

# TOWN OF SEABROOK ISLAND

Town Council Meeting

August 23, 2022

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## MINUTES

### 1. Call to Order – Roll Call – Freedom of Information – Pledge of Allegiance

Mayor Gregg called the August 23, 2022, Town Council Regular Meeting to order at 2:00PM. Councilwomen Finke and Fox, Councilmen Goldstein (arrived at 2:11 PM), Town Administrator Cronin, Zoning Administrator Newman, and Town Clerk Watkins participated in the meeting. Councilman Kortvelesy was absent. The Town Clerk confirmed that notice of the meeting was properly posted, and the requirements of the Freedom of Information Act had been met.

Mayor Gregg amended the agenda to move Resolution 2022-37 and Resolution 2022-38 forward on the agenda prior to the first citizen's comment period to accommodate the applicants.

### 2. Executive Session (2:00–2:30 pm)

- Discussion of Personnel Matters (S.C. Code Sec. 30-4-70(a)(1))

Councilwoman Finke moved to go into Executive Session; Councilwoman Fox seconded. All voted in favor.

Council moved into Executive Session at 2:02PM.

Councilwoman Finke moved to adjourn Executive Session; Councilwoman Fox seconded. All voted in favor.

Council adjourned Executive Session at 2:30PM.

Councilwoman Finke moved establishment of the Short-Term Rental Compliance Manager effective October 1<sup>st</sup>, 2022; Councilwoman Fox seconded. All voted in favor.

The establishment of the Short-Term Rental Compliance Manager effective October 1<sup>st</sup>, 2022 was approved.

Councilwoman Finke moved to approve the addition of one full-time code enforcement officer effective October 1<sup>st</sup>; Councilwoman Fox seconded. All voted in favor.

The addition of one full-time code enforcement officer effective October 1<sup>st</sup> was approved.

Councilwoman Finke moved to establish the position of Communications and Events Manager effective January 1, 2023 and advertise on or before November 1, 2022; Councilwoman Fox seconded. All voted in favor.

The establishment of the Communications and Events Manager position effective January 1, 2023 was approved.

**3. Approval of Minutes:**

- Town Council Regular Meeting Minutes – July 26, 2022
- Town Council Budget Workshop Minutes – August 4, 2022
- Town Council Work Session Meeting Minutes – August 9, 2022
- Town Council Special Called Meeting Minutes – August 16, 2022

Councilwoman Finke moved to approve the previous meeting minutes of July 26<sup>th</sup>; Councilwoman Fox seconded. All voted in favor.

The previous meeting minutes of July 26<sup>th</sup> were approved.

Councilwoman Finke moved to approve the previous meeting minutes of August 4<sup>th</sup>; Councilwoman Fox seconded. All voted in favor.

The previous meeting minutes of August 4<sup>th</sup> were approved.

Councilwoman Finke moved to approve the previous meeting minutes of August 9<sup>th</sup>; Councilwoman Fox seconded. All voted in favor.

The previous meeting minutes of August 9<sup>th</sup> were approved.

Councilwoman Finke moved to approve the previous meeting minutes of August 16<sup>th</sup>; Councilwoman Fox seconded. All voted in favor.

The previous meeting minutes of August 16<sup>th</sup> were approved.

**4. Presentations:**

None.

**5. Public Hearing Items:**

None.

**6. Citizens Comments:**

None.

**7. Reports of Town Boards, Commissions, and Committees:**

- **Advisory Committees**
  - Community Promotions and Engagement Committee

Councilwoman Fox thanked staff, specifically Town Administrator Cronin, Town Clerk Watkins, Building Grounds Manager Meyer, and Code Enforcement Officer Williams for their assistance with the Chow Town Food Truck Rodeos.

Councilwoman Fox noted the next meeting on September 15<sup>th</sup> and reminded all of the Charleston Symphony Orchestra performance scheduled for October 16<sup>th</sup>.

- Environment and Wildlife Committee

Councilwoman Finke summarized the Environment and Wildlife Committee meeting on August 11<sup>th</sup> with regards to changes to the beach ordinance and a meeting with Town Administrator Cronin, Councilman Kortvelesy, and the beach patrol contractor on August 15<sup>th</sup>.

