

TOWN OF SEABROOK ISLAND
Town Council Meeting
June 23, 2020, at 2:30 p.m.

MINUTES

The June 23, 2020, Town Council meeting was conducted as a video conference using Zoom and was simultaneously made available to the public via YouTube live stream and by conference call, all in keeping with practices adopted to address the ongoing coronavirus pandemic. Mayor Gregg, Councilmembers Crane, Finke, Fox and Goldstein, Town Administrator Cronin and Town Clerk Allbritton participated in the meeting. The Town Clerk confirmed that the meeting was properly posted, and the requirements of the SC Freedom of Information Act were met.

Minutes:

The following minutes were unanimously approved as written:

- Town Council Minutes of February 25, 2020
- Public Hearing Minutes of February 25, 2020
- Town Council Minutes of May 26, 2020
- Budget Workshop Minutes of June 3, 2020
- Ways & Means Committee Minutes of June 9, 2020

Financials:

Mayor Gregg reported that the total fund balance for the period ending May 31, 2020 was \$5,220,856. About \$436,932 more than the balance for the same period in 2019. Unrestricted revenue for May totaled \$98,914. Unrestricted revenue for the year as of May 31 totaled \$493,128 representing about 37% of the 2020 annual budget and about \$54,637 less than the same period in 2019. Expenditures for May totaled \$64,451 and expenditures for the year, as of May 31 totaled \$330,384, representing about 23.7% of the 2020 annual budget. Expenditures for the year were about \$259,211 less than the same period in 2019 due primarily to no expenditures for the roadway project or capital expenditures in 2020. Excess of revenues over expenditures was \$34,464 for the month of May and about \$162,744 for the year as of May 31.

Citizens/Guests Presentations, Comments:

Reports of Standing Committees, Commissions, Boards:

Public Safety Committee – Councilman Crane reported that the Public Safety Committee met on June 8, 2020 by videoconference. Councilman Crane, Chairman, gave the Committee a status report of the pandemic that included the increasing number of cases, best personal practices, restrictions in place at the Town Hall and cancellation of certain events. The Committee reviewed a brief video of the pathway between Landfall Way and Freshfields that showed one of the visibility issues on the pathway and the Committee discussed possible solutions. Town Administrator Cronin reported that Paul Ford, from Reveer Group, has been asked to review pathway issues and offer recommendations. Councilman Crane stated that the Disaster Recovery Council met on May 7, 2020 to document recommended changes to the Comprehensive Emergency Plan (CEP) Pandemic Response section considering what the community has been experiencing. A copy of the Town Hall closing procedure has been sent to Scott Cave, the Town's Consultant, for inclusion in the next CEP update. Scott Cave, the Town's consultant, has sold his business, Atlantic Business Continuity Services, and the Town is currently working out details for a new contract with the purchaser (eGroup LLC) for consulting services. The next meeting date for the Public Safety Committee is July 13, 2020.

Public Relations/Communications – Pat Fox

Councilwoman Fox reported that the HAM radio antenna located at the Town Hall was not working properly at the last radio check and the Town Administrator has contacted Mobile Communications to address the problem. Due to a resident's question, Councilwoman Fox had gotten a reply from the Mayor that the developers of the Freshfields Senior Living project were addressing construction cost estimates in

excess of expectations. In addition, it was noted that MUSC's Certificate of Need submissions for the proposed Freestanding Emergency Facility had been approved on March 27, 2020.

Special Projects/Beach Administration – Barry Goldstein

Councilman Goldstein reported that the Town has not heard anything back on the design work for raising the portion of the pathway from the Town Hall to Freshfields that floods.

Beach Administration/Community and Government Relations – Councilwoman Finke

Councilwoman Finke stated that she had forwarded Council comments she had been getting about large crowds on the beach. She said that residents were asking her if the Town was enforcing and issuing citations for groups of 10 or more. The Mayor commented that the large gathering on June 19 was reported by Beach Patrol and they had disbursed the crowd. Councilwoman Finke stated that the group had resumed the party when Beach Patrol left the beach and that the group had a bonfire permit issued by the Seabrook Island Property Owners Association (SIPOA). She commented that she thought bonfire permits were not being issued during the pandemic and expressed her intention to follow-up with SIPOA concerning those permits. The Town had also had a comment from a Beach Court resident about large crowds on the beach. Town Administrator Cronin stated that, in most cases, the Town's Beach Patrol notifies someone that a violation exists, and they will ask them to remedy the violation. If the party agreeably complies, they are not given a citation. If it is a repeat violation or is something that creates a safety hazard, Beach Patrol has the discretion to issue a citation. Councilwoman Finke expressed concern that bonfire permits were being issued if security was not making sure there were no groups of ten or more gathering. The Town Administrator explained that SIPOA security did not have the authority to enforce the Mayor's Emergency Order pertaining to groups of 10 or more.

