

THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING

Date: Tuesday, May 6, 2014

Time: 4:00 P.M.

Present from Town Council: Drew A. Laughlin, *Mayor*; Bill Harkins, *Mayor Pro Tem*; George Williams, Kim Likins, Lee Edwards(joined meeting at 5:27 p.m.), Marc Grant, John McCann, *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Lavarn Lucas, *Fire Chief*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Tom Fultz, *Director of Administrative Services*; Nancy Gasen, *Director of Human Resources*; Susan Simmons, *Director of Finance*; Bret Martin, *Deputy Director of Finance*; Brad Tadlock, *Deputy Fire Chief of Operations*; Ed Boring, *Deputy Fire Chief of Support Services*; Brian Hulbert, *Staff Attorney*; Lisa Stauffer, *Senior Human Resources Administrator*; Jeff Buckalew, *Town Engineer*; Darrin Shoemaker, *Traffic and Transportation Engineer*; Shawn Colin, *Deputy Director of Community Development*; Heather Colin, *Development Review Administrator*; Jennifer Ray, *Urban Designer*; Jayme Lopko, *Senior Planner*; Waymon Durden, *Commercial Combination Inspector*; Julian Walls, *Facilities Manager*; Joheida Fister, *Fire Marshal*; Cinda Seamon, *Public Education Officer*; Victoria Shanahan, *Accounting Manager*; Jennifer Lyle, *Assistant Town Engineer*; Melissa Cope, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant*

Present from Media: Dan Burley, *Island Packet*

1) CALL TO ORDER

Mayor Laughlin called the meeting to order at 4:00 p.m. Mayor Laughlin noted that Mr. Edwards would be late.

2) PLEDGE TO THE FLAG

3) INVOCATION

4) FOIA Compliance – Public notification of this meeting has been published, posted, and mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

5) Proclamations and Commendations

a. Public Service Recognition Week

Brad Tadlock, Scott Liggett and Waymon Durden were present to accept the proclamation.

6) Approval of Minutes

a. Town Council Meeting – April 22, 2014

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the April 22, 2014 Town Council meeting were approved by a vote of 6-0.

b. Town Council Workshop – April 22, 2014

Mrs. Likins moved to approve. Mr. McCann seconded. The minutes of the April 22, 2014 Town Council Workshop were approved by a vote of 6-0.

7) **Report of the Town Manager**

a. Town Manager's Items of Interest

Mr. Riley reported on some items of interest. He announced there would be a Public Hearing regarding the Amended TIF Plan held on Tuesday, May 20, 2014 at 5:00 p.m.

b. Presentation of the Government Finance Officers Association's Distinguished Budget Presentation Award for fiscal year beginning July 1, 2013

Mayor Laughlin presented the award to Victoria Shanahan.

c. Presentation on Proposed Shelter Cove Park Plan

Mr. Wallace Milling of Witmar – Jones - Keifer, Ltd. conducted a review of the plans for the park.

8) **Reports from Members of Council**

a. General Reports from Council

Mr. Williams stated he attended the Governmental Affairs Committee of the Hilton Head Island Chamber of Commerce. He said Senator Davis was present to update all on the happenings in Columbia.

Mr. Grant stated he attended the Penn Center Gala on behalf of the Town. He said it was a very informational, educational and inspiring. He suggested an initiative concerning early childhood development and education.

Mr. Grant spoke concerning the attributes of the South Carolina State University, noting he is an alumnus. He encouraged all to support the University.

Mr. McCann suggested using the ATAX money that is in reserve for the capital improvements of the Arts Center to address either the sound system or stage repair. Mayor Laughlin stated it would have to go through the Accommodations Tax Advisory Committee for a recommendation and asked that the Town Manager look into this further.

b. Report of the Intergovernmental Relations Committee – George Williams, Chairman

No report.

c. Report of the Personnel Committee – Lee Edwards, Chairman

Mr. Williams reported the Committee would meet to conducting interviews on Wednesday, May 7. Mr. McCann recommended Town Council review Boards and Commissions procedures for selecting chairpersons. Mayor Laughlin agreed it should be reviewed.

d. Report of the Planning & Development Standards Committee – John McCann, Chairman

No report.

e. Report of the Public Facilities Committee – Kim Likins, Chairman

Mrs. Likins stated the Committee met earlier in the day to review an easement request from South Island Public Service District and recommended to move it forward to Town Council. She stated they also made a recommendation that Council review the Town policy for the acceptance of private roads.

f. Report of the Public Safety Committee – Marc Grant, Chairman

Mr. Grant stated the Committee met on May 5 to review the 1st Quarter Crime Statistics and gave a brief summary.

