

TOWN OF SEABROOK ISLAND
Town Council Meeting of June 26, 2018

MINUTES

After the pledge of allegiance, Mayor Ciancio called the June 26, 2018, Town Council meeting to order at 2:30 p.m. Councilmen Crane, Gregg and Wells, Town Clerk Allbritton and Town Administrator Cronin also attended the meeting. The meeting was properly posted and the requirements of the SC Freedom of Information Act were met.

Minutes:

The minutes of the Public Hearing of May 22, 2018, the Town Council meeting of May 22, 2018, the Special Town Council Meeting of May 31, 2018, and the Ways & Means Committee meeting of June 19, 2018, were each unanimously approved as written.

Financials: Mayor Ciancio reported that revenue for May was \$104,321 and was over budget by \$65,518 mostly due to higher than anticipated business license collections by the Town and the Municipal Association. Year to date revenue through May totaled \$853,187 and was over budget by \$190,037.

Expenditures for the month of May were \$51,551 and were under budget by \$57,970 primarily due to timing issues for audit expenses and roadway improvement expenses. For the year to date, expenditures were \$275,803 and were under budget by \$263,813.

Citizens/Guests Presentations, Comments:

Seabrook Island Comprehensive Plan Update – Dan Frazier, Charleston County Planning Department – Mayor Ciancio commented that the Town has signed an Intergovernmental Agreement with the Charleston County Planning Department to aid the Town’s Planning Commission in updating the Seabrook Island Comprehensive Plan. The Mayor also explained that the Town would rely on input from residents in the form of public hearings, workshops and surveys and residents are encouraged to participate when possible. Mayor Ciancio introduced Dan Frazier, Charleston County Planning Department, who outlined the process that will be followed to develop the 2019 Plan update. Mr. Frazier provided a PowerPoint presentation to Council that included:

- An overview of the comprehensive planning process
- A draft project schedule
- A summary of the nine required planning elements
- Discussion of citizens input strategies, including a community survey and stakeholder meetings; and
- Next steps for the comprehensive plan project.

Reports of Standing Committees, Commissions, Boards:

Report of Ad Hoc Committee – Councilman Gregg reported that the *ad hoc* committee (Councilmen Gregg and Crane and Town Administrator Cronin) has reviewed comments from legal counsel regarding the Town’s employee handbook and anticipates having a revised draft for Town Council by the end of June.

Club Long Range Planning Committee – Councilman Gregg stated that the Seabrook Island Club’s Long Range Planning Committee met on June 8. The Committee discussed addressing aging properties within the community, the timing of their 2018 annual member survey and other items. The Committee will not meet in July.

Public Safety Committee – The Town’s Public Safety Committee met on June 11. The Committee reviewed a draft memorandum of evaluation of bids for debris management services. Councilman Gregg asked Committee members to review the Earthquake Plan portion of the Comprehensive Emergency Plan in order to recommend improvements to the plan. The next meeting of that Committee is scheduled for July 9th at 10:00 a.m.

Motion for Approval of Awarding the Debris Management Services Contract - Councilman Gregg commented that Town Council had been provided with the Public Safety Committee's memorandum of evaluation of bids and made a motion to approve award of a stand-by contract for debris management services to Phillips & Jordan and to authorize the Mayor to negotiate the terms of that contract and to execute the contract on behalf of the Town. Councilman Wells seconded the motion. Mayor Ciancio commented that Phillips & Jordan was not the lowest bidder but, considering the results on Addendum I of the Evaluation Scoring, would be considered the lowest responsible bidder since the company scored higher than the other bidders. The vote to approve the motion was unanimous.

Disaster Recovery Council – The Disaster Recovery Council held training and exercise sessions on June 5 and 6 using an earthquake scenario. The DRC will schedule a meeting to review the consultant's report from those sessions and will assign responsibility for action items identified in the report.

Disaster Awareness Day – Councilman Gregg reported that Disaster Awareness Day, which is jointly sponsored by the Towns of Kiawah and Seabrook Island, was well attended. As approved at the May Town Council meeting, the Town has made a contribution of \$1,500 to Kiawah for the Town's share of costs for the event.

Request for Public Assistance – On June 18, the Town received a check for \$10,697.33 representing FEMA's share of eligible debris clean-up costs documented in the Town's Request for Public Assistance as a result of Hurricane Irma expenditures.

Public Relations/Communications –

Communications Committee – Councilman Crane reported that social media content continues to be updated according to the ongoing schedule reviewed by the Communications Committee.

Emergency Planning and Communication Devices – An *ad hoc* committee of the Disaster Recovery Council met to inventory the Town emergency communications equipment to ensure that the Town is prepared to effectively communicate with all necessary entities during any emergency circumstance. Recommendations will be made as to budgeting needs for 2019 and for any specific equipment that can be purchased within the 2018 budget.

Special Projects/Beach Administration –

Signs for Dolphin Education Program – Councilman Wells reported that Lauren Rust, of the Lowcountry Marine Mammal Network, has about 12 volunteers helping with the dolphin education program. Councilman Wells showed Council a sample of an educational sign that Ms. Rust would like to install in the area where the dolphins strand feed while the volunteers are on the beach. Councilman Wells made a motion to allow the six signs to be placed on the beach two hours before low tide and removed two hours after low tide. Councilman Gregg seconded the motion. After discussion about the location of the signs, the vote to approve was unanimous.

Seabrook Island Road Improvements Update – Councilman Wells reported that the Town has received a series of easements so that the outfalls can now be cleaned but OCRM has to come out and tell the Town how far they can go into the marsh. The cleaning of outfalls will likely be added to the contract that we already have that is in progress.

