



The Town of Hilton Head Island Regular Public Safety Committee Meeting

Monday, October 7, 2013

10:00 a.m. – Benjamin M. Racusin Council Chambers

AGENDA

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting

- 1. Call to Order**
- 2. Freedom of Information Act 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. Approval of Minutes**
 - a. Regular Public Safety Committee Meeting of July 1, 2013
 - b. Regular Public Safety Committee Meeting of August 5, 2013
- 4. Unfinished Business**
None
- 5. New Business**
 - a. Proposed 2014 Public Safety Committee Meeting Dates
 - b. Recommendation Regarding Yard Debris Pickup Program
 - c. Update on 2 Abandoned Boats
- 6. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

TOWN OF HILTON HEAD ISLAND
PUBLIC SAFETY COMMITTEE REGULAR MEETING

Date: July 1, 2013

Time: 10:00 a.m.

Members Present: Marc A. Grant, *Chairman*; John J. McCann, *Council Member*

Members Absent: Bill Harkins, *Council Member*

Town Staff Present: Lavarn Lucas, *Fire Chief*; Brad Tadlock, *Deputy Fire Chief – Operations*; Ed Boring, *Deputy Fire Chief – Support Services*; Randy Lindstrom, *Administrative Battalion Chief*; Tom Dunn, *Emergency Management Coordinator*; and Lynn Buchman, *Administrative Assistant*

Others Present: Kim Likins, *Council Member*; Captain JoJo Woodward, *Beaufort County Sheriff's Office*; Kiera Morris, *Beaufort County Sheriff's Office*; Jocelyn Staigar, *Hilton Head Area Association of Realtors*; and Eleanor O'Key, *Lowcountry Inside Track*

Media Present: None

1. Call to Order

2. Freedom of Information Act 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. Approval of Minutes

A motion to approve the minutes of the June 4, 2013 meeting of the Public Safety Committee was made by Mr. McCann and seconded by Mr. Grant. The motion was approved by a vote of 2-0.

4. Unfinished Business

None

5. New Business

a. Fire & Rescue 2012 Annual Report

Lavarn Lucas, Fire Chief, referenced the 2012 Annual Report included in the agenda packet, and displayed a brief PowerPoint presentation to highlight certain aspects of the Report.

He explained the only change in the leadership staff that had occurred was that Tom Dunn had assumed the position of Emergency Management Coordinator, and he noted that two full-time positions had been eliminated.

Chief Lucas outlined the major accomplishments for 2012, which included the re-accreditation that occurred in March, the achievement of a heart safe community designation, and the ISO PPC

community rating of 3 having been retained since first achieved in 1993. With major changes in the ISO rating schedule taking effect July 1, Chief Lucas indicated his proposed presentation to the Committee concerning needs for retention of this rating would be made later in the year after further analysis of the changes. He briefly highlighted the achievements made in Operations, the activities in the Bureau of Fire Prevention and Training Division, and the equipment and reporting software changes made in Support Services. Statistics were cited for the Dispatch Center showing over 140 incoming phone calls daily, with 6,205 calls dispatched over the year. He noted the increase in the number of Freedom of Information requests, requiring additional processing time. The Fleet Maintenance key statistics were reviewed, as well as operational statistics broken down by Fire and EMS responses, showing a slight increase from 2011. Chief Lucas noted further statistical breakdowns by fire incident types, EMS incident types, EMS calls by primary impression, and incidents by month, day of week, and hour of day.

Chief Lucas concluded his brief overview and asked for questions. Mr. McCann reported that several citizens who had taken the CPR course recently had praised the excellent course and trainers.

b. Fire & Rescue 2013 Strategic Plan Recommendations – Status Report

Chief Lucas referenced the hand-out included in the agenda packet and explained the requirement to report to the Committee on the implementation of Recommendations contained in the Strategic Plan. He briefly reviewed the progress of the department name change, and the completed adoption of mission, vision, core values statements and motto. He reported a revision of the Fire and Rescue enabling ordinance would be forthcoming by the end of December. The status of other Recommendations concerning hydrant flow identification, a nuisance fire alarms ordinance, sale and discharge of fireworks, dispatch and emergency vehicle traffic pre-emption system upgrades, health and wellness committee, the plan for beach and water rescue options, emergency access gates, and the safety training officer position were briefly outlined by Chief Lucas. He noted that the open burning ordinance is on the agenda for first reading at the Town Council meeting tomorrow. He reported that discussions will be taking place soon with Community Development concerning traffic speed humps and tree obstruction, as well as what can be done about dirt roads.

