



# The Town of Hilton Head Island Regular Town Council Meeting

Tuesday, December 20, 2011  
4:00 P.M.  
**AGENDA**

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**As a Courtesy to Others Please Turn Off All Cell Phones and Pages During  
the Town Council Meeting**

- 1) Call to Order**
- 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**  
Beaufort County Commendation as one of America’s 100 Best Communities for Young People by America’s Promise Alliance
- 6) Approval of Minutes**
  - a. Town Council Workshop – December 1-3, 2011
  - b. Town Council Meeting – December 6, 2011
- 7) Report of the Town Manager**
  - a. 2<sup>nd</sup> Quarter Recycling Report
  - b. Town Manager’s Items of Interest
- 8) Reports from Members of Council**
  - a. General Reports from Council
  - b. Report of the Intergovernmental Relations Committee – George Williams, Chairman
  - c. Report of the Personnel Committee – Lee Edwards, Chairman
  - d. Report of the Planning & Development Standards Committee –Bill Ferguson, Chairman
  - e. Report of the Public Facilities Committee – Kim Likins, Chairman
  - f. Report of the Public Safety Committee – Bill Harkins, Chairman
  - g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member
- 9) Appearance by Citizens**

**10) Unfinished Business**

None.

**11) New Business**

**a. Consideration of a Resolution establishing principles, goals, policy agenda and management agenda.**

Consideration of a Resolution that the Town Council of the Town of Hilton Head Island, South Carolina, establishing the Town of Hilton Head Island Destination 2020 Guiding Principles, the Five Year (2017) Goals, 2012 Policy Agenda/Targets for Action, and 2012 Management Agenda.

**b. Consideration of a Recommendation to grant easements to the South Island Public Service District**

Consideration of a Recommendation that the Town Council of the Town of Hilton Head Island endorse the easement requests as made by the South Island Public Service District (SIPSD).

**c. Consideration of a Recommendation for Speed Limit revision –Charles E. Fraser Toll Bridge-Palmetto Bay Road**

Consideration of a Recommendation that the Town Council of the Town of Hilton Head Island, South Carolina, request the South Carolina Department of Transportation (SCDOT) to revise the existing speed limit treatment on the Charles E. Fraser Toll Bridge and on a portion of Palmetto Bay Road.

**12) Executive Session**

a. Land Acquisition

**13) Adjournment**

# COMMENDATION

*A Commendation of the Town of Hilton Head Island  
Honoring*

## **BEAUFORT COUNTY AS ONE OF AMERICA'S 100 BEST COMMUNITIES FOR YOUNG PEOPLE**

*WHEREAS, Beaufort County recently was named one of America's 100 Best Communities for Young People by America's Promise Alliance; and*

*WHEREAS, the collaborative efforts of community leaders, parents, teachers, mentors, volunteers, and students have made Beaufort County an outstanding place for young people to live, learn, and thrive; and*

*WHEREAS, community leaders have actively sought to resolve the county school dropout rate with innovative initiatives for the county's youth in the areas of mentoring, academic support, healthy development and lifestyle, safe activities, and volunteer opportunities; and*

*WHEREAS, the young people of Beaufort County have not only worked hard to achieve academic and personal excellence, but have helped make Beaufort County a top community for youth;*

*NOW, THEREFORE, I, Drew Laughlin, Mayor of the Town of Hilton Head Island, South Carolina, on behalf of the Town Council, do hereby commend Beaufort County, in collaboration with America's Promise Alliance and ING Group, for its outstanding contributions and support for the community's youth and do hereby proclaim on Hilton Head Island that Beaufort County be celebrated as one of the nation's 100 Best Communities for Young People for 2011.*

*IN TESTIMONY WHEREOF, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed this **20th day of December**, in the year of our Lord, two thousand and eleven.*



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*Drew Laughlin, Mayor*

**THE TOWN OF HILTON HEAD ISLAND  
TOWN COUNCIL WORKSHOP**

**Date:** Thursday, December 1 thru Saturday, December 3, 2011

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Ken Heitzke, *Mayor Pro-Tem*; George Williams, Bill Harkins, Bill Ferguson, Kim Likins, Lee Edwards, *Council Members*.

**Present from Town Staff:** Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Lavarn Lucas, *Fire Chief, Fire & Rescue*; Scott Liggett, *Director of Public Projects and Facilities*; Susan Simmons, *Finance Director*; Nancy Gasen, *Director of Human Resources*; Tom Fultz, *Director of Administrative Services*; Staff members from various departments at different times during the workshop.

**Present from Media:** Tom Barton, *Island Packet*

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**1) CALL TO ORDER**

**2) 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.

**3) NEW BUSINESS**

The workshop convened at 10:00 a.m. on Thursday, December 1, 2010 at the Best Western Sea Island Inn, 1015 Bay Street, Beaufort, South Carolina, South Carolina. Mr. Riley introduced Mr. Lyle Sumek of Lyle Sumek Associates, Inc., and stated he would be leading the discussion. A summary of discussion can be found in the *Leader's Guide 2011 Working Document* maintained at the Town of Hilton Head Island Town Hall.

