

# Town Council Regular Meeting

March 26, 2024 @ 2:30 PM

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## AGENDA

### 1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL & FOIA STATEMENT

Mayor Kleinman called the March 26, 2024, Town Council Regular Meeting to order at 2:30 PM. Councilmen Hamilton, Kortvelesy, May, and Weis (left the meeting at 4:59 PM), Town Administrator Joe Cronin, Communications & Events Manager Abby Grooms, Zoning Administrator Tyler Newman, and Assistant Town Administrator Katharine Watkins participated in the meeting. The Assistant Town Administrator confirmed the requirements of the SC Freedom of Information Act have been satisfied.

### 2. APPROVAL OF MINUTES

#### A. Town Council Regular Meeting: February 27, 2024

Mayor Kleinman noted there was a scrivener's error in the minutes that was corrected prior to the meeting.

Councilman Weis moved to approve the February 27<sup>th</sup> meeting minutes; Councilman Hamilton seconded. All voted in favor.

The previous meeting minutes of February 27<sup>th</sup> were approved.

### 3. PRESENTATIONS

#### A. Presentation of a Proclamation to the American Red Cross

*Bruce Kleinman, Mayor*

Mayor Kleinman read the proclamation to make March American Red Cross month.

#### B. St. Johns Fire District Presentation

*Chief Ryan Kunitzer, St. Johns Fire District*

Chief Kunitzer presented to the council regarding the most recent weather events that have impacted Seabrook Island and the impacts of having a high-water vehicle.

Discussions were had with members of council.

**C. Seabrook Island Beach Patrol Presentation**

*Robert Edgerton & Michael Sosnowski, Island Beach Services, LLC*

Mr. Edgerton & Mr. Sosnowski presented to the council regarding the beach patrol services provided by Barrier Island Beach Services for the Town of Seabrook Island.

Discussions were had with members of council.

**D. Seabrook Island Dolphin Education Program Presentation**

*Lauren Rust, Lowcountry Marine Mammal Network*

Ms. Rust presented to the council regarding the Dolphin Education Program on Seabrook Island.

Discussions were had with members of council.

**4. PUBLIC HEARING ITEMS**

*There are no Public Hearing Items.*

**5. CITIZEN COMMENTS**

Assistant Town Administrator Watkins noted the comments received prior to the March Council Meeting.

Copies of the comments are available upon request.

**6. REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES**

**A. Advisory Committees**

- Community Promotion and Engagement Committee: Bruce Kleinman, Chair

Mayor Kleinman updated the council on the scheduling of the Community Promotions and Engagement Committee.

- Environment and Wildlife Committee: Gordon Weis, Chair

Councilman Weis summarized the Barrier Island Informational Meeting on Coyotes.

Councilman Weis noted the upcoming Environment and Wildlife Committee will be on April 11<sup>th</sup>.

- Public Safety Committee: Dan Kortvelesy, Chair

Councilman Kortvelesy summarized meetings had with Chief Kunitzer.

Councilman Kortvelesy noted Disaster Awareness Day will be held on May 31<sup>st</sup> and the upcoming Disaster Recovery Council meeting will be on April 9<sup>th</sup> at 10:00 AM.

**B. Special Committees:**

- Special Committee on Short-Term Rentals: Darryl May, Chair

Councilman May summarized the public forums and work sessions had by the Special Committee on Short-Term Rentals.

- Special Committee on Finance: Raymond Hamilton, Chair

Councilman Hamilton noted the upcoming Special Committee on Finance will be held on April 17<sup>th</sup>.

- Special Committee on ARPA Expenditures: Mayor Bruce Kleinman, Chair

Mayor Kleinman noted the previously scheduled meeting was cancelled due to technical difficulties in chambers, and summarized the comments submitted through the website.

**C. Board of Zoning Appeals: No report**

**D. Planning Commission: No report**

**E. State Accommodations Tax Advisory Committee: No report**

**F. Utility Commission: Jim Ferland, Chair**

Commissioner Ferland summarized the financials and operations for the month of February.