- Public Safety Committee

None.

- Public Works Committee

None.

- **Special Committees**

None.

- **Ad Hoc Committees**

None.

- **Board of Zoning Appeals**

None.

- **Planning Commission**

None.

- **State Accommodations Tax Advisory Committee**

Mayor Gregg noted Ann O'Rourke was appointed to the ATAX Advisory Committee to fill the vacancy.

- **Utility Commission**

Commissioner Smith-Jones summarized the Utility Commission meeting of August 17<sup>th</sup>, July and Year to Date financials, water usage, sewer effluent, water distribution, new meter installs due to development, meter locates, and update on two grant requests being submitted to SCIP.

Commissioner Smith-Jones noted AT&T will be doing improvements on the top of the water tower, and the report of the amount of copper in the water supply.

## **8. Reports Town Officers:**

- **Mayor**

- Update Concerning Town Debris Sites

Mayor Gregg summarized a visit to the designated debris sites for the Towns of Kiawah Island and Seabrook Island on August 19 with a representative from South Carolina Department of Health and Environmental Control.

Mayor Gregg noted the site that the Towns have in common was denied approval pending further clearing of debris at that site. It was indicated that formal approval would be forthcoming for the Town's site at the Equestrian Center.

Mayor Gregg added he will be looking into designating a different site than the site the Towns have in common. The alternative would be to reach an arrangement with Kiawah to allow joint use of the common site.

- Meeting with Representative of Owner of Freshfields Village

Mayor Gregg summarized an informal meeting on August 23 with representatives of Edens, the owner of Fresh Fields Village, regarding the development of Freshfields Village.

- Update from Informal Discussion with SIPOA and Club

Mayor Gregg summarized an informal discussion on August 17 with Seabrook Island Property Owners Association (SIPOA) pursuing back door pickup by its debris contractor for regimens. Mayor Gregg noted the Seabrook Island Club is looking into revisions of membership affecting multiple owners of properties and it was noted that SIPOA's Protective Covenants may be implicated. The Club reported considering leasing out space at the office building at 1101 Landfall Way (availability of space has been announced by the Club).

A discussion was had on the potential addition of backdoor pick up for regimens with regards to recycling.

- **Town Administrator**

- Update of Meeting with Island Beach Services (Beach Patrol Contractor)

Town Administrator Cronin summarized the meeting with Island Beach Services with regards to the contract for beach patrol services.

Councilwoman Finke added to potentially add an ATV with the current beach patrol vehicle to increase current coverage.

- **Town Clerk/Treasurer**

- Report of Financials for the Month of July 2022

Ms. Watkins summarized the financials for July as follows:

- Total fund balance ending on July 31, 2022, was \$7,347,696 an amount about \$1,121,331 more than the balance as of July 31, 2021.
- Unrestricted revenue for July totaled \$134,226, and unrestricted revenue for the year totaled \$1,232,232, representing about 80.4% for the 2022 annual budget and being about \$438,123 more than for the same period in 2021.
- Expenditures for July totaled \$94,524, and expenditures for the year totaled \$738,205 which is 52.4% of the 2022 annual budget.
- Expenditures for the year were about \$226,555 more compared to the same period of 2021.
- Excess of revenues over expenditures was \$39,712 for July and excess of revenues over expenditures was \$494,026 for the year compared to an excess of revenue over expenditures of about \$58,000 as of July 31, 2021, reflecting the decrease in revenues in the period this year as compared last years.

- **Town Attorney**

None.

- **Zoning Administrator/Chief Code Enforcement Officer**

- Code Enforcement Summary (8/9 – 8/23)

Zoning Administrator Newman summarized the code enforcement report from August 9<sup>th</sup> thru August 23<sup>rd</sup>.

- Short Term Rental Compliance Update

Zoning Administrator Newman noted that the Town has issued 539 short-term rental placards. Zoning Administrator Newman added there are 5-6 properties operating without a current short-term rental permit and business license and were issued summonses and will be issued summonses every two weeks they are not compliant.

