

Town Council Regular Meeting

June 25, 2024

[Watch Live on YouTube](#)



MINUTES

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

Mayor Kleinman called the June 25th, 2024, Town Council Regular Meeting to order at 2:30 PM. Councilmen Hamilton, Kortvelesy, May, and Weis were present. Staff present were the Town Administrator Joe Cronin, Communications and Events Manager Abby Grooms, Zoning Administrator & Chief Code Enforcement Officer 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: May 28, 2024

Councilman Kortvelesy noted some errors in the previous meeting minutes and the agenda.

Mayor Kleinman noted there were some scrivener errors to be changed.

Councilman May moved to approve the previous meeting minutes as amended; Councilman Hamilton seconded. All voted in favor.

The previous meeting minutes were approved as amended.

3. PRESENTATIONS

A. FY 2023 Audit Presentation: David Irwin & Kellan Shuford (Mauldin & Jenkins)

Mr. Shuford presented the FY 2023 Audit report to members of council.

Discussions were had with members of council and the auditor.

4. PUBLIC HEARING ITEMS

A. Ordinance 2024-03: An ordinance amending the Development Standards Ordinance for the Town of Seabrook Island, South Carolina; Article 9, Conditional Use Requirements;

Section 9.4, Specific Use Requirements; Subsection T, Wireless Communication Antennas and Towers; so as to establish conditions for the placement of temporary towers

- B. Ordinance 2024-04:** Series 2024 Note Ordinance: Approving the financing of the improvement, extension and enlargement of the water and sewer system of the Town of Seabrook Island, South Carolina, through the borrowing by the Town of not exceeding \$12,500,000, including capitalized interest, if any, from the State Water Pollution Control Revolving Loan Fund, by agreement with the South Carolina Water Quality Revolving Fund Authority, Pursuant to Title 48, Chapter 5, Code of Laws of South Carolina, 1976, as amended; providing for an agreement to make and to accept a loan, the execution and delivery of a loan agreement between the Town and the South Carolina Water Quality Revolving Fund Authority, the execution and delivery of a promissory note from the Town to the South Carolina Water Quality Revolving Fund Authority, and other matters relating thereto

Mayor Kleinman opened the public hearing for Ordinance 2024-03 at 2:49 PM.

No comments were made, the public hearing for Ordinance 2024-03 was closed at 2:50 PM.

Mayor Kleinman opened the public hearing for Ordinance 2024-04 at 2:51 PM.

No comments were made, the public hearing for Ordinance 2024-04 was closed at 2:51 PM.

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. EXECUTIVE SESSION ITEMS

- A. Discussion of items related to personnel matters:** Town Clerk/Treasurer

Councilman May moved to enter into executive session; Councilman Weis seconded.

Council entered into executive session at 4:37 PM.

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

The council came back to open session at 5:12 PM.

7. REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES

A. Advisory Committees

- Community Promotion and Engagement Committee: Bruce Kleinman, Chair
 - Recommendation to approve the awarding of a Community Promotion Grant to Seabrook Island Village in the amount of \$2,500.00 (*Action Item*)

Mayor Kleinman summarized the Community Promotion Grant request by the Seabrook Island Village in the amount of \$2,500.00.

Discussions were had with members of council.

Mayor Kleinman moved to approve the committee recommendation to award Seabrook Island Village in the amount of \$2,500.00; Councilman Hamilton seconded. All voted in favor.

The request from Seabrook Island Village was approved.

- Environment and Wildlife Committee: Gordon Weis, Chair

Councilman Weis summarized the recent Environment & Wildlife Committee meeting.

Councilman Weis reminded all the Living with Alligators Meeting on June 27th at 7:00 PM at the Lake House.

Discussions were had with members of council.

- Public Safety Committee: Dan Kortvelesy, Chair

Councilman Kortvelesy summarized a meeting had with Charleston County Sheriff's Office and the vice chair of the Public Safety Committee.

Councilman Kortvelesy summarized the Disaster Recovery Council (DRC) training held on June 18th.

B. Special Committees:

- Special Committee on Short-Term Rentals: Darryl May, Chair
 - Recommendations of the Special Committee on Short-Term Rentals
 - Next Steps

Councilman May updated members of council on the status of the Special Committee on Short-Term Rentals and the approved summary recommendations made by the committee.

Discussions were had with members of council.

Mayor Kleinman updated members of council of the upcoming July 11th Work Session to review the recommendations from the committee.

- Special Committee on Finance: Raymond Hamilton, Chair

Councilman Hamilton noted there will be a meeting of the Finance Committee sometime in July.

- 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 reported the Utility Commission financials and operations of May 2024 and updates on pending projects.