Community and Government Relations: No Report

Ways & Means – No Report

Planning Commission – No Report

Board of Zoning Appeals – No Report

Reports of Ad Hoc Committee:

Reports of Town Officers:

Mayor –

Statewide Mutual Aid Agreement – Mayor Ciancio stated that the Town currently participates in a Statewide Mutual Aid Agreement but the agreement has been revised and the Town is being asked to

approve and execute an updated agreement. Participation in the South Carolina Mutual Aid System is voluntary. By signing the agreement, the Town is allowed to either receive assistance from another community or to provide assistance. Help can be coordinated between the participating agencies or the South Carolina Emergency Management (SCEMD) can be asked to coordinate the required aid. Each participating government entity is to bear the risk of its own actions and determine for itself what kinds of insurance, and at what amounts, it should carry. Councilman Gregg made a motion to approve the execution of the Mutual Aid Agreement and to authorize the Mayor and Town Clerk to execute the agreement. Councilman Crane seconded the motion and the vote to approve was unanimous.

Leash Definition – Mayor Ciancio stated that Section 32-44 of the Town Code specifies, when and under what circumstances, dogs may be on or off lead on the beach below the high water mark. The Town’s beach patrol has recently reported instances of dogs on the beach that are being controlled with electronic collars but the Town’s ordinance does not define the term “on lead.” Over the next several weeks, Council will undertake to come up with a definition of leash or lead for the Town’s ordinance. The Town will coordinate this effort with the Property Owners Association.

Appointment to the Board of Zoning Appeals – Mayor Ciancio reported that Jerry Farber has resigned from the Board of Zoning Appeals and John Fox has agreed to serve out the remainder of that term, which will expire in December of 2020. Mr. Fox currently serves on the Public Safety Committee and will resign that position so that he can serve on the Board of Zoning Appeals. Councilman Gregg made a motion to appoint John Fox to the Board of Zoning Appeals for a term to begin upon his resignation from the Public Safety Committee and to expire in December of 2020. Councilman Crane seconded the motion and the vote to approve was unanimous.

Mayor Ciancio stated that he would be attending a meeting of the Johns Island Infrastructure Committee on the evening of June 26th.

Town Administrator –

Beach Patrol – Town Administrator Cronin distributed the weekly beach patrol report, July 17 through July 23, to Council. The beach patrol has issued 75 warnings and 1 citation for the period of April 1 through June 23, 2018. So far, the #1 violation is “glass on the beach,” with 116 violations. Town Administrator Cronin reported that Sue Holloman has met with the beach patrol and has done an article for Tidelines based on their meeting.

Rental Ordinance – Town Administrator Cronin reported that letters have gone out to let property owners and managers know that the rental ordinance, requiring that owners/agents that place advertisements for rental of a property on Seabrook Island display the current business license number for that unit in the text of the advertisement, will go into effect on July 21, 2018. Frequently asked questions are included on the back of the letter. This information should also be posted on the Town website by the end of the week.

Town Council Members – See Above

Utility Commission – Chairman Jim Bannwart reported that operations for the month of May were normal and water flow is up due to higher population and temperatures. The Utility has just installed the third backup generator, which is located at pump station #6. Mr. Bannwart reported that DHEC has approved a capacity increase on June 18, 2018, in response to the Utility Commission’s request. The treatment plant is rated at 1.1 million gallons per day. Previously, 907,000 gallons per day (gpd) of wastewater had been permitted, leaving a remaining balance of only 193,000 gpd. The approved adjustment of 312,000 gpd increases the remaining capacity to 505,000 gpd, a significant improvement that will allow the Commission to address future service requests without having to expand the treatment plant. He also reported that the five-year permit for water withdrawal from the deep well is up for renewal. The current permit allows withdrawal of 258 million gallons per year but DHEC wants to drop the withdrawal to 115 million gallons per year. The Utility Commission will work to retain the same annual withdrawal rate of 258 million gallons.

Petitions Received, Referred or Disposed of: None

Ordinances for First Reading: None

Ordinances for Second Reading: None

Miscellaneous Business: None

Citizens Comments:

A Seabrook Island resident commented that he feels there is an issue with fishermen on Seabrook Island attracting sharks to family swim areas by the type of bait that is being used and suggested that perhaps a certain area of the beach should be reserved for fishing. Mayor Ciancio stated that the issue was brought up a few years ago and that an ordinance prohibiting chumming off our shore was adopted. Council, at that time, did not feel they wanted to designate a specific area for fishing. The resident indicated that Hilton Head is having an increased number of shark bites and he would not like to see that happen at Seabrook Island. Mayor Ciancio remarked that Council would consider the issue.

Jeff Harris, a Seabrook Island resident, stated that Seabrook Island overall seems very involved in preserving the environment but he is concerned that the beach patrol currently has two trucks on the beach, with two people in each truck, from 8:00 a.m. to 6:00 p.m. daily. Mr. Harris questioned why the beach patrol couldn't use golf carts or some similar means of transportation. He also questioned the use of the same number of vehicles and personnel even in inclement weather. Councilman Wells explained that every 15 years or so the Property Owners Association had to move the inlet and DNR had to sign off on those permits. If the Town showed signs of harassment to any migrating birds or endangered species and were not able to show that we are enforcing beach rules and regulations, we might jeopardize those permits. Councilman Wells also explained that Island Beach Services was the only company to bid on the Town's beach patrol services and those are the type vehicles they use and that they would be paid in inclement weather whether they were on the beach or not. Mayor Ciancio stated that he appreciated Mr. Harris' opinion but that the majority of the comments Council had received about the beach patrol had been overwhelmingly positive.

Another resident commented on the advantages of using an electronic collar to restrain dogs.

The meeting adjourned at 4:15 p.m.

Date: July 24, 2018



Faye Allbritton, Town Clerk