

**THE TOWN OF HILTON HEAD ISLAND**

**REGULAR TOWN COUNCIL MEETING**

**Date:** Tuesday, August 6, 2013

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

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

**Absent from Town Council:** Kim Likins, Lee Edwards, *Council Members*

**Present from Town Staff:** Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Lavarn Lucas, *Fire Chief*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Susan Simmons, *Director of Finance*; Jill Foster, *Deputy Director of Community Development*; Shawn Colin, *Deputy Director of Community Development*; Brad Tadlock, *Deputy Fire Chief – Operations*; Julian Walls, *Facilities Manager*; Nancy Gasen, *Director of Human Resources*; Joheida Fister, *Fire Marshal*; Brian Hulbert, *Staff Attorney*; Marcy Benson, *Senior Grants Administrator*; Heather Colin, *Development Review Administrator*; Shea Farrar, *Senior Planner*; Faidra Smith, *Administration Manager/Public Information Coordinator*; Vicki Pfannenschmidt, *Executive Assistant*

**Present from Media:** Brian Heffernan, *Island Packet*, Cliff Rhodes, *WTOV-TV*

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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 Workshop Mid-Year Update – June 3, 2013**

Mr. Harkins moved to approve. Mr. Williams seconded. Mr. McCann noted the attendance was listed incorrectly and moved to amend the minutes to reflect the correct attendance by adding Mr. McCann and Mr. Grant as present from Town Council and removing Mr. Heitzke and Mr. Ferguson from the roll call. Mr. Williams seconded. The amendment was approved by a vote of 5-0. The amended motion was approved by a vote of 5-0.

**b. Town Council Meeting– July 2, 2013**

Mr. Williams moved to approve. Mr. McCann seconded. The motion was approved by a vote of 4-0-1. Mr. Harkins abstained as he was not present at the July 2, 2103 Town Council meeting.

**7) Report of the Town Manager**

- a. Semi-Annual Report of the Parks and Recreation Commission – Heather Rath, Chairman  
Chairman Rath presented an activity report for the first six months of 2013.
- b. 350/30 Celebration Week Update – Leslie Richardson, Chairman  
Leslie Richardson, Linda Piekut and Heather Rather conducted presentations concerning the 350/30 Celebration Week scheduled for September 30, 2013 through October 5, 2013.
- c. Town Manager’s Items of Interest  
Mr. Riley reported on some items of interest.
- d. July, 2013 Quarterly Report  
Mr. Riley reviewed the items on the quarterly report and said he was available to answer any questions.

**8) Reports from Members of Council**

**a. General Reports from Council**

Mr. Williams stated he attended a meeting of the Governmental Affairs Committee of the Hilton Head Island/Bluffton Chamber of Commerce. He reported Richard Cyr of HHPD#1 conducted a presentation and a State Chamber Governmental Affairs representative updated the Committee on immigration and ObamaCare.

Mr. Grant reported he attended the Gullah/Geechee Nation International Music & Movement Festival on Saturday, August 3 at the St. Helena Branch Library on St. Helena Island. He stated Queen Quet, Chieftess of the Gullah/Geechee Nation asked him to convey her appreciation for the proclamation from the Town of Hilton Head Island. He added that it was a wonderful celebration, very educational and a great time was had by all. Mayor Laughlin thanked Mr. Grant for representing the Town.

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

No report.

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

No report.

**d. Report of the Planning & Development Standards Committee – John McCann, Chairman**

Mr. McCann stated the recommendation from the Committee concerning the request for rezoning Beach City Place had been postponed and removed from the agenda.

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

No report.

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

No report.

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

No report.

**9) Appearance by Citizens**

None.

## 10) Unfinished Business

### a. Second Reading of Proposed Ordinance 2013-12

Second Reading of Proposed Ordinance 2013-12 of the Town of Hilton Head, South Carolina, authorizing the granting of an easement encumbering real property owned by the Town of Hilton Head Island, South Carolina, commonly known as "Barker Field Expansion", being 17.56 acres on Mitchelville Road, pursuant to the authority of S. C. Code Ann. § 5-7-40 (Supp. 2010), and § 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. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 5-0.

## 11) New Business

### a. Consideration of a Resolution – Distance Requirements

Consideration of a Resolution by the Town Council of the Town of Hilton Head Island directing staff to pursue an amendment to the Land Management Ordinance (LMO) to eliminate the distance requirements between an auto sales site and an existing residential use.

Mr. Williams moved to approve. Mr. McCann seconded. Mr. Riley stated the specific request was regarding the separation standards. He said the LMO Rewrite Committee is actually looking at proposing eliminating all of the standards and staff is in agreement. It was the consensus of Council to only address the issue at hand. The motion was approved by a vote of 5-0.

