

**TOWN OF SEABROOK ISLAND**  
**Town Council Meeting of February 27, 2018**

**MINUTES**

After the pledge of allegiance, Mayor Ciancio called the February 27, 2018, Town Council meeting to order at 2:30 p.m. Councilmen Crane, Gregg and Wells, Councilwoman Finke, 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 minutes of the Town Council meeting of January 23, 2018, and the Ways & Means Committee meeting of February 20, 2018, were unanimously approved as written.

**Financials:** Mayor Ciancio stated that \$300,000 has been transferred from the General Fund to the Road Improvement Fund and, along with the funds in that account that were not spent in 2017, the total is now \$851,768.95, which is the approximate amount the Town estimates it will spend on the Seabrook Island Road project. Revenue for the month of January was \$38,403, which was \$12,671 under budget, mostly due to business license receipts. Expenses for the month of January were approximately \$48,673, which was \$50,250 less than budget. In January, expenses exceeded revenue by \$10,270.

**Citizens/Guests Presentations, Comments:** None

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

**Public Safety/Club Long Range Planning Committee** – Councilman Gregg reported that the Seabrook Island Club’s Long Range Planning Committee did not meet in February.

The Town’s Public Safety Committee met on February 12, 2018. At this meeting, the Committee looked over a draft RFP for debris management services. Once changes suggested by Town Administrator Cronin are incorporated into the document, Mr. Cronin will use the final RFP to solicit bids. The Committee also reviewed proposed revisions to the Town’s Comprehensive Emergency Plan that would address action items identified in the January training and exercise sessions. The Public Safety Committee is scheduled to meet again on Monday, March 12, at 10:00 a.m.

The Disaster Recovery Council will hold a review session on March 15 to consider the report of the Town’s consultant concerning the January training and exercise sessions.

Councilman Gregg reported that Kiawah’s Town Administrator has confirmed that Kiawah will host the jointly sponsored Disaster Awareness Day in 2018. Once the Town has more information about the event, Town Council will be asked to approve an expenditure that will be used to help offset costs incurred for the event.

On the evening of February 15, the Town hosted a question and answer forum led by Dwayne Cartwright, President and CEO of Berkeley Electric Cooperative. The session was primarily scheduled due to concerns expressed by residents regarding the restoration of power following Hurricane Irma. Mr. Cartwright answered questions about improvements that have been made to reduce the chances of outages due to flooding, about Berkeley Propane delivery delays and the potential impacts of the failed nuclear facility and how it will affect resident’s rates. Berkeley Electric purchases the bulk of its electricity from Santee Cooper and Santee Cooper is a 40% participant in the expansion of nuclear facilities at V.C. Summer.

Councilman Gregg reported that the Town has received a check for \$1,966.70 from the State that represents the final payment of the Federal and State funds on the Town’s Request for Public Assistance that was submitted in 2016. This payment covered debris removal costs incurred by the Town following Hurricane Matthew. The total of all payments received by the Town on its Request for Public Assistance

from Hurricane Matthew is \$106,972.23. FEMA has requested further documentation from the Town's contractor concerning debris removal following Hurricane Irma in 2017 and the request has been forwarded to the contractor.

**Public Relations/Communications** – Councilman Crane reported that the Town held an open house on Friday, February 23, for residents and property owners to provide assistance in understanding the effects of the preliminary FEMA flood maps. Approximately 70-80 people from Seabrook Island and Kiawah Island attended. Representatives of Charleston County Building Services gave a short presentation and then assisted individuals using various tools to find their property on the flood maps and helped them understand the significance of changes, if any, indicated by the maps. The appeal process, which is open through April 18, was also addressed.

The Communications Committee will meet on March 6 and will review a prototype for a new Town website. Councilman Crane also reported that an unsolicited "travel writer" request from Columbia Metropolitan Magazine has been referred to the Seabrook Island Club.

The Town Council held a Strategic Planning Session on February 22 that was led by Bill Taylor, from the Municipal Association of South Carolina. The session was designed to address setting short and long term goals and objectives, assigning levels of priority and estimating the associated cost/benefit considerations.

**Special Projects/Beach Administration** – Councilman Wells reported that the Accommodations Tax Advisory Committee had met recently and recommended approval for additional funds. One of the programs the Committee recommended for funding is the dolphin education program. All of the Committee's recommendations for approval are more fully addressed in connection with discussion of Ordinance 2018-02 amending the 2018 budget.

Councilman Wells also reported that the RFP for relining all the major drainage pipes under Seabrook Island Road and repair and upgrade the storm water system adjacent to the Marina should be sent out within the next two weeks.

**Community and Government Relations:** Councilwoman Finke reported that Charlie Moore, who is a member of the Seabrook Island Birders has approached Town Council about financing the cost of printing a brochure, "Respecting Seabrook Island Shorebirds and their Habitat". The brochure also contains information about the Town's rules for having dogs on the beach. Council has suggested changes to this section and Councilwoman Finke is awaiting the final draft of the brochure. Councilman Gregg made a motion for the Town to pay \$340 to have 2,000 brochures printed in the form to be agreed upon by Councilwoman Finke. Councilman Wells seconded the motion and the vote to approve was unanimous.

Councilwoman Finke reported that she has made suggested changes to the Town's comment letter on the proposal to open the outer continental shelf to drilling off our coast. The Mayor stated that this letter is consistent with the Town's past position opposing offshore drilling and seismic testing and will be mailed by the end of this week.