Discussions were had with members of council.

8. REPORTS OF TOWN OFFICERS

A. **Mayor**

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

Mayor Kleinman updated members of council on the engagement from the town and other organizations.

B. **Town Administrator**

Town Administrator Cronin updated members of council on outstanding planning projects with the town specifically the beach management plan, marshfront management plan, and the comprehensive plan.

Town Administrator Cronin commented on the DRC training held on June 18th.

Town Administrator Cronin updated members of council on the status of the MUSC encroachment onto Seabrook Island Road.

Discussions were had with members of council.

C. **Assistant Town Administrator**

- Report of Financials for the Month of April 2024

Assistant Town Administrator Watkins presented the April 2024 financials.

Discussions were had with members of council.

D. Zoning Administrator

- Code Enforcement Summary

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

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

- Beach Patrol Summary

Zoning Administrator Newman summarized the beach patrol activity for the year to date.

Discussions were had with members of council.

E. Communication & Events Manager

- Chow Town Event: June 26, 2024 (5:00 PM to 8:00 PM)
- Independence Day Celebration & Fireworks: July 3, 2024 (Rain Date July 5, 2024)

Communication & Events Manager reminded all of the upcoming events: Chow Town Food Truck Rodeo and Independence Day Celebration & Fireworks.

Discussions were had with members of council.

9. ORDINANCES FOR SECOND READING

- A. Ordinance 2024-03:** An ordinance amending the Development Standards Ordinance for the Town of Seabrook Island, South Carolina; Article 9, Conditional Use Requirements; Section 9.4, Specific Use Requirements; Subsection T, Wireless Communication Antennas and Towers; so as to establish conditions for the placement of temporary towers

Town Administrator Cronin summarized Ordinance 2024-03 and noted the Planning Commission voted to recommend approval at their previous meeting.

Discussions were had with members of council.

Councilman May moved to approve Ordinance 2024-03; Councilman Weis seconded. All voted in favor.

Ordinance 2024-03 passed second reading and was adopted.

- B. Ordinance 2024-04:** Series 2024 Note Ordinance: Approving the financing of the improvement, extension and enlargement of the water and sewer system of the Town of Seabrook Island, South Carolina, through the borrowing by the Town of not exceeding \$12,500,000, including capitalized interest, if any, from the State Water Pollution Control Revolving Loan Fund, by agreement with the South Carolina Water Quality Revolving Fund Authority, Pursuant to Title 48, Chapter 5, Code of Laws of South Carolina, 1976, as amended; providing for an agreement to make and to accept a loan, the execution and delivery of a loan agreement between the Town and the South Carolina Water Quality Revolving Fund Authority, the execution and delivery of a promissory note from the Town to the South Carolina Water Quality Revolving Fund Authority, and other matters relating thereto

Town Administrator Cronin summarized Ordinance 2024-04.

Discussions were had with members of council, the Seabrook Island Utility Commission and bond counsel.

Councilman Kortvelesy moved to approve Ordinance 2024-04; Councilman May seconded. All voted in favor.

Ordinance 2024-04 passed second reading and was adopted.

10. ORDINANCES FOR FIRST READING

- A. Ordinance 2024-05:** An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina, so as to separate the duties of the Town Clerk and Town Treasurer; to create the position of Town Prosecutor; to repeal the Public Works Committee as a standing committee of the Town; to amend the procedure for adopting and amending general personnel policies and procedures for the Town and its employees; and other matters related thereto

Councilman Weis moved to approve Ordinance 2024-05; Councilman May seconded.

Discussions were had with members of council.

Councilman Kortvelesy moved to amend the ordinance to restore the Public Works Committee as a standing committee of the Town and adjust the ordinance title; accordingly, no second was made.

The motion failed.

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

Ordinance 2024-05 passed first reading.

11. OTHER ACTION ITEMS

- A. **PEBA Addendum:** Consideration of a one-time irrevocable option to exclude council members from the definition of “Active Employee” for the purposes of participation in the State Insurance Benefits Program

Town Administrator Cronin summarized the PEBA (Public Employee Benefit Authority) Addendum.

Discussions were had with members of council.

Councilman Hamilton to not elect to have insurance through PEBA; Councilman May seconded. All voted in favor.

The council decided to not elect to have insurance through PEBA per the PEBA Addendum.

12. ITEMS FOR INFORMATION OR DISCUSSION

There are no Items for Information or Discussion.

13. CITIZEN COMMENTS

14. COUNCIL COMMENTS

15. ADJOURNMENT

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

The meeting adjourned at 5:22 PM.

Date: June 25, 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>