Ways & Means – John Gregg

The Mayor reported that the following topics were discussed at the June Ways & Means Committee meeting:

- **COVID-19 Response** – Mayor Gregg confirmed that the proposal made to the Town by MUSC representatives for a program of anti-body testing for Town residents had been declined and the residents that had inquired about Seabrook Island participating in the program had been notified. The Mayor noted that Executive Order 2020-40, the Governor's most recent Order, renewed the State of Emergency for South Carolina and relaxed restrictions on occupancy, social distancing practices and sanitation of retail stores.
- **Curfews** – The Mayor reported concerning curfews imposed within the Town beginning on May 31 because of a county-wide curfew imposed by Charleston County Council. The curfew imposed by Charleston County Council for June 1 applied to unincorporated areas of Charleston County, but no curfew was imposed within the Town.
- **Bicycle/Pedestrian Pathway** – Councilman Crane reported that the Town's traffic engineer, Reveer Group, is looking into safety concerns on the pathway and will give recommendations.
- **Lowcountry Marine Mammal Network** – Councilwoman Finke reported that the Dolphin Education Program was underway and Lauren Rust, founder of Lowcountry Marine Mammal Network, is using volunteers that were trained in 2019. Ms. Rust is covering additional shifts until additional volunteers can be trained.
- **Documentary Filming** – The Town Administrator reported that he had been contacted by a production company, who will be filming a documentary that would feature dolphins strand feeding in Cap'n Sams Inlet. Filming would take two weeks and would begin on September 8. Town Administrator Cronin stated that their request to allow a vehicle to be used on the beach to transport crew and equipment to the filming site would come before Council at the June Town Council meeting.
- **Proposed Budget Amendments** – Due to an expected reduction in revenue for 2020 because of impacts on businesses from the coronavirus pandemic and a reduction in Accommodation's Tax collection, the Town Administrator has revised the Town's 2020 budget. The changes were discussed at the June 6 Budget Workshop and at the June 9 Ways & Means Committee meeting.

An ordinance adopting the amended 2020 budget will be on the June Town Council meeting agenda for first reading.

- **Strategic Planning Session** – In response to an inquiry by Town Administrator Cronin, the Mayor suggested that he try to schedule Council’s Strategic Planning Session during the month of July.
- **Regulation of Short-Term Rentals** – The ad hoc committee established in March to consider whether the Town should undertake to regulate short-term rentals had no report. Mayor Gregg asked that Councilwoman Finke have an update at the July Ways and Means Committee meeting.

Planning Commission – No Report

Board of Zoning Appeals – No Report

Reports of Ad Hoc Committees:

Development Standards Ordinance Advisory Group – Councilman Crane, Chairman, reported that a virtual meeting of the DSO Advisory Group was held on June 16 and the group covered the Article pertaining to Signs. It was decided that Illuminated Signs should be a policy decision for Council. The next meeting of the DSO Advisory Group will be held on July 6.

Regulation of Short-Term Rentals Committee – No Report

Reports of Town Officers:

Mayor –

- **Seabrook Island Property Owners Association’s 4th of July Parade** – Mayor Gregg reported that, due to safety reasons, the Town will not have a vehicle in the 4th of July parade. The Seabrook Island Property Owners Association’s rules state that passengers in a vehicle must be from the same household.
- **Inquiries Concerning Progress of Short-Term Rental Ad Hoc Committee** – Due to inquiries the Mayor had received from residents concerning the possible regulation by the Town of short-term rentals, he stated that we will be looking forward to Councilwoman Finke providing an update for Council at the July Ways and Means Committee meeting.

