

## THE TOWN OF HILTON HEAD ISLAND

### REGULAR TOWN COUNCIL MEETING

**Date:** Tuesday, February 5, 2013

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

**Present from Town Council:** Drew A. Laughlin, *Mayor*; Bill Harkins, *Mayor Pro Tem*; George Williams, Kim Likins, Lee Edwards, Marc Grant, John McCann, *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Charles Cousins, *Director of Community Development*; Lavarn Lucas, *Fire Chief*; Nancy Gasen, *Director of Human Resources*; Brian Hulbert, *Staff Attorney*; Julian Walls, *Facilities Manager*; Jill Foster, *Deputy Director of Community Development*; Heather Colin, *Development Review Administrator*; Victoria Shanahan, *Accounting Manager*; Esther Coulson, *Records Administrator/Town Clerk*; Jayme Lopko, *Senior Planner*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Brian Heffernan, *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

#### 6) Approval of Minutes

##### a. Town Council Meeting – January 15, 2013

Mr. Williams moved to approve. Mrs. Likins seconded. The minutes of the January 15, 2013 Town Council meeting were approved by a vote of 6-0-1. Mr. Harkins abstained as he was not present at the meeting.

#### 7) Report of the Town Manager

a. Semi-Annual Report of the Parks and Recreation Commission – Marc Stuckart, Chairman  
Chairman Stuckart presented an activity report for the final six months of 2012.

b. Semi-Annual Report of the Planning Commission – Gail Quick, Chairman

Chairman Quick introduced members of the Planning Commission and presented an activity report for the final six months of 2012.

Mayor Laughlin thanked both Chairpersons for their reports and extended appreciation on behalf of Town Council to the Committee/Commission for their service to the Community.

**c. Town Managers Items of Interest**

Mr. Riley reported on some Items of Interest.

**8) Reports from Members of Council**

**a. General Reports from Council**

Mayor Laughlin stated that with former Council Member Ken Heitzke's departure from Council there is a vacancy on the Southern Regional Plan Implementation Committee. Mayor Laughlin appointment Bill Harkins as the Town Council representative on the Southern Regional Plan Implementation Committee. Mr. Harkins stated he accepted with pleasure.

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

Mr. Williams stated the Committee would be meeting in the next two weeks and the Chamber Government Affairs Committee meeting was cancelled this past week.

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

Mr. Edwards stated the Committee met earlier in the day to conduct an interview and would be discussing the results of the interview in Executive Session.

**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 held a special meeting at the end of January to review funding for the mainland transportation projects, considered acceptance of private road and dirt road policies and noted that a recommendation concerning the items would be coming forward to Town Council.

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

Mr. Grant stated the Committee held meetings to review the Fire and Rescue Strategic Plan and a recommendation would be coming forward at the next regular Town Council meeting. He added that the Committee also reviewed the Fourth Quarter Crime Statistics at their February 4 meeting.

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

Mrs. Likins reported the Committee met in January to review a number of revised chapters submitted by the consultant and they will be meeting soon to review additional revised chapters.

**9) Appearance by Citizens**

Carolyn Vanagel, President of the Hilton Head Island Motoring Festival and Concours d'Elegance announced that the 2013 Hilton Head Island Motoring Festival and Concours d'Elegance is moving their event home to the Port Royal Golf Club on the Planters Row Golf course on the driving range. She explained the reasoning for the move and thanked Michael Marks and the Coastal Discovery Museum at Honey Horn for their support of the event for many years. Mrs. Vanagel thanked Council for their continued support.

**10) Unfinished Business**

None.

## 11) New Business

### a. First Reading of Proposed Ordinance 2012-41

First Reading of Proposed Ordinance 2012-41 authorizing the execution of that certain encroachment easement agreement with Springwood Owners' Association, Inc. encumbering real property owned by the Town of Hilton Head Island, South Carolina, pursuant to the authority of S.C. Code Ann. Sec. 5-7-40 (supp. 2011), 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. Williams moved to approve. Mr. Harkins seconded. Mr. Williams asked if maintenance of the fence was designated. Heather Colin responded that there is a clause included concerning maintenance and a clause which only requires a 90 notice by the Town for removal of the fence if there are issues. The motion was unanimously approved by a vote of 7-0.

### b. Consideration of a Recommendation to demolish the Welcome Center Building

Consideration of a Recommendation that Town Council of the Town of Hilton Head Island approve demolition of the Welcome Center Building.

Mr. Williams moved to approve. Mrs. Likins seconded. Mr. Dan Monroe spoke concerning the building urging Town Council to consider utilizing the building and/or land for something other than green space. After lengthy discussion among Town Council concerning the poor condition of the building the motion was unanimously approved by a vote of 7-0.

### c. Consideration of a Resolution – Joint Land Purchase

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, ratifying the joint acquisition of real property with Beaufort County, South Carolina.

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. Cousins pointed out where the property is located on Beach City Road. Mr. Riley explained the intent of the purchase is to work with Beaufort County to assemble more land associated with Mitchelville and to facilitate future development of the Mitchelville Project. The motion was unanimously 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; personnel matters pertaining to the renewal of the contract for the Municipal Judge; personnel matters pertaining to a nomination to the Beaufort County Airports Advisory Board; and legal matters pertaining to potential litigation.

At 4:30 p.m. Mr. Williams moved to go into Executive Session for the reasons given by the Town Manager. Mrs. Likins seconded. The motion was unanimously approved by a vote of 7-0.

Mayor Laughlin called the meeting back to order at 5:36 p.m. and asked if there was any business to take up as a result of executive session.

**d. Consideration of renewal of contract for the Municipal Judge**

Mr. McCann moved that Town Council renew its contract of employment with Maureen T. Coffey for a term of three years starting February 5, 2013 to February 5, 2016, and at a salary of \$89,610. Mrs. Likins seconded. The motion was unanimously approved by a vote of 7-0.

**e. Consideration of an nomination to the Beaufort County Airports Board**

Mr. Edwards moved that Town Council nominate Richard Sells to a two year term on the Beaufort County Airports Board beginning February 2013 to February, 2015. George Williams seconded. The motion was unanimously approved by a vote of 7-0.

**13) Adjournment**

Mr. Williams moved to adjourn. Mr. Harkins seconded. The motion was approved by a vote of 7-0. The meeting was adjourned at 5:38 p.m.

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Vicki Pfannenschmidt  
Executive Assistant

Approved: 2/20/2013

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Drew A. Laughlin, Mayor