

Town Council Regular Meeting

July 23, 2024

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MINUTES

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

Mayor Kleinman called the July 23, 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, Zoning Administrator & Chief Code Enforcement Officer Tyler Newman, Short-Term Rental Compliance Manager Beth Rinehimer, 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: June 25, 2024

Councilman May moved to approve the previous meeting minutes of June 25th; Councilman Weis seconded. All voted in favor.

The previous meeting minutes of June 25th were approved.

B. Town Council Work Session: July 11, 2024

Councilman Kortvelesy moved to approve the previous meeting minutes of July 11th; Councilman Weis seconded.

Discussions were had on the scrivener errors included in the meeting minutes.

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

The previous meeting minutes of July 11th were approved with the scrivener corrections.

3. PUBLIC HEARING ITEMS

- 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

Mayor Kleinman opened the public hearing on Ordinance 2024-05 at 2:38 PM.

No public comments were made, Mayor Kleinman closed the public hearing at 2:39PM.

4. 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.

5. 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 SBI Fun Connection in the amount of \$1,550.00 (*Action Item*)

Mayor Kleinman summarized the grant application request from SBI Fun Connection.

Discussions were had on the grant request.

Mayor Kleinman moved to approve the SBI Fun Connection Community Promotions Grants request in the amount of \$1,550.00. A vote was taken, all voted in favor.

The request from SBI Fun Connection was approved.

- Environment and Wildlife Committee: Gordon Weis, Chair

Councilman Weis updated members of council on the status of the Marshfront Management Plan and the Beachfront Management Plan.

Councilman Weis noted there will be a meeting for “All About Snakes” at the Lakehouse on Monday August 5th at 7:00 PM.

- Public Safety Committee: Dan Kortvelesy, Chair

Councilman Kortvelesy summarized the Public Safety Committee meeting on July 16th.

Discussions were had with members of council.

B. Special Committees:

- Special Committee on Finance: Raymond Hamilton, Chair

Councilman Hamilton noted there will be a Special Committee meeting on July 24th at 1:00 PM.

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 June 2024 and updates on pending projects.

Discussions were had with members of council.

6. REPORTS OF TOWN OFFICERS

A. Mayor

- What's Happenin'
 - Discussion of goings on for the Town of Seabrook Island Government
 - Letter in support of adoption of the Charleston County Climate Action Plan

Mayor Kleinman summarized the Charleston County Climate Action Plan and requested from members of council to send a letter of support for the adoption of the plan.

The council recommended sending a letter of support from the town council with the mayor signing off on their behalf.

B. Town Administrator

- FY 2025 Pre-Budget Workshop

Town Administrator Cronin summarized the budget workshop for members of council and asked members their availability to have the workshop.

Discussions were had on members' availability to have the meeting. The council decided to have the meeting on Monday August 12th at 1:00 PM.

- MUSC Update

Town Administrator Cronin updated members of council on the status of the MUSC encroachment permit.

Discussions were had with members of council.

Town Administrator Cronin updated members of council on the status of hiring a new Town Clerk.

C. Assistant Town Administrator

- Report of Financials for the Months of May and June 2024

Assistant Town Administrator Watkins presented the May and June 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 number of zoning and short-term rental permits issued.

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

Discussions were had with members of council.

- Beach Patrol Summary

Robert Edgerton, Island Beach Services, LLC (town beach patrol contractor) summarized the beach patrol activity for the year to date.

Discussions were had with members of council.

E. Communication & Events Manager

- Chow Town Event: August 21, 2024 (5:00 PM to 8:00 PM)

Assistant Town Administrator Watkins noted Communications & Events Manager Grooms is out at FEMA training and reminded all of the last Chow Town Food Truck Rodeo on Wednesday August 21st from 5:00 PM to 8:00 PM.

Discussions were had with members of council.

7. ORDINANCES FOR SECOND 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 Kortvelesy seconded.

Discussions were had with members of council.

Councilman May moved to strike section c of Sec. 12-46 the filing of the Statement of Economic Interests and to add language to Sec. 12-49 for filing the Statement of Economic Interest to mirror state law; Councilman Hamilton seconded.

Discussions were had with members of council.

A vote was taken on the amendment, all voted in favor.

Using the original motion, a vote was taken on Ordinance 2024-05 as amended; all voted in favor.

Ordinance 2024-05 passed second reading and was adopted.

8. ORDINANCES FOR FIRST READING

There are no Ordinances for First Reading

9. OTHER ACTION ITEMS

- A. Resolution 2024-33:** A resolution amending the Town of Seabrook Island Employee Handbook for the purpose of establishing a Paid Parental Leave Policy and to clarify the duties of the Town Clerk and Town Treasurer

Assistant Town Administrator Watkins summarized Resolution 2024-33 for members of council.

Discussions were had with members of council.

Councilman Hamilton moved to approve Resolution 2024-33; Councilman Weis seconded. All voted in favor.

Resolution 2024-33 was approved and adopted.

10. ITEMS FOR INFORMATION OR DISCUSSION

- A. Joint Facility Study MOU:** Request to approve a Memorandum of Understanding with the Seabrook Island Club relating to the town's participation in the joint Facility Master Plan Project

Councilman Hamilton updated members of the joint Facility Master Plan Project and summarized the Joint Facility Study Memorandum of Understanding.

Discussions were had with members of council.

Councilman Weis moved to approve the Joint Facility Study MOU; Councilman Hamilton seconded. All voted in favor.

The Joint Facility Study MOU was approved.

- B. EV Charging Rates:** Request to establish a per kilowatt-hour (kWh) rate for the use of electric vehicle (EV) charging stations at Seabrook Island Town Hall

Town Administrator Cronin updated members of council on the status of the EV charging stations and requested council to establish a per kilowatt-hour (kWh) rate for the use of electric vehicle (EV) charging stations at Seabrook Island Town Hall.

Town Administrator Cronin recommended the rate should be at cost x 17.65% to net the costs associated with the chargers.

Discussions were had with members of council.

Councilman Weis moved to set the EV Charging Station Rate at cost x 17.65% and to revisit the fees in January 2025; Councilman Kortvelesy seconded. All voted in favor.

The rate for the use of the EV Charging Station was set at the cost of electricity x 17.65% to be reviewed in January 2025.

11. CITIZEN COMMENTS

Johnson, Baywood Drive, made a comment on the EV Charging Station Rate discussion.

12. EXECUTIVE SESSION ITEMS

- A. Receipt of legal advice pertaining to proposed amendments to Section 9.4(O) of the Development Standards Ordinance (Short-Term Rental Ordinance)**

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

The council entered into executive session at 4:49PM.

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

The council came back to open session at 6:00 PM.

13. COUNCIL COMMENTS

14. ADJOURNMENT

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

The meeting adjourned at 6:01 PM.

Date: July 23, 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>