



Town of Sullivan's Island, South Carolina
Town Council Meeting Minutes
Tuesday, May 16, 2023 6:00 p.m.

The regular meeting of the Town Council was held on the above date as advertised, following the advertised public hearing on the proposed FY2024 budget, all requirements of the Freedom of Information Act having been satisfied.

Present were: Patrick M. O'Neil, Mayor
Bachmann Smith, IV, Mayor Pro-Tem
Greg Hammond, Councilmember
Justin Novak, Councilmember
Kaye Smith, Councilmember
Gary Visser, Councilmember

Staff members present were Town Administrator Andy Benke, Fire Chief Anthony Stith, Jason Blanton, Charles Drayton, Larry Dodds, Greg Gress, Glenn Meadows, Bridget Welch and Max Wurthmann.

Mayor Patrick O'Neil called the meeting to order at 6:11 p.m. and stated the press and public had been notified in accordance with State Law. There were approximately twenty (20) members of the public present and no members of the media present. Mayor O'Neil led the Pledge of Allegiance followed by a moment of silence for prayer or reflection.

I. Format: Public Comments (none)

II. Presentation: Summer Ciomek with New South Associates – Project update on the Island-wide Historic Resources Survey

Ms. Ciomek, an Associate Director of History at New South Associates, gave a brief introduction about the company as well as their plans for the project on Sullivan's Island. New South specializes in archaeology and history and will be doing a Historical Architectural Resources Survey. This will include identifying historic properties on the Island, "documenting their location and physical characteristics, and evaluating their importance within an appropriate historical context." These properties are typically 50 years old or older (40 years for Sullivan's Island) and eligible resources for possible listing in the National Register of Historic Places are identified through the study. The Town received an NPS grant through SCDAH to update its historic resource survey. The last survey was done in 2007. This new survey will be revisiting

buildings and structures recorded in previous surveys, as well as identifying potential new ones that are over 40 years old (built in 1983).

Katie Quinn from New South Associates then spoke about the two parts of the project. The first part will be the written historical context, or written history, for the Island. Part two will be the survey and the assessment of the results, which will be guided by part one. The historical context will be created with archival research and secondary sources. They will specifically be looking to bolster the African American and Native American context in the Island's history. She then went over the steps for the actual survey, which will all be done on an iPad, as well as the staff that will be assisting. She also stated they would love to speak with current and past residents about their personal histories with the Island. Ms. Quinn stated they will bring in an oral historian if needed and they will also be referencing past surveys. Mayor O'Neil stated the company will not be adding or removing historic homes on the Registry but will provide their findings to the Town to use going forward. Ms. Quinn also mentioned the survey will take other factors into account other than just aesthetic and architectural. The survey has an estimated start time in two weeks and will all be done from the public right-of-way. The team was then available for questions outside of the meeting.

III. Correspondence: No Correspondence to Report

IV. Council Action Items:

A. Approval of the April 18, 2023 Regular Council Meeting Minutes

Motion was made by Councilmember Visser, seconded by Councilmember Kaye Smith to approve the April 18, 2023 Regular Council Meeting Minutes, passed 4-0-2, with Justin Novak and Greg Hammond abstaining.

B. Approval of the April 14, 2023, Finance Committee Meeting Minutes

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Visser to approve the April 18, 2023 Finance Committee Meeting Minutes, passed 3-0-3, with Justin Novak, Kaye Smith, and Greg Hammond abstaining.

C. Approval of the April 4, 2023, Administration Committee Meeting Minutes (Committee Members Only)

Motion was made by Councilmember Novak, seconded by Councilmember Kaye Smith to approve the April 4, 2023 Administration Committee Meeting Minutes, passed 2-0.

D. Approval of the April 3, 2023, Public Safety Committee Meeting Minutes (Committee Members Only)

Motion was made by Councilmember Kaye Smith, seconded by Mayor Pro-Tem Bachman Smith to approve the April 3, 2023 Public Safety Committee Meeting Minutes, passed 3-0.

- E. Approval of the March 7, 2023, Public Facilities Committee Meeting Minutes (Committee Members Only)

Motion was made by Councilmember Hammond, seconded by Councilmember Novak to approve the April 3, 2023 Public Facilities Committee Meeting Minutes, passed 2-0.

