

TOWN OF SEABROOK ISLAND
Town Council Meeting of March 26, 2019

MINUTES

After the pledge of allegiance, Mayor Ciancio called the March 26, 2019, Town Council meeting to order at 2:30 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 Town Council Minutes of February 26, 2019, and the Ways & Means Committee minutes of March 19, 2019, were unanimously approved as written.

Financials: Mayor Ciancio reported that the total fund balance as of the end of February was \$4,855,128, which was \$220,892 more than the previous year and just under \$500,000 more than the same period two years ago. Unrestricted Revenue for February totaled \$82,085.89 or 11.3% of our total budgeted revenues for 2019. Expenses for February totaled \$148,851 or 10.5% of our 2019 budgeted expenses. For the month of February, expenses exceed revenue by \$66,765. For the year to date through February, revenues have exceeded expenses by \$16,220. Last year, for the same period, expenses had exceeded revenue by \$8,335.

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 March and their next meeting has not been scheduled.

Public Safety Committee – The Town’s Public Safety Committee met on March 11, 2019. At that meeting, the Committee considered a revised form for the volunteer sign-up for emergency response and a winter storm preparedness article in contemplation of publication at the onset of winter weather in 2019. The Committee also continued its review of draft revisions of the Town’s Comprehensive Emergency Plan resulting from the recent Disaster Recovery Council sessions, including the winter storm after action review, the January 2018 hurricane training and exercise, the June 2018 earthquake exercise and the January 2019 winter storm training and exercise. The Committee will continue its review of proposed Comprehensive Emergency Plan changes at their April 8th meeting.

Regional Hazard Mitigation Plan 2018 Update – Councilman Gregg reported that Charleston County informed the Town in February that the 2018 update of the Regional Hazard Mitigation Plan had not been approved by FEMA. Until the updated Plan is approved by FEMA, applications for grant funding will not be accepted by FEMA nor will FEMA grant funding be approved. The Town provided the County with additional information to supplement information included in the 2018 update. On March 21, the County reported that the 2018 update with supplemental information had been reviewed and approved by South Carolina Emergency Management Department and had been submitted for review by FEMA.

Public Relations/Communications – Councilman Crane

Communications – Councilman Crane reported that the new HAM radios have been programmed and are available for those councilmembers who do not have a radio. A daytime network test with the HAM radios was done on March 20 to check the range and strength of the signal. Councilman Crane also reported that there will be a “soft” launch of the Town’s new website around April 1.

Special Projects/Beach Administration – Councilman Wells

Update on Gateway Improvement Program – Councilman Wells reported that Triad Construction is near completion of their portion of the work on the Gateway Improvement Program.

Update on Dolphin Education Program for 2019 – Councilman Wells also reported that the Dolphin Education Program will have an organizational meeting on May 1 at the Community Center and their

Kiawah counterparts will be invited to attend. In 2019, volunteer shifts for the Dolphin Education Program will be in 2 hour increments rather than 4 hours.

Community and Government Relations - Councilmember Finke

Resolution 2019-18, A Resolution to express the position of the Council regarding the regulation of plastic bags and certain other non-biodegradable items and any attempt by the SC State Legislature to preempt the Town's authority to enact such regulation – Councilmember Finke explained that this resolution is a “sense of the Council” statement that says that Council recognizes the threat of plastics pollution and intends to consider adopting an ordinance this year that would ban single-use plastic bags and perhaps other non-biodegradable food service items, such as plastic straws. Twelve of our neighboring communities have already adopted such ordinances. Councilmember Finke stated that she does not think that the Town should adopt an ordinance just because neighboring municipalities have but because it is the right thing to do because of Seabrook Island's vulnerable and special ecosystem. This resolution may give the Town standing should the SC General Assembly enact a “ban the bans” bill and there is a legal challenge to that preemption of local authority. The resolution is not specific but is a statement of intent and the Council's position on the State usurping the Town's authority.

