



**Town of Sullivan's Island, South Carolina  
Town Council Meeting Minutes  
Monday, November 13, 2023, 6:00 p.m.**

The regular meeting of the 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: Justin Novak, Mayor Pro-Tem  
Ned Higgins, Councilmember  
Carl Hubbard, Councilmember  
Scott Millimet, Councilmember  
Gary Visser, Councilmember

Staff members present were Town Administrator Andy Benke, Fire Chief Anthony Stith, Police Chief Christopher Griffin, Jason Blanton, Niamiah Clarke, Charles Drayton, Gary Erickson, Larry Dodds, Amanda Hawver, Joe Henderson, Tyler Mahon, Joesph McMullen, Glenn Meadows, Elias Shaffer, Bridget Welch, and Max Wurthmann.

Mayor Pro-Tem Justin Novak called the meeting to order at 6:00 p.m. and stated the press and public had been notified in accordance with State Law. There were eleven (11) members of the public present and no (0) members of the media present. Mayor Pro-Tem Novak led the Pledge of Allegiance followed by a moment of silence for prayer or reflection.

**I. Format:** Public Comments

- Ralph Byers, 3025 Middle Street – had a question about the November 9, 2023 BZA meeting in regards to the Sand Dunes Club

**II. Resolution:** Nelson Gerena, Appreciation for Years of Service

Resolution was read in appreciation for over thirty-eight (38) years of service to the Town by Officer Nelson Gerena by Mayor Pro-Tem Novak.

**III. Proclamation:** Pancreatic Cancer Awareness

The Proclamation declares World Pancreatic Cancer Day on November 16, 2023, and was read by Mayor Pro-Tem Novak.

**IV. Presentation:** Greene Finney Cauley, LLC FY2023 Financial Audit

Emily Sobczak of Greene Finney, LLP presented the highlights of the fiscal year 2023 financial audit for the Town. The group issued an unmodified opinion for the year, which is the cleanest opinion available. It “provides reasonable assurance that the materials are correct.” She then reviewed the rest of the audit, highlighting various funds. She also offered to take questions from Council.

**V. Correspondence:**

1. Karen miller, Director at Holy Cross School – Thank you email to Officer Elias Shaffer for being part of Fire Safety Week with the Fire Department.
2. Good News Story: Sullivan’s Island Fire & Rescue and Police Department visited Holy cross School to Educate Students on Fire Prevention & Safety.
3. Good News Story: Mr. Nick Blesich, Princip Defense LLC donated Ballistic Helmets to the Police Department.
4. Manda Poletti, Sullivan’s Island Park Foundation – Members agree to Donate approximately \$35,000 to Stith Park Project.
5. Keenan Cummings, Sullivan’s Island Resident – Letter concerning Shark Conservation with Suggestions.
6. Good News Story: Police Department Provided Security & Safety for the 2023 Halloween Festivities.
7. Hector Quirko, Charleston Resident – Email with Concerns about the Coyote Trapping on Sullivan’s Island.

**Additional Correspondence Since Workshop Meeting**

8. Tom Proctor, 1726 Atlantic Ave – Would like First Aid Kits on Beach Patrol Vehicles.
9. Howard Holl, 1807 I’On Ave – Link to Article about Problems with Gas Powered Leaf Blowers.
10. Peter Alexander, 3203 Middle St - Email requesting Information about the US Army Corps of Engineers Project.
11. John Crawford, 927 Middle St – Email with Concerns with Beach Erosion.
12. Jerry Callahan, 1655 Middle St – Email with Concerns about Coyote Control.

