



**Town of Sullivan's Island, South Carolina  
Town Council Meeting Minutes  
Tuesday, April 15, 2025, 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: Patrick O'Neil, Mayor  
Ned Higgins, Councilmember  
Carl Hubbard, Councilmember  
Jody Latham, Councilmember  
Scott Millimet, Councilmember  
Gary Visser, Councilmember

Councilmember Novak previously notified Council he would not be available for this meeting.

Staff members present were Charles Drayton, Rebecca Fanning, Greg Gress, Amanda Hawver, Anthony Stith, Town Administrator Joe Henderson, Town Lawyer Anthony Stith, Jr., Bridget Welch, and Max Wurthmann.

Mayor O'Neil 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 seven (7) members of the public present and one (1) member of the media present. Mayor O'Neil led the Pledge of Allegiance followed by a moment of silence for prayer or reflection.

**I. Presentation:**

**1. Historic Design Guidelines – Thomason and Associates, Phil Walker (Open House 5-6)**

Phil Walker of Thomason and Associates presented a project overview for the local Historic Design Guidelines that the Town has been developing. He reviewed the timeline that has taken place over the past few months until the present phase five (5) which the project is currently in. He then went over the chapters in the guideline, mentioning they are not regulating paint colors for properties and these guidelines are flexible to different needs that may arise. He then took questions from Council.

**2. Dune Restoration Project Update – Coastal Science and Engineering, Stephen Traynum**

Stephen Traynum of Coastal Science and Engineering gave a presentation regarding the conclusion of the dune restoration project. The Army Corps of Engineers completed its dredging project for Sullivan's Island on March 6, 2025 and placed around 220,000 cubic yards of sand on the beach at no cost to the Town. The sand quality was fair, so they left some sand on the low tide line to hopefully migrate to the beach eventually. He provided

some photos of the finished dunes, provided suggestions for potential future projects, and then took questions from Council.

## **II. Format: Public Comments**

- Barbara Spell, 1702 Atlantic Ave – asked about safety protocols for issues that may arise on the Nature Trail and also questioned the cost of making the Station 18 beach path ADA compliant.

## **III. Council Action Items:**

### **A. Approval of Minutes:**

- Approval of the March 18, 2025 Regular Council Meeting Minutes

**Motion was made by Councilmember Visser, seconded by Councilmember Higgins, to approve the March 18, 2025 Regular Council Meeting Minutes, passed unanimously.**

- Approval of the March 13, 2025 Finance Committee Meeting Minutes (Committee Members only)

**Motion was made by Chair Millimet, seconded by Committee Member Latham, to approve the March 13, 2025 Finance Committee Meeting Minutes, passed unanimously, with Committee Member Hubbard abstaining.**

- ### **B. First Reading, by Title Only, Ordinance 2025-01, An Ordinance to Adopt the General Fund Budget for July 1, 2025 through 2026**

**Motion was made by Councilmember Millimet, seconded by Councilmember Higgins, to approve First Reading, by Title Only, Ordinance 2025-01, An Ordinance to Adopt the General Fund Budget for July 1, 2025 through 2026, passed unanimously.**

- ### **C. First Reading, by Title Only, Ordinance 2025-02, An Ordinance to Adopt the Water and Sewer Fund Budget for July 1, 2025 through June 30, 2026**

**Motion was made by Councilmember Visser, seconded by Councilmember Latham, to give approve First Reading, by Title Only, Ordinance 2025-02, An Ordinance to Adopt the Water and Sewer Fund Budget for July 1, 2025 through June 30, 2026, passed unanimously.**

- ### **D. First Reading, by Title Only, Ordinance 2025-03, An Ordinance to Adopt the Capital Budget for July 1, 2025 through June 30, 2026**

**Motion was made by Councilmember Millimet, seconded by Councilmember Latham, to approve First Reading, by Title Only, Ordinance 2025-03, An Ordinance to Adopt the Capital Budget for July 1, 2025 through June 30, 2026, passed unanimously.**

Councilmember Millimet stated this is the first time the Town has created a multi-year Capital Budget. It is being worked on by Town Staff and all of Council, carefully reviewing all expenditures and revenues for the next five years. However, the first Capital Budget is only for FY 2026.

