

Town Council Regular Meeting

May 27, 2025 @ 2:30 PM

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Seabrook Island Town Hall, Council Chambers
2001 Seabrook Island Road
Seabrook Island, SC 29455



MINUTES

CALL TO ORDER

Mayor Kleinman called the meeting to order at 2:31 PM.

ROLL CALL

Town Council Members Present: Mayor Bruce Kleinman; Councilmembers Darryl May, Raymond Hamilton, and Dan Kortvelesy.

Town Staff Present: Joe Cronin (Town Administrator), Tyler Newman (Zoning Administrator), Abby Grooms (Communications & Events Manager), and Peter Wiggins (Clerk/Treasurer).

FOIA STATEMENT

The Clerk/Treasurer confirmed that the meeting was advertised in compliance with the requirements of the South Carolina Freedom of Information Act. Agendas were posted and furnished to news media and all other persons requesting notification.

APPROVAL OF MINUTES

April 22, 2025

Town Council Regular Meeting

Mr. May made a motion to approve the minutes from the Town Council Regular Meeting of April 22, 2025, seconded by Mr. Hamilton.

The motion was approved UNANIMOUSLY.

PUBLIC HEARING ITEMS

On May 27, 2025, at 2:30 pm, the Town of Seabrook Island Held a Public Hearing on Ordinance 2025-03:

An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article IV, Financial Administration; Division 1, Generally; Section 2-603, Expenditure of Funds; so as to amend the allowable methods of expending town funds; and Section 2-604; Forms of Payment; so as to amend the allowable methods of collecting payments owed to the town;

On May 27, 2025, at 2:30 pm, the Town of Seabrook Island Held a Public Hearing on Ordinance 2025-04:

An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article V, Officers and Departments; so as to establish Town Departments; and other matters related thereto;

On May 27, 2025, at 2:30 pm, the Town of Seabrook Island Held a Public Hearing on Ordinance 2025-05:

An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article IV, Financial Administration; Division 2, Purchasing Requirements; so as to amend certain definitions related to the procurement of goods and services; to formalize the role of department directors in the procurement process; to allow an exception from standard purchasing requirements for subscription-based information technology arrangements (SBITA); and other matters related thereto.

Upon being informed by the Clerk of the Council that no persons, either in person or virtually wished to speak on the ordinances, Mayor Kleinman declared the Public Hearing closed at 2:34 pm.

PRESENTATIONS

National Beach Safety Week

Mayor Kleinman declared May 19 – 26, 2025, Beach Safety Week in the Town of Seabrook Island. He urged all residents and visitors to enjoy themselves on the beaches of Seabrook Island while ensuring the safety of both themselves and their families.

Mr. Kortvelesy thanked Rob Edgerton of the Beach Patrol for his hard work and the hard work of his lifeguards.

CITIZEN COMMENTS

There were no citizen comments.

REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES

Community Promotions & Engagement Committee

Mayor Kleinman provided a report of the Community Promotion & Engagement Committee's most recent meeting.

Recommendation to approve the awarding of a Community Promotion Grant to Seabrook Island Village in the amount of \$2,500.00.

Mayor Kleinman made a motion to approve the awarding of a Community Promotion Grant to the Seabrook Island Village in the amount of \$2,500.00, seconded by Mr. Kortvelesy.

Mr. May stated he supports both the requesting entity and application. However, he expressed his disappointment that the requesting entity was not present to answer questions from the council.

The motion was approved UNANIMOUSLY.

**Environment & Wildlife
Committee**

Dr. Bill Nelson gave a brief presentation on the mission of the Seabrook Island Turtle Patrol.

Recommendation to approve the awarding of an Environment & Wildlife Conservation Grant to the Seabrook Island Turtle Patrol in the amount of \$1,000.00

Mr. Hamilton made a motion to approve the awarding of an Environment & Wildlife Conservation Grant to the Seabrook Island Turtle Patrol in the amount of \$1,000.00, seconded by Mr. Kortvelesy.

The motion was approved UNANIMOUSLY.

Public Safety Committee

No report.