**4) ADJOURNMENT**

The workshop adjourned at 12:00 p.m. (noon) on Saturday, December 3, 2011.

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Vicki Pfannenschmidt, Secretary

Approved:

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Drew A. Laughlin, Mayor

**THE TOWN OF HILTON HEAD ISLAND**  
**REGULAR TOWN COUNCIL MEETING**

**Date:** Tuesday, December 6, 2011

**Time:** 4:00 P.M.

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Ken Heitzke, *Mayor-Pro Tem*; George Williams, Lee Edwards, Bill Ferguson, Bill Harkins, Kim Likins, *Council Members*.

**Present from Town Staff:** Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Lavarn Lucas, *Fire Chief*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Brian Hulbert, *Staff Attorney*; Jill Foster, *Deputy Director of Community Development*; Shawn Colin, *Comprehensive Planning Manager*; Teri Lewis, *LMO Official*; Tom Fultz, *Director of Administrative Services*; Nancy Gasen, *Director of Human Resources*; Paul Rasch, *Emergency Management Coordinator*; Darrin Shoemaker, *Traffic & Transportation Engineer*; Rich Hamilton, *GIS Administrator*; Shea Farrar, *Senior Planner*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Tom Barton, *Island Packet*

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**1) CALL TO ORDER**

Mayor Laughlin called the meeting to order at 4:00 p.m.

**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**

None.

**6) Approval of Minutes**

**a.** Town Council Meeting – November 15, 2011

Mr. Heitzke moved to approve. Mr. Williams seconded. Mr. Williams noted that on page 6 of the “draft minutes” the final paragraph, second sentence should read, “He stated he had a concern about the initial costs and the future operating costs for the entire project.” The corrected November 15, 2011 minutes were approved by a vote of 7-0.

## **7) Report of the Town Manager**

### **a. Port Royal Beach Renourishment Report**

Mr. Liggett reported on the progress of the project noting they are still working toward meeting the deadlines.

### **b. 2<sup>nd</sup> Quarter Recycling Report**

Mr. Liggett explained the report had not been finalized and he would present it at the December 20, 2011 Town Council meeting.

### **c. Town Manager's Items of Interest**

Mr. Riley reported of some items of interest.

## **8) Reports from Members of Council**

### **a. General Reports from Council**

Mayor Laughlin thanked everyone for the work done at the recently held Town Council Workshop. He stated Council and staff came prepared and focused and he felt the outcome was good. He explained the results of the Workshop would be reviewed at the next Town Council meeting.

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

Mr. Williams stated he had reviewed the pre-filed Senate and House bills for 2012 and has asked that staff review for possible discussion at the next scheduled meeting.

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

Mr. Edwards reported the Committee has a recommendation for Town Council's review for the vacancy on the Planning Commission.

### **d. Report of the Planning & Development Standards Committee –Bill Ferguson, Chairman**

No report.

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

Mrs. Likins stated the Committee had met earlier in the day and made a recommendation in favor of granting an easement over town owned property to the South Island Public Service District.

### **f. Report of the Public Safety Committee – Bill Harkins, Chairman**

Mr. Harkins stated the Committee met on December 5 and a recommendation in favor of a speed limit revision for the Charles E. Fraser Toll Bridge/Palmetto Parkway would be coming forward to Town Council at the December 20, 2011 meeting.

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

Mrs. Likins stated the selection Committee hopes to make a recommendation on a consultant for the rewrite by the end of the year.

**9) Appearance by Citizens**

None.

**10) Unfinished Business**

**a. Second Reading of Proposed Ordinance 2011-34**

Second Reading of Proposed Ordinance 2011-34 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 with respect to those certain parcels identified as Parcel 8E and Parcel 410 on Beaufort County Tax Map 8 from IL (Light Industrial) to the RM-4 (Low to Moderate Density Residential) Zoning District; and providing for severability and an effective date.

Mr. Heitzke moved to approve. Mr. Ferguson seconded. The motion was approved by a vote of 7-0.

**b. Second Reading of Proposed Ordinance 2011-35**

Second Reading of Proposed Ordinance 2011-35 to amend section 3-1-210 of *The Municipal Code of the Town of Hilton Head Island, South Carolina*, to establish the boundaries of the Town of Hilton Head Island's six wards by Redistricting Option Three; and to provide for severability and an effective date.

Mr. Heitzke moved to approve. Mr. Ferguson seconded. The motion was approved by a vote of 7-0.

**c. Second Reading of Proposed Ordinance 2011-36**

Second Reading of Proposed Ordinance 2011-36 authorizing the execution and delivery of an easement encumbering Town owned real property, pursuant to the authority of the S. C. Code Ann., Section 5-7-40 (Supp. 2010), and Section 2-7-20, *Code of the Town of Hilton Head Island, South Carolina*, (1983, As Amended); and providing for severability and an effective date.

