eight of the thirteen sailboats designed for the Sail Into Chapin Arts Project will remain in Chapin after being purchased and on display for the Labor Day Festival; and
3. The October Farmer's Market will be held in conjunction with the Fall Arts Festival on Saturday, October 5, 2019 from 9:30 a.m. to 1:00 p.m. There are approximately thirty vendors registered and a Facebook Live Q&A was held earlier today highlighting the event with Director Burroughs, Barbara Tusink, Kari Pepper, and Jerry Caldwell.

Upcoming events include:

1. A Public Meeting for a possible Hospitality Tax will be held at Town Hall on Thursday, October 3, 2019 from 6:00 to 8:00 p.m.;
2. The Fall for Chapin Chili Cook Off hosted by the Greater Community Foundation will be held Saturday, October 12, 2019 beginning at 5:30 p.m. on Beaufort St.;
3. The next On the Table event is scheduled at Town Hall on October 22, 2019 at 1:00 p.m. The event is designed to build personal connections and explore how working together builds a stronger community;

4. The Community Engagement Council evolved from the On The Table event and is held quarterly with the next meeting scheduled for October 31, 2019; and
5. The Holiday Open House, promoting shopping local is October 31 thru November 3, 2019.

Financial Report: Director Culler reported on the August General Fund (GF) Year-to-Date (YTD) Actual Revenues at \$1,467,295 with GF YTD Expenditures at \$1,134,709 with a balance of \$332,586.

Director Culler reported on the August Utilities Fund (UF) YTD Actual Revenues at \$2,900,316 with UF Expenditures at \$1,875,456 with a balance of \$1,024,860.

She noted the following items:

1. Salaries were high in August due to the processing of three payrolls;
2. The 2% Broker Tax came in \$8,000 less than what had been budgeted;
3. Business License Revenue at the end of September was \$361,757 which is down by \$189,177 at this time last year with twelve more licenses being issued; and
4. The Residential Solid Waste Contract was switched to Capital Waste Systems as of October 1, 2019. Weekly trash collection would begin on Wednesday, October 2, 2019 and recycling would begin on Wednesday, October 9, 2019 with a bi-weekly collection. Capital Waste Systems had purchased the roll carts from Advanced Disposal so customers would keep their existing carts.

Police Report: Chief Zeigler reported thirty-six offenses with three arrests, noting a couple incidents of Illegal Dumpster Use. One suspect had been identified and ticketed thru Sargent Frick's investigation. He also reported criminal activity on two vehicle purchases, both cases involved internet purchases with fraudulent cashier's checks.

Chief Zeigler noted the following positive community engagement:

1. The Police Officers have had coffee at Generations for the last three months in a row. It has been very successful and the Department will continue on a regular basis the 3rd Thursday of every month at 10:00 a.m.;
2. The 2nd Annual No Shave Event has begun and will run October thru November. Chief Zeigler will add a donation button to his post which should help generate additional funds. The fundraiser benefits St. Jude Children's Hospital.; and
3. The Chapin Police Department will hold a Halloween Event on Saturday, October 26, 2019 in conjunction with the Ruritan Club at Town Hall. Deputy Jeff Flanders will be talking to the kids and the officers will have gift bags with candy to hand out.

Utility Report: Director Metts reported he would be meeting with the Design Build Contractor tomorrow at 2:00 p.m. to discuss Chapin's utility relocation costs for the I-26 Widening Project. The contractor indicated the I-26 construction contract was negotiated prior to Bill S041 which provides for an entity undertaking a transportation improvement project to bear the costs related to relocating water and sewer lines. Director Metts would provide the South Carolina Department of Transportation (SCDOT) Municipal Agreement supporting the payment of Chapin Utilities relocation costs.

The Town continues to flush the water system due to water taste complaints. The City of Columbia is treating water from the algae bloom in Lake Murray and are successfully removing larger

quantities of algae resulting in better tasting water. Since the Town of Chapin is a wholesaler of the City's water it also effects our customers.

The Wastewater Treatment Plant Construction Project is continuing with mechanical and electrical components being tested and ready for operation. A final start-up date is scheduled for October/November 2019.

The Murray Lindler Rd Round-a-bout is now operating. SCDOT will complete the project in next couple of weeks.

Town Report: Mayor Knight announced the hiring of Ian Ashford as the Zoning Administrator and a possible placement for the Town Clerk position since Town Clerk Hammond is relocating to Aiken.

Council Member Koon presented Clerk Hammond with a framed picture of Town Hall signed by Council and employees with the inscription "Your years of dedication have improved our Town in so many ways."

Old Business

Ordinance – Amend Chapter 8 Finance, Budget and Taxation Article VI Business Licenses:

Mayor Knight explained the 2019 Model Business License Ordinance "Exhibit A" provided for an annual license tax for doing business in the Town of Chapin and kept the current rate and class schedules as adopted in 2015.

Mayor Pro Tem Clonts moved to adopt the 2019 Model Business License Ordinance with the current 2015 Rate Schedule "Appendix A" and the 2015 Business License Class Schedule "Appendix B." Council Member Teal seconded the motion. The 2019 Model Business License Ordinance #011-10-2019 was approved on its 2nd/Final Reading by unanimous vote:

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

New Business

Approval of Public Demonstration Permit – Chapin Presbyterian's Life Chain Event: The Life Chain Event would bring awareness to alternatives to abortion. Members would hold signs and participate in silent prayer in front of Re-Max to Terry's Treasures from 2:00 to 3:00 p.m. on Sunday, October 6, 2019.

Council Member Koon moved to approve a Public Demonstration Permit for Chapin Presbyterian's Life Chain Event as allowed in Chapter 14 Article X of Chapin Town Code. Council Member Teal seconded the motion. The Public Demonstration Permit "Exhibit B" 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		

Approval of Public Demonstration Permit – Our Lady of the Lake Catholic Church Life Chain Event: The Life Chain Event would bring awareness to alternatives to abortion. Members

would stand silently on Our Lady of the Lake Church property from 3:00 to 5:00 p.m. on Tuesday, October 8, 2019.

Council Member Teal moved to approve a Public Demonstration Permit for Our Lady of the Lake Catholic Church Life Chain Event as allowed in Chapter 14 Article X of Chapin Town Code. Mayor Pro Tem Clonts seconded the motion. The Public Demonstration Permit “Exhibit C” 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		

Request for Action – Appointment of Planning Commission Member: Town Council reviewed the Request for Action “Exhibit D” to appoint a Planning Commission (PC) Member due to the recent resignation of PC Chairman Kevin Sheppard.

Mayor Knight moved to appoint Zack Haney to serve a three-year term on the Planning Commission. Council Member Koon seconded the motion. Zack Haney was appointed to the PC by unanimous vote:

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

Adjournment: Mayor Pro Tem Clonts moved to adjourn the Town Council Meeting. Council Member Koon seconded the motion. The meeting was adjourned at 7:48 p.m.

COUNCIL APPROVED: _____ November 5, 2019