Town Administrator/Zoning Administrator – Joe Cronin

- **Make-Up Date for Strategic Planning Workshop with MASC and 2020 Shred Event** – Town Administrator Cronin reported that the makeup date for Town Council’s Strategic Planning Workshop is July 21 at 10:00 a.m. and the makeup date for the Town’s Shred Event is July 17 from 10:00 a.m. to 1:00 p.m.
- **Beach Patrol Update** – The Town Administrator reported that he had not received the Beach Patrol’s report and other items had already been covered earlier in the meeting.
- **Request from America Films of Wildstar Films Ltd. to Operate a Vehicle on the Beach of Seabrook Island between September 8-22, 2020** – The Town Administrator stated that Wildstar Films would like to film dolphins strand feeding in Captain Sams Inlet between September 8 and 22 on the Seabrook Island and Kiawah side. The group has requested approval to have a vehicle on the beach to transport personnel and equipment to the Inlet. The group has been in touch with the Lowcountry Marine Mammal Network and the Turtle Patrol will be contacted about the filming project also. An exception for having vehicles on the beach, Section 32-42 (a)(8), states that “other vehicles deemed as essential by the Town operating pursuant to a duly granted permit from the Town.” The Town Code gives no specific process for reviewing or issuing the permit or what constitutes essential. The Mayor asked the Town Administrator to draft something for Council for the July Ways & Means meeting that will state that Council will permit the use of a vehicle and deem it as being essential to the purpose of doing the documentary film.

Town Council Members – See Above

Utility Commission: Chairperson Annie Smith-Jones reported that the Utility Commission had a net income for the month of May of \$12,267. After adjusting for Bond Principal and Interest and Capital

Expenditures of \$21,436, May showed a net loss of \$7,163. The Balance Sheet shows available Cash totals \$2,629,606. The SIUC Audit is complete and will be presented at the July meeting.

Wastewater flows for the month averaged 469,000 gallons per day, with the average for the past 12 months being 399,000 gallons per day. SIUC delivered 29,214,250 gallons of water for the month compared to 29,972,122 gallons last year. SIUC performed hydrant flow testing, flushing and valve maintenance around Marsh Gate and Deer Point.

At their last meeting, SIUC approved the WK Dickson proposal for the engineering design work for the three FEMA approved generators. FEMA will pay 75% of the bill and SIUC will pay 25%. This year's finances and the overall budget was also discussed. SIUC's holding pond does not have sufficient capacity and a study is being done to determine what can be done to increase the size.

Petitions Received, Referred or Disposed of: None

Ordinances for First Reading:

- **Ordinance 2020-06** – An ordinance amending the Budget for the Fiscal Year beginning January 1, 2020 and ending December 31, 2020. Town Administrator Cronin stated that Ordinance 2020-06 is a follow up from the Budget Workshop that was held recently. As a result of the ongoing pandemic and its economic impact, the Town is expecting to be financially impacted. Since the Town is on a calendar year budget, business license revenue will likely not be affected in 2020 since most of the business license income has already been collected. A significant impact is expected on State Accommodations Tax (-46.7%), County Accommodations Tax (-99.9%) and Alcohol Tax (40.4%). The total of revenues for the 2020 budget, as adopted last year, was \$1,530,180 and, with the expected impact of reduced revenues, the amended budget total is \$1,288,430.

The Town Administrator explained that expenditures are being reduced from \$2,084,000 to \$1,538,650 to bring the General Fund expenditures in balance with revenues. In the previous 2020 budget, there was a \$60,000 deficit and reserves were used to balance the General Fund budget. The amended budget has the General Fund revenues and expenditures equal, going from \$1,391,500 to \$1,208,900. The State Accommodations Tax expenditures will go from \$172,500 to \$134,750; the County Accommodations Tax expenditures from \$60,000 to \$15,000 and Alcohol Tax will remain at \$10,000. The amounts spent in the State and County Accommodations Tax that are above what is taken in for 2020 revenue will be taken from reserves in those accounts. The Road & Drainage expenditures are being reduced from \$200,000 to \$170,000. The garage at Town Hall will not be constructed and the Town Facilities Fund expenditure of \$250,000 will be deleted.

Originally, the Town would have been using \$553,820 from Fund Balance but, with the amended budget, that would drop to \$250,220. The only change in the amended ordinance since the Budget Workshop is that the Town Hall Maintenance line item will be changed from \$6,000 to \$16,000 and this change will reduce the Contingency line item to \$24,886 to keep the budget balanced. Councilman Crane made a motion to approve Ordinance 2020-06 to amend the Town's 2020 budget. Councilwoman Finke seconded the motion and the vote to approve was unanimous.

