

# TOWN OF SEABROOK ISLAND

Town Council Meeting  
September 27, 2022

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## MINUTES

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

Mayor Gregg called the September 27, 2022, Town Council Regular Meeting to order at 2:30PM. Councilwomen Finke and Fox (virtual), Councilmen Goldstein and Kortvelesy, Town Administrator Cronin, Zoning Administrator Newman, and Town Clerk Watkins participated in the meeting. The Town Clerk confirmed that notice of the meeting was properly posted, and the requirements of the Freedom of Information Act had been met.

### 2. Approval of Minutes:

- Town Council Regular Meeting Minutes – August 23, 2022
- Town Council Work Session Meeting Minutes – September 13, 2022

Councilwoman Finke moved to approve the previous meeting minutes of August 23<sup>rd</sup>, 2022; Councilman Goldstein seconded. A vote was taken as follows:

Ayes:	Finke, Fox, Goldstein, Mayor Gregg
Abstain:	Kortvelesy

The previous meeting minutes of August 23<sup>rd</sup> were approved.

Councilwoman Finke moved to approve the previous meeting minutes of September 13<sup>th</sup>; Councilman Kortvelesy seconded. All voted in favor.

The previous meeting minutes of September 13<sup>th</sup> were approved.

### 3. Presentations:

None.

### 4. Public Hearing Items:

None.

### 5. Citizens Comments:

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.

## 6. Reports of Town Boards, Commissions, and Committees:

- **Advisory Committees**

- Community Promotions and Engagement Committee

Councilwoman Fox summarized the Community Promotions and Engagement Committee meeting on September 15<sup>th</sup>.

A discussion was had on the upcoming Holiday Event in December.

- Environment and Wildlife Committee

Councilwoman Finke noted there are no changes from the previous update to the Environment & Wildlife Committee

Councilwoman Finke added the Seabrook Island Birders and turtle patrol temporarily removed their signs from the beach due to threat of Hurricane Ian.

- Public Safety Committee

Councilman Kortvelesy informed Council at the upcoming Public Safety Committee Meeting a representative from the County Sheriff's Office will make a presentation on various safety topics.

Councilman Kortvelesy noted the preparation being done on Hurricane Ian with regards to the Charleston County Emergency Management Calls, flood preparations, etc.

Mayor Gregg noted the Town is currently in OPCON 3 (Normal Operating Conditions).

Town Administrator Cronin added the Town is currently under a tropical storm watch and storm surge watch and summarized the concerns with regards to these watches.

A discussion was had on where some of the Building and Grounds equipment is being moved to on Johns Island.

- Public Works Committee

None.

- **Special Committees**

None.

- **Ad Hoc Committees**

None.

- **Board of Zoning Appeals**

None.

- **Planning Commission**

None.

- **State Accommodations Tax Advisory Committee**

None.

- **Utility Commission**

Commissioner Smith-Jones summarized the Utility Commission meeting of September 21<sup>st</sup>, August and Year to Date financials, water usage, sewer effluent, water distribution, new meter installs due to development, meter locates, water levels of the retaining pond, an update on two grant requests being submitted to SCIIP, and discussions had about the upcoming projects within Seabrook Island with regards to the Utility Commission.

Commissioner Smith-Jones noted the Utility Commission recommendation to fill the vacant seat.

A discussion was had with what the Utility Commission preparations were and potential issues with operations for the Utility Commission with regards to Hurricane Ian.

## **7. Reports Town Officers:**

- **Mayor**

- Appoint Laurence Buchman to the Utility Commission to fulfill Lee Vancini's unexpired term (ending 2027)

Mayor Gregg noted that members of Council have been provided the Town's Volunteer Application for Laurence Buchman. Mr. Buchman has been proposed by the Chair of the Utility Commission for appointment to the Commission to fill Mr. Vancini unexpired term, ending January 4, 2028.

Councilman Kortvelesy moved to appoint Laurence Buchman to the Utility Commission to fulfill Lee Vancini's unexpired term (ending 2027); Mayor Gregg seconded. Councilman Kortvelesy withdrew the motion.

Council clarified that every current member of the Utility Commission was appointed to fulfill unexpired terms and the process followed to fill Commission vacancies.

A discussion was had on the process of reviewing applicants to fulfill the vacancy.

A discussion was had to review the other proposed candidates prior to appointing Mr. Buchman to the Utility Commission and to postpone the vote until the Town Council Work Session, after review of all potential candidates.

Councilwoman Finke moved to table appointment to the Utility Commission to the Council Work Session on October 11<sup>th</sup>; Councilman Goldstein seconded. A vote was taken as follows:

Ayes: Finke, Fox, Goldstein, Mayor Gregg

Nays: Kortvelesy

The appointment to fulfill the unexpired Utility Commission term of Lee Vancini has been postponed to the Town Council Work Session on October 11<sup>th</sup>.

