

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

Date: Tuesday, February 1, 2011

Time: 4:00 P.M.

Present from Town Council: Drew A. Laughlin, *Mayor (arrived at 4:12 p.m.)*; Ken Heitzke, *Mayor Pro-Tem*; George Williams, Bill Harkins, Kim Likins, *Council Members*.

Absent from Town Council: Bill Ferguson, *Councilman*

Present from Town Staff: Stephen G. Riley, *Town Manager (arrived at 4:12 p.m.)*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities*; Lavarn Lucas, *Fire Chief*; Nancy Gasen, *Director of Human Resources*; Susan Simmons, *Director of Finance*; Brian Hulbert, *Staff Attorney*; Nicole Dixon, *Senior Planner*; Anne Cyran, *Senior Planner*; Marcy Benson, *Senior Grants Administrator*; Vicki Pfannenschmidt, *Executive Assistant*

Present from Media: Tom Barton, *Island Packet*

1) CALL TO ORDER

Mr. Heitzke 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

a. National Heritage Planning and Education Week – Todd Rhine

Mr. Todd Rhine accepted the Proclamation.

6) APPROVAL OF MINUTES

a. Regular Town Council Meeting – January 18, 2011

Mr. Williams moved to approve. Mr. Harkins seconded. The minutes were approved by a vote of 4-0. (Mayor Laughlin was not present for this vote)

7) REPORT OF THE TOWN MANAGER

a. Town Manager's Items of Interest

Greg DeLoach explained that the Mayor and Steve Riley had been at a meeting in Columbia and were in route to Town Hall and would be arriving shortly. Mr. DeLoach reported on some items of interest.

b. Semi-Annual Report of the Parks and Recreation Commission – John J. McCann, Chairman

Mr. McCann provided Town Council with an update on the Parks and Recreation Commission activities for the second half of 2010.

Mr. DeLoach introduced David Zunker of the Visitor and Convention Bureau of the Hilton Head Island Chamber of Commerce. Mr. Zunker addressed Council concerning the process and status of Bicycle Friendly Community application.

Mayor Laughlin and Steve Riley joined the meeting at this time. Mayor Laughlin apologized for being late and explained they were at a meeting with the Governor concerning the Heritage Classic Golf Tournament. Mayor Laughlin accepted the gavel from Mr. Heitzke and conducted the remainder of the meeting.

c. Water & Sewer Energy Efficiency Grant – HHPSD

Steve Riley explained the Hilton Head Public Service District requested to partner with the Town of Hilton Head Island on the South Carolina Budget and Control Board Water and Sewer Energy Efficient Funding Grant Application. There is a grant requirement that a local municipal or county government must be the primary applicant. After review of the application, the Town has signed off as the applicant on the grant. The amount of funding requested in the grant application is \$160,000.

d. FY2010 CAFR and Audit Presentation – Tom McNeish, Shareholder, Elliott Davis LLC

Mr. Riley invited Susan Simmons and Tom McNeish to approach the dais for review of the Comprehensive Annual Financial Report for the fiscal year ending June 30, 2010. Susan Simmons thanked staff for the hard work put in to completing the audit. Mr. McNeish reviewed the procedures and went over the favorable outcome of the audit which determined the financial statements are fairly presented materially, and within generally accepted accounting principles.

e. FY2011 Financial Statements

Mr. Riley briefly reviewed revenues and expenditures stating he would be happy to answer questions. Discussion ensued concerning statements of all funds. Susan Simmons explained that due to switching to enterprise fund accounting they have had difficulty converting the files. They are working with the accounting system provider to address this problem. She also pointed out alternative areas where the information could be found within the documents.

8) REPORTS FROM MEMBERS OF COUNCIL

a. General Reports from Council

Mr. Harkins said there is an interest by The Competitor Group concerning holding triathlons on Hilton Head Island. He stated this is just in the beginning stages but there would be future meetings held to discuss the issue.

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

None.

c. Report of the Personnel Committee – Bill Ferguson, Acting Chairman, Chairman

None.

d. Report of the Planning and Development Standards Committee –Bill Ferguson, Chairman

None.

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

None.

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

Mr. Harkins requested Town Council consider endorsing the following Public Safety Committee goals as directions for the upcoming year:

1. Identify/improve intersections and crosswalks for the benefit of pedestrians and bicyclists;
2. Develop quantifiable goals with respect to crime reduction in the areas of North Forest Beach, South Forest Beach and Mathews Drive area;
3. In terms of a process - Hold community gatherings with property owners, rental agencies, law enforcement and town officials to exchange information and ideas that may help and improve in these areas;
4. Continue working with Council to help identify a building solution for the Sheriff's Department;
5. Identify additional locations for stationary cameras which record information that may be used by law enforcement in criminal investigations;

He stated last, and not a goal in particular, is to become open with the process that Beaufort County has currently undertaken looking at the absence of a towing ordinance in the County to see if the Town might have lessons learned that could be potentially embraced by Town Council. Mr. Harkins stated he was submitting them to Mayor Laughlin for consideration. Mayor Laughlin thanked Mr. Harkins.