**VI. Council Action Items:**

- A. Approval of the October 17, 2023 Regular Council Meeting Minutes

**Motion was made by Councilmember Visser, seconded by Councilmember Hubbard to approve the October 17, 2023 Regular Council Meeting Minutes, passed 4-0 with Councilmember Millimet abstaining.**

- B. Approval of the August 21, 2023, Administration Committee Meeting Minutes (Committee Members Only)

**Motion was made by Councilmember Millimet, seconded by Mayor Pro-Tem Novak to approve the August 21, 2023 Administration Committee Meeting Minutes (Committee Members Only), passed unanimously.**

- C. Approval of the October 31, 2023, Public Facilities Committee Meeting Minutes (Committee Members Only)

**Motion was made by Councilmember Visser, seconded by Councilmember Hubbard to approve the October 31, 2023 Public Facilities Committee Meeting Minutes (Committee Members Only), passed unanimously.**

- D. Second Reading, Ordinance 2023-06, An Ordinance to Amend the Business License Ordinance of Sullivan’s Island to Update the Class Schedule as Required by Act 176 of 2020

**Motion was made by Councilmember Millimet, seconded by Councilmember Visser, to approve Second Reading, Ordinance 2023-06, An Ordinance to Amend the Business License Ordinance of Sullivan’s Island to Update the Class Schedule as Required by Act 176 of 2020, passed unanimously.**

- E. Approval of the 2024 Dates for Council Meetings and Council Workshops

**Motion was made by Councilmember Millimet, seconded by Councilmember Visser, to approve the 2024 Dates for Council Meetings and Council Workshops, passed unanimously.**

- F. Approval of the Boardwalk Construction Project at Station 21, 22 ½, and 26 ½

**Motion was made by Councilmember Millimet, seconded by Councilmember Hubbard, to approve Boardwalk Construction Project at Station 21, 22 ½, and 26 ½.**

- G. Approval to Update Mitigation Fees for Healthy Tree Removal

**Motion was made by Councilmember Visser, seconded by Councilmember Millimet, to approve to Update Mitigation Fees for Healthy Tree Removal, passed unanimously.**

Charles Drayton stated the mitigation fees were last updated in 2013 and the proposal is to double the current fees, which adjusts for inflation and matches nearby municipalities. He also said they hope to see more people opting to plant trees rather than pay the fee.

## **VII. Reports and Communication:**

- A) Mayor’s Report: Nothing to Report
- B) Administrator’s Report: Nothing new since Council Workshop
  - a) Asked for clarification on Town Hall clean up and Historical Markers
    - i) Councilmember Millimet stated they would like to hire a professional company to gut the building and get it into a safe, steady state by removing anything mold could attach itself to.

- ii) Mr. Benke mentioned applying for an encroachment permit could cost up to \$4,000 and suggested having one sign for Officers Row put on Fort Moultrie Drive, which the Town owns. Mayor Pro-Tem suggested installing the other three signs and having further discussions about the Officer's Row placement.
- C) Attorney's Report: Nothing to Report
- D) Boards and Commissions Report
  - a) Planning and Commission – Nothing to Report
  - b) Board of Zoning Appeals – Nothing to Report
  - c) Design Review Board – Nothing to Report
  - d) Tree Commission – Nothing to Report
  - e) Municipal Elections Commission – Nothing to Report

### **VIII. Committee Reports – Discussion Items:**

- A. Finance Committee – Chair Millimet mentioned that at the last BZA meeting the request for a business license at 1735 Atlantic Avenue was denied 5-0. An update was given by accountant Jason Blanton for the month of October, and he took questions from Council.
- B. Public Facilities Committee – Nothing to Report
- C. Land Use & Natural Resources Committee – Chair Visser stated the Committee forwarded the recommendations from the Historic Study Group to Council to be discussed at Council. There was also discussion about creating a historical designation award to be displayed on historical properties. Mayor Pro-Tem Novak stated the recommendations would be discussed at the next Workshop Meeting.
- D. Administration Committee – Nothing to Report
- E. Water & Sewer Committee – The public hearing for the proposed fourth tier will be held before the January Council meeting. It was suggested to reach out to those whose bill would likely be affected by the rate increase. The next Water & Sewer Committee meeting will be held Thursday, December 7, 2023 at 8:45 a.m.
- F. Public Safety Committee – Nothing to Report
- G. Recreation Committee – Chair Higgins encouraged people to attend the next charrette with Thomas and Hutton on Thursday, December 7 at 6:00 p.m.

### **IX. Adjournment**

**Motion was made by Councilmember Visser, seconded by Councilmember Millimet to adjourn the meeting at 7:01 p.m., passed unanimously.**

Respectfully submitted,



Bridget Welch