

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
Saluda Shoals Park  
River Center  
May 27, 2009**

**6:00 p.m. Work Session  
7:00 p.m. General Session**

**AGENDA**

Call to Order and Invocation  
Welcome

- |              |   |             |
|--------------|---|-------------|
| <b>I.</b>    | <b>*APPROVAL OF THE AGENDA</b>                            |             |
| <b>II.</b>   | <b>REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT</b>     |             |
| <b>III.</b>  | <b>*APPROVAL OF THE MINUTES—April 22, 2009</b>            | Pages 1-7   |
| <b>IV.</b>   | <b>COMMUNICATIONS FROM THE PUBLIC</b>                     |             |
| <b>V.</b>    | <b>PUBLIC PRESENTATION</b>                                |             |
|              | A. EAGLE Scout – Thomas Forth                             | Page 8      |
|              | B. Community Star – Ben Ouzts                             | Page 9      |
|              | C. Community Star – Kari Pepper, Justin Pepper Foundation | Page 10     |
| <b>VI.</b>   | <b>STAFF REPORTS</b>                                      | Pages 11-29 |
| <b>VII.</b>  | <b>NEW BUSINESS</b>                                       |             |
|              | *A. FY 2009/2010 - Budget Adoption                        | Pages 30-33 |
|              | *B. FY 2009/2010 – Park School Agreement                  | Pages 34-37 |
|              | *C. Revenue Bond Resolution                               | Pages 38-39 |
|              | *D. Fee Changes   | Pages 40-42 |
|              | *E. Wetlands Shelter Fees                                 | Page 43     |
|              | *F. Amanda Dyches Softball Tournament                     | Pages 44-47 |
|              | G. ICRC Task Force Recommendation – Strategic Master Plan | Page 48     |
| <b>VIII.</b> | <b>EXECUTIVE DIRECTOR’S REPORT—Elizabeth Taylor</b>       |             |
|              | A. Upcoming Events  | Page 49     |
| <b>IX.</b>   | <b>COMMISSION RESPONSE</b>                                |             |
| <b>X.</b>    | <b>EXECUTIVE SESSION</b>                                  |             |
| <b>XI.</b>   | <b>ADJOURNMENT</b>  |             |

**\* Denotes Commission Action Needed**

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
WORK SESSION MINUTES**

Saluda Shoals Park – River Center

May 27, 2009

6:30pm

Members Attending: John Sowards, Scott Wilhide, Emily Shuman, Tom McLean, Bruce Loveless. Non-members Attending: Elizabeth Taylor, Eve Mittendorf, Chester Sansbury, Steve Shaffer, Michael Faris, Marshall Taylor, Chuck Whipple, Jack Shuman, Maureen Forth, Thomas Forth, Jim Forth.

Chairman Sowards opened the meeting by providing background environmental information on the condition of the Irmo Chapin Recreation Commission property (formerly known as BC Components). The Irmo Chapin Recreation Commission made the decision to enter into a Voluntary Cleanup Contract (VCC) with DHEC based on the pre-existing environmental condition of the property caused by the previous owners: Phillips and/or GE. The Voluntary Cleanup Contract includes assessing, evaluating and testing the property as DHEC directs. Elizabeth Taylor communicated that the position of the Commission from the beginning has been to be very open in sharing information about the environmental condition of the BC Components property and is the purpose of the pre-meeting tonight. Ms. Taylor introduced Michael Faris with ARM Environmental Services.

Mr. Faris presented a brief summary of the most recent assessment work completed at the BC Components property, which included previous work done through the VCC and Targeted Brownfield Assessment. Mr. Faris stated there are three areas where assessment/sampling work was done: the former capacitor burial area, the drainage ditches and the area where the former building was located. Capacitors were found; one capacitor contained PCBs above regulatory screening levels, which was a Honeywell brand and was not manufactured at the property; the capacitor was likely part of an electrical piece of equipment. The results on this assessment concluded minimal impact. The drainage ditches (current and former) were primarily used for runoff and drainage. Sediment samples were collected as directed by the department of health. PCB impacts were found in the drainage ditches. The third area examined was where the former building was located; 67 samples were taken. The results yielded two soil samples that contained PCBs at concentrations above regulatory screenings and twelve samples contained VOCs at concentrations above regulatory screenings; metals found in the area were not a concern. The metals were consistent for the soil in the South Carolina area. Discussion occurred regarding the historical information on the use of the property with the understanding that no PCBs were manufactured on the property. Mr. Faris stated the history provided is consistent with the assessments. Discussion occurred regarding possible remedies, which can include removal or capping. Marshall Taylor, environmental attorney, discussed the agencies' liability. The obligation of the agency under the VCC is to take reasonable steps to control continuing sources of hazardous substances. Currently, there is no evidence of a continuing source. If there are no development plans, the agency would take reasonable steps to assess the property, which has been done. There is also an insurance policy that was transferred to the agency as part of the purchase and it potentially could cover the PCBs; the determination is still being made by the insurer. The policy is a million dollar policy with \$100,000 deductible. Discussion occurred regarding current monitoring wells on the property; the wells are owned and monitored by EarthTech, which was hired by Phillips. The wells were on the property prior to the agency purchasing the property. Marshall Taylor also communicated that the original Brownfield Assessment was paid by DHEC with an \$85,000 grant. Chairman Sowards stated to the public that if there are additional questions to please contact him or the Executive Director.