Mr. Heitzke moved to approve. Mr. Ferguson seconded. The motion was approved by a vote of 7-0.

**11) New Business**

**a. Consideration of Recommendations from the Telecommunications Task Force of the Greater Island Committee**

Consideration of a Recommendation that the Town Council of the Town of Hilton Head Island adopt recommendations from the Telecommunications Task Force.

Mr. Jim Collett reviewed the findings and recommendations of the Task Force and challenged Town Council to move forward in improving and acquiring satisfactory cell phone service for the Island. Mayor Laughlin noted the Task Force has been working on this project for well over a year and he thanked them for their effort and time spent on the project. After discussion, Mr. Harkins moved Town Council accept with enthusiasm and gratitude the report provided. Mrs. Likins seconded. The motion was approved by a vote of 7-0.

## 12) Executive Session

Mr. Riley stated he needed an executive session for contractual matters pertaining to land acquisition; contractual matters pertaining to the Town's contract with Beaufort County and the Beaufort County Sherriff's Office; personnel matters pertaining to the Town Attorney's mid-term review; legal matters pertaining to ongoing litigation and personnel matters pertaining to appointments to the Town's Planning Commission and the Beaufort County Airport Advisory Commission.

At 4:27 p.m. Mr. Heitzke moved to go into Executive Session for the reasons stated by the Town Manager. Mr. Ferguson seconded. The motion was approved by a vote of 7-0.

Mayor Laughlin called the meeting back to order at 5:05 p.m. and asked if there was any business to take up as a result of executive session.

Mr. Edwards moved that Town Council appoint Barry Taylor to the Planning Commission to fill the unexpired term of Terry Leary. Mr. Ferguson seconded. The motion was approved by a vote of 7-0.

Mr. Edwards moved that the Town Council for the Town of Hilton Head Island retroactively adopt a resolution authorizing the settlement of condemnation litigation with Graves Construction Company and Robert Graves (2011-CP-07-83 and 2011-CP-07-84). Mrs. Likins seconded. The motion was approved by a vote of 7-0.

Mrs. Likins moved that the Town Council authorize the Town Attorney to execute and deliver the "Consent Order" by and between the Town of Hilton Head Island, South Carolina, SCDHEC-OCRM and property owners in Palmetto Dunes, and to take such other and further actions as may be necessary to conclude the litigation described in the consent order. Mr. Williams seconded. The motion was approved by a vote of 7-0.

## 13) Adjournment

Mr. Ferguson moved to adjourn. Mr. Williams seconded. The motion was approved by a vote of 7-0. The meeting was adjourned at 5:06 p.m.

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Vicki Pfannenschmidt  
Executive Assistant

Approved:

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Drew A. Laughlin, Mayor



# Items of Interest

## December 20, 2011

### 1. Town News

The Hilton Head Island Firefighters' Association (HHFA), a 501(C)(3) charitable organization, recently donated \$25,000 to charities in Beaufort and Jasper counties. The 2011 recipients are Heroes on Horseback, Helping Hand Healing Ministries in Ridgeland, Memory Matters, Hospice Care of the Lowcountry, Programs for Exceptional People, Second Helpings, NAMI of Beaufort County, Child Abuse Prevention Association, HELP of Beaufort, and Bluffton-Jasper County Volunteers in Medicine. Since its inception in 2003, the HHFA has made more than \$250K in donations.

**(Contact: Lavarn Lucas, Fire Chief, 682-5153)**

Deputy Chief Brad Tadlock has been nationally certified by the Fire Department Safety Officer's Association as an Incident Safety Officer in compliance with the National Board for Fire Service Professional Qualifications and National Fire Protection Assc. Standard 1521.

**(Contact: Lavarn Lucas, Fire Chief, 682-5153)**

Republic Waste Services will be providing waste and recycling collections on regularly scheduled service days throughout the holiday season. There will not be any interruption of regular service. Please consider participating in the Beaufort County Grinding of the Greens by taking your Christmas trees to the following locations: Coligny Beach parking lot or the former site of the Gullah Flea Market on US 278 & Wild Horse Road. Grinding will take place on January 7, 2012 from 8:00am until finished. Free mulch will be available to county residents after January 7, 2012. You may drop off your tree during the county established dates of operation, which are December 24, 2011 – January 7, 2012.

**(Contact: Alice Derian, Contracts and Services Administrator, 342-4581)**

Bob Klein, Building Official, has been appointed to the ICC (International Code Council) IADMIN Committee. The committee reviews the administration provisions and referenced standards, as a multi-discipline code committee for all the International model codes as listed below. This will enable Bob as a representative of Hilton Head Island, the opportunity to offset the complexity of all the model codes and the opportunity to make prevalent revisions to what's currently in effect and enforced.

