



**Town of Sullivan's Island, South Carolina
Town Council Meeting Minutes
Tuesday, July 21, 2026, 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
Justin Novak, Mayor Pro-Tem
Melanie Burkhold, Councilmember
Ned Higgins, Councilmember
Jody Latham, Councilmember
Laura Schroeder, Councilmember

Staff members present were Comptroller Jason Blanton, Nehemiah Clarke, Charles Drayton, Rebecca Fanning, Town Attorney Jack Gresh, Assistant Fire Chief Amanda Hawver, Police Chief Glenn Meadows, Fire Chief Anthony Stith, Bridget Welch, and Max Wurthmann.

I. 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 six (6) members of the public present and no (0) members of the media present. Mayor O'Neil led the Pledge of Allegiance followed by a moment of silence or prayer.

II. Presentation:

A. CARTA proposed FY2027 (Andrea Koloski)

Andrea Koloski, Deputy Director of Operations and Support from CARTA presented the proposed FY2027 budget for Council review and approval. She also gave a quick review of the past year, and stated busses are now equipped to take credit cards and will offer the beach shuttle to Isle of Palms on Fridays as well as weekends. They are also working to replace all the bus stop signs in the area. She then took questions from Council.

B. Brad Shattuck – Update on the Carolina Day weekend

Brad Shattuck from Fort Moultrie National Park reviewed the Carolina Day weekend, stating there were around 10,500 guests for the activities over the weekend. It got up to 113°F heat index, but everything went smoothly, with over 100 volunteers helping out. He thanked everyone that helped, including Town Council and the Sullivan's Island Police, Fire, and Maintenance Departments. Mayor O'Neil and Councilmembers Burkhold and Latham praised Mr. Shattuck for a successful weekend.

C. Carey Dunn – proposed Island volunteer program

Carey Dunn, an Island resident, asked for Council permission to set up a location for an Amazon or food bag donation drop off for a community initiative to provide food to Title One schools in the area. The food goes into a “Friday food bag” that is given to students dealing with food insecurities for the weekend. She suggested a few different ways the Town could get involved and then took questions from Council. To get involved directly, citizens can contact Carey at: careydee@gmail.com or 215-680-4619

Public Comment:

- Jenna Arsenault – introduced herself as the Democratic nominee for District 112
- Ralph Byers, resident – discussed concerns with the Stormwater Project and feels Gulfstream Construction should pay for cutting his internet line and tearing up his driveway but has not been getting any response from them.

III. Council Action Items:

A. Approval of Minutes:

- June 16, 2026, Regular Council meeting minutes

Motion was made by Councilmember Higgins, seconded by Councilmember Latham, to approve the June 16, 2026 Regular Council Meeting Minutes with the changes specified, passed 5-0, with Mayor Pro-Tem Novak abstaining.

Motion was made by Councilmember Burkhold, seconded by Councilmember Schroeder, to amend the June 16, 2026 Regular Council Meeting Minutes to read as follows: “Burkhold requested clarification on money transfers between and within departments, including amounts referencing Section 6 of the Budget Ordinance, the top of page 3, if we could change \$420,000 to \$470,000 for the Station 22 boardwalk; I’d like the motion corrected to read reduce the \$470,000 for the Station 22 boardwalk to a maximum of \$50,000 from our bond proceeds; a discussion followed that the Public Facilities Committee was going to discuss if the boardwalk needed repair, replacement or no boardwalk; Burkhold asked if the budget could be amended later if additional funding was needed. Latham clarified it would take three readings. Burkhold asked if the funding was not spent, would it automatically default into reserves. Blanton stated that it would stay in the bond proceeds, Latham concurred. At that time, Burkhold withdrew her motion”, passed 5-0, with Mayor Pro-Tem Novak abstaining.

B. Approval of the proposed FY2027 CARTA budget

Motion was made by Councilmember Burkhold, seconded by Councilmember Latham, to approve the proposed FY2027 CARTA budget, passed unanimously.

C. Consideration of Stith Park drainage contractor selection (Recreation Committee Recommendation)

Motion was made by Councilmember Higgins, seconded by Councilmember Latham, to accept the bid from Sea Island Land Development to proceed with the construction of the Stith Park drainage, passed 4-2, with Councilmembers Burkhold and Schroeder opposing.

Councilmember Schroeder stated there have been impervious surfaces added to the top of the Mound with the construction of the Palmetto Log Fort. She and Councilmember Burkhold feel it is worth \$10,800 to have the plans re-evaluated by the engineers to ensure its success. She feels the Town is not following the ordinances regarding stormwater. Councilmember Burkhold feels it would be best to reassess since the asphalt and Palmetto Log Fort were not in the original plan. Mayor Pro-Tem Novak stated he is comfortable with the reassurance we have received from Thomas & Hutton, who said the additions will not affect the drainage plan. Councilmember Higgins and Mayor O'Neil agreed.

Councilmembers Schroeder and Burkhold stated they are not opposed to using Sea Island Land Developers, they feel due diligence has not been done.