Utility Commission

Jim Ferland provided a report on the financials of the Seabrook Island Utility Commission (SIUC) through April 2025.

Mr. Ferland reported the SIUC's deep well pump was down for approximately four weeks. He stated that at the present, the pump was back up and running. He stated the cost of fixing the pump was approximately \$150,000. He stated that staff also installed a back-up motor for similar outages in the future. Mr. Ferland thanked Tommy West and his staff for their hard work in repairing the deep well pump.

Mr. Ferland stated the water tower repair was progressing. He stated the structural improvements had been made, and crews were on site, painting the tank at the top of the tower. He stated painting would take two weeks to complete. Following completion, the cell antennas would be moved from the temporary tower back to the water tower.

Mayor Kleinman asked if the cellular service providers would be notified that the tower work was completed.

Mr. Ferland stated they would be notified. He stated hopefully, the improvements to the tower would prompt service providers to improve their antennas, thereby improving cellular service in and around Seabrook Island.

Mr. Ferland stated the Pond Expansion Project remains on schedule. He stated that the first half of the project was nearing completion.

REPORTS OF TOWN OFFICERS

Mayor

Mayor Kleinman reminded the council that Thursday, May 29, was Disaster Awareness Day, hosted by the Seabrook Island Club.

Mayor Kleinman also reminded the council that the DRC Emergency Preparedness Drill was scheduled for June 17.

Town Administrator

Mr. Cronin stated that the deadline to apply for a Short-Term Rental (STR) permit had passed. He stated the deadline was April 30.

He stated the town implemented an on-line application portal for business licenses and permitting. He stated that both he and staff had hoped rental companies would use the online features. He stated that as of the day of the meeting, 88% of applications were submitted either via paper or email. He stated this has slowed down the processing of STR permits.

Mr. Cronin stated that based on data from staff, the town would be at or near the cap outside the overlay district. He also stated that once applications inside the overlay were processed, they were likely to be under the cap.

Mr. May asked if the use of the online permitting portal would be required when renewals begin in 2026.

Mr. Cronin stated that he and staff have been discussing not taking paper or email applications next year. He stated that it is very likely the town will transition to only online applications beginning in 2026.

Mr. Hamilton asked how the rental income requirement in the ordinance would be measured.

Mr. Cronin stated that beginning in 2026, the STR applicant will need to declare how much income was earned on STR's over the prior twelve months, including the number of nights rented. He stated that if the applicant could not meet the nights rented and income threshold, the application would be removed, opening new cap space.

Mayor Kleinman added he and staff were disappointed in the number of STR applications that were submitted through the online portal. He further stated that the amount of paper applications that were received caused more work for staff. He stated that the process was taking longer than anyone would like, and residents should not assume that the town does not care. He ended by stating that staff are working hard to ensure applications are processed as quickly as possible.

Clerk/Treasurer

Mr. Wiggins stated the FY2024 audit process has begun. Mr. Wiggins gave a report on what the town had provided the audit firm. He stated the audit process is approximately halfway done.

Mayor Kleinman asked what the last month's financials that staff had reviewed.

Mr. Wiggins stated that December of 2024 financials had been reviewed. He stated there were additional checks written by the town in 2025 that need to be accrued to FY2024. He stated those checks were provided to the accountant so that December's financials could be amended.

Mr. Hamilton stated he was disappointed that the town was just receiving January's financials in May. He stated that finances cannot be managed that way.

Mr. Wiggins stated that he had that conversation with the town's accountant.

Zoning Administrator

Code Enforcement Summary: Mr. Newman provided an update of code enforcement and construction activities since the April meeting.

Construction Summary: Mr. Newman provided an update of construction activities since the April meeting.

Beach Patrol Summary: Mr. Newman provided an update of beach patrol activities since the April meeting.

Mr. Kortvelesy asked how many garbage can violations the town had observed since April.

Mr. Newman stated that code enforcement officers observed 87 garbage can violations.

Mr. May asked how code enforcement officers will handle repeat offenders of the garbage can ordinance.

Mr. Cronin stated that code enforcement officers have discretions as to whether they issue citations. Mr. Cronin stated that residents should expect to receive a citation if they continue run afoul of the ordinance.