*INTERNATIONAL BUILDING CODE®*

*INTERNATIONAL ENERGY CONSERVATION CODE®*

*INTERNATIONAL EXISTING BUILDING CODE®*

*INTERNATIONAL FIRE CODE®*

*INTERNATIONAL FUEL GAS CODE®*

*INTERNATIONAL MECHANICAL CODE®*

*INTERNATIONAL PLUMBING CODE®*

*INTERNATIONAL PRIVATE SEWAGE DISPOSAL CODE®*

*INTERNATIONAL PROPERTY MAINTENANCE CODE®*

*INTERNATIONAL RESIDENTIAL CODE®*

*INTERNATIONAL WILDLAND-URBAN INTERFACE CODE®*

*INTERNATIONAL ZONING CODE®*

**(Contact: Jill Foster, Deputy Director of Community Development, 341-4694)**

## 2. Noteworthy Events

a) Some of the upcoming meetings at Town Hall:

- Planning Commission – December 7, 3:00 p.m.
- Monday, December 26, 2011 – Town of Hilton Head Island Administrative Offices Closed
- LMO Rewrite Committee – December 8, 1:00 p.m.
- Construction Board of Adjustment and Appeals – December 27, 5:30 p.m.
- Planning and Development Standards Committee – December 28, 4:00 p.m.
- Monday, January 2, 2012 – Town of Hilton Head Island Administrative Offices Closed
- Public Projects and Facilities Committee – January 3, 2:00 p.m.
- Town Council – January 3, 4:00 p.m.

**(Meetings subject to change and/or cancellation. Please visit the Town of Hilton Head Island website at [www.hiltonheadislandsc.gov](http://www.hiltonheadislandsc.gov) for meeting agendas)**

## 2011 Hilton Head Island Events

Daily Thru December 31,2011 During Coastal Discovery Museum Hours	Public Art Exhibition	Honey Horn
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# **MEMORANDUM**

**TO:** Town Council

**FROM:** Stephen G. Riley, C.M., Town Manager

**RE:** Proposed Resolution Establishing the Town of Hilton Head Island Destination 2020 Guiding Principles, Five Year (2017) Goals, 2012 Policy Agenda/Targets for Action and 2012 Management Agenda

**DATE:** December 9, 2011

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**Recommendation:** That Council adopt all priorities established at its recent strategic planning workshop.

**Summary:** The attached, proposed Resolution formally adopts our Destination 2020 Guiding Principles, the Five Year (2017) Goals, 2012 Policy Agenda/Targets for Action and 2012 Management Agenda as formulated at Town Council's recent annual strategic planning workshop.

**Background:** On December 1, 2011 through December 3, 2011, Town Council convened for its annual strategic planning workshop with Lyle Sumek, Facilitator. As a result, Town Council established the attached Targets for Action for 2012.

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, ESTABLISHING THE TOWN OF HILTON HEAD ISLAND DESTINATION 2020 GUIDING PRINCIPLES, THE FIVE YEAR (2017) GOALS, 2012 POLICY AGENDA/TARGETS FOR ACTION, AND 2012 MANAGEMENT AGENDA.**

**WHEREAS**, the Town Council of the Town of Hilton Head Island met in a workshop session on December 1, 2011 through December 3, 2011 for the purpose of developing concepts for teamwork and focused action, and to establish goals and objectives for their term of office; and

**WHEREAS**, the Town Council for the Town of Hilton Head Island has identified its Destination 2020 Guiding Principles, Five Year (2017) Goals, 2012 Policy Agenda/Targets for Action and 2012 Management Agenda (Exhibit "A") for achieving these goals; and

**WHEREAS**, the Town Council believes that the adoption of the Destination 2020 Guiding Principles, Five Year (2017) Goals, 2012 Policy Agenda/Targets for Action and 2012 Management Agenda will provide a framework for action and will provide guidance in executing its desires for itself, for staff, and for citizens of the Town of Hilton Head Island.

**NOW, THEREFORE, BE IT, AND IT HEREBY IS, RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT** the attached Destination 2020 Guiding Principles, Five Year (2017) Goals, 2012 Policy Agenda/Targets for Action and 2012 Management Agenda, are hereby adopted.

**MOVED, APPROVED, AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, DECEMBER, 2011.**

\_\_\_\_\_  
**Drew A. Laughlin, Mayor**

**ATTEST:**

By: \_\_\_\_\_  
**Cori Brock, Town Clerk**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Gregory M. Alford, Town Attorney**

**Introduced by Council Member:** \_\_\_\_\_

**Exhibit “A”**  
**TOWN COUNCIL WORKSHOP**  
**2012 RESULTS**

**TOWN OF HILTON HEAD ISLAND:**  
**DESTINATION 2020 GUIDING PRINCIPLES**

- Living in Harmony with Nature, Protecting the Natural Beauty, and Creating a Unique Sense of Place
- Sustaining Community Prosperity Through a Diversified, Strong Local Economy Based Upon Resort, Retirement, and Non-Hospitality Businesses
- Providing Meaningful Experiences that Cherish our History, the Arts, Cultural Diversity, and Enrich the Lives of our Residents and Guests
- Striving for Excellence in Everything We Plan, Build, Do, and Maintain
- Providing a Serene, Safe, and Healthy Living Environment for Residents, Guests and Visitors
- Working Together and Volunteering for the Greater Good of the Hilton Head Island Community