Commissioner Ferland summarized the proposed pond project and updated council on the status of the project.

Discussions were had with members of council.

**7. REPORTS OF TOWN OFFICERS**

**A. Mayor**

- What's Happenin'
  - Discussion of goings on for the Town of Seabrook Island Government

Postponed to next Town Council meeting.

**B. Town Administrator**

- Introduction of new employees (Abby Grooms and Lauren Compasso)

Town Administrator Cronin introduced the new employees to the town: Abby Grooms (Communications & Events Manager) and Lauren Compasso (administrative Assistant).

- Update on Debris Removal Services Invitation for Bids (IFB 2024-01)

Town Administrator Cronin updated council on the status of Debris Removal Services Invitation for Bids (IFB 2024-01).

Discussions were had with members of council.

- Update on Environment & Wildlife Conservation Grants

Town Administrator Cronin noted the Environment & Wildlife Conservation Grants are available on the website and will start collecting them on April 1<sup>st</sup>.

- Update regarding changes to the speed limit in front of Seabrook Island Town Hall

Town Administrator Cronin updated the council on the status of the changes to the speed limit in front of Seabrook Island Town Hall.

Discussions were had with members of council.

- Update regarding the EV Charging Stations at Town Hall

Town Administrator Cronin updated the council on the status of the EV charging stations.

Discussions were had with members of council.

#### **C. Assistant Town Administrator**

- Report of Financials for the Months of December 2023, January 2024, and February 2024 (potentially)

Assistant Town Administrator Watkins updated the council on the status of the outstanding financial statements.

Discussions were had with members of council.

#### **D. Zoning Administrator**

- Code Enforcement Summary

Zoning Administrator Newman summarized the code enforcement activity since the previous council meeting.

Zoning Administrator Newman updated the council on the meetings for the upcoming Planning Commission and Board of Zoning Appeals.

Discussions were had with members of council.

**E. Communication & Events Manager**

- Chow Town Food Truck Rodeo: May 22, June 19, July 17, August 21 (5:00-8:00PM)
- Free Shredding Events: June 5 & October 30 (10:00AM-12:00PM)

Communications & Events Manager reminded the council of the upcoming dates of the Chow Town Food Truck Rodeo and the Free Shredding Events.

**8. ORDINANCES FOR SECOND READING**

*There are no Ordinances for Second Reading.*

**9. ORDINANCES FOR FIRST READING**

- A. Ordinance 2024-01:** An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 20, Planning and Development; Article II, Flood Damage Prevention; Section 20-22, County Ordinance Adopted by Reference; Administration of Article; so as to adopt the most recent version of the Charleston County Flood Damage Prevention and Protection Ordinance

Town Administrator Cronin summarized Ordinance 2024-01 for members of council.

Discussions were had with members of council.

Mayor Kleinman moved to approve Ordinance 2024-01; Councilman May seconded. All voted in favor.

**Ordinance 2024-01 passed first reading.**

**10. OTHER ACTION ITEMS**

- A. Vision & Mission Statement:** Request to approve a new vision and mission statement for the Town of Seabrook Island

Mayor Kleinman read the proposed mission and vision statement for members of council.

Discussions were had with members of council.

Mayor Kleinman moved to approve the vision and mission statement as presented; Councilman Kortvelesy seconded.

Discussions were had with members of council.

A vote was taken using the original motion, all voted in favor.

**The Vision and Mission Statement were approved.**

- B. Resolution 2024-05:** A resolution to adopt the Town of Seabrook Island's Strategic Priorities for 2024-25

Mayor Kleinman summarized Resolution 2024-05 for members of council.

Councilman Hamilton moved to approve Resolution 2024-05; Councilman May seconded.

Councilman Kortvelesy moved to amend the strategic priorities to strike "Eliminate 15 MPH Zone"; Mayor Kleinman seconded. All voted in favor.