Elizabeth Taylor reviewed the agenda.

Eve Mittendorf  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION

**IRMO CHAPIN RECREATION COMMISSION  
COMMISSION MEETING  
GENERAL SESSION MINUTES**  
Saluda Shoals Park – River Center  
May 27, 2009  
7:00pm

Non-members Attending

Attending

Elizabeth Taylor	Eve Mittendorf
Jack Terrell	Belinda Rhodes
Jay Downs	Jim Wellman
John Cantey	Dolly Patton
Donald Sylvestre	Maureen Forth
Loveless	
Thomas Forth	Jim Forth
Kari Pepper	Sherri Pepper
Ben Ouzts	

Members

John Sowards  
Scott Wilhide  
Emily Shuman  
Tom McLean  
Bruce

The meeting was called to order by Chairman, John Sowards. John Sowards delivered the invocation. Guests were welcomed.

**I. APPROVAL OF THE AGENDA**

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE AGENDA. SECONDED BY TOM MCLEAN. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

**II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified of the meeting, it was posted on the website, and a notice and agenda was posted at park sites one week prior to the meeting.

**III. APPROVAL OF THE MINUTES**

A MOTION WAS MADE BY TOM MCLEAN TO APPROVE THE APRIL 22, 2009, MINUTES AS PRESENTED. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

**IV. COMMUNICATIONS FROM THE PUBLIC**

Don Sylvestre – 12 Isley Lane, Columbia, SC 29210  
Thanked staff and Commission for the therapeutic recreation programs and activities for special needs citizens.

**V. PUBLIC PRESENTATIONS**

A. EAGLE Scout – Thomas Forth

Chairman Sowards presented a certificate to Thomas Forth in recognition of his EAGLE Scout project. Thomas Forth designed and constructed a 600 foot multi-purpose natural surface trail near the sassafras grove.

B. Community Star – Ben Ouzts

Chairman Sowards presented a Community Star to Ben Ouzts in recognition of his 10 year volunteer service to the Seven Oaks Park meal program. Mr. Ouzts has reached out to many homebound seniors through the meals on wheels program.

C. Community Star – Kari Pepper

Chairman Sowards presented a Community Star to Kari Pepper in recognition of the Justin Pepper Foundation dedicated to sponsoring youth sports teams, assisting with sports equipment donations for less fortunate kids, assists with the upkeep of facilities and contributes over \$500 to the scholarship fund.

**VI. STAFF REPORTS**

Staff reports accepted as presented.

A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT STAFF REPORTS AS PRESENTED. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION PASSED UNANIMOUSLY.

**VII. NEW BUSINESS**

A. FY 2009/2010 Budget Adoption

Elizabeth Taylor presented the FY2009/2010 budget to the Commission at the April Commission meeting. Ms. Taylor requested approval of the FY 09/10 ICRC annual budget.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE RECOMMENDATION ON THE FY2009/2010 ANNUAL BUDGET. SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

Chairman Sowards requested a copy of the budget post on the ICRC website.

B. FY 2009/2010 – Park School Agreement

Elizabeth Taylor presented the Park School Agreement between Irmo Chapin Recreation Commission and Lexington Richland School District V. This is a long standing partnership and has already been voted on and approved by the school board. Staff recommends approval of the agreement.

A MOTION WAS MADE BY SCOTT WILHIDE TO ACCEPT STAFF RECOMMENDATION ON FY 2009/2010 PARK SCHOOL AGREEMENT. SECONDED BY EMILY SHUMAN.

Tom McLean asked if there were any changes from the previous year. Elizabeth Taylor stated there are no changes.

VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

C. Revenue Bond Resolution

Elizabeth Taylor communicated that in April 2009 the Commission approved the sale of \$250,000 revenue bond to assist in the wetlands project. It is estimated at this time that the interest rate for these bonds should be less than 4%; the expected annual payments will be approximately \$59,000 for a period of five years. Staff requests Commission approval of the resolution authorizing the issuance of \$250,000 in revenue bonds.

A MOTION WAS MADE BY TOM MCLEAN TO APPROVE THE REVENUE BOND RESOLUTION. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

D. Fee Changes

Elizabeth Taylor communicated a request for consideration of fee changes, which occurs twice a year: November and May. Staff recommends Commission approval of all fee changes submitted.

