

# TOWN OF SEABROOK ISLAND

Town Council Meeting

December 14, 2021 – Virtual



## MINUTES

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

The December 14, 2021, Town Council Meeting was conducted via Zoom, and was simultaneously made available to the public via YouTube live stream and by conference call, all in keeping with practices adopted to address the ongoing coronavirus pandemic. Mayor Gregg, Councilwomen Finke and Fox, Councilman Goldstein, Town Administrator Cronin, Zoning Administrator Newman, and Town Clerk Watkins participated in the meeting. Mayor Gregg called the meeting to order. The Town Clerk confirmed that notice of the meeting was properly posted, and the requirements of the SC Freedom of Information Act had been met.

2. **Minutes:** Ways and Means Committee Meeting November 9<sup>th</sup>, 2021  
Town Council Meeting November 16<sup>th</sup>, 2021  
Ways and Means Committee Meeting December 7<sup>th</sup>, 2021

Councilwoman Finke moved to approve the previous meeting minutes of November 9<sup>th</sup>, 2021; Councilwoman Fox seconded. All voted in favor.

The Ways and Means Committee Meeting minutes of November 9<sup>th</sup>, 2021 were approved.

Councilwoman Finke moved to approve the previous meeting minutes of November 16<sup>th</sup>, 2021; Councilwoman Fox seconded. All voted in favor.

The Town Council Meeting minutes of November 16<sup>th</sup>, 2021 were approved.

Councilwoman Finke moved to approve the previous meeting minutes of December 7<sup>th</sup>, 2021; Councilwoman Fox seconded. All voted in favor.

The Ways and Means Committee Meeting minutes of December 7<sup>th</sup>, 2021 were approved.

3. **Financials:** For the Month of November 2021

Mayor John Gregg reviewed the financials for November as follows:

- Total fund balance for the period ending November 30, 2021, was \$6,859,758 an amount about \$1,446,865 more than the balance as of November 30, 2020, and about \$1,867,830 more than for the same period of 2019.

- Unrestricted revenue for November totaled \$70,951 and unrestricted revenue for the year totaled \$1,409,128, the year-to-date amount representing about 105% of the 2021 annual budget and being about \$280,927 more than for the same period in 2020.
- Expenditures for November totaled \$87,812 and expenditures for the year totaled \$872,193, the year-to-date amount about 62% of the 2021 annual budget.
- Expenditures for the year were about \$78,898 more compared to the same period of 2020.
- Excess of expenditures over unrestricted revenues was \$16,862 for the month of November and excess of unrestricted revenues over expenditures for the year was \$536,936 compared to an excess of revenues over expenditures of about \$334,906 as of November 30, 2020, reflecting the significantly greater unrestricted revenue in the period this year as compared to the same period of 2020.

**4. Public Hearing:**

- Ordinance 2021-15: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 8, Businesses and Business Regulations; so as to adopt a revised Business License Ordinance in accordance with the Business License Standardization Act (2020 Act No. 176)
- Ordinance 2021-16: An ordinance to adopt a budget for the Town of Seabrook Island, South Carolina, for the Fiscal Year beginning January 1, 2022, and ending December 31, 2022

No public comments were made.

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

The public hearing meeting adjourned at 2:43PM.

**5. Citizens/Guests Presentations, Comments:**

- Heather Paton, Seabrook Island Property Owners Association (SIPOA): Firearm Discharge Request for the Purpose of Deer Culling

No comments were made by Ms. Paton.

- Town Clerk Watkins summarized all public comments received prior to the December 14<sup>th</sup> Town Council meeting.

A copy of these comments is included with these minutes.

**6. Reports of Standing Committees, Commissions, Boards:**

- **Public Relations/Communications**

Councilwoman Fox summarized the items submitted by the Town in Tidelines and the Seabrooker.

- **Public Safety & Special Projects**

Councilman Goldstein noted that the Public Safety Committee did not meet in December and will try to meet in January.

- **Beach Administration and Community & Government Relations**

None.

- **Ways & Means**

Mayor Gregg summarized the Ways and Means Committee meeting of December 7, 2021, and updated Council regarding related news pertaining to certain items since the Ways and Means meeting.

Council discussed the maximum pay staff could receive as “premium pay” under the American Rescue Plan Act (ARPA) for onetime payment.

Council clarified the language of the act to mirror the model resolution from the Municipal Association of South Carolina (MASC), and the premium pay calculation.

Council expressed support for payment of a bonus to the Town Administrator comparable to the maximum payment to be made to a staff member under the ARPA “premium pay” payment contemplated.

Council also discussed the no wake zone request from Lauren Rust of Lowcountry Marine Mammal Network and the letter to be sent to the Department of Natural Resources (DNR).

- **Planning Commission**

None.

- **Board of Zoning Appeals**

None.

## **7. Reports of Ad Hoc Committees:**

Councilwoman Finke updated Council on the meetings held by the short-term rental ad hoc committee.

