Town Council Special Called Meeting

April 30, 2024

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MINUTES

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

Mayor Kleinman called the April 30, 2024, Town Council Special Called Meeting to order at 2:30 PM. Councilmen Hamilton, May, and Weis were present. Councilman Kortvelesy was absent. Staff present were the Town Administrator Joe Cronin, 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**: March 26, 2024

B. **Town Council Special Called Meeting**: April 12, 2024

Councilman Weis moved to approve the previous meeting minutes of March 26th and April 12th; Councilman Hamilton seconded. All voted in favor.

The previous meeting minutes of March 26th and April 12th were approved.

3. PRESENTATIONS

A. **Seabrook Island Club:** Tom Johnson and John Carpenter, Joint Master Planning

Mr. Johnson and Mr. Carpenter presented a proposed Joint Master Plan between the Seabrook Island Club, the Seabrook Island Property Owners Association, and the Town.

Discussions were had with members of council.

Councilman Weis moved to participate in the Joint Master Plan as presented; Councilman Hamilton seconded. All voted in favor.

The town participation for the Joint Master Plan was approved.

4. PUBLIC HEARING ITEMS

None.

5. CITIZEN COMMENTS

Assistant Town Administrator Watkins noted the comments submitted prior to the meeting.

A copy of the comments is available with these minutes and upon request.

6. REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES

A. Advisory Committees

- Community Promotion and Engagement Committee: Bruce Kleinman, Chair
  - Recommendation to approve program guidelines for the Community Promotion Grant Program *(Action Item)*

    Mayor Kleinman summarized the Community Promotions and Engagement Committee Meeting and the proposed Community Promotions Grant Guidelines and Application.

    Councilman Weis moved to approve the proposed Community Promotions Grant Guidelines and Application; Councilman May seconded. All voted in favor.

    The proposed Community Promotions Grant Guidelines and Application were approved.

- Environment and Wildlife Committee: Gordon Weis, Chair
  - Recommendation to approve the awarding of an Environment and Wildlife Conservation Grant to the Seabrook Island Greenspace Conservancy in the amount of $2,500.00 *(Action Item)*

    Councilman Weis summarized the Environment and Wildlife Conservation Grant to the Seabrook Islan Greenspace Conservancy in the amount of $2,500.

    Councilman Hamilton moved to approve the request; Councilman Weis seconded. All voted in favor.

    The request was approved.

  - Recommendation to proceed with development of a Marshfront Management Plan for the Town of Seabrook Island *(See Item 9B)*

Councilman Weis noted the Environment and Wildlife Committee recommend approval to proceed with the development of a Marshfront Management Plan.

- Public Safety Committee: Dan Kortvelesy, Chair
  - Update on Debris Removal Services Invitation for Bids (IFB 2024-01)
  - Resignation of Committee Member

    Town Administrator Cronin updated members of Council on the status of the Debris Removal Services IFB 2024-01, and the resignation of a committee member.

B. <u>Special Committees</u>:

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

  Councilman May updated members of Council on the work of the Special Committee on Short-Term Rentals.

- Special Committee on Finance: Raymond Hamilton, Chair

  Councilman Hamilton summarized the Special Committee on Finance meeting held in April.

- Special Committee on ARPA Expenditures: Mayor Bruce Kleinman, Chair
  - Recommendation regarding the use of ARPA funds *(See Item 9A)*

    Mayor Kleinman summarized the Special Committee on ARPA Expenditures and the committee's recommendation for the use of these funds.

    Discussions were had with members of Council and Chief Ryan Kunitzer (St. Johns Fire District).

C. <u>Board of Zoning Appeals</u>: No report

D. <u>Planning Commission</u>: No report

E. <u>State Accommodations Tax Advisory Committee</u>: No report

F. <u>Utility Commission</u>: Jim Ferland, Chair

Chair Ferland and Tommy West (SIUC Operations Manager) reported the Utility Commission financials and operations of March 2024 and updates on outstanding projects.

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

    Mayor Kleinman noted the deadline for business license renewals is April 30th and acknowledged the hard work of town staff to process these business licenses.

B. Town Administrator

- Request for Projects: FY 2025 Charleston County Transportation Committee (CTC) C-Fund Program

  Town Administrator Cronin updated members of Council on the status of the FY 2025 Charleston County Transportation Committee (CTC) C-Fund Program.

  Town Administrator Cronin noted the approved Community Promotions Grant Guidelines and Application will be posted on the website within the next day or two.

C. Assistant Town Administrator

- Report of Financials for the Months of January, February, and March 2024

  Assistant Town Administrator Watkins presented the January, February, and March 2024.

  Discussions were had with members of council.

D. Zoning Administrator

- Code Enforcement Summary

  Zoning Administrator Newman summarized the code enforcement and zoning activity since the previous Town Council Meeting.

  Discussions were had with members of council.

E. Communication & Events Manager

- Upcoming Chow Town Event: May 22, 2024 (5:00 PM to 8:00 PM)
- Disaster Awareness Day Event: May 31, 2024 (9:00 AM to 1:00 PM)
- Upcoming Shred Day Event: June 5, 2024 (10:00 AM to 12:00 PM)

  Communications and Events Manager Grooms updated members of council and the public on the upcoming events.

Discussions were had with members of council.

8. ORDINANCES FOR SECOND READING

None.

9. ORDINANCES FOR FIRST READING

A. **Ordinance 2024-02**: An ordinance adopting a first amendment to the annual operating budget for the fiscal year beginning January 1, 2024, and ending December 31, 2024

Town Administrator Cronin summarized Ordinance 2024-02 for members of Council for the amendments to the FY 2024 budget.

Discussions were had with members of council.

Councilman May moved to approve Ordinance 2024-02; Councilman Weis seconded. All voted in favor.

Ordinance 2024-02 passed first reading.

10. OTHER ACTION ITEMS

A. **Marshfront Management Plan**: Request to approve the awarding of a contract to Elko Coastal Consulting, Inc., for development of a Marshfront Management Plan for the Town of Seabrook Island

Councilman Weis moved to approve the awarding of a contract to Elko Coastal Consulting, Inc., for development of a Marshfront Management Plan for the Town of Seabrook Island; Mayor Kleinman seconded.

Discussions were had with members of council.

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

The Marshfront Management Plan was approved.

11. ITEMS FOR INFORMATION OR DISCUSSION

None.

12. CITIZEN COMMENTS

None.

13. COUNCIL COMMENTS

14. ADJOURNMENT

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

The meeting adjourned at 4:08 PM.

Date: April 30, 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