- E. First Reading, by Title Only, Ordinance 2025-04, by Title Only, Ordinance 2025-04, To provide for the issuance and sale of not exceeding two million four hundred thousand dollars (\$2,4000,000.00) Town of Sullivan's 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 Councilmember Millimet, seconded by Councilmember Hubbard, to approve First Reading, by Title Only, Ordinance 2025-04, by Title Only, Ordinance 2025-04, To provide for the issuance and sale of not exceeding two million four hundred thousand dollars (\$2,4000,000.00) Town of Sullivan's 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.**

Town Comptroller Jason Blanton explained this a short-term general obligation bond that will be issued to pay the debt service on the installment purchase revenue bonds. It does not go towards any additional purchases for the Towns and has to be done every year, mainly because the property tax revenue for the Town comes in after the payment for the purchase revenue bond is due. The Town is not taking on more debt.

- 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 Advocate Fund

**Motion was made by Councilmember Higgins, seconded by Councilmember Latham, 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 Advocate Fund, passed unanimously.**

Mayor O'Neil stated we retain a percentage of all court fines paid to the Town to go towards victims of crime, distributed through local non-profit agencies. This is an annual occurrence.

- G. Approval of the Sullivan's Island Police Department Mutual Aid Agreement with Summerville Police Department

**Motion was made by Councilmember Hubbard, seconded by Councilmember Higgins, to approve the Sullivan's Island Police Department Mutual Aid Agreement with Summerville Police Department, passed unanimously.**

Town Administrator Joe Henderson stated we are adding Summerville to the list of agencies that the Town has agreements with for mutual aid in times of need. Deputy Police Chief Monty Anders reviewed the current list of agencies our department works with.

- H. Approval of the Art Mural by Kelsey Montague

**Motion was made by Councilmember Hubbard, seconded by Councilmember Millimet, to approve the Art Mural by Kelsey Montague, passed unanimously.**

Zoning Administrator Charles Drayton explained the proposal for a mural painted on the side of Battery Jasper in concurrence with the SC250 celebrations that will be held on the Island. It will be open to the public to take an interactive photo with. Grant funding has been requested for \$13,000 out of the \$18,000 cost. The remaining amount can be covered by the hospitality fund.

I. Approval of the Resurfacing and Restriping for Poe Park's Tennis and Pickleball Courts

**Motion was made by Councilmember Latham, seconded by Councilmember Higgins, to approve the Resurfacing and Restriping for Poe Park's Tennis and Pickleball Courts, passed unanimously.**

Mr. Henderson stated they received several complaints about fading lines and unsafe court conditions and have decided to resurface the courts after ten years at a cost of around \$25,000. Courts are typically resurfaced every five to six years, so ours is overdue for this. This will be funded from the existing Recreation budget.

**IV. Reports and Communication:**

A. Mayor's Report

- An article on the importance of trails in communities is included in the agenda packet.
- A group of first graders from Sullivan's Island Elementary School came to Town Hall last month for a presentation about what happens in Town Hall. There were presentations from the Fire and Police Departments, the Natural Resources and Resilience Director Rebecca Fanning, and the Mayor.
- There will potentially be a draft Request for Proposal (RFP) from Dominion Energy ready by May regarding the engineering study that needs to be done in order to assess the feasibility of burying power lines on the Island.

B. Administrator's Report

**April Council Correspondence:**

- Melanie Burkhold, 1660 Atlantic Ave – SI debt, maintenance of Town facilities & project concerns
  - Glenn Jeffries, Thank you letter for the Resolution acknowledging her retirement from corporate communications leader from US Army Corps of Engineers
- a. Project Updates:
- i. The SCIIP grant stormwater improvements within neighborhood basins around Station 16, Station 25, Station 28.5 and Station 31 have received final permits from the SC DOT and the project will be put out to bid. A meeting will be held to decide on the contractor and will be decided on May 1, 2025. Final completion is projected for October 2026.
  - ii. Cove Inlet Bridge Restoration – ADA handrailing will be completed this week and months will be installed in a month. Once completed, there will be a ribbon cutting.
  - iii. The Building Resilient Infrastructure and Communities (BRIC) Program has been terminated by the federal government. Sullivan's Island had been appropriated \$150,000 for our completed Stormwater Master Plan project and the ongoing Coastal Resiliency Plan and have received about \$40,000 in reimbursements so far. There is

little information about what happens next, but it will not affect the FY2026 budget either way.

b. Personnel anniversaries:

1. Rebecca Fanning, 1 year – Administration
2. Tom Kents, 4 years – Fire
3. Jacky Gypin, 4 years – Administration
4. Josh Poole, 17 years – Police
5. Greg Gress, 24 years – Water & Sewer

c. Special Events:

- i. Nature Trail Phase II – April 22<sup>nd</sup>, 10-11am Ribbon cutting
- ii. Arbor Day – April 25<sup>th</sup>, 9-5pm
- iii. Taste of Sullivan's Island – Island Club Applicant, May 17<sup>th</sup>, noon-3pm
- iv. Floppin Flounder: June 7<sup>th</sup>, 6am to noon
- v. Fourth of July Celebration 2025: Munnerlyn Pyrotechnics service agreement enclosed in packet. Fireworks scheduled for 9pm

C. Attorney's Report: Town Attorney Anthony Stith, Jr. - nothing to report

D. Boards and Commissions Report:

- a. Planning Commission – There will be a presentation from the consultants working on the Resilience and Sea Level Rising Plan on April 9, 2025 at 4:00 p.m.
- b. Board of Zoning Appeals – Nothing to Report
- c. Design Review Board – Nothing to Report
- d. Tree Commission –Arbor Day is April 25, 2025

**E. Committee Reports – Discussion Items:**

A. Finance Committee – Nothing to Report

B. Public Facilities Committee – Nothing to Report; the next meeting will be on May 13 at 9:00 a.m.

Mr. Henderson stated due to conditions, they will not be moving forward with building a ramp at the Station 18 beach path and it is not included in the FY2026 Capital Budget. It could come back for consideration in later years, FY2027 and on.

C. Land Use & Natural Resources Committee –Rebecca Fanning stated Arbor Day will be Friday, April 25 in Stith Park from 9-5 p.m.

D. Administration Committee – Nothing to Report; Chair Latham encouraged citizens to sign up for the newsletter through the Town website.

E. Water & Sewer Committee – Greg Gress updated that the permit for installing rip-raff and dredging at lift stations 1 and 2 has been granted.

F. Public Safety Committee – Deputy Chief Anders stated three coyotes have been captured in the last month and there have been no incident calls. He also mentioned Senior Skip Day that occurred on Isle of Palms.

There will be an ad-hoc committee formed to further discuss possibilities for regulating noise from gas leaf-blowers and other gas-powered machines. They hope to have the group formed by May.



**Motion was made by Councilmember Millimet, seconded by Councilmember Visser, to approve the formation of a committee to review the discussions on noise reduction, particularly as it pertains to landscaping equipment, passed unanimously.**

Fire Chief Anthony Stith confirmed there have not been any wildfires in the maritime forest or nature trail.

- G. Recreation Committee – A proposal for Stith Park, plans for SC250, golf-cart parking, pilot projects, including a potential pocket park, and tennis courts were discussed at the last meeting on April 8, 2025. Chair Hubbard also mentioned The Taste of the Island, which is sponsored by the Island Club and will be held on Saturday, May 17, 2025. Tickets can be purchased on the Island Club website.

**F. Executive Session**

**Motion was made by Councilmember Latham, seconded by Councilmember Higgins, to go into Executive Session at 7:23 p.m., passed unanimously.**

1. **Contractual** – Lease agreement renewal for Charleston County Poe Library for use of Battery Gadsden
2. **Contractual** – Lease agreement renewal for the Island Club
3. **Contractual** – Thomas and Hutton’s proposal for Stith Park stormwater engineering and construction oversight

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

**Motion was made by Councilmember Visser, seconded by Councilmember Hubbard to come out of Executive Session at 7:54 p.m., passed unanimously.**

While in Executive Session, no motions were made and no votes were taken.

**Motion was made by Councilmember Hubbard, seconded by Councilmember Latham, to extend the library lease for usage to twenty (20) years, passed unanimously.**

**Motion was made by Councilmember Millimet, to renew and extend the lease for the Island Club.**

**Motion withdrawn, pending a new motion.**

**Motion was made by Councilmember Millimet, seconded by Councilmember Hubbard, to instruct Attorney Stith to revise the lease presented to us and change it from one year to five years for the Island Club, passed unanimously.**

**Motion was made by Councilmember Higgins, seconded by Councilmember Millimet, to accept Thomas and Hutton’s proposal for Stith Park stormwater engineering and construction oversight, passed unanimously.**

Mr. Henderson stated this allows Thomas and Hutton to move forward with their proposal for Stith Park. They will handle the bidding for contractors as well as oversee construction for the entire project.

## H. Adjournment

Motion was made by Councilmember Millimet, seconded by Councilmember Higgins, to adjourn the meeting at 7:57 p.m., passed unanimously.

Respectfully submitted,



Bridget Welch