Mr. McCann suggested signage be placed at the entrance to Hilton Head Island notifying travelers of the Town ban on use of handheld devices while driving.

g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member

Mrs. Likins stated the Committee has completed their work and they have passed the LMO Rewrite on to the Planning Commission for review.

9) Appearance by Citizens

None.

10) Unfinished Business

a. Second Reading of Proposed Ordinance 2014-08

Second Reading of Proposed Ordinance 2014-08 of the Town of Hilton Head Island, South Carolina, authorizing the execution of a contract for purchase and sale and the execution of a deed for the sale of 10 acres of real property near William Hilton Parkway and Mathews Drive to Pineland Associates II, LLC pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983); and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

11) New Business

a. First Reading of Proposed Ordinance 2014-09

First Reading of Proposed Ordinance 2014-09 to amend Title 16, the Land Management Ordinance, of the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Section 16-4-102, the Official Zoning Map, the Hilton Head Plantation Master Plan, specifically rezoning 0.14 acres identified as parcel 263 on Beaufort County Tax Map 3 to add Telecommunications Facilities as a permitted use on the property and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

b. First Reading of Proposed Ordinance 2014-10

First Reading of Proposed Ordinance 2014-10 to raise revenue and adopt a budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2015; to establish a property tax levy; to establish funds; to establish a policy for acquisition of rights of way and easements; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mrs. Likins seconded.

Mr. Riley conducted an overview of the general, capital projects, debt service and storm water funds. He stated there is continued focus on controlling expenditures and maintaining service levels while determining what new commitments can be realized.

Mr. Williams stated he would like to see Town Council participate in a matching grant with First Tee and a fund created to assist with future dredging projects. He said he would like to discuss the topics at the CIP Workshop.

Mr. Harkins noted concern with the amount for the proposed Economic Development Corporation budget stating he would like to hear from them. Mr. Riley stated they would be on the Affiliated Agencies Workshop agenda and have the opportunity to speak at that time.

The workshop dates were distributed along with the proposed budget. Mr. Riley asked that Council members review the document and stated that questions in advance of the next workshop would be appreciated. The vote to adopt the budget on First Reading was approved by a vote of 6-0.

c. Consideration of a Resolution – SCDOT Agreement/Windmill Harbour Intersection Improvements

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, consenting to the construction and/or improvements in connection with that certain project of the South Carolina Department of Transportation known as “SC File 07.041808 (PIN: 41808_RD01) – intersection improvement along us route 278 (William Hilton Parkway) at the Windmill Harbour entrance within the town limits of Hilton Head Island, Beaufort County”, in accordance with the project plans of said project.

Mr. Williams moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

d. Consideration of a Resolution – SCDOT Agreement/Bridge Replacement over Jarvis Creek along Spanish Wells Road

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, consenting to the construction and/or improvements in connection with that certain project of the South Carolina Department of Transportation known as “SC File 07.039102 (pin: 39102_BR01) – bridge replacement over Jarvis Creek along S-79 (Spanish Wells Road) within the town limits of Hilton Head Island, Beaufort County”, in accordance with the project plans of said project.

Mr. Williams moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-0.

e. Consideration of Projects to be Submitted for the Beaufort County Capital Projects Sales Tax Commission.

Mr. Harkins moved to approve. Mr. McCann seconded.

Mr. Edwards joined the meeting at this time.

Mr. Riley distributed a revised list of projects, a suggested project provided by Walt Graver and an updated estimate for the Ward One Sewer Projects. After lengthy discussion Council prioritized the revised list. Mr. Peter Ovens and Mr. Campbell offered suggestions concerning the projects. Mr. Harkins moved that the list of projects, as prioritized, be submitted to the Beaufort County Capital Projects Sales Tax Commission. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

12) Executive Session

Mr. Riley stated he needed an Executive Session on contractual matters pertaining to land acquisition, including possible acquisition by condemnation; contractual matters pertaining to possible lease of town-owned land; a request for right-of-entry over town-owned land from South Island PSC; and legal matters pertaining to pending litigation.

At 5:44 p.m. Mr. Williams moved to go into Executive Session for the reasons given by the Town Manager. Mrs. Likins seconded. The motion was approved by a vote of 7-0.

Mayor Laughlin called the meeting back to order at 6:29 p.m. and stated there was no business as a result of the Executive Session.

12) Adjournment

Mr. Grant moved to adjourn. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0. The meeting was adjourned at 6:30 p.m.

Vicki Pfannenschmidt,
Executive Assistant/Town Clerk

Approved:

Drew A. Laughlin, Mayor