Councilmember Finke moved to adopt Resolution 2019-18 in the form presented to Council. Councilman Gregg seconded the motion and the vote to approve was unanimous. Mayor Ciancio remarked that the resolution instructs the Mayor to send a copy of the resolution to relevant representatives and senators in the General Assembly with, he assumes, the admonition that we are not in favor of the pending legislation that would preclude municipalities from acting on this issue.

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 –

Extension for Osprey Construction – 1126 Ocean Forest Lane – Mayor Ciancio reminded Council that John Matney and his wife had purchased the house located at 1126 Ocean Forest Lane about two years ago. For a number of years prior to the purchase by Mr. Matney, the house had been abandoned and the Town had declared the property a nuisance and began soliciting bids for demolition. Prior to his purchase of the property, Mr. Matney asked the Town to delay the demolition process until he could determine if the property could be salvaged. The Town then entered into an agreement with Mr. Matney wherein he agreed either to tear down the structure or to complete renovations by September 14, 2018, and he posted a \$300,000 letter of credit as assurance of completion of those tasks in a timely manner. This past fall, Council granted a six-month extension to complete construction that expired on March 14, 2019. Mayor Ciancio stated that he had spoken with Charleston County Building Services and they are satisfied with the work done to date. Mr. Matney and his contractor, Osprey Construction, have asked for an additional extension that would expire on April 15, 2019. Councilman Gregg made a motion (1) to authorize the Mayor to enter into an agreement on behalf of the Town with Mr. Matney on identical terms to those contained in the agreement of July 28, 2018, with a date for completion of the renovations of April 15, 2019, and (2) to modify the letter of credit provided by Mr. Matney under the July 28, 2018, agreement consistent with the April 15, 2019, deadline. Councilman Crane seconded the motion and the vote to approve was unanimous.

Town Administrator –

2019 Municipal Association of South Carolina (MASC) Achievement Award – Town Administrator Cronin stated that this is the first year that the Town has applied for the Municipal Association's Achievement Award. The Town submitted, under the population category (1,000 to 5,000), and won with a submission about the Town's Dolphin Education Program. The Town's representatives will receive the

award at MASC's 2019 Annual Meeting, which will be held in Greenville in July. On May 7, MASC will have a crew on Seabrook Island to do a 3 to 5-minute video to highlight the project. The video will be shown at MASC's Annual Meeting in Greenville and posted on their website.

2019 Beach Patrol Update – Town Administrator Cronin reported that Island Beach Services began beach patrol services on March 9, working on weekends, and have worked 5 days so far. In addition to their normal duties, the beach patrol has been asked to keep a count of the number of people on the beach this year and will be doing a count every hour as they patrol.

Vehicle Replacement Update – Town Administrator Cronin reported that a Town purchase order has been issued to Crews Chevrolet for a Chevy Tahoe and a Chevy Colorado. Crews had the lowest price – Chevy Colorado - \$29,510 + taxes and fees and Chevy Tahoe - \$37,116 + taxes and fees. They beat the State contract price by \$200 for the Colorado and \$2,000 for an upgraded model from the State Contract for the Tahoe. The delivery time for the vehicles is anticipated to be 8 weeks. The Town Administrator stated that he will ask Council at the next Town Council meeting to vote to surplus the Town's 2002 Chevy Tahoe and proceed with advertising it for sale. The Town's 2008 Jeep Wrangler sold to the second highest bidder at a price of \$6,101.

Spring Shred Day – Town Administrator Cronin stated that the Town's Spring Shred Event will be held on Friday, April 5th, from 10:00 a.m. to 1:00 p.m. and the Fall Shred Event will be held on Friday, October 11th, from 10:00 a.m. to 1:00 p.m. Both events are free and open to the public.

Comprehensive Plan Community Drop-in – Town Administrator Cronin reported that the Town last updated their Comprehensive Plan in 2009 and staff from the Charleston County Planning Department is currently helping the Planning Commission with the required 10-year update. A public community drop-in will be held on April 15th from 2:00 p.m. to 4:00 p.m. and the public can provide written comments to the Planning Commission. A draft of the Comprehensive Plan will be available for review on the Town's website and those that are unable to attend the drop-in will be able to provide comments. The final draft of the Comprehensive Plan will be presented to Council at their Ways & Means meeting on May 21. First reading on the ordinance will take place at the June Town Council meeting and second reading and public hearing at the July Town Council meeting.

