

TOWN OF SEABROOK ISLAND
Town Council Meeting of January 22, 2019

MINUTES

After the pledge of allegiance, Mayor Ciancio called the January 22, 2019, Town Council meeting to order at 2:35 p.m. Councilmembers Crane, Finke, Gregg and Wells, Town Clerk Allbritton and Town Administrator Cronin attended the meeting. The meeting was properly posted and the requirements of the SC Freedom of Information Act were met.

Minutes:

The Public Hearing minutes of December 18, 2018, and the Town Council minutes of December 18, 2018, were both unanimously approved as written. The minutes for the Ways & Means Committee meeting of December 11, 2018, had not been completed and will be approved at the January meeting.

Financials: Mayor Ciancio stated that, during the budgeting process for 2019, many account numbers were consolidated, some deleted, some renamed and some renumbered; and, because of this transition, many items have been misstated in the copy of the December financials that has been received from the Town's accountant. Town Administrator Cronin reported that he had examined each line item and, according to his calculations, revenues were over budget by approximately \$330,000 and that expenditures were under budget by approximately \$150,000 leaving the Town with a good surplus. The restricted revenue – State Accommodations Tax, County Accommodations Tax and Alcohol were about what was expected. Mayor Ciancio remarked that, when revised financials for December are received, they will be forwarded to Council. The Mayor stated that he would like to transfer part of the Town's surplus funds into the Emergency Fund at either the February or March Town Council meeting.

Citizens/Guests Presentations, Comments: None

Reports of Standing Committees, Commissions, Boards:

Public Safety/Club Long Range Planning Committee – Councilman Gregg

Long Range Planning Committee – The Club's Long Range Planning Committee did not meet in January and their next meeting has not been scheduled.

Public Safety Committee – The Town's Public Safety Committee met on January 14, 2019. The Committee considered Disaster Recovery Council (DRC) action items, i.e.: volunteer sign-up form to be posted on the Town's website; Comprehensive Emergency Plan treatment of the first meeting of the DRC following a disaster event for which there is no warning, such as an earthquake; an article for publication concerning resident preparation for winter storms and an associated SIPOA security hand-out; and annual updating of the Comprehensive Emergency Plan for 2019. The Committee recognized that the Town might be exposed to liability issues by enlisting volunteers for emergency response situations.

Request for Public Assistance (Hurricane Florence) – Councilman Gregg reported that, on December 27 and January 3 and 10, the Town participated in FEMA's Weekly Meetings via conference calls. On January 12, the Town was notified by SC EMD that FEMA has approved funding on the Town's Request for Public Assistance for Emergency Protective Measures. The total amount approved is \$28,591.94 of which FEMA's share is \$21,443.96. A Recovery Transition Meeting is scheduled with a FEMA representative for January 23.

Request for Site Visit for TDSR Sites – On November 21, the Town received a request from the South Carolina Department of Health and Environmental Control to arrange site visits in January to the Town's registered sites for temporary debris storage and reduction. Councilman Gregg reported that he attended site visits on January 9 for the Andell Tract site, leased from the Haulover Creek Development Company and located behind Freshfields Village, and the pasture at the Seabrook Island Club Equestrian Center. A representative of the Town of Kiawah Island also attended the site visits since Kiawah leases space in the same parcel (Andell Tract) as the Town. Vegetative debris within that parcel will have to be cleared before SC DHEC will certify the site. The Kiawah representative agreed to pursue removal of the debris.

Public Relations/Communications – Councilman Crane – No Report

Special Projects/Beach Administration – Councilman Wells

Update on Status of Remaining Stormwater System Work – Councilman Wells reported that work on the three tideflex valves and the two stormwater boxes on either side of the road leading to Bohicket Marina began today, January 22, and should be completed by the end of the month.

Update on Dolphin Education Program for 2019 – Councilman Wells reported that a storage box has been installed about 100 yards from the water so that volunteers for the Dolphin Education Program will be able to store their supplies. The length of the shifts for the volunteers will be cut from 4 hours per day to 2 hours so that perhaps more people will be willing to volunteer for the shorter time periods.

Community and Government Relations - Councilmember Finke

Councilmember Finke reported that she is working on obtaining additional information pertaining to what neighboring communities are doing to ban single use plastic bags, straws, etc. as requested by Council at the January Ways & Means Committee meeting. She also stated that her article for the February *Seabrooker* has changed from offshore oil drilling to protecting and preserving the environment by a possible ban on certain plastic items.