Ordinances for Second Reading:

- **Ordinance 2020-03:** 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 147-10-00-003, containing approximately 0.51 +/- acres located at 2561 High Hammock Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District. Town Administrator Cronin explained that both rezoning ordinances had first reading in February 2020; but, because of COVID-19, the Public Hearing and second reading had been delayed. Councilman Crane made a motion to

approve Ordinance 2020-03 on second reading. Councilwoman Fine seconded the motion and the vote to approve was unanimous.

- **Ordinance 2020-04:** 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 147-12-00-023, containing approximately 0.74 +/- acres located at 3062 Seabrook Island Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District. Councilman Crane made a motion to approve Ordinance 2020-04 on second reading. Councilwoman Finke seconded the motion and the vote to approve was unanimous.

Miscellaneous Business: None

Citizens Comments:

A summary of comments that came in from property owners on various subjects is below:

- Groups of 10 or more on the beach – The Mayor does have an Executive Order prohibiting groups of more than 10. The Mayor stated that Beach Patrol can and do enforce this, but the Town might need to enhance the enforcement they do, and this will be discussed at the July Ways & Means Committee meeting.
- Boats making wakes in Captain Sams Inlet causing disruptions to individuals and dolphin pods and erosion of marshes – The resident making the comment asked if “No Wake” signs could be put at residential docks to remind boaters to proceed slowly. The Mayor asked the Town Administrator to contact DHEC and come back to Council with their reply.
- Condition of the roadway just north of the traffic circle – The Town Administrator stated that he had notified the Department of Transportation (DOT) about the problem at the same time he notified them about a pot hole but he was unaware if they have assessed the bridge itself. He said that DOT had been notified several times over the past several years about this problem. Town Administrator Cronin also said that a request had been made to trim the trees at the Island Center that are growing over the road and blocking the traffic light.
- Pothole on Seabrook Island Road outside the security gate – The Town Administrator stated that he had forwarded this comment to Heather Paton at the Seabrook Island Property Owners Association.
- Power wash Town signage – The Town Administrator commented that the sign at the entrance to Seabrook Island will be repainted soon. It was in the Town’s 2020 budget to replace all Town signage; but, with the amended budget, this expenditure has been removed. If Council would like, all the signs could be cleaned under the Maintenance – Seabrook Island Road line item.
- Traffic Engineer recommendations for bike path – The Town is still waiting on additional information from the traffic engineer and the Town Administrator will be meeting with the Town Attorney to discuss some legal concerns soon.

There being no further business, the meeting was adjourned at 4:25 p.m.

Date: July 28, 2020



Town Clerk

TOWN OF SEABROOK ISLAND, SC
PUBLIC HEARING MINUTES
June 23, 2020 at 2:25 PM at Town Hall

The June 23, 2020, Public Hearing was conducted as a video conference using Zoom and was simultaneously made available to the public via YouTube live stream and by conference call, all in keeping with practices adopted to address the ongoing coronavirus pandemic. Mayor Gregg, Councilmembers Crane, Finke, Fox and Goldstein, Town Administrator Cronin and Town Clerk Allbritton participated in the meeting.

Mayor Gregg called the meeting to order and explained that the meeting was being held to hear comments on two ordinances:

- **Ordinance 2020-03**
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 147-10-00-003, containing approximately 0.51 +/- acres located at 2561 High Hammock Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District

- **Ordinance 2020-04**
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 147-12-00-023, containing approximately 0.74 +/- acres located at 3062 Seabrook Island Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District

The Mayor explained that staff recommends approval of the Ordinances for rezoning and public comments have been solicited online, by email and by mail or dropping them off at the Town Hall. The Town Administrator stated that he had received a comment from Arlene and Carlos Estol regarding Ordinance 2020-03 for 2561 High Hammock Road pertaining to the intended use of the property and a sign left on the property that might have been left by a company doing drainage work on Seabrook Island. The Town Administrator has contacted Heather Paton, SIPOA Executive Director, and asked her to respond to the email since SIPOA is the owner of the property.

The Mayor stated that a comment from the owner of the adjacent property to 3062 Seabrook Island Road had been received and supports the rezoning. Town Administrator Cronin noted that this comment came from Stephen Alexander, who lives at 3042 Seabrook Island Road.

The Mayor also stated that Council had received comments in March of 2020 from a citizen expressing opposition to the ongoing removal of properties from the Charleston County tax base and looking to the future for the need for funding for large projects to mitigate flooding within Seabrook Island. The Town Administrator noted that the comment was from George Conbeer who lives on Privateer Creek Road.

There being no further business, the meeting was adjourned.

Date: July 28, 2020

Faye Allbritton

Town Clerk