Disaster Awareness Day – The annual Joint Kiawah/Seabrook Disaster Awareness Day will be held on Friday, June 14, at the Seabrook Island Club and the program will be held from 10:00 a.m. to noon. The Club is providing food and space for the event at the same cost as 2017 – approximately \$4,500. A free luncheon for attendees will be held at noon. Attendees can visit with the vendors before the program begins and during the lunch period.

Request to Approve a contract with PLB Planning Group for Professional Services to Update the Town's Development Standards Ordinance – Town Administrator Cronin reported that the Town has received a Proposed Scope of Work from PLB Planning Group for professional services for a comprehensive update and rewrite of the Town's Development Standards Ordinance (DSO). This work will take place over approximately 12 to 18 months and the new document should be adopted by the end of 2020. The total cost of the contract with PLB is \$86,100 and \$40,000 of that has been budgeted for 2019 and the remainder will be budgeted for 2020. Town Administrator Cronin reviewed the process that will be used to accomplish the update and rewrite of the DSO. The proposal identifies related services that can be provided at additional costs – such as revision for applicable application forms, staff training and additional meetings. If additional services are necessary, requests for approval will be made at that time. Councilman Gregg made a motion to move forward with the contract with PLB Planning Group to review and revise the Town's DSO, as described in the Proposed Scope of Work that has been distributed to Council, at a fee not to exceed \$86,100. Councilman Crane seconded the motion and the vote to approve was unanimous. Mayor Ciancio stated that he would propose names of individuals that will comprise a Town advisory committee that will work with PLB Planning Group during this process at the next Town Council meeting.

Resolution 2019-12: A Resolution adopting the Town's Strategic Priorities for 2019-2020 – Town Administrator Cronin explained that this resolution endorses the Council's strategic priorities for 2019 and 2020. A Strategic Planning Workshop was held on Tuesday, March 12th, facilitated by Charlie Barrineau, who is the Regional Field Services Representative for the Municipal Association of South Carolina. At that meeting, Council prioritized strategic priorities for the upcoming year so this resolution will endorse and formalize those priorities and their ranking for the upcoming 12-month period. The Resolution also

directs the Town Administrator to post the materials on the Town website and any other place he deems necessary. Councilman Gregg moved to adopt Resolution 2019-12 adopting the Town's strategic priorities for 2019-2020, which are attached to the Resolution as Exhibit A, as presented to Council. Councilman Crane seconded the motion and the vote to approve was unanimous.

Resolution 2019-13 to 2019-17: Resolutions to appoint and commission the following individuals as Code Enforcement Officers of the Town (2019 Beach Patrol) – Ian Butler, Thomas DeHaven, Alexander Huss, Nicholas Larson and Andrew Mappus – Town Administrator Cronin explained that at least one Code Enforcement Officer from Island Beach Services (IBS) must always be present on the beach during the beach patrol shifts. Some employees of IBS have already been sworn in as Code Enforcement Officers, but IBS has submitted the names of five more individuals they would like to have sworn in. Mayor Ciancio added that the five resolutions Resolution 2019-13 through 2019-17 that are included in Council packets are identical in text except for the person's name and each appoints the person named as a Code Enforcement Officer for the Town either through the end of the year, the termination of IBS's contract or the termination of the individual's employment, whichever comes first. Councilman Gregg made a motion to approve Resolutions 2019-13 through 2019-17 regarding the appointment of Ian Butler, Thomas DeHaven, Alexander Huss, Nicholas Larsen and Andrew Mappus as Code Enforcement Officers for the Town of Seabrook Island. Councilman Wells seconded the motion and the vote to approve was unanimous.

Town Council Members – See Above

Utility Commission – Commissioner Vancini reported that, in February, the Utility Commission generated a net cash flow of \$19,000 and the net cash flow through February was \$16,000. The Utility recently received a reimbursement from FEMA of almost \$10,000 for hurricane expenses. In March, DHEC evaluated the Utility and they received an "S" rating. The ratings are either "S" or "U". Commissioner Vancini reported that the windows in the Commission's office building were replaced recently, as well as the HVAC unit.

