

THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING

Date: Tuesday, November 20, 2012

Time: 4:30 P.M.

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

Absent from Town Council: Ken Heitzke, *Mayor Pro Tem*

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*; Susan Simmons, *Director of Finance*; Tom Fultz, *Director of Administrative Services*; Rene Phillips, *Website/Court Systems Administrator*; Nancy Gasen, *Director of Human Resources*; Brian Hulbert, *Staff Attorney*; Jill Foster, *Deputy Director of Community Development*; Jeff Buckalew, *Town Engineer*; Darrin Shoemaker, *Traffic & Transportation Engineer*; Tom Dunn, *Emergency Management Coordinator*; Julian Walls, *Facilities Manager*; Teri Lewis, *LMO Official*; Jayme Lopko, *Senior Planner*; Anne Cyran, *Senior Planner*; Marc Torin, *Special Projects Inspector*; Bob Klein, *Building Official*; Lynn Buchman, *Administrative Assistant*

Present from Media: Tom Barton, *Island Packet*

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

a. Hilton Head Area Association of Realtors

Mr. John Robinson, President of the Association, was present to accept the commendation.

6) Approval of Minutes

a. Town Council Special Meeting – October 31, 2012

Mr. Williams moved to approve. Mr. Harkins seconded the motion. The minutes of the October 31, 2012 Town Council Special meeting were approved by a vote of 6-0.

b. Town Council Meeting – November 7, 2012

Mr. Williams moved to approve. Mrs. Likins seconded the motion. The minutes of the November 7, 2012 Town Council meeting were approved by a vote of 5-0-1. Mr. Edwards abstained as he was not present at the November 7, 2012 meeting.

7) Report of the Town Manager

a. Town Managers Items of Interest

Mr. Riley reported on some items of interest. He updated Town Council on the Flyover Project stating the County is still reviewing funding and costs savings. They are looking at all projects that were part of the sales tax revenue to ensure all invoices have been submitted and paid. Mr. Riley said he has a meeting scheduled with Mr. Kubic in the near future and it will be one of the items of discussion.

b. Powerline Burial Project Update – Marc Torin

Mr. Torin updated Town Council and conducted a power point presentation concerning the progress with the project.

8) Reports from Members of Council

a. General Reports from Council

None.

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

Mr. Williams reported the Committee met earlier in the day and Representative Andy Patrick was present and commented on agenda items of interest for the upcoming year. He stated the Committee reviewed the MASC Legislative priorities for the upcoming year and a proposed resolution of support will be brought to Town Council at the December 4 meeting.

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

Mr. Edwards reported the Committee has interviewed candidates and will discuss their recommendations during Executive Session.

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

No report.

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

No report.

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

No report.

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

No report.

h. Report of the Economic Development Committee – Bill Harkins, Town Council Liaison

Mr. Harkins stated consideration of implementing the Committee recommendations is on the agenda for today's meeting.

9) Appearance by Citizens

None.

10) Unfinished Business

a. Second Reading of Proposed Ordinance 2012-37

Second Reading of Proposed Ordinance 2012-37 to amend Chapter 1 (Business and Professional Licensing) of Title 10 (Business and Professional Licensing; Franchising and Regulations) of the Municipal Code of the Town of Hilton Head Island, South Carolina by amending Section 10-1-190 Classification Rates, Schedules; and provide for severability and an effective date.

Mr. Williams moved to approve. Mr. Harkins seconded the motion. The motion was approved by a vote of 5-0-1 with Mr. Edwards abstaining as he was not present at the previous meeting when the item was introduced and discussion took place.

11) New Business

a. Consideration of a Resolution – Honey Horn Master Plan

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, approving updates to the Honey Horn Master Plan on behalf of the Coastal Discovery Museum, and authorizing the execution and delivery of an amendment to the agreement between the Town of Hilton Head Island, South Carolina, and the Coastal Discovery Museum, and the lease of Honey Horn by and between the Town of Hilton Head Island, South Carolina, and the Coastal Discovery Museum, dated January 29, 2002.