He reported that the placement of AED's in all Fire and Rescue staff vehicles has almost been completed. Mr. McCann and Chief Lucas discussed the location of AED's in places of high occupancy, commercial hotels, security for the PUD's, and in various Town parks. He noted that both the 2012 Annual Report and Strategic Plan are posted on the Town website. Chief Lucas concluded his highlights of the Recommendations and asked for questions. There being none from the Committee or the public, Chairman Grant thanked Chief Lucas for his time and the good work being done by him and his staff.

Adjournment

At 10:46 a.m. Mr. McCann moved to adjourn the meeting and Mr. Grant seconded. The motion was approved by a vote of 2-0.

Respectfully submitted:

Lynn W. Buchman
Administrative Assistant

Approved by:

Marc A. Grant, Chairman

TOWN OF HILTON HEAD ISLAND
PUBLIC SAFETY COMMITTEE REGULAR MEETING

Date: August 5, 2013

Time: 10:03 a.m.

Members Present: John J. McCann and Bill Harkins, *Council Members*

Members Absent: Marc A. Grant, *Chairman*

Town Staff Present: Greg DeLoach, *Assistant Town Manager*, and Lynn Buchman, *Administrative Assistant*

Others Present: Captain Joey Woodward, *Beaufort County Sheriff's Office*; Lt. Glenn Zanelotti, *Beaufort County Sheriff's Office*; and Eleanor O'Key, *Lowcountry Inside Track*

Media Present: None

1. Call to Order

2. Freedom of Information Act 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. Approval of Minutes

a. Regular Public Safety Committee Meeting of July 1, 2013

Since Mr. Harkins was not in attendance at the July 1, 2013 meeting, and Mr. Grant was not present, no approval of the minutes was sought due to lack of quorum.

4. Unfinished Business

None

5. New Business

a. 2nd Quarter 2013 Crime Statistics – Capt. Joey Woodward

Captain Joey Woodward of the Beaufort County Sheriff's Office referenced the 2nd Quarter 2013 Crime Statistics included in the agenda packet and briefly reviewed the statistics and breakdowns for each category. Mr. Harkins noted the statistics indicate a gradual creep upwards in the aggravated assaults and robberies. He complimented the Sheriff's Office on the good job they are doing, but asked what might be required from the Town Council and community standpoint in order to do an even better job. He noted that the criminal activities affecting citizens are exceptionally troublesome, and for visitors it can create a negative impact on the quality of the visit to the Island, and asked what could be done to help with this situation. Captain Woodward explained how the Sheriff's Office works with community leaders and others to encourage vigilance and awareness of

surroundings, and also emphasizes the need to report crime and potential criminal activity through Crime Stoppers and other methods. Mr. McCann and Captain Woodward discussed reasons for why there is a sudden increase in crimes now, which included the economy itself and repeat offenders. While Captain Woodward indicated the Sheriff's Office was doing its job in finding the criminals and making the arrests, the prosecution and conviction is in the hands of the Solicitor and Judge.

In response to Mr. Harkins' inquiry about patterns or common features detected that might help narrow the focus of law enforcement, Captain Woodward indicated they are seeing many crimes of opportunity occurring when cars and residences are left unlocked, with the crimes being committed by both on-island and off-island individuals. Mr. Harkins suggested that Captain Woodward reflect on the crimes being committed and report back to the Committee on what could be done that is not being done from the beginning of the crime through the adjudication process. Responding to Mr. McCann's inquiry about statistics for gated communities, Captain Woodward noted the statistics include those areas as reported by security in the gated communities, who also help deter crime.

Captain Woodward reported that crimes against property and vehicle collisions in the second quarter of 2013 were down from 2012. Captain Woodward and Mr. Harkins discussed the statistics for vehicle collisions occurring at the intersection of the Cross Island Expressway and US Highway 278, which is shown as the Spanish Wells intersection on the report. Captain Woodward offered to provide more details in next quarter's report on this specific intersection.

Captain Woodward reviewed the traffic, criminal, and marine tickets issued for year-to-date 2013 and the breakdown among patrol division, traffic team, and marine patrol. Captain Woodward confirmed that the statistics included warning and regular tickets, and Mr. McCann requested a breakdown of these for the next quarter's report.

Captain Woodward noted the volunteer hours for reserve deputies and volunteers and clarified the difference between the designations.

Mr. Harkins expressed his delight in having Captain Woodward in his new position and expressed the Committee's desire to assist him when needed. He asked Captain Woodward to share with the Committee in the future his two or three key professional goals for his team.

Mr. McCann thanked Captain Woodward for his report, and asked for any public comment. There was none.