Petitions Received, Referred or Disposed of:

- **Request from Bohicket Marina Investors to approve a Temporary Use Permit for the 2019 Governor's Invitational Billfish Tournament** – Mayor Ciancio explained that Council is being asked to approve a Temporary Use Permit submitted by Bohicket Marina Investors. A temporary stage and signage will be set up prior to the Dolphin Slam, which is scheduled for April 27, and will remain in place until completion of the Governor's Invitational Billfish Tournament, which will be held from May 8 to May 11. Because the use will continue beyond three days, the permit must be approved by Town Council. The Temporary Use Permit was submitted to the Planning Commission at their March meeting and the Planning Commission recommends approval with the condition that no vehicle parking will be permitted on Seabrook Island Road or Andell Bluff Boulevard during the Tournament except in marked parking spaces. Councilman Gregg made a motion to approve Bohicket Marina Investor's Temporary Use Permit application allowing the construction of a temporary stage and associated signage for the Dolphin Slam and the 2019 Governor's Invitational Billfish Tournament, subject to the condition proposed by the Planning Commission. Councilman Crane seconded the motion and the vote to approve was unanimous.

Ordinances for First Reading: None

Ordinances for Second Reading:

- **Ordinance 2019-01:** An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 149-13-00-008, containing approximately 0.49 +/- acres located at 1146 Ocean Forest Lane, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District

- **Ordinance 2019-02:** An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 149-06-00-041, containing approximately 0.31 +/- acres located at 2906 Seabrook Island Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District
- **Ordinance 2019-03:** An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 147-12-00-068, containing approximately 0.83 +/- acres located at 2326 Cat Tail Pond Road from the Single-Family Residential District to the Agricultural-Conservation District.

Mayor Ciancio stated that each property that is being rezoned in Ordinance 2019-01, Ordinance 2019-02 and 2019-03 has been purchased, or received as a gift, by Greenspace and turned over to the Seabrook Island Property Owners Association, subject to a conservation easement. The Planning Commission has recommended the change of zoning on each of the properties and a Public Hearing was held on the three ordinances just prior to the Town Council meeting.

Councilman Gregg moved to approve Ordinance 2019-01, Ordinance 2019-02 and Ordinance 2019-03 on second reading to rezone each of the properties – 1146 Ocean Forest Lane, 2906 Seabrook Island Road and 2326 Cat Tail Pond Road – from Single-Family Residential District to the Agricultural-Conservation District. Councilman Wells seconded the motion and the vote to approve was unanimous.

Miscellaneous Business: None

Citizens Comments:

In response to a question from a Seabrook Island resident regarding future meetings pertaining to beach rules for dogs, the Mayor stated that these meetings will probably begin with U.S. Fish & Wildlife Service at the April Ways & Means Committee meeting and that additional meetings will be scheduled throughout the summer.

In response to a question about statistics provided by Island Beach Services, the Town Administrator stated that any statistics provided by beach patrol will be posted on the Town website and can also be posted on Tidelines.

Jeff Harrison, a Seabrook Island resident, expressed his concern with Seabrook Island's beach patrol using trucks on the beach. Mr. Harrison feels that it would be preferable to use bicycles, golf carts, or some similar manner to patrol. He commented that quite often beach patrol personnel are present when there are very few people on the beach. Mr. Harrison also stated that there is not a sign at Boardwalk #3 saying that glass is not permitted on the beach. The Mayor thanked Mr. Harrison for his comments and said that Council will look into the signage in that area. Mayor Ciancio remarked that many residents have been very complimentary of the beach patrol and trucks are the only way to have the necessary coverage on the beach since the Town cannot afford to double the size of the staff being used to patrol the beach. Councilman Wells encouraged Mr. Harrison to call him at any time with questions or comments since he is the councilmember in charge of the beach and he also commented that signage on the beach is currently being reviewed.

The meeting was adjourned at 3:45 p.m.

Date: April 23, 2019



Town Clerk