

# Town Council Regular Meeting

August 26, 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 2:32 pm

### ROLL CALL

**Councilmembers Present:** Mayor Bruce Kleinman, Councilmembers Darryl May, Gordon Weis, and Raymond Hamilton.

**Town Staff Present:** Joe Cronin (Town Administrator), Tyler Newman (Zoning Administrator), Abby Grooms (Communications & Events Coordinator), 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 others requesting notification.

### APPROVAL OF MINUTES

**July 22, 2025**

Councilman Weis motioned to approve the minutes of July 22, 2025, seconded by Councilman Hamilton.

**Councilman Weis' motion was approved UNANIMOUSLY.**

### PRESENTATIONS

**Master Plan Update:  
Karen Nuttall**

Karen Nuttall provided the council with an update on the Seabrook Island Masterplan.

Councilman Hamilton stated he wanted to remind everyone that the concepts presented by Ms. Nuttall came from Seabrook Island residents. He went on to state that unfortunately, town hall cannot be behind the gate due to the requirement that government facilities be open to the public. However, he stated that this gives Seabrookers a huge opportunity to develop the North Campus in partnership with the Town of Seabrook Island.

Mayor Kleinman stated the town's financial contribution to the Masterplan thus far is approximately \$19,000. He stated the town has reserved a maximum of \$25,000 to contribute towards the plan.

## REPORTS OF BOARDS, COMMISSIONS, AND COMMITTEES

### **Community Promotions & Engagement Committee**

Lauren Cunningham of St. Christopher Camp and Conference Center gave a summary of their plans for the grant funding if awarded. She stated the grant funds would go toward purchasing a rain barrel to be given away at a future workshop to be held at the camp.

Mayor Kleinman asked if the balance of grant funds left in the CPEC grant budget is enough to use productively.

Ms. Cunningham stated the camp will be able to use the last \$230.00 productively and the camp plans to continue the education program in 2026.

Councilman Weis motioned to approve the grant request, seconded by Councilman Hamilton.

**Councilman Weis' motion was approved UNANIMOUSLY.**

### **Environment & Wildlife Committee**

Ms. Cunningham gave a summary of the plans to install bee hives on the grounds of Camp St. Christopher. She stated the camp has requested \$2,430.00 that will be used in the construction of a pollinator garden and associated curriculum.

Councilman Weis motioned to approve the grant request, seconded by Councilman May.

**Councilman Weis' motion was approved UNANIMOUSLY.**

Susan Leggett of the Seabrook Island Greenspace Conservancy gave a summary of the group's plans for the grant funds, if awarded.

Mayor Kleinman motioned to approve the grant request, seconded by Councilman Weis.

**Mayor Kleinman's motion was approved UNANIMOUSLY.**

### **Public Safety Committee**

In Councilman Kortvelesy's absence, Mr. Cronin provided a report of the recent Public Safety Committee meeting. He stated the committee continues to discuss LSV safety on the public portion of Seabrook Island Rd.

### **Utility Commission**

Jim Ferland gave an update on the finances of the Seabrook Island Utility Commission through July 31, 2024.

Mr. Ferland stated that all work on the water tower as it relates to the utility commission is complete. He stated that the cellular service

providers are in the process of moving their equipment back to the water tower.

Mr. Ferland stated the pond project is going smoothly and is scheduled for completion this fall.

Councilman May asked if the recent rains have hampered the various projects the commission is undertaking.

Mr. Ferland stated that the rains have hampered some of the projects. He stated when rainwater covers roads, the standing water can get through manhole covers and into the commission's sewer lines, resulting in increased flow. He stated once the pond project is completed and the pond is deepened, the pond will be able to hold increased, treated effluent.

#### **REPORTS OF TOWN OFFICERS & STAFF**

##### **Mayor's Report**

Mayor Kleinman informed council he had sent certified letters to property owners of parcels that border Seabrook Island's town limits. He stated that staff hope to begin the Seabrook Island Road improvement project soon. He stated there will need to be some interaction with the owners of properties near the road. He stated he wanted council and residents to know what was included in the communication.