- F. A Resolution by the Town of Sullivan’s Island to Provide Funding to the National crime Victims Research and Treatment Center, My Sister’s House, and Tri-County S.P.E.A.K.S. in an Amount Not to Exceed \$10,000 (Ten thousand Dollars) Each, From the Town’s Victim’s Advocate Fund

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Kaye Smith to approve a Resolution by the Town of Sullivan’s Island to Provide Funding to the National Crime Victims Research and Treatment Center, My Sister’s House, and Tri-County S.P.E.A.K.S. in an Amount Not to Exceed \$10,000 (Ten thousand Dollars) Each, From the Town’s Victim’s Advocate Fund, passed unanimously, 6-0.

Mayor O’Neil stated this is an annual occurrence.

- G. Second Reading, Ordinance 2023-01, An Ordinance to Amend Chapter 36, Personnel and Personnel Policies

Motion was made by Councilmember Novak, seconded by Councilmember Kaye Smith to approve Second Reading, Ordinance 2023-01, An Ordinance to Amend Chapter 36, Personnel and Personnel Policies, passed unanimously, 6-0.

Chair Novak stated this is an adoption of a personnel handbook as opposed to having it codified in ordinances, which makes for a difficult and long process to modify. Mayor O’Neil stated this will be the Town’s first personnel handbook and has been in the works since 2001.

- H. Second Reading, Ordinance 2023-02, An Ordinance to Provide for the Issuance and Sale of Not Exceeding One Million Eight Hundred Forty Thousand Dollars (\$1,840,000) Town of Sullivan’ Island, South Carolina, General Obligation Bonds, in One or More Series, to Prescribe the Purposes for Which the Proceeds Shall be Expended; to Provide for the Payment Thereof; and Other Matters Relating Thereto

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Visser, to approve Second Reading, Ordinance 2023-02, An Ordinance to Provide for the Issuance and Sale of Not Exceeding One Million Eight Hundred Forty Thousand Dollars (\$1,840,000) Town of Sullivan’ Island, South Carolina, General Obligation Bonds, in One or More Series, to Prescribe the Purposes for Which the Proceeds Shall be Expended; to Provide for the Payment Thereof; and Other Matters Relating Thereto, passed unanimously, 6-0.

Mayor O'Neil stated this is an annual occurrence.

- I. Second Reading, Ordinance 2023-03, An Ordinance to Adopt the General Fund Budget for July 1, 2023 through June 30, 2024

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Novak to approve Second Reading, Ordinance 2023-03, An Ordinance to Adopt the General Fund Budget for July 1, 2023 through June 30, 2024, passed unanimously, 6-0.

- J. Second Reading, Ordinance 2023-04, An Ordinance to Adopt the Water and Sewer Fund Budget for July 1, 2023 through June 30, 2024

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Hammond to approve Second Reading, Ordinance 2023-04, An Ordinance to Adopt the Water and Sewer Fund Budget for July 1, 2023 through June 30, 2024, Passed unanimously, 6-0.

- K. First Reading, By Title Only, 2023-05, An Ordinance Authorizing and Directing the Town of Sullivan's Island to Enter into an Intergovernmental Agreement relating to South Carolina Local Revenue Services; to Participate in one or more Local Revenue Service Programs; to Execute and Deliver one or more Participant Program Supplements; and Other Matter Relating Thereto.

Motion was made by Councilmember Novak, Seconded by Councilmember Visser to approve First Reading, By Title Only, 2023-05, An Ordinance Authorizing and Directing the Town of Sullivan's Island to Enter into an Intergovernmental Agreement relating to South Carolina Local Revenue Services; to Participate in one or more Local Revenue Service Programs; to Execute and Deliver one or more Participant Program Supplements; and Other Matter Relating Thereto, passed unanimously, 6-0.

Town Administrator Andy Benke stated we are staying consistent with the State and the Board and there are revenue programs that we receive compensation for throughout the year. He confirmed this is managed by the Municipal Board.

- L. Discussion and Consideration of Grant Opportunities to Fund a School Resource Officer at Sullivan's Island Elementary School.

Mr. Benke stated that a state grant would offer funds to any municipality that has a school but no resource officer. The grant will fund this position which includes payroll, fringes, and a vehicle. The Town would be responsible for only a few incidentals. The grant application is part of the Council packet and there are a few items to still work out, mainly with summer programming. Mr. Benke stated it would be a Town officer that would be stationed at the school and there is currently one officer on staff with SRO training. Mr. Hammond voiced his support for this as well as encouraging the future Council to codify a permanent SRO at the school via a Town

ordinance. Mr. Benke stated the Town would also provide a substitute when the officer is on leave for any reason.

Motion was made by Councilmember Novak, seconded by Councilmember Hammond, to Consider Grant Opportunities to Fund a School Resource Officer at Sullivan’s Island Elementary School, passed unanimously, 6-0.