D. Consideration of new parking lot hours behind Town Hall (Recreation Committee Recommendation)

Motion was made by Councilmember Burkhold, seconded by Councilmember Schroeder, to change the hours of the parking lot hours to the following: the main parking lot behind Town Hall, employee, and official Town business parking only, Monday through Friday, from 8 a.m. to 6 p.m., public parking after 6 p.m. and all-day weekend and holidays; no overnight parking, violators will be towed at vehicle owner's expense. The gravel parking lot behind the main parking lot, public parking anytime, parking for the Palmetto Log Fort, Town Hall, Town facilities, and Town use; no overnight parking, violators will be towed at vehicle owner's expense, passed unanimously.

Mayor Pro-Tem Novak and Councilmember Higgins stated this is to get Council's approval to change the hours, and sign language and location will be decided later. Councilmember Latham agreed it's needed and requested staff follow up in a few months with an update to see if the new signs should stay up or be revised. There will be fourteen spaces reserved at all times for the Police Department vehicles. The hours do not require an ordinance change so they can be revised.

IV. Reports and Communication:

- A. Mayor's Report: nothing to report
- B. May Correspondence:

- Laurie Arthur, resident – Concerns with the Town's budget process

- C. Administrator's Report: Director of Planning and Zoning Charles Drayton presented in the Town Administrator's absence. He provided an update on the stormwater SCIIP project at Station 28 ½, saying they will be repaving the road within the week. They did a walk-through last week and created a punch-list of items to be finalized.

Personnel anniversaries:

- Tyler Potter, 6 years – Water & Sewer Department
- Jacob Padgett, 2 years – Police Department BSO
- Andy Williams, 8 years – Water & Sewer Department
- Paul Sottile, 9 years – Fire Department

- Christina Oxford, 2 years – Administration Department
- Marc Micalizzi, 9 years – Fire Department

D. Attorney's Report: nothing to report

E. Boards and Commissions Report:

- Planning Commission – Nothing to Report
- Board of Zoning Appeals – Nothing to Report
- Design Review Board – Nothing to Report
- Tree Commission – Nothing to Report

V. Committee Reports – Discussion Items:

- A. Finance Committee – Chair Latham stated Jason will start providing monthly reports at Workshop as well as Regular Council. Comptroller Jason Blanton provided the budget report for July and reviewed revenue and expenses for FY2026.
- B. Public Facilities Committee – They are continuing to look at boardwalk and stormwater priorities.
- C. Land Use and Natural Resources Committee – The next meeting will be Tuesday, August 4, 2026 at 10:00 a.m.
- D. Administration Committee – The next meeting will be Wednesday, July 22, 2026 at 10:00 a.m. Police Chief Glenn Meadows has been invited to speak. They will also discuss ordinance changes and the possibility of hosting a town hall.
- E. Water & Sewer Committee – The rip-rap project at Lift Station #3 is complete and the one at Station #2 is ongoing. The department has hired a new part-time seasonal employee. The next meeting will be Thursday, August 27, 2026 at 9:15 a.m. and there will be a presentation on the Cost Recovery Policy by Raftelis.
- F. Public Safety Committee –
 - Police Chief Meadows stated the School Resource Officer program has been awarded \$115,000. He also mentioned Lieutenant Elias Shaffer's graduation from the Charleston Police Executive Leadership Summit. There have been two reports of coyote sightings since Workshop.
 - Fire Chief Anthony Stith stated they are hiring. They have again received the South Carolina Fire Safe award.
- G. Recreation Committee – Chair Burkhold announced the winners of the 2026 Fourth of July golfcart decorating contest. She also stated resident and LENS representative Ali Berney has proposed adding a "booboo box" to Stith Park and that it is being run by the Town Attorney before being installed. The Committee is also discussing the following projects: the fence at the Cove Inlet Bridge, potential golfcart parking in Stith Park, cleaning up the Historic Bandstand, and the park wish-list.

VI. Executive Session

Motion was made by Councilmember Latham, seconded by Councilmember Higgins, to go into Executive Session at 7:09 p.m., passed unanimously.

Items Discussed:

1. **Contractual** – American Tower lease agreement (Attorney Jack Gresh)

Motion was made by Councilmember Burkhold, seconded by Councilmember Higgins to return from Executive Session at 7:19 p.m., passed unanimously.

There were no votes taken or motions made during Executive Session.

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

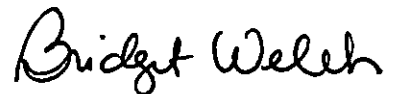
Motion was made by Mayor Pro-Tem Novak, seconded by Councilmember Latham, to authorize the Town Administrator to execute the 2nd Amendment to the American Tower lease agreement as revised according to Town Council's direction provided during the October 21, 2025 Executive Session, passed unanimously.

This decision has been thoroughly vetted by the Town attorney and aligns with his recommendations.

VIII. Adjournment

Motion was made by Councilmember Latham, seconded by Councilmember Higgins, to adjourn the meeting at 7:20 p.m., passed unanimously.

Respectfully submitted,



Bridget Welch