**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** – Mayor Ciancio stated that the Town’s General Fund balance is approximately \$1,857,000. The previous year was a good year financially, generating almost \$300,000 of revenues in excess of expenditures. Over the past 6 years, Council has tried to increase the Town’s emergency reserve, which now stands at \$1,637,184. The Mayor stated that it is his goal to have the Emergency Fund balance reach \$2,000,000 incrementally over the next few years. Councilman Gregg moved to transfer \$200,000 from the General Fund into the Emergency Fund. Councilman Crane seconded the motion and the vote to approve was unanimous.

**Town Administrator** – Items to be addressed by the Town Administrator were deferred until after first reading consideration of the draft budget amendment (Ordinance 2018-02).

**Town Council Members** – See Above

**Utility Commission** – Chairman Jim Bannwart reported that operations for the waste water facility were normal for January. As far as the budget, there was a positive cash flow of \$12,500 due to higher water sales. The Utility Commission has just finished a lining project of 600 lineal feet of 8” sewer pipe in the area of Gnarled Pine and Seabrook Island Road. Chairman Bannwart also reported that the Commission is still negotiating with the contractor regarding their management contract.

**Petitions Received, Referred or Disposed of:** None

**Ordinances for First Reading:**

- **Ordinance 2018-02**, An Ordinance Amending the Fiscal Year 2018 Budget to Appropriate \$65,000 from State Accommodations Tax Fund Balance – Town Administrator Cronin stated that the Town, in 2017, received a check from Charleston County for State Accommodations Tax revenues that were due to the Town but erroneously paid to the County. These funds were not used in 2017 and then rolled into the State Accommodations Tax fund balance at the end of the year. The 2018 budget ordinance did not appropriate the expenditure of any surplus funds from that account. The purpose of the budget amendment is to increase Line Item #8501 – Tourism Related Expenditures from \$80,000 to \$145,000, a net increase of \$65,000. Councilman Gregg made a motion to accept Ordinance 2018-02 on first reading. Councilman Crane seconded the motion and the vote to approve was unanimous.

**Confirmation of Recipients of 2018 State Accommodations Tax Funds for Tourism Related Expenditures (#8501)** – (Deferred from Town Administrator’s Report)

Mayor Ciancio remarked that the Accommodations Tax Advisory Committee previously met and recommended various items that were contemplated when the 2018 budget was adopted. It is appropriate for Council now to authorize those expenditures. Councilman Gregg made a motion to authorize the expenditure of State Accommodations Tax for the following:

Beach Patrol	\$75,208
July 4 <sup>th</sup> Celebration	20,000
Kick-It at Bohicket	17,000
Governor’s Billfish Tournament	12,200
Alan Fleming Tennis Tournament	10,000
Dolphin Education Program	<u>10,000</u>
	\$144,408

Councilman Crane seconded the motion and the vote to approve was unanimous.

**Ordinances for Second Reading:**

- **Ordinance 2018-01**, An Ordinance Amending the Development Standards Ordinance of the Town of Seabrook Island, South Carolina; Article 4.0, Establishing of Zoning Districts and Map; Section 4.10, Official District Map; so as to Clarify the Effective Date of Amendments to the Official District Map – Town Administrator Cronin stated that the intent of this ordinance is to resolve a conflict between two statutes in the DSO as to when a rezoning is effective. One statute says that it is effective the day

after Council approves it and the other says that it is effective once it is reflected on the Town Zoning Map. Since the Town Zoning Map is only updated once yearly, Section 4.10 of the DSO will now state that the printed version of the Official District Map, “together with any amendments approved pursuant to Article 20 of this Ordinance but not yet incorporated into the printed version of the map,” shall be the final authority as to the current zoning status of all land within the Town. Councilman Gregg made a motion to adopt Ordinance 2018-02 on second reading. Councilman Wells seconded the motion and the vote to approve was unanimous.

**Approval of 2018 Beach Patrol Contract** (Deferred from Town Administrator’s Report) –

Town Administrator Cronin reported that the Town had advertised an RFP in the *Post & Courier* with bids due on November 20, 2017. The one bid received was from Island Beach Services, who has provided beach patrol services for the Town in the past. The Town received correspondence recently that the company’s official name is Island Beach Services DBA Barrier Island Ocean Rescue and this has been incorporated into the current contract. The contract for 2018 provides for beach patrol services to be provided from April 1 through September 4, 2018. There is an increase in coverage and will range from 1 or 2 personnel per day in 1 vehicle per day to up to 4 people in 2 vehicles per day with overlapping shifts. The full amount of the contract is \$125,208. The funds will come from State Accommodations Tax (\$75,208), from Charleston County Accommodations Tax (\$40,000) and from the General Fund (\$10,000) and be charged to Account #6291 (Beach Patrol). Councilman Gregg moved to approve the 2018 Beach Patrol Contract in the form presented to Council. Councilman Crane seconded the motion and the vote to approve was unanimous.

**Miscellaneous Business:** (Deferred from Town Administrator’s Report)

- Town Administrator Cronin reported that the Town will hold a shred event on Friday, March 30, from 10:00 a.m. to 1:00 p.m. and will be a free service for residents. Information regarding the event has been posted on the website as well as the Town’s social media.
- The Town had several residents comment about the intersection of Andell Bluff Boulevard and Seabrook Island Road, particularly the large rut at the intersection. Employees from Charleston County came out recently and patched the roadway and dug up and replaced the concrete storm drain that had been damaged.
- Town Administrator Cronin reported that he has followed up on an item carried over from the Strategic Planning Workshop and has reached out to the regional Council of Governments to set up a meeting to get the process started for the Town’s Comprehensive Plan update.

**Citizens Comments:**

The meeting adjourned at 3:12 p.m.

Approved: March 27, 2018

Faye Allbritton, Town Clerk