9) APPEARANCE BY CITIZENS

None.

10) UNFINISHED BUSINESS

None.

11) NEW BUSINESS

Mr. Heitzke moved to amend the agenda to place Item 11d. first under New Business. Mr. Harkins seconded. The motion was approved by a vote of 5-0.

d. Consideration of a recommendation that the Town Council of the Town of Hilton Head Island, South Carolina approve the elements identified in the Feasibility Study prepared by Lee & Parker Architects, for the proposed aquatics center and recreation center enhancements with conditions.

Mr. Heitzke moved to approve. Mrs. Likins seconded. Nicole Dixon gave a brief summary of the staff recommendation and reviewed each condition associated with the recommendation. Mayor Laughlin invited members of the audience to speak. Numerous citizens spoke in favor

of moving the project forward. After lengthy discussion, Mrs. Likins moved to amend the motion to accept the proposal as it has been defined in the feasibility study, and move forward with it in the selection process, and to remove the third bullet point in the conditions which requires creating a cost estimate per facility for each phase. Mr. Harkins seconded. Mr. Williams asked Steve Riley for his recommendation. Mr. Riley suggested moving on with the recommendation as originally presented. He explained the next stage will require more detail and the money for the cost estimate would have to be spent now or six months from now. Kim Likins withdrew the amended motion. Mr. Harkins, who seconded the motion, concurred. The original motion was approved by a vote of 5-0.

a. Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, expressing its support for the Municipal Association of South Carolina's 2011-2012 Legislative Agenda.

Mr. Heitzke moved to approve. Mr. Harkins seconded. Mr. Williams explained this doesn't necessarily support all bills favored by the Municipal Association of South Carolina. He stated it is strictly a general resolution supporting MASC as the lead organization for the Town.

b. First Reading of Proposed Ordinance 2011-03 authorizing the transfer of 1.390 acres of real property being a portion of the realigned Wildhorse Road and Horseshoe Road rights of way to South Carolina Department of Transportation, pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (Supp. 2009), and Sec. 2-7-20, Code of the Town of Hilton Head Island, South Carolina, (1983); and providing for severability and an effective date.

Mr. Heitzke moved to approve. Mr. Williams seconded. The motion was approved by a vote of 5-0.

c. Consideration of a Resolution of the Town of Hilton Head Island, South Carolina, authorizing the acceptance of the abandonment of 0.604 acres of real property known as a portion of Wildhorse Road right of way from the South Carolina Department of Transportation.

Mr. Heitzke moved to approve. Mr. Williams seconded. The motion was approved by a vote of 5-0.

12) EXECUTIVE SESSION

Mr. Riley said that he needed an executive session for contractual matters relating to land acquisition, including a potential joint purchase with Beaufort County, legal matters pertaining to ongoing litigation, and personnel matters pertaining to the reappointment of the Municipal Judge.

At 5:30 p.m., Mr. Heitzke moved to go into Executive Session for the reasons stated by the Town Manager. Mr. Williams seconded. The motion was approved by a vote of 5-0.

Mayor Laughlin called the meeting back to order at 6:16 p.m. and asked if there was any business to take up as a result of executive session.

Mr. Heitzke moved that the Mayor and Town Manager be authorized to negotiate and execute a contract for the joint purchase with Beaufort County of two lots, located on Beach City Road, from South Carolina Bank and Trust, for the sum of one hundred forty-four thousand

dollars per acre, on terms to be negotiated by the Mayor and Town Manager, and that the Mayor and Town Manager be authorized to take such other and further actions as may be necessary to complete the transaction described in the contract. Mrs. Likins seconded. The motion was approved by a vote of 5-0.

Mr. Heitzke moved that Jo Zimmerman be reappointed as the Town of Hilton Head Island's appointee, to a two year term on the Beaufort County Airport Advisory Board, effective February, 2011. Mr. Williams seconded. The motion was approved by a vote of 5-0.

Mr. Williams moved that the Mayor and Town Manager be authorized to execute and deliver the contract for the purchase of 0.22 acres, more or less, located on U. S. Highway 278, from Charles Simmons, Jr., for the sum of seventy-five thousand dollars, and that the Mayor and Town Manager be authorized to take such other and further actions as may be necessary to complete the transaction described in the contract. Mr. Heitzke seconded. The motion was approved by a vote of 5-0.

Mr. Williams moved to approve a resolution of the Town of Hilton Head Island authorizing the Mayor to execute a contract of employment with Maureen T. Coffey as its Municipal Judge. Mr. Harkins seconded. The motion was approved by a vote of 5-0.

13) ADJOURNMENT

Mr. William moved to adjourn at 6:20 p.m. Mr. Heitzke seconded. The motion was approved by a vote of 5-0.

Vicki Pfannenschmidt, Secretary

Approved: March 1, 2011

Drew A. Laughlin, Mayor