**TOWN OF HILTON HEAD ISLAND 2017:**  
**OUR GOALS**

- Reinvigorate the Local Economy
- Enrich Lives of Residents and Guests
- Revitalize the Built Environment
- Pre-eminence for Environmental Stewardship
- Enhance Town Government Service

**POLICY AGENDA 2012**  
**TARGETS FOR ACTION**

**TOP PRIORITY**

- Economic Development: Assessment and Organization
- Coligny Area Redevelopment: Economic Analysis, Town’s Role, and Approve a Plan
- Shelter Cove Area Redevelopment: Determine Town’s Role and Develop and Approve a Plan
- Chaplin Linear Park: Develop Detailed Plans and Funding

**HIGH PRIORITY**

- LMO Re-Write: Complete Draft Amendments and Seek Review and Approval
- Recreation Center Expansion: Phase I
- South Island Marina Dredging: Permitting and Determine Town’s Long-Term Role
- Aquatic Center: Direction, Location, and Funding

**MODERATE PRIORITY**

- Promotion and Marketing to Businesses and Investors: Develop Program and Marketing Materials
- Commercial Recycling: Evaluation and Direction

**MANAGEMENT AGENDA 2012**

- RBC Heritage Golf Tournament: Identify Town’s Funding Source and Assist Tournament with Securing Long-Term Commitment
- Town Local Business Retention and Growth Program: Evaluation and Direction
- Town Marketing and Public Information Plan: Evaluation, Application (Best Practices) to Town, and Direction
- Airport Masterplan: Implementation
- Island Recreation Memorandum of Understanding: Draft Renewal and Seek Review and Approval
- Fire and Rescue Masterplan: Revise Current Plan and Adopt Revisions
- Beaufort County Sheriff’s Contract for Police Services: Review for Renewal and Approve
- Cell Phone E-911 Errors: Reduction

**MEMORANDUM**

**TO:** Town Council

**FROM:** Public Facilities Committee

**VIA:** Stephen G. Riley, CM, Town Manager

**DATE:** December 8, 2011

**RE:** South Island Public Service District – request for easements

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**Recommendation:**

The Public Facilities Committee endorses the easement requests as made by the South Island Public Service District (SIPSD) and recommends to Town Council that the easements be granted.

**Summary:**

The attached documents fully describe nature and extent of the requested easements over Town property known as the “Crossings Park” tract. The need for the easements is the result of the District’s intention to construct a well on adjacent SIPSD land. The easements, if granted, would provide for temporary construction staging and a permanent “pollution free” radius around the proposed well head as required by regulation. The temporary construction staging easements total .21 acres and the permanent “pollution free” radius easement is .72 acres.

**Background:**

The SIPSD is in the process of planning to construct three new wells. These projects are being undertaken as a result of the anticipated failure of existing wells due to the likelihood of saltwater intrusion into the Floridan Aquifer. Recent hydrogeological studies have indicated that by 2015 there will be 2 additional wells rendered unusable due to elevated chloride levels above drinking water standards. In order to mitigate this loss of water production and to meet future system demand, the District will be constructing 2 aquifer storage and recovery wells and a reliability well at the existing reverse osmosis water treatment plant.

An engineering study commissioned by SIPSD identified 3 strategic locations for each of the wells; all of which are located on District owned property. One location, on Genesta Street (off of Palmetto Bay Road) is immediately adjacent to Town owned land. This site is the current location of an elevated water storage tower.

South Carolina Department of Health and Environmental Control (SCDHEC) regulations require the creation of a 100’ “pollution free” radius around the new well head, meaning that there is no potential for future contamination (activity or construction) in that area.

# SOUTH ISLAND PUBLIC SERVICE DISTRICT

POST OFFICE BOX 5148 • 25 BOW CIRCLE • HILTON HEAD ISLAND, SC 29938

September 23, 2011

Mr. Scott Liggett  
Director of Public Projects, Facilities and Engineering  
Town of Hilton Head Island

Re: South Island Public Service District ASR Well Project

Dear Mr. Liggett:

The South Island Public Service District is in the process of planning to construct three new wells. This project is being undertaken as a result of the anticipated failure of existing wells due to the likelihood of saltwater intrusion into the Floridan Aquifer. Recent hydrogeological studies have indicated by 2015, there will be 2 additional wells rendered unusable due to elevated chloride levels above drinking water standards. In order to mitigate this loss of water production and meet future system demand, the District will be constructing 2 aquifer storage and recovery wells and reliability well at the existing reverse osmosis water treatment plant.

The engineering study, completed by Carollo Engineering, identified 3 strategic locations for each of the wells. The first site is on a parcel owned by the District adjacent to its Long Cove Wastewater Treatment Plant. The second site is located at the reverse osmosis water treatment plant. The third is location is next to the elevated water tower off of Palmetto Bay Rd.

