

September 15, 2020

The regular meeting of Town Council was held on the above date at approximately 6:00 p.m., all requirements of the Freedom of Information Act having been satisfied.

Present were: Patrick M. O’Neil, Mayor
Chauncey Clark, Mayor Pro-Tem
Sarah Church, Councilmember
Greg Hammond, Councilmember
Tim Reese, Councilmember
Bachman Smith, IV, Councilmember
Kaye Smith, Councilmember

Mayor O’Neil called the meeting to order at 6:01 p.m. and stated the press and public had been notified in accordance with State Law. This meeting was conducted via virtual meeting as a result of COVID-19 Pandemic. There were approximately twenty (20) members of the public present and two (2) members of the media present. Mayor O’Neil led the Pledge of Allegiance, followed by the invocation by Mayor Pro-Tem Clark.

I. Public Comments:

- Scott Millimet, 2902 Brownell Avenue- thanked Town Council and staff for responding to his emails pertaining to the Accreted Land. He also asked follow-up questions regarding the Bluestein v. Town of Sullivan’s Island case.
- Wayne Stelljes, 3104 I’On Avenue- stated comments regarding objecting potential paid parking on the island.

II. Presentation: Greene Finney, LLP- FY20 Financial Audit

Mayor O’Neil introduced Emily Sobczak of Greene Finney, LLP. Ms. Sobczak presented highlights of the fiscal year 2020 financial audit for the Town. She stated that the Town received an unmodified opinion, which is the best option the Town can receive. No findings, significant deficiencies, or material weaknesses were noted. The general fund balance increased \$242k to \$8.0 million. There is a non-spendable fund balance of \$188k (prepaid amounts). The restricted fund balance is \$313k, primarily for Victims Services, capital project and debt service. The committed fund balance is \$1.6 million for capital projects. There is an assigned fund balance of \$20k for the William Bradley Memorial Fund.

The general fund revenues for 2020 were \$7.6 million which is a \$708k or 17% increase from 2019. That was primarily due to a \$218k increase in business licenses and building permits and a \$222k increase in property taxes as well as nonrecurring reimbursements.

The general fund expenditures for 2020 were \$6.9 million which is a \$961k or 14% increase from 2019. That was primarily due to a \$447k increase in public safety expenditures primarily related to overtime from the checkpoints due to the COVID-19 pandemic. The Capital Outlay increased \$799k due to the purchase of public safety vehicles including a fire truck with a cost of \$547k.

The Public Facilities Corporation was created in the prior year for the purpose of issuing debt to finance the cost of upgrades and improvements to the Town's wastewater treatment plant and sewer collection system.

The water fund had an increase in net position for \$221k to \$5.0 million (including \$2.5 million invested in capital assets). The total water fund revenues and expenses were consistent with the prior year. The water fund has \$2.6 million in unrestricted cash at June 30, 2020. The water system is 56% depreciated at June 30, 2020 (cost of system was \$4.7 million with accumulated depreciation of \$2.6 million).

The sewer fund has an increase in net position of \$4.4 million to \$11.9 million (including \$12.4 million invested in capital assets). The total sewer operating revenues and expenses were consistent with the prior year. The sewer fund received transfers of \$4.3 million from the Capital Projects Fund (IRPB proceeds) to fund ongoing sewer system improvements. The debt coverage ratio for the water and sewer bonds is approximately 11.05 as of June 30, 2020 (exceeds requirement of 1.10).

Ms. Sobczak also noted that on March 11, 2020, the World Health Organization declared the coronavirus (COVID-19) outbreak a pandemic. The COVID-19 outbreak in the United States has resulted in a significant impact on the economy and the financial markets. Though the Town's operating revenues have not yet been significantly impacted, the Town may experience significant decreases in its growth-oriented revenues (i.e. business licenses, building permits, hospitality taxes, etc.) if this pandemic continues for a sustained period of time.