**The amendment was approved.**

Mayor Kleinman moved to add the following to the critical priorities: Develop and adopt a five-year update to the Town's Comprehensive Plan; evaluate and determine the relationship between the County's Urban Growth Boundary ("UGB") and the future land use recommendations contained in the Town's Comprehensive Plan; coordinate with neighboring jurisdictions to reach agreement at the regional level to recognize, implement and protect the County's UGB in local zoning determinations; Councilman Kortvelesy seconded.

Discussions were had with members of council.

A vote was taken using the original motion; all voted in favor.

**The amendment was approved.**

Clarifications were had with members of council on the proposed strategic priorities.

Using the original motion, a vote was taken; all voted in favor.

**Resolution 2024-05 was approved as amended.**

- C. Resolution 2024-06:** A resolution authorizing the Seabrook Island Utility Commission to apply for a loan in the amount of approximately \$8,000,000 for equipment upgrades and other proposed improvements at the town's wastewater treatment plant.

Mayor Kleinman introduced Resolution 2024-06 for members of council.

Discussions were had with members of council with Commissioner Ferland.

Councilman May moved to approve Resolution 2024-06; Councilman Weis seconded. All voted in favor.

**Resolution 2024-06 was approved.**

- D. Resolution 2024-07 through 2024-32:** Resolutions to appoint and commission the following individuals as code enforcement officers for the proper security and general welfare for the Town of Seabrook Island (Beach Patrol):

<b><u>2024-07:</u></b> Alexander Huss	<b><u>2024-20:</u></b> Jacob Frederick
<b><u>2024-08:</u></b> Alexander Westover	<b><u>2024-21:</u></b> Kelsie-Blake Weeks
<b><u>2024-09:</u></b> Alexander Wall	<b><u>2024-22:</u></b> Kennedy Drew
<b><u>2024-10:</u></b> Andrew Mappus	<b><u>2024-23:</u></b> Kyle Meihls
<b><u>2024-11:</u></b> Ansley Bucknam	<b><u>2024-24:</u></b> Malek Varner
<b><u>2024-12:</u></b> Ashley DiBlosi	<b><u>2024-25:</u></b> Malia Borg
<b><u>2024-13:</u></b> Baxley Crosby	<b><u>2024-26:</u></b> Marisa Maher
<b><u>2024-14:</u></b> Carter Seuffert	<b><u>2024-27:</u></b> Michael Sosnowski
<b><u>2024-15:</u></b> Charles Cheves	<b><u>2024-28:</u></b> Richard Hoskins
<b><u>2024-16:</u></b> Colin McMicking	<b><u>2024-29:</u></b> Robert Edgerton
<b><u>2024-17:</u></b> Garison Covel	<b><u>2024-30:</u></b> Sheppard Davis
<b><u>2024-18:</u></b> George Mayer	<b><u>2024-31:</u></b> Trapier Marshall
<b><u>2024-19:</u></b> Ian Butler	<b><u>2024-32:</u></b> William Bowling

Councilman Weis moved to approve Resolutions 2024-07 – 2024-32; Councilman Hamilton seconded. All voted in favor.

**Resolutions 2024-07 – 2024-32 were approved.**

- E. Beach Patrol Contract:** Request to approve a second addendum to the Beach Patrol Services Contract between the Town of Seabrook Island and Island Beach Services, LLC, so as to extend the contract by renewal through March 31, 2025

Town Administrator Cronin summarized the proposed second addendum to the Beach Patrol Services Contract between the Town of Seabrook Island and Island Beach Services, LLC, for renewal through March 31, 2025.

Discussions were had with members of council and with staff and Barrier Island Beach Services.

Councilman May moved to amend the Beach Patrol Contract to include Option 1 with the extension of the following periods: April 1- May 23, and August 16 – September 30, to 5:00PM, and to authorize the Mayor to enter into negotiations reflecting this change to

the contract for up to \$20,000.00, if it exceeds \$20,000, council authorizes the Mayor to approve the proposed Option 1 as presented; Councilman Weis seconded.