A MOTION WAS MADE BY EMILY SHUMAN TO APPROVE FEE CHANGES AS SUBMITTED. SECONDED BY BRUCE LOVELESS.

Bruce Loveless inquired on the reduction in cost on the boot camp program. Elizabeth Taylor replied that the philosophy of the instructor is that she is trying to sustain an ongoing group and the original \$180 was too high for repeat participation. The original price was based on a one-time participation. The instructor feels that \$70 is more reasonable for a maintenance program.

VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

E. Wetlands Shelter Fees

Elizabeth Taylor requested Commission approval on rental rates for the two new shelters in the wetlands preserve area. Each shelter has a seating capacity of 250 visitors and staff would offer a four hour rental at \$285.00 and eight hour rental is \$460.00.

A MOTION WAS MADE BY SCOTT WILHIDE TO APPROVE THE WETLAND SHELTER FEES AS PRESENTED BY STAFF. SECONDED BY EMILY SHUMAN.

John Sowards stated, for the size of the shelter the rates appear to be very reasonable. Ms. Taylor agreed and stated staff researched the market for the fee structure. Tom McLean inquired if there is a cut-off time for the eight our rental. Elizabeth Taylor replied the park hour timeframe is the guideline.

VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

F. Amanda Dyches Softball Tournament

Elizabeth Taylor presented the recommendation to approve the Amanda Dyches softball tournament. This event provides opportunity for the local recreational softball players and is a fundraising event for a child with medical needs in the Chapin community. This is co-sponsored by the Chapin Fire Department and has been approved for the past three years. Elizabeth Taylor requested the Commission waive the fees for the field rental for this community softball tournament.

A MOTION WAS MADE BY BRUCE LOVELESS TO APPROVE THE AMANDA DYCHES SOFTBALL TOURNAMENT RECOMMENDATION. SECONDED BY SCOTT WILHIDE. VOTE TAKEN. MOTION APPROVED UNANIMOUSLY.

G. ICRC Task Force Recommendation

Elizabeth Taylor presented a PowerPoint presentation on the Strategic Planning Task Force recommendations for the Irmo Chapin Recreation Commission district. The final

Task Force report on the recommendations can be found on the ICRC website. Discussion occurred regarding scheduling a Commission retreat in July 2009. The retreat would provide opportunity for the Commission to review and make recommendations on the Strategic Plan.

#### **VIII. EXECUTIVE DIRECTOR'S REPORT**

Elizabeth Taylor announced that the art event "unearth" has been designated as the 2009 Dorothy Mullins award winning program and will be presented at the NRPA Congress in October. Staff is very proud and appreciative of the recognition. In addition, Mud Mania is Saturday May 30; summer safari registration has been successful; there is a bid opening on June 4<sup>th</sup> to identify a contractor to begin work on CCP ceiling repair. The Crooked Creek Park programs have been re-located all over the park and Town of Chapin during the evaluation period of the ceiling. Elizabeth Taylor thanked Belinda Rhodes and Jay Downs for the tireless efforts and work during this process. Ms. Taylor also thanked the Chapin community for their patience and support.

#### **IX. COMMISSION RESPONSE**

Bruce Loveless recognized Belinda Rhodes for her efforts during the CCP ceiling project. Emily Shuman congratulated staff on the "unearth" award. John Sowards thanked staff for their continued efforts.

Chairman Sowards adjourned the General Session meeting at 9:12pm. and moved to Executive Session to discuss contractual matters.

#### **X. ADJOURNMENT**

There being no further business the meeting adjourned at 9:14pm.

Respectfully submitted,  
Eve Mittendorf, Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION

IRMO CHAPIN RECREATION COMMISSION  
**COMMISSION MEETING**  
**EXECUTIVE SESSION**  
Saluda Shoals Park – River Center  
May 27, 2009

**NON-MEMBERS PRESENT**

Elizabeth Taylor

**MEMBERS PRESENT**

John Sowards  
Scott Wilhide  
Emily Shuman  
Tom McLean  
Bruce Loveless

**I. CALL TO ORDER**

The meeting was called to order by the Chairman, John Sowards, at 9:12 p.m.

**II. REQUIREMENTS OF THE FREEDOM OF INFORMATION ACT**

The news media was notified of the meeting, it was posted on the website, and a notice and agenda was posted at park sites one week prior to the meeting.

**III. EXECUTIVE SESSION**

Items related to contractual matters were discussed; no action was taken during the meeting.

A MOTION WAS MADE BY TOM MCLEAN TO RETURN TO GENERAL SESSION.  
SECONDED BY BRUCE LOVELESS. VOTE TAKEN. MOTION APPROVED  
UNANIMOUSLY.

There being no further business the meeting adjourned at 9:14pm.

Emily Shuman  
Recording Secretary  
IRMO CHAPIN RECREATION COMMISSION