

Town Council Regular Meeting

September 24, 2024 @ 2:30 PM

[View Meeting on YouTube](#)

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 2:34 PM.

PLEDGE OF ALLEGIANCE

Mr. Weis led members of Town Council in reciting the Pledge of Allegiance.

ROLL CALL

Town Council Members Present: Mayor Kleinman; Councilmembers Darryl May, Gordon Weis, Raymond Hamilton and Dan Kortvelesy.

Town Staff Present: Joe Cronin (Town Administrator), Katharine Watkins (Assistant Town Administrator), Tyler Newman (Zoning Administrator), Abigail Grooms (Communication & Events Manager), and Peter Wiggins (Town Clerk).

FOIA STATEMENT

The Town Clerk confirmed that the meeting was advertised in compliance with the requirements of the South Carolina Freedom of Information Act. The following press was notified of the meeting by email: Post & Courier, Island Connection, WCBD (News 2), WCIV (ABC News 4), and WCSC (Live 5 News). A copy of the meeting agenda was also posted on the town website and on the bulletin board at the entrance to Town Hall.

APPROVAL OF MINUTES

August 27, 2024

Town Council Regular Meeting

Mr. Weis made a motion to approve the minutes from the Town Council Regular Meeting of August 27, 2024. The motion was seconded by Mr. Kortvelesy.

The motion was approved UNANIMOUSLY.

PUBLIC HEARING ITEMS

There were no Public Hearing Items.

PRESENTATIONS

There were no Presentations.

CITIZEN COMMENTS

There were no Citizen Comments.

OTHER ACTION ITEMS

Re-order Agenda

Mayor Kleinman asked for unanimous consent to re-order the agenda to consider Resolution 2024-36. There was no objection and the agenda was re-ordered.

Resolution 2024-36

A resolution authorizing SJ Hamill Construction, LLC, to operate certain motor vehicles on the beaches of Seabrook Island between October 1, 2024, and December 31, 2024

Mr. May made a motion to approve Resolution 2024-36. The motion was seconded by Mr. Weis.

The motion was approved UNANIMOUSLY.

REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES

Community Promotions & Engagement Committee

Mayor Kleinman provided a report of the Community Promotion & Engagement Committee's most recent meeting.

Recommendation to approve the awarding of a Community Promotion Grant to Seabrook Island Birders in the amount of \$2,500.00

Mr. Kortvelesy made a motion to approve the awarding of a Community Promotion Grant to the Seabrook Island Birders in the amount of \$2,500.00.

The motion was approved UNANIMOUSLY.

Recommendation to approve the awarding of a Community Promotion Grant to the Seabrook Island Turtle Patrol in the amount of \$2,500.00

Mr. Weis made a motion to approve the awarding of a Community Promotion Grant to the Seabrook Island Turtle Patrol in the amount of \$2,500.00.

The motion was approved UNANIMOUSLY.

Environment & Wildlife Committee

Mr. Weis provided a report of the Environment & Wildlife Committee's most recent meeting.

Recommendation to approve the awarding of an amended Environment & Wildlife Conservation Grant to Seabrook Island Greenspace Conservancy in the amount of \$2,500.00

Mr. Kortvelesy made a motion to approve the awarding of an Environment & Wildlife Conservation Grant to the Seabrook Island Greenspace Conservancy in the amount of \$2,500.00.

The motion was approved UNANIMOUSLY.

Recommendation to approve the awarding of an Environment & Wildlife Conservation Grant to the St. Christopher Camp & Conference Center the amount of \$2,242.00

Mr. Hamilton made a motion to approve the awarding of an Environment & Wildlife Conservation Grant to the St. Christopher Camp & Conference Center in the amount of \$2,242.00. Mayor Kleinman moved to amend the original motion to require the Camp to share any research and/or water quality testing with the town and SIPOA. Mr. Hamilton accepted the amendment.

The motion was approved UNANIMOUSLY.

Recommendation to approve the awarding of an Environment & Wildlife Conservation Grant to the Seabrook Island Birders in the amount of \$2,500.00

Mr. Weis made a motion to approve the awarding of an Environment & Wildlife Conservation Grant to the Seabrook Island Birders in the amount of \$2,500.00.

The motion was approved UNANIMOUSLY.

Public Safety Committee

Mr. Kortvelesy provided a report of the Public Safety Committee's most recent meeting. The committee discussed a possible expansion of beach patrol services between the months of October and March. Mr. Kortvelesy stated that any expansion in services would be dependent on additional funding from the FY 2025 budget. The committee also discussed possible upgrades to communications equipment in the FY 2025 budget.

Special Committee on Finance

Mr. Hamilton stated that the Special Committee on Finance is expected to meet during the last week in October for the purpose of reviewing proposals from financial auditing firms in response to Request for Proposals (RFP) 2024-02.

Board of Zoning Appeals

No report provided.

Planning Commission

No report provided.

ATAX Advisory Committee

No report provided.

