

# Town Council Regular Meeting

October 22, 2024 @ 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 2:35 PM.

### ROLL CALL

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

**Town Staff Present:** Joe Cronin (Town Administrator), Katharine Watkins (Assistant Town Administrator), Tyler Newman (Zoning Administrator), and Peter Wiggins (Town Clerk).

### FOIA STATEMENT

The Clerk reported in compliance with the Freedom of Information Act, notice of meetings and agendas were posted and furnished to all news media and persons requesting notification.

### APPROVAL OF MINUTES

September 24, 2024

#### **Town Council Regular Meeting**

Mr. Hamilton noted a scrivener's error on page three of the minutes.

Mr. Weis motioned to approve the meeting minutes seconded by Mr. Kortvelesy. The minutes were approved.

**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.

### REPORTS OF TOWN BOARDS, COMMISSIONS AND COMMITTEES

**Community Promotions & Engagement Committee**

No report provided.

<b>Environment &amp; Wildlife Committee</b>	Mr. Weis said the committee had not met since the last town council meeting. The next meeting is scheduled for Friday, October 25 <sup>th</sup> .
<b>Public Safety Committee</b>	Mr. Kortvelesy provided a report of the Public Safety Committee's most recent meeting. He stated the committee was in the process of updating the Town's Comprehensive Emergency Plan.
<b>Special Committee on Finance</b>	No report provided.
<b>Board of Zoning Appeals</b>	No report provided.
<b>Planning Commission</b>	No report provided.
<b>ATAX Advisory Committee</b>	No report provided.
<b>Utility Commission</b>	No report provided.

**REPORTS OF TOWN OFFICERS**

<b>Mayor</b>	No report provided.
<b>Town Administrator</b>	<p>Mr. Cronin stated the Town had entered into a service agreement with CitizenServe. The company is providing software solutions for the Town's business licensing, permitting, planning and zoning, and code enforcement needs. He said the program will be live by mid-2025.</p> <p>Mr. Cronin stated the Town had received two proposals for RFP 2024-02. The RFP is related to financial auditing services. The contract should be awarded by December of 2024.</p> <p>The Town Administrator stated that IFB 2024-03 is currently advertised. This invitation for bid is related to repair work that needs to be performed on the multi-use path along the public portion of Seabrook Island Road.</p> <p>Mr. Cronin stated that IFB 2024-04 will be advertised this week. This bid package is related to replacing a wooden fence along the multi-use path.</p>
<b>Assistant Town Administrator</b>	<b>Report of Financials for the Month of August 2024:</b> Ms. Watkins provided an update on the Town's finances through August.
<b>Zoning Administrator</b>	<b>Code Enforcement Summary:</b> Mr. Newman provided an update of code enforcement and construction activities since the September meeting.

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

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

**October BZA Meeting:** Mr. Newman briefed Town Council members on the agenda for the October Board of Zoning Appeals meeting.

**Communication & Events  
Manager**

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. She also reminded council of the Holiday Extravaganza, scheduled for December 12<sup>th</sup> from 4:00 to 7:00 pm.

**ORDINANCES FOR SECOND READING**

There were no Ordinances for Second Reading.

**ORDINANCES FOR FIRST READING**

There were no Ordinances for First Reading.

**EMERGENCY ORDINANCE**

**Emergency Ordinance  
2024-01**

Mr. Kleinman provided some background on the need for this emergency ordinance. He stated that at the prior council meeting, council authorized the SJ Hamill Construction Company to operate motor vehicles on the beach in order to carry out a beach renourishment project. One condition of the authorization was that vehicles could go no faster than 10 miles per hour. Mr. Kleinman said he had been notified by the Seabrook Island Property Owners Association (SIPOA) that the project may not be able to be completed by the contracted date if construction vehicles were limited to 10 miles per hour. He stated that this emergency ordinance was needed to further increase safety along the beach.

Mr. May motioned to approve the emergency ordinance seconded by Mr. Weis.

Mr. May motioned to introduce amendments that would require pets to be on leash between Boardwalk #1 and the Beach Club and from the Beach Club to Privateer Creek pets could off leash. Further, Mr. May amended the ordinance to strike the prohibition of fires on the beach. The amendment would allow individuals to build a fire on the beach between the Beach Club and Camp St. Christopher provided they are in possession of a permit from SIPOA. Lastly, Mr. May proposed closing the beach between Boardwalk #1 and the Beach Club between sunset and sunrise.

Mr. May accepted a change to his amendment that would keep the current on leash ordinance from Camp St. Christopher to Privateer Creek.

Mr. Kleinman seconded Mr. May's prior motion and the motion passed.

**Mr. May's amendment passed UNANIMOUSLY.**

There was no discussion on the motion as amended and the motion passed.

**Emergency Ordinance 2024-01 as amended passed UNANIMOUSLY.**

### **OTHER ACTION ITEMS**

#### **Resolution 2024-37**

Mr. May motioned to approve the resolution seconded by Mr. Weis.

Mr. Cronin stated this resolution was identical to 2024-36 which allowed motor vehicles on the beach, except that the speed limit was raised to 20 miles per hour and required SIPOA to escort construction vehicles at all times.

Mr. May proposed an amendment that would require SIPOA to post signs at relevant boardwalks notifying residents and visitors of the beach closure, and further that SIPOA no longer be required to escort construction traffic at night.

Mr. May made the motion seconded by Mr. Weis. There being no discussion the amendment passed.

**Mr. May's amendment passed UNANIMOUSLY.**

There being no discussion on the resolution as amended, the motion passed.

**Resolution 2024-37 passed UNANIMOUSLY.**

#### **Memorandum of Agreement with Kiawah Island Natural Habitat Conservancy**

Mr. Cronin notified council that the Town had contracted with Elko Coastal Consulting in drafting the Town's Marshfront Management Plan. Further, Elko Coastal Consulting had contracted with the Kiawah Island Natural Habitat Conservancy to collect data and create maps in support of the drafting of the plan. He said the agreement spells out expectations and responsibilities of all parties involved.

Mr. Weis motioned to approve the agreement seconded by Mr. Kortvelesy.

The Memorandum of Agreement was approved UNANIMOUSLY.

**Appointment of Peter D. Wiggins II as Clerk of the Court**

Mr. Kleinman reported to council that part of the duties of the Town Clerk was also serving as the Clerk of the Court. Lauren Compasso had been serving in that role but there was a need to appoint their current Town Clerk as the Clerk of the Court.

Mr. May motion to appoint Mr. Wiggins as the Clerk of the Court seconded by Mr. Weis and the motion passed.

Mr. Wiggins was appointed as the Clerk of the Court 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 4:23 pm.

Peter D. Wiggins II  
Town Clerk