- Update Concerning Town Debris Sites

Mayor Gregg noted the debris site that the Towns of Kiawah and Seabrook have in common, was not approved following inspection by South Carolina Department of Health and Environmental Control. Final approval of the Town's site at the Club's Equestrian Center was held back pending resolution of the site the Towns have in common. To ensure final approval of the Town's site at the Equestrian Center, the request for the site the Town has in common with Kiawah was withdrawn. Following that withdrawal, the Town received final approval for the Equestrian Center site. Efforts will be undertaken to either resolve the disposition of the site the Towns have in common or identify an alternative site the Town could use

- Update from Informal Discussions with the Seabrook Island Property Owners Association (SIPOA) and Club

Mayor Gregg summarized an informal discussion had with SIPOA, which they indicated are considering transitioning the Lake House to serve primarily as a fitness center and to use the planned improved Community Center for meetings. The Seabrook Island Club is continuing its consideration of Club membership revisions, particularly pertaining to non-resident members going forward, noting that current policies were put in place when there was a need to expand Club membership and that with the approach of "build out" and attendant growth of resident population, that need is diminished.

- **Town Administrator**

- Upcoming Budget Workshops:

- October 6, 2022 (1:00 PM)
- October 13, 2022 (1:00 PM)
- October 19, 2022 (1:00 PM)

Town Administrator Cronin reminded members of the upcoming Budget Workshops.

Town Administrator Cronin noted there will be a Town Hall Meeting on the Main Road Corridor on October 19<sup>th</sup> from 3:00-4:30PM at Kiawah Island Town Hall.

- **Town Clerk/Treasurer**

- Report of Financials for the Month of August 2022

Ms. Watkins summarized the financials for August as follows:

- Total fund balance ending on August 30, 2022, was \$7,553,922 an amount about \$1,310,364 more than the balance as of August 30, 2021.
- Unrestricted revenue for August totaled \$124,110, and unrestricted revenue for the year totaled \$1,385,725, representing about 90.4% for the 2022 annual budget and being about \$358,303 more than for the same period in 2021.
- Expenditures for August totaled \$84,609, and expenditures for the year totaled \$822,815 which is 58.4% of the 2022 annual budget.
- Expenditures for the year were about \$196,009 more compared to the same period of 2021.
- Excess of revenues over expenditures was \$39,502 for August and excess of revenues over expenditures was \$562,910 for the year compared to an excess of expenditures over revenues of about \$15,314 as of August 30, 2021, reflecting the increase in revenues in the period this year as compared last years.

- **Town Attorney**

None.

- **Zoning Administrator**

- September Code Enforcement Summary

Zoning Administrator Newman summarized the code enforcement activity for the month of September.

Zoning Administrator noted Mike Williams will be a full time Code Enforcement officer starting on October 3<sup>rd</sup>.

A discussion was had on the types of violations with regards to construction in the report for the month of September.

**8. Ordinances for Second Reading:**

None.

**9. Ordinances for First Reading:**

- Ordinance 2022-05: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 26, Taxation; to amend provisions related to the administration of revenues from the State Accommodations Tax; to amend provisions related to the State Accommodations Tax Advisory Committee; to impose a Local Accommodations Tax of one percent (1%); and to implement the provisions of the S.C. “Fairness in Lodging Act”

Town Administrator Cronin summarized Ordinance 2022-05 to implement a Local Accommodations Tax of one percent.

A discussion was had on other communities imposing their own local accommodations tax and noted this was an item in the Short-Term Rental Ad Hoc Committee Report.

Councilwoman Finke moved to approve Ordinance 2022-05; Councilman Kortvelesy seconded. All voted in favor.

Ordinance 2022-05 passed first reading.

- Ordinance 2022-06: An ordinance amending the Development Standards Ordinance for the Town of Seabrook Island, South Carolina; Appendix E, Fee Schedule; so as to amend the fee schedule for various application and service fees

Town Administrator Cronin summarized Ordinance 2022-06 and the changes to the fee schedule.

Councilwoman Finke moved to approve Ordinance 2022-06; Councilman Kortvelesy seconded. All voted in favor.

Ordinance 2022-06 passed first reading.

#### **10. Other Action Items:**

- Request to approve a Subscription Services Agreement with MyGov, LLC, for licensing, permitting and code enforcement software services

Town Administrator Cronin summarized the proposal with MyGov, LLC.

A discussion and clarification were had on the support policy for MyGov.

A discussion was had on the integration of the legacy data to MyGov.

Councilwoman Finke moved to approve a Subscription Services Agreement with MyGov LLC, for licensing, permitting and code enforcement services; Councilman Kortvelesy seconded. All voted in favor.

The Subscription Services Agreement with MyGov, LLC, for licensing, permitting and code enforcement services was approved.

**11. Items for Information or Discussion:**

None.

**12. Citizen Comments:**

Annie Smith-Jones, commented on Council's discussion regarding the appointment of a commissioner to fill the current vacancy on the Utility Commission.

**13. Council Comments**

None.

**14. Adjournment**

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

The meeting adjourned at 4:03PM.

Date: October 7, 2022

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