Utility Commission

Jim Ferland, SIUC Chair, provided an update on the commission's finances and two ongoing projects. At the direction of the South Carolina Department of Public Health, SIUC staff are working on the island to identify lead and copper water pipes between meters and homes. The project is two-thirds complete and is expected to be finished in October. The second project is an effort to identify illegal connections to the SIUC's sewer lines. A contractor engaged by SIUC recently began work in Kiawah River Estates. If illegal connections are found during the first phase of work, SIUC may choose to expand the project to Cassique and the rest of Seabrook Island.

REPORTS OF TOWN OFFICERS

Mayor

Establishment of rules for the Public Hearing on October 15, 2024, for Ordinances 2024-06, 2024-07, 2024-08 and 2024-09

Mayor Kleinman noted that the Town Code provides rules for public hearings which take place during a regular Town Council meeting but does not contemplate or establish rules for public hearings which take place during special called Town Council meetings. Because the public hearing on Ordinances 2024-06, 2024-07, 2024-08 and 2024-09 will take place during a special called meeting on October 15, 2024, the Mayor suggested that Town Council establish rules for the hearing.

Mayor Kleinman made a motion that the public hearing on October 15, 2024, be a single public hearing on all four ordinances (rather than a separate hearing on each ordinance), that the time allowed for each speaker be extended to five minutes, that the thirty minute maximum time allowed for each ordinance be suspended, that priority be given to those who sign up to speak in advance of the meeting, and that the hearing may be recessed for lunch. Mr. Weis seconded the motion.

The motion was approved UNANIMOUSLY.

Town Administrator

Community Rating System (CRS) Verification Report: Mr. Cronin provided members of Town Council with a copy of the town's most recent Community Rating System (CRS) Verification Report. As a result of its most recent verification, the town will remain as a CRS Class 5, which will entitle property owners to receive a 25% reduction in flood insurance premiums under the National Flood Insurance Program (NFIP).

Summary of Changes to the Charleston Regional Hazard Mitigation Plan: Mr. Cronin notified members of Town Council that Charleston County had recently published updates to the Charleston Regional Hazard Mitigation Plan (CRHMP). Copies of the updated CRHMP may be viewed on the county's website.

RFP 2024-02: Financial Auditing Services: Mr. Cronin notified members of Town Council that RFP 2024-02 has been advertised on the town website, the Post & Courier, and the South Carolina Business Opportunities (SCBO) Portal. The purpose of the RFP is to select a provider of financial auditing services for the town and SIUC for FY 2024 through FY 2028.

Revised FY 2025 Budget Calendar: Mr. Cronin noted that the dates for the public hearing on August 15, 2024, and the special called meeting on August 28, 2024, conflicted with dates that were previously scheduled for budget workshops. Mr. Cronin notified members of Town Council that the workshops would need to be rescheduled. Town Council decided to consolidate the workshops into a full-day workshop, to be held on October 14, 2024, beginning at 9:00 AM.

Assistant Town Administrator

Report of Financials for the Month of August 2024: Ms. Watkins noted that she had received the August financial from the town's accountant earlier in the day. She stated that she would forward a copy of the financials to Town Council members via email and would provide a more in-depth report at the October meeting.

Zoning Administrator

Code Enforcement Summary: Mr. Newman provided an update of code enforcement and construction activities since the August meeting.

Construction Summary: Mr. Newman provided an update of construction activities since the August meeting.

Beach Patrol Summary: Mr. Newman provided an update of beach patrol activities since the August meeting.

October Planning Commission Meeting: Mr. Newman briefed Town Council members on the agenda for the October Planning Commission meeting.

Communication & Events Manager

Fall Shred Day Event: Ms. Grooms reminded members of Town Council and the public that the Town's Fall Shred Day is scheduled for October 30, 2024, from 10:00 AM to 12:00 PM.

ORDINANCES FOR SECOND READING

There were no Ordinances for Second Reading.

ORDINANCES FOR FIRST READING

There were no Ordinances for First Reading.

OTHER ACTION ITEMS

Resolution 2024-35

A resolution authorizing the Seabrook Island Natural History Group to operate a motor vehicle on the beaches of Seabrook Island on October 11, 2024

Mr. May made a motion to approve Resolution 2024-35. The motion was seconded by Mr. Weis.

The motion was approved UNANIMOUSLY.

Reconsideration of Resolution 2024-35

Mr. Cronin noted that Resolution 2024-35 contained an incorrect date and requested that Town Council reconsider the previous motion for the purpose of correcting the date.

Mr. Hamilton made a motion to reconsider the previous motion. The motion was seconded by Mr. May.

The motion was approved UNANIMOUSLY.

Resolution 2024-35 (Corrected)

A resolution authorizing the Seabrook Island Natural History Group to operate a motor vehicle on the beaches of Seabrook Island on October 28, 2024

Mr. May made a motion to approve Resolution 2024-35, with the date corrected from October 11, 2024, to October 28, 2024. The motion was seconded by Mr. Hamilton.

The motion was approved UNANIMOUSLY.

ITEMS FOR INFORMATION/DISCUSSION

There were no Items for Information/Discussion.

CITIZEN COMMENTS

There were no Citizen Comments.

COUNCIL COMMENTS

There were no Council Comments.

ADJOURNMENT

There being no further discussion, Mayor Kleinman declared the meeting adjourned at 3:58 PM.

Peter D. Wiggins II
Town Clerk