South Carolina DHEC regulations require a 100' "pollution free" radius around the wellhead, meaning that there is no potential for future contamination in that area. In order to meet this requirement, the District will need to obtain an easement from any property owner within this radius to refrain from any activity or construction. In order to meet this requirement, South Island Public Service District is requesting an easement from the Town for the purpose of constructing a well at the Palmetto Bay site. We are also requesting approval to temporarily use a small area of property adjacent to the tower as a staging area during construction. The construction phase is expected to take 2 to 3 months to complete after which time all disturbed areas will be returned to their previous condition.

The other 2 sites are on District property and will not require easements from the Town. Some tree removal will be necessary to accommodate the new infrastructure. Surveys have been completed that indicate property boundaries and the proposed well locations and tree removal to accommodate well construction.

Enclosed, for your review, are aerials and surveys that show the proposed well locations, tree surveys and property boundaries. If additional information is needed please call me at 384-1106.

If you would like to schedule a site visit to each of these 3 locations, please let me know.

Best Regards,

A handwritten signature in black ink that reads "Brad O'Keefe". The signature is written in a cursive style with a large, prominent initial "B".

Brad O'Keefe  
Operations Manager  
South Island Public Service District



## PERMANENT 100' POLLUTION FREE RADIUS EASEMENT

Being all that piece or parcel of land lying and being in the Town of Hilton Head Island, Beaufort County, South Carolina and being known as a Permanent 100' Pollution Free Radius Easement containing 0.72 Acres more or less and being more particularly described as follows:

Commencing at a concrete right-of-way monument having South Carolina state plan coordinates of N 121340.39 and E 2070640.40; said monument is located at the southeastern intersection of the rights of way of Palmetto Bay Road and Genesta Street; thence running with the southern right-of-way of Genesta Street the following five courses and distances to-wit: N 36°50'49" E for a distance of 83.85 feet to a point; thence N 54°14'38" E for a distance of 88.29 feet to a point; thence N 35°36'13" W for a distance of 12.58 feet to a point; thence N 54°23'47" E for a distance of 31.27 feet to a point; thence N 35°40'00" W for a distance of 50.00 feet to concrete right-of-way monument; thence turning and leaving Genesta Street and running along the common boundary line of now or formerly Palmetto Bay Limited Partnership and South Island Public Service District, N 54°20'00" E for a distance of 200.78 feet to a concrete monument at the southwestern corner of a 20' Access and Utility Easement as described in Deed Book 407 at Page 318 in the Beaufort County Register of Deeds; thence running along the western side of said 20' Easement N 35°48'31" W for a distance 295.29 feet to a point, said point being the southeastern corner of a 100'x100' Well site as described in Deed Book 407 at Page 318; thence running with the southern boundary line of said Well Site N 54°14'06" E for a distance of 100.00 feet to a concrete monument; thence a survey tie line S 72°43'07" W for a distance of 44.75 feet to a point which is the Radius Point of the Permanent 100' Pollution Free Radius Easement described herein; said Radius Point having South Carolina state plane coordinates of N 121929.83 and E 2070780.04; said Easement having a radius of 100.00 feet and a circumference of 628.32 feet.

Easement contains 0.72 Acres more or less.

## TEMPORARY CONSTRUCTION EASEMENT 'A'

Being all that piece or parcel of land lying and being in the Town of Hilton Head Island, Beaufort County, South Carolina and being known as a Temporary Construction Easement 'A' containing 0.06 Acres more or less and being more particularly described as follows:

Commencing at a concrete right-of-way monument having South Carolina state plan coordinates of N 121340.39 and E 2070640.40; said monument is located at the southeastern intersection of the rights of way of Palmetto Bay Road and Genesta Street; thence running with the southern right-of-way of Genesta Street the following five courses and distances to-wit: N 36°50'49" E for a distance of 83.85 feet to a point; thence N 54°14'38" E for a distance of 88.29 feet to a point; thence N 35°36'13" W for a distance of 12.58 feet to a point; thence N 54°23'47" E for a distance of 31.27 feet to a point; thence N 35°40'00" W for a distance of 50.00 feet to concrete right-of-way monument; thence turning and leaving Genesta Street and running along the common boundary line of now or formerly Palmetto Bay Limited Partnership and South Island Public Service District, N 54°20'00" E for a distance of 200.78 feet to a concrete monument at the southwestern corner of a 20' Access and Utility Easement as described in Deed Book 407 at Page 318 in the Beaufort County Register of Deeds; thence running along western side of said 20' Easement N 35°48'31" W for a distance 295.29 feet to a point, said point being the southeastern corner of a 100'x100' Well site as described in Deed Book 407 at Page 318; thence running with the southern boundary line of said Well Site N 54°14'06" E for a distance of 20.00 feet to a point which is the Point of Beginning; said Point of Beginning is the northeastern corner of 20' Access and Utility Easement described in Deed Book 407 at Page 318 and having South Carolina state plane coordinates of N 121896.37 and E 2070757.85; thence continuing along southern boundary of Well Site N 54°14'06" E for a distance of 80.00 feet to a concrete monument; thence running across lands of the Town of Hilton Head Island the following 3 courses and distances to-wit: S 35°48'32" E for a distance of 30.00 feet to a point; thence S 54°14'06" W for a distance of 80.00 feet to a point; thence N 35°48'31" W for a distance of 30.00 feet to a point which is the Point of Beginning.