### b. First Reading of Proposed Ordinance 2013-13

First Reading of Proposed Ordinance 2013-13 to repeal Chapter 7 of Title 9 of the Municipal Code of the Town of Hilton Head Island, South Carolina and to reenact a new Chapter 7 of Title 9, open burning; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. McCann seconded. After discussion of the contents of the proposed ordinance, a typographical correction was made within Attachment A under Section 9-7-20, Item (d), (8) with the removal of the word "recreational". Council also concurred that staff should look at ways to educate and assist those with large pieces of land and in need with removal of yard debris. It was suggested a plan be prepared for review at a future Town Council meeting. The motion was approved by a vote of 5-0.

### c. Consideration of a Recommendation – CDBG Entitlement Community Eligibility

Consideration of a Recommendation that the Town Council of the Town of Hilton Head Island declines participating in the United States Department of Housing and Urban Development Community Development Block Grant (CDBG) Entitlement Program.

Mr. Williams moved to approve. Mr. Harkins seconded. Mr. Riley explained the difficulties concerning participation in the program. Mr. Harkins noted he understood the potential dollars received are outweighed by the administrative burden. Mr. Grant indicated interest in the program for teachers and police officers noting the high cost of rent on the Island. Marcy Benson reviewed some of the criteria for participation in the program explaining it is very difficult to meet and follow the requirements. After discussion by Council, it was decided that the issue should be reviewed in depth at the upcoming Town Council Workshop so Council could be better prepared to evaluate when the program is offered again next year. The motion was approved by a vote of 5-0.

**d. First Reading of Proposed Ordinance 2013-14**

First Reading of Proposed Ordinance 2013-14 to amend the Municipal Code of the Town of Hilton Head Island, South Carolina; to amend Chapter 1 (Beaches) of Title 8, Beaches, Waterways and Recreational Areas, Part A, General Beach Prohibitions, Section 8-1-211 (17), Unlawful Activities Enumerated; and providing for severability and an effective date.

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

**e. Consideration of a Recommendation – Fire Station #6 Project**

Consideration of a Recommendation that the Town Council of the Town of Hilton Head Island authorize the Town Manager to execute a work change directive not to exceed \$375,000 regarding the Fire Station #6 Project.

Mr. Harkins moved to approve. Mr. Williams seconded. Scott Liggett explained the need for the change directive. He displayed photographs showing the poor condition of the sub-surface soils noting the need to pursue additional work to prepare the site for construction. Mr. McCann asked if the company that completed the soil study has any liability. Mr. Liggett noted there are always conditions that go along with the reports which alleviate the liability. Mr. Harkins stated he felt the company does have liability and recourse is needed. Mayor Laughlin suggested Council move forward with this request but still pursue legal advice for recovering funds concerning this expense. Members of Council concurred. The motion was approved by a vote of 5-0.

**12) Executive Session**

Mr. Riley stated he needed an Executive Session for contractual matters pertaining to land acquisition including possible sale or trade of town-owned land; legal matters pertaining to the Republic Waste hauling contract; legal matters pertaining to potential contractual agreements with Palmetto Hall; and personnel matters pertaining to potential appointments to the Economic Development Board.

At 5:10 p.m. Mr. Harkins moved to go into Executive Session for the reasons given by the Town Manager. Mr. Williams seconded. The motion was unanimously approved by a vote of 5-0.

Mayor Laughlin called the meeting back to order at 6:26 p.m. and the remaining New Business item was handled.

**f. Consideration of appointments to Boards and Commissions**

Mr. Harkins moved that the following individuals be appointed to the Hilton Head Island Economic Development Corporation Board of Directors:

G. Thomas Upshaw to serve as Director #1 for a one-year term ending June 30, 2014  
Diana McKenzie to serve as Director #2 for a two-year term ending June 30, 2015  
Carlton Dallas to serve as Director#3 for a three-year term ending June 30, 2016  
Maryann Bastnagel to serve as Director #4 for a three year term ending June 30, 2016  
Steven Carb to serve as Director #5 for a two-year term ending June 30, 2015  
Raymond Wenig to serve as Director #6 for a one-year term ending June 30, 2014  
John Joseph to serve as Director #7 for a one-year term ending June 30, 2014.

Mr. Williams seconded. The motion was approved by a vote of 5-0.

**13) Adjournment**

Mr. Williams moved to adjourn. Mr. McCann seconded. The meeting was adjourned at 6:27 p.m.

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Vicki L. Pfannenschmidt  
Executive Assistant

Approved:

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Drew A. Laughlin, Mayor