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

b. Consideration of a Recommendation - PUD Storm Water Agreements

Consideration of a Recommendation that the Town Council of the Town of Hilton Head Island approve a policy for the acquisition of certain storm drainage easements that qualify for public service, are privately owned, and lie within the limits of a Planned Unit Development (PUD) or Property Owner's Association (PUD / POA) that shares a storm drainage maintenance and access agreement with the Town.

Mr. Williams moved to approve. Mrs. Likins seconded. Mr. Edwards expressed concerns about taking on the responsibility and having available funds. Mr. Riley said staff is confident the fee is sufficient at this time and continue to review the current costs and fees as additional areas are added. He added that at this time a fee increase is not requested but cannot guarantee there will never be one. The motion was approved by a vote of 6-0.

c. Consideration of a Resolution – Economic Development Advisory Committee

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island to accept the report and associated concepts and recommendations, in principle, submitted by the Mayor's Citizens Committee on Economic Development.

Mr. Harkins moved to approve. Mr. Williams seconded. Mr. Williams asked if there

would be more details to the plan in the future. Mayor Laughlin stated he felt this would just set up the framework and details will be filled in during the process. Mr. Harkins requested this be an item of discussion during the retreat. He noted this is a major new direction that will bode well for the community.

Mr. Jim Collett spoke in favor of the resolution. He stated the Telecommunications Task Force has been working with the Economic Development Committee and that it is time for the Town to take a leadership roll concerning Economic Development.

Jocelyn Steigar stated the Association of Realtors supported the plan.

The motion was approved by a vote of 6-0.

d. First Reading of Proposed Ordinance 2012-38

First Reading of Proposed Ordinance 2012-38 to amend the budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2012; to provide for the expenditures of certain funds; and to allocate the sources of revenue for the said funds.

Mr. Williams moved to approve. Mr. Harkins seconded. Mr. Riley pointed out a typographical error on page 3 of the Proposed Ordinance. He informed Council the total for expenditures should read \$9,167,285 which is the same figure for total revenues. He said all other numbers were correct. He distributed the corrected copies. He stated he needed an amendment to make the change in the numbers. The maker and seconder of the motion were in agreement to the amendment. The amended motion was approved by a vote of 6-0.

e. Consideration of a Recommendation – Public Information Enhancements, Greg DeLoach, Rene Phillips

Consideration of a Recommendation that Town Council provide the Town Manager general direction to implement Public Information Enhancements.

Greg DeLoach explained the goal was to provide Council with a list of existing/current public information program and also to present technology and social media enhancements as options to Council as they go forward. He explained there would be a cost to any enhancements and there was time to include the costs in the budget planning process. Mr. DeLoach reviewed and highlighted items within the existing program noting the entire list was included in Attachment 1 in their documents.

Rene Phillips reviewed in detail via power point the Town website as it exists at this time noting it is constantly evolving with additional information. She summarized technology that is available and how other communities are utilizing various applications. Council members discussed the website and their views as to what enhancements are needed.

After lengthy discussion, Mr. DeLoach stated staff would make recommendations to the Town Manager concerning applications and cost projections for inclusion in the upcoming budget. He added that staff would begin to implement applications that have a minimal requirement of cost and staff time.

12) Executive Session

Mr. Riley stated he needed an executive session for legal matters including the possible settlement of ongoing litigation and personnel matters related to appointments to Boards and Commissions including the possible appointment to the Beaufort-Jasper Water and Sewer Authority. At 6:03 p.m. Mr. Harkins moved to go into Executive Session for the reasons given by the Assistant Town Manager. Mrs. Likins seconded. The motion was approved by a vote of 6-0.

Mayor Laughlin called the meeting back to order at 6:23 p.m. and asked if there was any business to take up as a result of executive session.

Mr. Edwards moved that Town Council nominate Jack Burke to the Beaufort Jasper Water and Sewer Authority Board to fill the unexpired term of Dr. Charlie White. He further moved that Council’s recommendation be forwarded to the Beaufort County Legislative Delegation for its consideration. Mr. Harkins seconded. The motion was approved by a vote of 6-0.

13) Adjournment

Mr. Williams moved to adjourn. Mr. Harkins seconded. The motion was approved by a vote of 6-0. The meeting was adjourned at 6:24 p.m.

Victoria L. Pfannenschmidt
Executive Assistant

Approved:

Drew A. Laughlin, Mayor