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

- **Mayor – John Gregg**
  - Request for approval of Premium Pay under American Rescue Plan Act (“ARPA”) and authorization to make payments from funds already received

This item was discussed during the Ways and Means Committee update and was voted on with Resolution 2021-28.

- Nomination to appoint Bob Leggett and Ed Williams to serve five years terms on the Town's Board of Zoning Appeals

Mayor Gregg nominated two candidates for service on the Town's Board of Zoning Appeals: Bob Leggett and Ed Williams. Mr. Leggett is currently a member of the Board. Mr. Williams has most recently served on the Development Standards Ordinance Advisory Committee.

Councilwoman Finke moved to reappoint Bob Leggett and to appoint Ed Williams for a five-years term to the Board of Zoning Appeals effective January 1<sup>st</sup>, 2022; Councilwoman Fox seconded. All voted in favor.

**Bob Leggett was reappointed, and Ed Williams was appointed to the Board of Zoning Appeals.**

- Nomination to name Stephen Brown as Town Attorney for a term of one year, expiring December 31, 2022

Mayor Gregg nominated Stephen L. Brown of the firm of Clement Rivers, LLP as candidate to serve as Town Attorney for the Town of Seabrook Island for a term of one year ending December 31, 2022. Mr. Brown is the current Town Attorney and has served in that capacity since 1993.

Councilwoman Finke moved to reappoint Stephen Brown as the Town Attorney; Councilwoman Fox seconded. All voted in favor.

**Stephen Brown was reappointed as the Town Attorney.**

- Nomination to name Katharine E. Watkins as Town Clerk/Treasurer for a term ending December 31, 2022

Mayor Gregg nominated Katharine E. Watkins as candidate for the position of Town Clerk/Treasurer for the Town of Seabrook Island for a term of one year ending December 31, 2022. Ms. Watkins is the current Town Clerk/Treasurer and has served in that capacity since July 1, 2021.

Councilwoman Finke moved to reappoint Katharine Watkins as the Town Clerk/Treasurer; Councilwoman Fox seconded. All voted in favor.

**Katharine Watkins was reappointed as the Town Clerk/Treasurer.**

- Nomination to name Tyler Newman as Zoning Administrator for a term of ending December 31,2022

Mayor Gregg nominated Tyler Newman as candidate for the position of Zoning Administrator for the Town of Seabrook Island for a term of one year ending

December 31, 2022. Mr. Newman is the current Zoning Administrator and has served in that capacity since November 1, 2021.

Councilwoman Finke moved to reappoint Tyler Newman as the Zoning Administrator; Councilwoman Fox seconded. All voted in favor.

**Tyler Newman was reappointed as the Zoning Administrator.**

- **Town Administrator**

- 2022 Town Meeting Schedule

Town Administrator Cronin summarized the upcoming meeting schedule for 2022 and noted once the Town receives the committee meeting dates, they will be updated on the calendar.

Councilwoman Finke moved to approve the meetings dates for 2022; Councilwoman Fox seconded. All voted in favor.

**The 2022 Town Meeting Schedule was approved.**

- 2022 Town Holiday Schedule

Town Administrator Cronin summarized the 2022 Town Holiday Schedule and noted the date for the observance of New Year's Day for 2022 is on December 31<sup>st</sup>, 2021.

Councilwoman Finke moved to approve the holiday schedule for 2022; Councilwoman Fox seconded. All voted in favor.

**The 2022 Town Holiday Schedule was approved.**

- Update on SC House Bill H. 4547

Town Administrator Cronin summarized SC House Bill H. 4547 regarding the potential changes that a municipality, county, or political subdivision of the state may not prohibit renting a residential dwelling to a short-term rental guest. He added this bill was pre-filed on November 10<sup>th</sup> with the State and is on the docket with the House Judiciary Committee.

Town Administrator Cronin noted the changes to the Town's code if this bill were to pass as written with regards to the definition of a residential dwelling unit. He further added that he has been in contact with our State Representative Spencer Wetmore as well as other Administrators in the area about the potential legislation.

- **Zoning Administrator**

None.

- **Town Council Members**

None.

- **Utility Commission**

Commissioner Smith summarized the Utility Commission meeting of November 13<sup>th</sup> the October and November financials, and the water usage and distribution for November. Commissioner Smith noted that there will not be a December Utility Commission Meeting as the budget has already passed.

Commissioner Smith noted that the Utility Commission discussed the proposed development on Betsey Kerrison and decided to not provide service to that development.

**9. Petitions Received, Referred or Disposed of:**

None.

**10. Ordinances for Second Reading:**

- Ordinance 2021-15: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 8, Businesses and Business Regulations; so as to adopt a revised Business License Ordinance in accordance with the Business License Standardization Act (2020 Act No. 176)

Town Administrator Cronin summarized Ordinance 2021-15 for Council.

Councilwoman Finke moved to approve Ordinance 2021-15; Councilwoman Fox seconded. All voted in favor.