Mayor Kleinman asked what period the 87 garbage can violations cover.

Mr. Newman stated that 87 violations were observed since the April council meeting. Mr. Newman stated that in the past, he had observed

over 200 garbage can violations in a single day. He further stated that the 87 violations were not unsurprising.

**Communication & Events
Manager**

Ms. Grooms stated the first Chowtown event is scheduled for May 28 at Town Hall. She also stated that May 29 is Disaster Awareness Day at the Seabrook Island Club.

ORDINANCES FOR SECOND READING

Ordinance 2025-03: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article IV, Financial Administration; Division 1, Generally; Section 2-603, Expenditure of Funds; so as to amend the allowable methods of expending town funds; and Section 2-604; Forms of Payment; so as to amend the allowable methods of collecting payments owed to the town

Mr. May motioned to approve the ordinance at second reading, seconded by Mr. Hamilton.

Mr. May's motion was passed UNANIMOUSLY.

Ordinance 2025-04: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article V, Officers and Departments; so as to establish Town Departments; and other matters related thereto

Mr. Hamilton motion to approve the ordinance at second reading, seconded by Mr. Kortvelesy.

Mr. Hamilton's motion passed UNANIMOUSLY.

Ordinance 2025-05: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article IV, Financial Administration; Division 2, Purchasing Requirements; so as to amend certain definitions

Mr. Cronin stated there was a change to the ordinance since first reading. He stated the ordinance now allows the town, when purchasing items off a state contract, to purchase those items locally, if the item is found at a less expensive price. He stated if the item has not been budgeted for, the purchase is subject to the mayor's approval.

Mr. Kortvelesy motioned to approve the ordinance at second reading, seconded by Mr. Hamilton.

Mr. Kortvelesy's motion passed UNANIMOUSLY.

related to the procurement of goods and services; to formalize the role of department directors in the procurement process; to allow an exception from standard purchasing requirements for subscription-based information technology arrangements (SBITA); and other matters related thereto

ORDINANCES FOR FIRST READING

There were no ordinances for first reading.

OTHER ACTION ITEMS

There were no other action items.

ITEMS FOR INFORMATION/DISCUSSION

There were no items for information/discussion.

CITIZEN COMMENTS

There were no citizen comments.

COUNCIL COMMENTS

Mr. Hamilton asked the town's attorney why the town could not institute term limits.

Mr. Aiken stated the opinion of the Attorney General's office was that any power the council may have to approve term limits must come from either the SC Code of Laws or the South Carolina Constitution. He stated the Attorney General opined that that authority does not exist in either document.

Mr. Hamilton asked what would be required to delay the implementation of Ordinance 2025-02, the ordinance transitioning council and the mayor to four, from two-year terms.

Mr. Cronin stated that the council would need to start with a new ordinance, amending Ordinance 2025-02. He stated that the timeline would be tight, as filing for the 2025 election begins in early August.

Mr. Hamilton asked if the town had a contingency plan if there was a lack of candidates filing for seats on the council.

Mr. Cronin stated that, although he was not certain, there could be a subsequent petition or write-in candidate, or the town could have a special election to fill open seats.

Mr. Hamilton mentioned recent flooding and asked what the timeline was for the completion of Seafields.

Mr. Cronin replied that the flooding did not originate from the Seafields site. He stated the flooding in the right-of-way has been occurring since before he was the town's administrator. He stated that the ponding in the right-of-way is caused by poor drainage. He further stated that Seafields has scheduled the installation of drainage improvements for the second week of July.

Mr. May stated he was pleased to read in Tidelines of the return of the purple martins to the gourds hanging in the Equestrian Center. He stated the return was in part because of the town's grant programs.

Mayor Kleinman asked if the Attorney General opinion was related to elections on Edisto Beach.

Mr. Aiken stated he was not positive where the opinion originated, but he recalled it could have come from Edisto Beach.

Mayor Kleinman stated that often times, the number of candidates that file for office on Seabrook Island, equals the number of seats available.

ADJOURNMENT

There being no further discussion, Mayor Kleinman declared the meeting adjourned at 3:58 PM.