III. Council Action Items:

1. Approval of Council Minutes –

Motion was made by Councilmember Kaye Smith, seconded by Greg Hammond, to approve the following minutes of Town Council:

- **August 18, 2020 Regular Council Meeting**
- **August 19, 2020 Special Council Meeting**
- **August 26, 2020 Special Council Meeting**
- **August 27, 2020 Emergency Council Meeting**

- **September 1, 2020 Emergency Council Meeting**
- **September 2, 2020 Special Council Meeting**

Motion passed unanimously.

2. First Reading, by Title Only, Ordinance 2020-17, Zoning Ordinance Text Amendments: Consideration of Planning Commission recommended text amendments to Zoning Ordinance Sections 21-31, *Foundation Height* and Article 21, *Definitions*:

Motion was made by Mayor Pro-Tem Clark, seconded Councilmember Greg Hammond, to approve First Reading, by Title Only, Ordinance 2020-17, Zoning Ordinance Text Amendments: Consideration of Planning Commission recommended text amendments to Zoning Ordinance Sections 21-31, *Foundation Height* and Article 21, *Definitions*.

Motion passed unanimously.

3. First Reading, by Title Only, Ordinance 2020-18, Chapter 5, Article IV Text Amendments for Flood Damage Prevention Ordinance:

Motion was made by Councilmember Greg Hammond, seconded by Mayor Pro-Tem Clark, to approve First Reading, by Title Only, Ordinance 2020-18, Chapter 5, Article IV Text Amendments for Flood Damage Prevention Ordinance.

Motion passed unanimously.

4. Approval of the Public Safety Committee Minutes from June 4, 2020:

Motion was made by Mayor Pro-Tem Clark, seconded by Mayor O’Neil, to approve the Public Safety Committee Minutes from June 4, 2020.

Motion passed unanimously within the Committee.

IV. Reports and Communication:

1. **Mayor’s Report-** Mayor O’Neil stated that on September 10, 2020, Town Council met with Town attorneys to have a mediation related meeting regarding the Bluestein v. Town of Sullivan’s Island case. No action was taken during that time. Should any action take place, it would be during an advertised public meeting of Town Council.

2. Administrator’s Report

I. General Correspondence

- Meg McGillicuddy Roberts- comments regarding the accreted land
- Elizabeth Grantham- The Isle of Palms Connector Run for the Child scheduled for 10-3-2020 has been cancelled in response to the pandemic

II. Construction

Fire Station Structural Repairs- Meetings continue with Curt Berg/ABS and the Town (Chief Stith and Town Administrator Benke) mid-June regarding interior work on the fire station and storage building. Thirteen (13) RFQ packages were received on the scheduled date.

Present schedule:

- 8-20-20: RFQ Instructions Published
- 9-1-20: RFQ Pre-submittal meeting in Town Hall at 10:00 a.m.
- 9-8-2020: RFQ Packages due
- 9-15-20: Publish a list of CM at Risk Invitees
- 9/22-24/20: Short List Interviews by Council
- 10-6-20: Notice of Intent to Award

Thomas and Hutton- Station 22.5 Crosswalk: SCDOT returned the encroachment permit and construction drawings completed. Awaiting Thomas and Hutton contract for permitting, bidding process and construction oversight. Charleston County Transportation Committee will fund up to \$7,800 of construction expense.

Transportation Sales Tax Road Paving- The CTC Committee has approved the Town request to pave Conquest Avenue. Charleston County engineers are currently working on construction schematics for bidding. Town staff will be included in design for necessary input. A timeline for the project has not been established yet.

III. General

Pandemic Planning- Town remains at OPGON-2 with limited public access to Town Hall. Residents and businesses should utilize remote access for Town business until further notice. Staff is present at Town Hall for regular hours 8am to 5pm.