Adjournment

At 10:18 a.m. Mr. Harkins moved to adjourn the meeting and Mr. McCann seconded. The motion was approved.

Respectfully submitted:

Lynn W. Buchman
Administrative Assistant

Approved by:

John J. McCann, Acting Chairman

Town of Hilton Head Island, South Carolina

2014 Public Safety Committee Scheduled Meeting Dates

Benjamin M. Racusin Council Chambers

Monday preceding the 1st Town Council Meeting
10:00 A.M.

JANUARY 6, 2014

JULY 7, 2014

FEBRUARY 3, 2014
4th Qtr. Crime Stats

AUGUST 4, 2014
2nd Qtr. Crime Stats

MARCH 3, 2014

SEPTEMBER 8, 2014**

APRIL 7, 2014*

OCTOBER 6, 2014

MAY 5, 2014
1st Qtr. Crime Stats

NOVEMBER 3, 2014
3rd Qtr. Crime Stats

JUNE 2, 2014

DECEMBER 1, 2014

* The April 7 meeting has been scheduled the 1st Monday of the Month, but falls the week after the 1st Town Council Meeting on April 1, 2014.

**The September 8 meeting has been scheduled the 2nd Monday of the Month due to Labor Day, Monday, September 1, 2014.



Hilton Head Island Fire & Rescue

Office of The Fire Chief
40 Summit Drive
Hilton Head Island, SC 29926
843.682.5153



TO: Public Safety Committee, Town of Hilton Head Island
FROM: Lavarn Lucas, Fire Chief
VIA: Stephen G. Riley, ICMA-CM, Town Manager
DATE: October 01, 2013
SUBJECT: Proposed Ordinance Number 2013-08 - Yard Debris Pickup Program

Recommendation:

The Town of Hilton Head Island should not develop a yard debris pickup program because a ban on the open burning of yard debris does not create a significant need for such a program.

Summary:

Proposed Ordinance Number 2013-08 repeals Title 9, Chapter 7 of the Municipal Code (Open Burning) and enacts a new Title 9, Chapter 7.

During the deliberations for proposed ordinance 2013-08, a belief that a significant number of residences would be negatively impacted by a ban was suggested. As a result, the adoption of the Ordinance has been pending while a yard debris pickup program was investigated. While there may be many good reasons for the creation of a yard debris collection program, tying it to the adoption of the ban is not one of them. Data from the permitting process, as well as actual data of unpermitted burns, has been analyzed. Results from this analysis indicate the proposed ban on the open burning of yard debris will have a minimum impact on those residences that currently use open burning as a mechanism to dispose of yard debris. The number of residences that use open burning as a disposal mechanism is very limited and their debris can be disposed of at the local Convenience Center on Summit Drive within guidelines established by Beaufort County.

Background:

The current regulations which were enacted June 15, 1999 were a compromise reached to allow burning under very controlled situations. Town Council adopted the 2013 Fire Rescue Strategic Plan containing a recommendation to ban open burning of yard debris on March 5, 2013. The Public Safety Committee met on June 4, 2013 and voted 3-0 to forward the ordinance banning open burning of yard debris to Town Council with a recommendation to approve. Council met on July 2nd, 2013 and requested some changes in the proposed ordinance which were made and returned to Council. The amended ordinance was approved by Council on August 6, 2013 with a recommendation that a yard debris pickup program be created before the ordinance was enforced. Investigation into a yard debris pickup program was then returned to the Public Safety Committee for further discussion.



Hilton Head Island Fire & Rescue

Office of The Fire Chief
40 Summit Drive
Hilton Head Island, SC 29926
843.682.5153



TO: Stephen G. Riley, ICMA-CM, Town Manager
FROM: Lavarn Lucas, Fire Chief
VIA: N/A
DATE: August 21, 2013
SUBJECT: Open Burning Ban Concerns

There have been two concerns expressed regarding the banning of open burning of yard debris recently. Please see below some thoughts on these two concerns.