Easement contains 0.06 Acres more or less.

## TEMPORARY CONSTRUCTION EASEMENT 'B'

Being all that piece or parcel of land lying and being in the Town of Hilton Head Island, Beaufort County, South Carolina and being known as a Temporary Construction Easement 'B' containing 0.15 Acres more or less and being more particularly described as follows:

Commencing at a concrete right-of-way monument having South Carolina state plan coordinates of N 121340.39 and E 2070640.40; said monument is located at the southeastern intersection of the rights of way of Palmetto Bay Road and Genesta Street; thence running with the southern right-of-way of Genesta Street the following five courses and distances to-wit: N 36°50'49" E for a distance of 83.85 feet to a point; thence N 54°14'38" E for a distance of 88.29 feet to a point; thence N 35°36'13" W for a distance of 12.58 feet to a point; thence N 54°23'47" E for a distance of 31.27 feet to a point; thence N 35°40'00" W for a distance of 50.00 feet to concrete right-of-way monument; thence turning and leaving Genesta Street and running along the common boundary line of now or formerly Palmetto Bay Limited Partnership and South Island Public Service District, N 54°20'00" E for a distance of 200.78 feet to a concrete monument at the southwestern corner of a 20' Access and Utility Easement as described in Deed Book 407 at Page 318 in the Beaufort County Register of Deeds; thence running along the western side of said 20' Easement N 35°48'31" W for a distance 295.29 feet to a point, said point being the southeastern corner of a 100'x100' Well site as described in Deed Book 407 at Page 318; thence running with the southern boundary line of said Well Site N 54°14'06" E for a distance of 100.00 feet to a concrete monument which is the Point of Beginning; said Point of Beginning having South Carolina state plane coordinates of N 121943.12 and E 2070822.77; thence running with the eastern boundary of Well Site N 35°48'32" W for a distance of 100.04 feet to a concrete monument; thence running along the common boundary of now or formerly Palmetto Bay Horizontal Property Regime and the Town of Hilton Head Island, N 54°12'55" E for a distance of 50.00 feet; thence running across lands of the Town of Hilton Head Island the following 3 courses and distances to-wit: S 35°48'32" E for a distance of 130.06 feet to a point; thence S 54°14'06" W for a distance of 50.00 feet to a point; thence N 35°48'32" W for a distance of 30.00 feet to a concrete monument which is the Point of Beginning.

Easement contains 0.15 Acres more or less.

# Memo



To: Town Council

From: Darrin Shoemaker, Traffic and Transportation Engineer (Voice (843)341-4774)  
(Cell (843)384-5021)

Via: Steve Riley, Town Manager

Date: 12/16/2011

Re: Speed Limit Revision Recommendation – Charles E. Fraser Toll Bridge / Palmetto Bay Road

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**Recommendation:** It is recommended that Town Council consider a recommendation by the Public Safety Committee to request the South Carolina Department of Transportation (SCDOT) to revise the existing speed limit treatment on the Charles E. Fraser Toll Bridge and on a portion of Palmetto Bay Road. The Public Safety Committee also recommends that approximately \$6,000 in Town funding be identified by the Town Manager to install new white edge lines that include raised thermoplastic domes spaced at approximate 4' intervals.

**Summary:** The Public Safety Committee recommends that a 45 MPH speed limit be established from the northern end of the Fraser Toll Bridge just south of the toll plaza to a point just north of the traffic signal at Target Road and opposite the Bridge Shoppes shopping center. The speed limit would remain 30 MPH within the toll plaza to the north of this segment and would remain 35 MPH to the south of this segment near Sea Pines Circle. Like now, the speed limit would be the same for both directions of travel at all locations within the subject road segment. Maps showing the existing and recommended speed limit treatments are attached. Also attached is a photograph showing the thermoplastic domes treatment, which generates an audible warning to motorists that encroach onto the edge line. Based on industry averages, the estimated cost to treat both sides of the bridge from end to end is approximately \$6,000. The SCDOT has verbally concurred with allowing this treatment, but has advised that there is no foreseeable funding source available to them to proceed with treating the Fraser toll bridge. A photograph of this treatment taken on Hilton Head Island on Gum Tree Road is attached. An effort to install the raised thermoplastic domes along both directions from end to end on the toll bridge is estimated to cost \$6,000 based on industry averages.