Ways & Means – No Report

Planning Commission – No Report

Board of Zoning Appeals – No Report

Reports of Ad Hoc Committees:

Accommodations Tax Advisory – No Report

Reports of Town Officers:

Mayor –

Appointment of Committee to Examine Council/Committee Structure – Mayor Ciancio noted that the function of Council is to adopt a strategic view of the future it wishes to achieve and make plans and policies that are designed to achieve these goals. The Mayor stated that he is concerned that the current structure and allocation of Council responsibilities do not lend themselves to the most efficient and effective method of achieving these objectives and thinks it would be appropriate to review the way Council is structured on a periodic basis. In order to begin this process, Mayor Ciancio appointed a committee consisting of himself, Councilmembers Gregg and Finke and Town Administrator Cronin to identify the responsibilities and functions Council should undertake so that Council is in the best position to: (1) address current and future needs of the community; (2) make sure that Council is efficiently and effectively discharging and implementing policies of the Town and (3) make sure each councilmember is in the best position to execute his/her responsibilities. The Mayor stated that this committee will constitute a quorum of Council and its meetings will be considered a public meeting and noticed as such. The Committee should aim to have a working recommendation to Council by the May Ways & Means Committee meeting.

Report on Meeting with Charleston County Regarding Traffic Issues – Mayor Ciancio reported that he had met recently with Jim Armstrong, Deputy Administrator for Charleston County, together with Stephen Thigpen, Transportation Development Director, and several of their associates from Charleston County and their consultants, regarding the US 17 Main Road Intersection Improvement Project. For permitting purposes and in order to expedite the process, the County had divided and prioritized the Project into three segments:

Segment A	Bees Ferry to the Chisholm Road/River Road intersection
Segment B	Chisholm Road/River Road intersection to Maybank Highway
Segment C	Maybank Highway to Betsy Kerrison Parkway

The County has identified Segment A as its first priority, Segment C as its second priority and Segment B as its third priority. As many as ten different alternatives are being considered for Segment A. The County will narrow the alternatives to four or five to take to the public in the spring; and, after consulting with the Army Corps of Engineers, will announce its choice in the summer. The County is currently in the process of negotiating a contract for design services for Segment C. The alternatives for this segment are – adding

two additional lanes to Bohicket Road, adding two additional lanes to River Road or constructing the Cross-Island Parkway. The County may do nothing with respect to Segment B since it believes that traffic will be relieved on this segment if I-526 is completed.

Charleston County is also doing additional work with FEMA grant money to address flooding issues on Main Road and Highway 17. This work includes replacing or improving the culverts at the CSX right of way. Main Road has also been raised by 6-12 inches in areas that have previously flooded.

Town Administrator –

Proposals from ESP Associates – Town Administrator Cronin noted that Town Council has provided funding in the 2019 budget to perform additional study to evaluate and make improvements along Seabrook Island Road concerning ongoing drainage problems. ESP Associates began working in the fall of 2018 to develop a Conceptual Master Plan for Seabrook Island Road. The Town then asked the firm to expand the contract to include the evaluation and analysis of the flooding on Seabrook Island Road. ESP has now submitted two proposals:

- (1) Seabrook Island Road – Drainage Improvements, ESP Proposal No. CHE1-181123 – This proposal pertains to the approximately one-mile portion of Seabrook Island Road, located between the gatehouse and the traffic circle, which has been subject to flooding during heavy rain and tidal events. This proposal is for an initial engineering evaluation and does not include final engineering design. A variety of improvements will be examined, and recommendations and estimated costs will be brought back to Council for review. Any other work, if requested by the Town, would be covered by a separate proposal. The amount of this proposal is \$33,500.
- (2) Seabrook Island Town Hall – Drainage Improvements, ESP Proposal No. CHE1-19018 – This proposal pertains to the property, approximately 6 acres, that is currently occupied by the Seabrook Island Town Hall and associated parking areas. The proposal includes topographic and civil engineering activities to design and submit permit applications for proposed improvements to the existing drainage issues at the Town Hall Site. The amount of this proposal is \$48,450.

Councilman Gregg made a motion to approve the two proposals from ESP Associates in the amount of \$33,500 and \$48,450 and authorize the Mayor to execute the contracts. Councilman Crane seconded the motion. Councilman Wells expressed his concern that the first contract (portion of Seabrook Island Road between the gatehouse and the traffic circle) does not accomplish what the Town needs. The contract only gives recommendations and does not give a solution that has been permitted. Mayor Ciancio agreed that the first contract does give the Town alternatives, both landscaping alternatives and engineering alternatives; and, when an alternative(s) are selected, it will require an additional contract. Mayor Ciancio stated that these costs were anticipated in the 2019 budget and that the berms and swales that Councilman Wells had mentioned would be included in the second stage of ESP's work on that portion of the roadway. Mayor Ciancio and Councilmembers Crane, Finke and Gregg voted to approve the motion.