**9. Ordinances for Second Reading:**

None.

**10. Ordinances for First Reading:**

None.

**11. Other Action Items:**

- Resolution 2022-37: A resolution authorizing the granting of a permit to BBC Natural History & Factual Productions Ltd. to operate a motor vehicle on the beaches of Seabrook Island between September 5-23, 2022

Sheryl Bawden, Executive Producer from BBC, summarized the request to operate a motor vehicle on the beaches of Seabrook Island between September 5-23, 2022.

A discussion was had on the number of vehicles on the beach and when the timeframe they would be used.

Councilwoman Finke moved to approve Resolution 2022-37; Councilwoman Fox seconded. All voted in favor.

**Resolution 2022-37 was approved.**

- Resolution 2022-38: A resolution authorizing the granting of a permit to Charleston Green to operate a motor vehicle on the beaches of Seabrook Island between October 17-21, 2022

Sam Smoak with Charleston Green summarized the request to operate a motor vehicle on the beaches of Seabrook Island between October 17-21, 2022.

A discussion on whether the access to get to the revetment to make improvements would go through frontal dunes.

A discussion was had on how large the proposed vehicles for this project and where the rip wrap will be stored and brought through.

A discussion was had if the project could be completed from the property rather than completing it from the beach.

A discussion was had on the permit approved by OCRM and when it was issued.

A discussion was had about the difference between the vehicles proposed and the vehicles used at Captain Sam's inlet.

A discussion was had the status of the wall originally vs the status of the wall today with regards to the dimensions.

A discussion was had on other possibilities to complete the project.

A discussion was had on whether the materials have been purchased for the proposed project.

A discussion was had on any current marked turtle nests in the proposed area and if the permit can be extended to be outside of turtle nesting season.

**No motion was made, Resolution 2022-28 was denied.**

- Town Hall Annex Architectural Services: Request to approve a contract with Michael Karamus (Architect) for professional design services related to the future expansion of Town Hall

Town Administrator Cronin summarized the contract with Michael Karamus to add the Town Hall Annex Architectural Services.

Councilwoman Finke moved to approve the Town Hall Annex Architectural Services with Michael Karamus; Councilwoman Fox seconded. All voted in favor.

The contract with Michael Karamus (Architect) for professional design services related to the future expansion of Town Hall was approved.

- Town Hall Park Conceptual Design Services: Request to approve a contract with ESP Associates for professional design services related to evaluation of a potential town park behind Town Hall

Town Administrator Cronin summarized a conceptual design service for the creation of a potential town park behind Town Hall.

A discussion was had if this proposal was looked at to be included with the Charleston Green Belt Program.

Councilwoman Finke moved to approve the contract with ESP Associates for professional design services related to evaluation of a potential town park behind Town Hall; Councilwoman Fox seconded. All voted in favor.

The contract with ESP Associates for professional design services related to evaluation of a potential town park behind Town Hall was approved.

## **12. Items for Information or Discussion:**

None.

## **13. Citizen Comments:**

Ted Flerlage, 3026 Baywood Drive, comment the concerns for on the potential annexation on Andell Bluff and the conceptual plans reviewed at Town Hall on Monday and would like public input on this application. Mr. Flerlage further commented in objection to not being able to make a presentation on this matter.

Paul McLaughlin, 3061 Baywood Drive, comment on the potential annexation on the Andell Bluff parcel. Mr. McLaughlin commented on a letter submitted two months ago with regards to short term rentals.

Melissa Morgan, 525 Cobby Creek Lane, comment on the communication to Seabrook Island residents on the annexation process runs and the proposed storage project.

Town Clerk Watkins listed the individuals who submitted public comments prior to the meeting.

A copy of the comments is available with these minutes and upon request.

**14. Council Comments**

None.

**15. Adjournment**

Councilwoman Finke moved to adjourn the meeting; Councilwoman Fox seconded. All voted in favor.

The meeting adjourned at 3:57PM.

Date: August 25, 2022

Prepared by: *Katharine E. Watkins*  
Town Clerk/Treasurer