##### **Town Administrator**

Mr. Cronin stated that the public hearing component of the Seabrook Island Road project had been completed. He stated two items that were reported out of the hearing were comments from the SCDNR stating that road drainage would affect 1/10 of an acre of neighboring marshland. The South Carolina Department of Environmental Services notified the town that this would require the town mitigate that effect to the marsh directly, or purchase mitigation credits. Mr. Cronin stated the project consultant has been asked to revise the project so that effect to the marsh can be diminished to less than 1/10 of an acre. Mr. Cronin stated the second item to be reported out of the hearing was a comment from the SCDNR related to Diamondback Terrapin turtles that are known to nest in the area of Seabrook Island Road. Mr. Cronin stated the town has 180 days to respond to the hearing items.

Mr. Cronin stated the first round of interviews are complete for the position of Finance Director. He stated he will be moving a few applicants forward to the next round of interviews. He stated he hoped the town could make an offer by early September.

Mr. Cronin stated the State Accommodations Tax Committee had met as part of the FY 2026 budget process. He stated the committee had finalized their recommendations and the draft budget will reflect those recommendations.

Mr. Cronin reminded council that town hall will be closed on Friday, August 29 for HVAC repairs.

Councilman May asked if staff are working on a property annexation ordinance.

Mr. Cronin stated the draft ordinance is almost finished. He said he needs to have a few more conversations with the mayor and the town attorney before presenting it to council.

**Clerk/Treasurer**

Mr. Wiggins gave an update on the town's finances through July 31, 2025.

Councilman Hamilton asked for an update on fund balances for the road project, town facilities, and general fund.

Mr. Cronin stated as of the end of July, the town had approximately \$4.7 million in the general fund, approximately \$2.4 million in the town facilities fund, and approximately \$1.9 million in the Seabrook Island Road fund.

Councilman May asked when the town would have an idea on the cost of the Seabrook Island Road project.

Mr. Cronin stated the town could get an estimate at any time. However, he stated that they wouldn't have a firm number for the project until the project goes out for bid.

**Zoning Administrator**

Mr. Newman gave an update on zoning and code enforcement activities since the last council meeting.

**OTHER ACTION ITEMS**

**FY 2025 SATAX Funding Application**

Mr. Wiggins reported to council that a request for SATAX funding the town received from the Alan Fleming Tennis Tournament in 2024 for FY 2025 funding needed to be amended due to a change in the title sponsor of the tournament.

Mr. Wiggins stated that at the time tournament organizers applied for funding, the tournament was organized under the finances of the Seabrook Island Employee Assistance Fund. He stated that earlier in 2025, the tournament was reorganized under the finances of the Seabrook Island Club. He stated that when the tournament applies to be reimbursed for the 2025 tournament, the town will need to reimburse the Seabrook Island Club rather than the Employee Assistance Fund. He stated it was for this reason he was asking unanimous consent for a letter from tournament organizers serve as the SATAX application amendment.

Mayor Kleinman motioned to approve the request, seconded by Councilman Weis.

Mayor Kleinman's motion was approved UNANIMOUSLY.

#### **COUNCIL COMMENTS**

##### **Councilman Hamilton**

Councilman Hamilton asked for an update on the cellular phone service group.

Councilman May stated the group had met a couple of times. He stated the group has heard from a resident of the island who is in the business of building cell towers. He stated the group has seen studies on service on Seabrook Island and it was clear that service is poorer the further away you get from the water tower. He stated the question that was asked is if the updates to the water tower would increase service. He stated the experts have said residents would not see an increase in service such that this would not be an issue any longer.

Councilman May stated the group has discussed micro towers, but that option was not feasible on Seabrook Island due to the absence of light/electrical poles.

Councilman May said the issue is going to come down to placement of new cell towers and what residents think of the erection of new cell towers. He closed by saying residents will have an opportunity to be heard.

#### **ADJOURNMENT**

There being no further discussion, Mayor Kleinman declared the meeting adjourned at 3:47 pm.

Peter D. Wiggins II, MPA  
Clerk of the Council