**Background:** A staff recommendation to revise the speed limit within the subject section was presented to the Public Safety Committee at their November 7<sup>th</sup>, 2011 meeting, and a motion to

forward a recommendation to Town Council for their consideration was approved at their December 5<sup>th</sup>, 2011 meeting.

# EXISTING TREATMENT

30 MPH

TOLL PLAZA

CHARLES E. PRATER TOLL BR.

40 MPH

ARROW

PT. COMFORT RD.

SEGO CIRCLE ROAD  
PALMETTO FAY RD.

ARCHER RD.

35 MPH

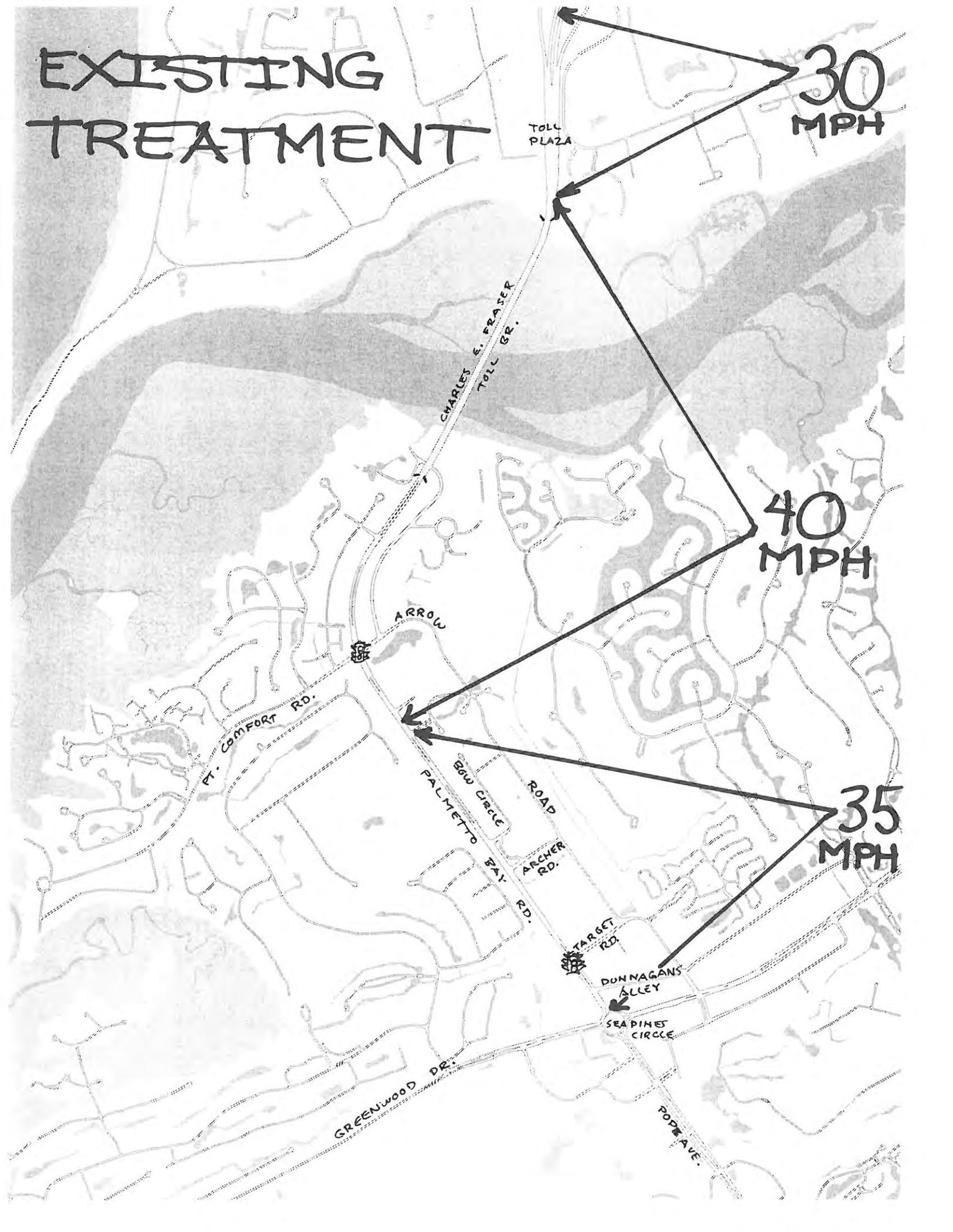
TARGET RD.

DUNNAGANS ALLEY

SEAPINES CIRCLE

GREENWOOD DR.

POPE AVE.



# RECOMMENDED REVISION

TOLL PLAZA

30  
MPH

CHARLEY S. FRASER  
TOLL BR.

45  
MPH

ARROW

FT. COMFORT RD.

PALMETTO BAY RD.  
BOW CIRCLE ROAD

ARCHER RD.

35  
MPH

TARGET RD.

DUNNAGANS ALLEY

SEAPINES CIRCLE

GREENWOOD DR.

POPE AVE.