M. Discussion and Consideration of South Carolina Infrastructure Investment Program (SCIIP) Grant A-23-C188 for drainage improvements in the amount of \$8,758,775.00

Mr. Benke stated they are asking Council for permission to proceed with applying for the grant. They have 45 days to return the application. It is American Rescue Plan money distributed through the South Carolina Infrastructure Investment Program. The Federal portion is around \$758, 775, the Rural Infrastructure Authority portion is \$500,000 and the Town match is \$1.2 million, totaling around \$10.4 million. The idea is to engineer and repair the drainage at Stations 16, 25, 28 ½, and 31. Mr. Benke stated the Town has \$4 million left over from the purchase revenue bond, as well as close to \$1 million from the first round of the American Rescue Plan money, which could be put towards the \$1.2 million match.

Motion was made by Councilmember Visser, seconded by Councilmember Kaye Smith, to instruct the Town staff to proceed with the application, passed unanimously, 6-0.

V. Reports and Commissions:

A. Mayor’s Report: Nothing to Report

B. Administrator’s Report:

1. There is a kick-off meeting with Thomas & Hutton next week regarding the Master Plan for Stith Park. Once we have construction drawings, we will begin taking bids to perform the work.
2. The Floppin’ Flounder 5K Run will be held on June 3rd, there should be little disruption to residents along the route.
3. Employee Anniversaries
4. Employee Resignations
5. There will be various seats up for election on Boards and Commissions that will need to be filled in September 2023 and will start being advertised this month. Mayor O’Neil mentioned the possibility of getting all the term schedules synced up, so the vacancies do not all happen at the same time. Administration Committee Chair Novak said he would bring it up at the next meeting.
6. The household trash pick-up schedule will change to two pick-ups per week, Tuesday and Friday, starting Memorial Day weekend through September 9. The first Friday pick-up will be moved to Saturday (June 3) because of the Memorial Day holiday.

C. Attorney’s Report: Nothing to Report

D. Boards and Commissions Report

1. Planning and Commission – Nothing to Report
2. Board of Zoning Appeals –Nothing to Report
3. Design Review Board – Nothing to Report
4. Tree Commission – Nothing to Report
5. Municipal Elections Commission – Nothing to Report

VI. Committee Reports – Discussion Items:

- A. Finance Committee – Jason Blanton reviewed the April Finance Report.
- B. Public Facilities Committee – Nothing to Report
- C. Land Use & Natural Resources Committee – The next LUNR Meeting will be May 17, 2023 at 8:45 a.m.
- D. Administration Committee – Recommendations for improving public participation at meetings will be discussed at the next Council Workshop.
- E. Water & Sewer Committee –
 - a. The next Water & Sewer Committee Meeting will be Thursday, May 18, 2023 at 8:45 a.m.
- F. Public Safety Committee –
 - a. Traffic Issues: Deputy Chief Glenn Meadows stated they will have two Charleston County deputies stationed at Middle Street and Station 22 ½ to help direct traffic during heavy traffic times. He also stated Mt. Pleasant has adjusted the timing of the two traffic lights on the Mt. Pleasant side of the Ben Sawyer Bridge and they advised to remove officers directing traffic in those areas. Due to complaints from residents about drivers not heeding the stop sign at the new right turn only lane onto to Middle Street, Captain Christopher Wallace alerted the rest of the police force to patrol the area for violations. Deputy Chief Meadows stated that since May 1st, five citations have been issued specifically at that intersection. A larger stop has been installed, as well as a second sign. He is aware of issues about cars moving into the crosswalk after stopping and will continue to monitor the area.
- G. Recreation Committee – Nothing to Report

VII. Executive Session:

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Kaye Smith, to go into Executive Session at 6:58 p.m. to discuss the following items, passed unanimously, 6-0.

- A. Legal Advice – Sullivan’s Island vs. Michael Murray 2016-CP-10-5778
- B. Legal Advice – Personnel, Zach Queen

Motion was made by Councilmember Greg Hammond, seconded by Mayor Pro-Tem Bachman Smith, to come out of Executive Session, at 7:10 p.m., passed unanimously, 6-0.

Mayor O'Neil stated that no votes or actions were taken while in Executive Session.

VIII. Upon Returning to Open Session, Council may take action on items discussed during Executive Session.

IX. Adjournment

Motion was made by Mayor Pro-Tem Bachman Smith, seconded by Councilmember Kaye Smith to adjourn the meeting at 7:10 p.m., passed unanimously, 6-0.

Respectfully submitted,



Bridget Welch