Charleston County Greenbelt Program- The next application dates for project funding have been announced for eligible parties:

- FY21 Fall Cycle- Opens Monday 8-17-20 with applications due by 9-30-20. Approximately \$12.5 million in funding available
- FY21 Winter Cycle- Opens Monday November 2, 2020 with applications due Friday 1-29-2021. Funding available to be determine after fall cycle distribution

Federal Emergency Management Agency Reimbursement for Pandemic Expenses- Staff has submitted expenses for the period of March 1, 2020 through June 30, 2020 for reimbursement.

Request to Use Town Property- Can't Stop Training LLC has requested the use of the basketball court in Stith Park several days each week to provide basketball skills training to middle through high school students.

3. Attorney's Report- No items to report.

4. Boards and Commissions Reports – Terms for various Boards and Commission seats expire in September 2020. During this calendar year, five (5) terms will expire and one seat is vacant due to resignation.

- Planning Commission, Sydney Cook- term expiration
- Planning Commission, Hal Currey- term expiration
- Planning Commission, Carl Hubbard- term expiration
- Planning Commission, Gary Visser- term expiration
- Tree Commission, Theresa Luke- resignation
- Tree Commission, Nat Robb, term expiration

V. Committee Reports:

Finance Committee – Mayor O’Neil. Monthly report rendered.

Comptroller Jason Blanton presented the July financial report. As of July 2020, all accounts are as expected.

Public Facilities Committee – Councilmember Greg Hammond, Chair. Monthly report rendered.

Beach signage- Councilmember Greg Hammond recommended adding signage on each beach path stating no smoking, single use plastics, Styrofoam or E-bikes. Chief Griffin stated that he will increase enforcement on the beach.

Status updates:

- i. Seal and tack-weld openings at Battery Logan and large cement building behind the mound for safety purposes
- ii. Seal and tack-weld openings at Battery Thompson for safety purposes, remove remaining extraneous ply-wood structures, re-paint, remove power line from pole to structure
- iii. Sale process for Formal Town Hall Property
- iv. Evaluate safety of shallow-well structures in the Jasper & Station 26 area
- v. Master plan for beach paths with goal of ensuring usability of each beach path, including prioritizing of work (funding of work to remain TBD)
- vi. Station 18 stormwater work

Land Use and Natural Resources Committee – Mayor Pro-Tem Chauncey Clark, Chair. Monthly report rendered.

Next Transition Zone Work- Station 22.5 to Station 28. This is still in progress.

Administration Committee – Councilmember Sarah Church, Chair. Monthly report rendered.

Codification of Town Ordinances- in progress, to be reviewed by Council upon completion.

Personnel Handbook- in progress, to be reviewed by Council upon completion of draft.

Water and Sewer Committee – Councilmember Bachman Smith IV, Chair. Monthly reports rendered.

Project Updates- Councilmember Bachman Smith, IV and Greg Gress gave project updates for the CWS project, Lift Station project and the WWTP project.

Committee Meeting – The next Water & Sewer Committee Meeting will be held on Thursday, September 24, 2020 at 8:45 a.m. at Town Hall.

Public Safety Committee – Councilmember Tim Reese, Chair. Monthly reports rendered.

Overview and discussion on potential island-wide paid parking implementation

Town Council consensus on two items:

- a. SCDOT Encroachment Permit authorization for Stantec
- b. Stantec develop scope of work to craft a potential paid parking program for presentation to Council and potential RFP process for vendors. This is only to obtain a quote from them.

Recreation Committee – Councilmember Kaye Smith, Chair.

VI. Executive Session

Personnel- Boards and Commissions: Appointments for 2020-2023

Town Council unanimously agreed to reschedule this item for the Special Meeting scheduled on October 5, 2020.

VII. Adjournment

Motion was made by Mayor Pro-Tem Clark, seconded by Councilmember Sarah Church, to adjourn the Meeting at 8:38 p.m.

Motion passed unanimously.

Respectfully submitted,

Courtney Sottile

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