Need for the Town to Offer Yard Debris Pickup

While there are some people that would be negatively impacted by a ban on the burning of yard debris, the number of residences that would be negatively impacted is few. A review of the permits issued for open burning of yard debris in 2012, as well as 2013 year-to-date, reveals the following statistics:

	YTD	
	2012	2013
Permits Issued:	289	228
# of Addresses Issued a Permit	137	114
# of Permits Issued to an Address 1 X	77	69
# of Permits Issued to an Address 2 X	24	25
# of Permits Issued to an Address 3 X	17	4
# of Permits Issued to an Address 4 X	7	8
# of Permits Issued to an Address 5 X	3	2
# of Permits Issued to an Address 6 X	3	0
# of Permits Issued to an Address 7 X	1	1
# of Permits Issued to an Address 8 X	3	2
# of Permits Issued to an Address 9 X	1	2
# of Permits Issued to an Address 10 X	0	0
# of Permits Issued to an Address > 10X	1	1

Considering 2012 and 2013 YTD, there is an average of only 125 addresses that have requested permits to burn. From January 1, 2013 YTD, Fire & Rescue has issued 34 warnings and 1 citation for illegal burning. Of these 34 warnings, 10 were at addresses that had acquired a permit in 2012 leaving 24 addresses not permitted. Adding the average number of permitted addresses to the non-permitted addresses reveals that there are approximately 148 addresses that burn their yard debris.

We can safely assume there were a few addresses that neither acquired a permit nor were caught burning illegally. While it is impossible to accurately guess how many addresses conduct burns without a permit or being caught, it is hard to believe there are more than 175 addresses where the burning of yard debris is done on a regular basis.

Even if there were 175 addresses known to openly burn yard debris, it is still questionable if that number warrants a debris pickup program. The impact of this burning restriction is most severe on those individuals that burn routinely. It is these individuals that truly use open burning as a mechanism to clean their yards. As such, Fire & Rescue has reviewed the number of addresses that applied for a permit in both 2012 and 2013 YTD. These numbers are represented below:

Repeat Users in 2012 & 2013 YTD	51 Addresses Received Permits(s) In Both Years	
	2012	YTD 2013
# of Permits issued to an address 1 X	14	26
# of Permits Issued to an address 2 X	10	14
# of Permits Issued to an address 3 X	14	3
# of Permits Issued to an address 4 X	5	3
# of Permits Issued to an address 5 X	3	1
# of Permits Issued to an address 6 X	2	0
# of Permits Issued to an address 7 X	1	0
# of Permits Issued to an address 8 X	2	2
# of Permits Issued to an address 9 X	0	1
# of Permits Issued to an address 10 X	0	0
# of Permits Issued to an address > 10X	0	1

There were 51 addresses that acquired a burn permit(s) in both 2012 and 2013 YTD. It is these citizens that use open burning to some degree as a mechanism to clean their yards. Someone that is truly cleaning their yard and needing to burn their yard debris would need to do so regularly. Based on the information above, a standard of 4 times per year, once per season, was considered regular usage. This revealed that an average of only 10 addresses burned 4 or more times per year, or what may be considered regularly.

Two Pickup Truck Load Limit at the Recycling Center

As has been stated, there is a 2 pickup load limit per day at the recycling center on Hilton Head Island. The County’s limits are designed to avoid overfilling the containers and to dissuade commercial enterprises from using the center. It has been suggested that the banning of open burning of yard debris would create a hardship on some individuals since they would be limited to 2 pickup loads per day. A standard Ford pickup truck has a bed that is 23” by 62.5” by 77.5” for a total capacity of 64.06ft³. The existing burn regulations allow only one pile to be burned at a time and that the pile is limited to 2’ by 3’. A 2’ by 3’ pile of yard debris is less than 14ft³ [(Πr²)H]. Therefore, a standard pickup will hold 4½ piles without any compression of the leaves. Two pickups would contain 9 piles without any compression. With compression of the debris, 2 pickups can easily haul more than 12 piles of leaves.

This restriction would be most obvious on individuals with large heavily wooded lots. It was suggested that individuals with large 5 acre lots may need an exemption, or a yard debris pick up service, to offset the 2 truck load per day limit. In order to determine the correctness of this assertion, a review was conducted of all residential lots of 4 acres or more that actually contain a residence. Our investigation reveals that there are only 19 parcels of 4 acres or more on the island. Several of these parcels contain multiple residential addresses. There are a total of 73 addresses. Of these 73 addresses, only 1 acquired a burn permit in 2012 and has not acquired a permit in 2013. Only 2 addresses have acquired a permit in 2013 for a total of 7 burns. Neither of these addresses acquired a permit in 2012.

The large 4 acre or more lots are currently not acquiring permits to burn their yard debris and the banning of the practice will not affect more than 2 of these addresses. Based upon the burning encountered by Fire & Rescue crews, very few, if any, addresses attempt to burn more than the 12 piles of leaves that can be taken to the convenience center. To do so would require several days of constant burning which does not occur. A review of permitted addresses for all of 2012 and 2013 YTD reveals that only 2 addresses have acquired a burn permit for 3 consecutive days. No one has acquired a permit for more than 3 days which would be required in order to burn the amount of debris in question.