Discussions were had with members of council.

A vote was taken using the original motion, all voted in favor.

**The Beach Patrol Contract with Barrier Island Beach Rescue was approved as specified.**

- F. Dolphin Education Program Contract:** Request to approve an agreement with the Lowcountry Marine Mammal Network pertaining to services rendered in support of the 2024 Seabrook Island Dolphin Education Program

Mayor Kleinman introduced the Dolphin Education Program Contract with Lowcountry Marine Mammal Network.

Discussions were had with members of council.

Councilman May moved to approve the Dolphin Education Program Contract with Lowcountry Marine Mammal Network; Councilman Kortvelesy seconded. All voted in favor.

**The Dolphin Education Program contract with Lowcountry Marine Mammal Network was approved.**

- G. eGroup Emergency Preparedness Contract:** Request to approve the third amendment to the Emergency Preparedness Services Contract between the Town of Seabrook Island and eGroup Enabling Technologies, LLC, so as to extend the contract by renewal through February 28, 2025

Town Administrator Cronin summarized the eGroup Emergency Preparedness Contract.

Councilman Kortvelesy moved to approve the eGroup Emergency Preparedness Contract; Mayor Kleinman seconded.

Discussions were had with members of council.

A vote was taken using the original motion, all voted in favor.

**The eGroup Emergency Preparedness Contract was approved.**

- H. Gateway Sign Replacement:** Request to approve the awarding of a contract for the production and installation of a new gateway sign.

Zoning Administrator Newman summarized the quotes received for the gateway sign, and recommended Imperial Sign Crafters for approval for the construction of the gateway sign.

Discussions were had with members of council.

Councilman Kortvelesy moved to approve the bid submitted from Imperial Sign Crafters for \$40,750.00; Councilman Weis seconded. All voted in favor.

**The bid from Imperial Sign Crafters was approved.**

- I. **Appointment of Clerk of Court:** Request to approve the appointment of Lauren Compasso as Clerk of Court for the Town of Seabrook Island

Town Administrator Cronin summarized the appointment of the Clerk of Court.

Councilman May moved to appoint Lauren Compasso as the Clerk of Court; Councilman Kortvelesy seconded. All voted in favor.

**Ms. Compasso was appointed as the Clerk of Court.**

## 11. ITEMS FOR INFORMATION OR DISCUSSION

*There are no Items for Information or Discussion.*

## 12. CITIZEN COMMENTS

None.

## 13. EXECUTIVE SESSION ITEMS

- A. **Discussion of items incident to proposed contractual arrangements (Town Prosecutor)**

*Please Note: Upon returning to open session, Council may take action on items discussed during Executive Session.*

Councilman Hamilton moved to enter into executive session; Councilman Weis seconded. All voted in favor.

**The council entered into executive session at 4:42PM.**

Councilman Kortvelesy moved to enter into open session; Councilman Hamilton seconded. All voted in favor.

**The council came back into open session at 5:06PM.**

Councilman Kortvelesy moved to approve Charles Condon of the Charles Condon Law Firm as the Town Prosecutor; Councilman May seconded. All voted in favor.

Charles Condon of the Charles Condon Law Firm was appointed as the town prosecutor.

#### 14. COUNCIL COMMENTS

Mayor Kleinman noted that there's personal conflict on the April 23<sup>rd</sup> meeting and confirmed with the Town Attorney that the Mayor has the authority to cancel the standing meeting date.

Discussions were had with members of council.

#### 15. ADJOURNMENT

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

The meeting adjourned at 5:39 PM.

Date: March 26<sup>th</sup>, 2024

Prepared by: *Katharine E. Watkins*  
Assistant Town Administrator

*Note: These minutes are not verbatim minutes. To listen to the meeting, please use the following link:*  
<https://www.youtube.com/@townofseabrookisland5287/streams>

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