Request from Charleston County Regarding Repetitive Loss Properties on Seabrook Island – Town Administrator Cronin reported that the Charleston County Building Inspections Department, at the request of FEMA under the National Flood Insurance Program, has identified nine properties on Seabrook Island as “repetitive loss properties,” which means that they have had two or more claims of \$1,000 or more in the last ten years as a result of flood events. The County would like to send each of these property owners a letter and follow up by visiting the properties to do an inspection and assessment, but the County would require approval from the Town before contacting owners of the repetitive loss properties. The Mayor noted that unless the property was categorized as a “significant repetitive loss property” the owner would not be forced to make the suggested improvements but, in that case, there would be an impact on the owner's basic flood insurance premiums. The Mayor said that he did not believe there were any properties on Seabrook Island in the latter category. There could also be grant or funding opportunities for making recommended improvements if the homeowner elected to participate. The Mayor also pointed out that by allowing the letters to be sent, the Town's consent would be considered part of its participation in the Community Rating System flood plain management and would result in our residents receiving additional

credits against FEMA flood insurance premiums. Councilman Gregg made a motion to authorize Charleston County to send out letters to the identified properties and to proceed in the manner as described by the Town Administrator. Councilman Wells seconded the motion. Councilman Skip Crane recused himself from the vote since he is the owner of one of the identified repetitive loss properties. The remainder of Council voted to approve the motion.

Request for Building Permit Extensions – Town Administrator Cronin stated that the Town’s Development Standards Ordinance has a provision requiring that, once a building permit is issued, the builder has 12 months to complete the project, but an applicant can request an extension 30 days before the expiration of the permit. While converting records into electronic format, two properties were identified that have passed the 12-month period – 2708 Jenkins Point Road and 3143 Marsh Gate Lane. Since the Zoning Administrator does not have the authority to grant these approvals, both have applied and paid the fee in order to ask Town Council to approve an extension for their permits. Councilman Gregg made a motion to approve an extension for 3143 Marsh Gate for a period of 6-months and an extension for the property at 2708 Jenkins Point Road for a period of 90-days. Councilman Crane seconded the motion and the vote to approve was unanimous.

Temporary Use Permit #229, Seabrook Island Club – Town Administrator Cronin explained that, if approved, this permit would allow the Seabrook Island Club to have a temporary 40-ft. mobile office, two 20-ft. storage units, two restrooms and a hand washing station at 2313 Seabrook Island Road while the Equestrian Center is being renovated. The time needed for the temporary use is beyond the 72-hour period that can be approved by the Zoning Administrator and must have Town Council approval. According to the Development Standards Ordinance, Council can approve the temporary use for up to 60 days, but the renovation will be ongoing until late May or June. Council chose not to waive the 60-day approval provision and Councilman Wells made a motion to approve the Temporary Use Permit as described by the Town Administrator for 60 days. The applicant will have to reapply after the 60-day period. Councilman Crane seconded the motion and the vote to approve was unanimous.

Request to Declare the 2008 Jeep Wrangler as Surplus Property – Town Administrator Cronin explained that the Town’s 2008 Jeep Wrangler was towed to the Hendrick dealership on Savannah Highway to attempt to get the vehicle in roadworthy condition; but, due to the extent of issues with the vehicle, Mayor Ciancio recommended not to have the repairs done. Councilman Gregg made a motion to declare the 2008 Jeep as surplus property and allow the Town Administrator to place ads in order to solicit sealed bids for its sale in an “as is” condition. Councilman Crane seconded the motion and the vote to approve was unanimous.

Town Council Members – See Above

Utility Commission – Commissioner Morawski reported that water sales in December were down 11% from December of 2017 and, for the year, were down about 5-1/2%. Net income was -\$3,642 for December and net income for 2018 was \$35,974. There was a cash reduction during the year from reserves in the amount of \$130,000 that was used for emergency generators and other improvements. The Commission has received a proposal from an engineering company to do a long-term study for approximately 300 acres, that neighbors the Town Hall on the Kiawah side that is being considered for development, as to how the Commission could best serve the area.

Petitions Received, Referred or Disposed of: None

Ordinances for First Reading: None

Ordinances for Second Reading:

- **Ordinance 2018-15**, an Ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article III, Procedures, Committees and Ordinances; Division 2, Town Council; Section 2-67, Regular Meetings; so as to modify the situations in which the monthly Town Council meeting date may be moved from the fourth Tuesday of each month – Mayor Ciancio explained that this ordinance will change the wording of Section 2-67 of the Town Code to allow the Town, if they wish, to move committee/commission meeting dates up one week if a Town holiday falls

within the week of the regularly scheduled meeting date. The words, “shall be held”, is being changed to “may be held” and “State or Federal holiday” is being changed to “Town holiday”. Councilman Gregg made a motion to approve Ordinance 2018-15 in the form as presented. Councilman Crane seconded the motion and the vote to approve was unanimous.

Miscellaneous Business: None

Citizens Comments:

The Mayor answered several questions regarding how development of the property near the Town Hall would affect drainage along Seabrook Island Road, use of Town vehicles and an update of senior living facility mediation.

The meeting was adjourned at 3:53 p.m.



Date: February 26, 2019

Town Clerk