**Ordinance 2021-15 passed second reading and was adopted.**

- Ordinance 2021-16: An ordinance to adopt a budget for the Town of Seabrook Island, South Carolina, for the Fiscal Year beginning January 1, 2022, and ending December 31, 2022

Town Administrator Cronin summarized Ordinance 2021-16 with regards to the proposed budget for FY 2022.

Council discussed the use of Accommodations Tax (ATAX) funds for beach patrol and increased code enforcement on the beach and paying for beach patrol completely out of State ATAX funds received.

Councilwoman Finke moved to amend Ordinance 2021-16 to increase the amount of State ATAX Revenue received, to increase the amount to be spent for beach patrol to be fully funded by State ATAX Revenue and eliminate the expense of beach patrol from the general fund; Councilwoman Fox seconded. All voted in favor.

The amendment passed.

Councilwoman Finke moved to approve Ordinance 2021-16 as amended; Councilwoman Fox seconded. All voted in favor.

Ordinance 2021-16 passed second reading as amended and was adopted.

#### **11. Miscellaneous Business:**

- Resolution 2021-27: A resolution authorizing the temporary discharge of firearms by the Seabrook Island Property Owners Association (SIPOA) within the Town of Seabrook Island for the purpose of thinning the deer herd

Councilwoman Finke moved to approve Resolution 2021-27; Councilwoman Fox seconded. All voted in favor.

Resolution 2021-27 passed.

- Resolution 2021-28: A resolution establishing premium pay for essential employees of the Town of Seabrook Island for use of funds received by the Town under the American Rescue Plan Act of 2021

Councilwoman Finke moved to amend Resolution 2021-28 to increase the pay to \$200.00 per month not to exceed a onetime payment of \$4,400.00 for full time employees and \$100.00 per month not to exceed a onetime payment of \$2,200.00 for parttime employees, and to add language from the Municipal Association of South Carolina (MASC) to clarify this is a one-time payment; Councilwoman Fox seconded. All voted in favor.

The amendment passed.

Councilwoman Fox moved to approve Resolution 2021-28 as amended; Councilwoman Finke seconded. All voted in favor.

Resolution 2021-28 passed as amended.

- Community Promotion Grant Funds: Request to approve the distribution of uncommitted Community Promotion Grand Funds (\$415.00)

Mayor Gregg noted it was suggested at the Ways and Means Committee Meeting that the uncommitted residual funds in the Community Promotions Grant ("CPG") fund could be donated to Bikes for Humanity, an unsuccessful applicant for a CPG grant.

No motion was made to donate the remaining funds from the CPG to Bikes for Humanity, the request failed.

- Appointments to Town Boards, Committees & Commissions:
  - Community Promotion & Engagement Committee (4)

Mayor Gregg nominated Jean Conyers, Kim Westberg, Larry Phillips, and Sharon Carter to the Community Promotion & Engagement Committee each for a term of two years commencing January 4, 2022.

Councilwoman Finke moved to appoint Jean Conyers, Kim Westberg, Larry Phillips, and Sharon Carter to the Community Promotion & Engagement Committee; Councilwoman Fox seconded. All voted in favor.

Jean Conyers, Kim Westberg, Larry Phillips, and Sharon Carter were appointed to the Community Promotion & Engagement Committee.

o Environment & Wildlife Committee (4)

Mayor Gregg nominated Dean Morr, Mark Andrews, Martha Goldstein, and Patricia Romano to the Environment and Wildlife Committee, each for a term of two years commencing January 4, 2022.

Councilwoman Finke moved to appoint Dean Morr, Mark Andrews, Martha Goldstein, and Patricia Romano to the Environment and Wildlife Committee; Councilwoman Fox seconded.

Dean Morr, Mark Andrews, Martha Goldstein, and Patricia Romano were appointed to the Environment and Wildlife Committee.

o Public Safety Committee (4)

Mayor Gregg nominated Art Jones, Ed Maher, Frank Farfone, and Virginia Lark Asbelle to the Public Safety Committee, each for a term of two years commencing January 4, 2022.

Councilwoman Finke moved to appoint Art Jones, Ed Maher, Frank Farfone, and Virginia Lark Asbelle to the Public Safety Committee; Councilwoman Fox seconded. All voted in favor.

Art Jones, Ed Maher, Frank Farfone, and Virginia Lark Asbelle were appointed to the Public Safety Committee.

o Public Works Committee (4)

Mayor Gregg nominated Barry Hand, Ed Heskamp, Glen Cox, and Jeffrey Homeier to the Public Works Committee, each for a term of two years commencing January 4, 2022.

Councilwoman Finke moved to appoint Barry Hand, Ed Heskamp, Glen Cox, and Jeffrey Homeier to the Public Works Committee; Councilwoman Fox seconded. All voted in favor.



Barry Hand, Ed Heskamp, Glen Cox, and Jeffrey Homeier were appointed to the Public Works Committee.

**12. Public Comments:**

None.

**13. Adjourn**

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

Members of Council wished everyone a happy holiday season.

The meeting adjourned at 4:39PM.

Date: December 20, 2021

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