

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

Date: Tuesday, March 3, 2015

Time: 4:00 P.M.

Present from Town Council: Bill Harkins, *Mayor Pro Tem*, Lee Edwards, Marc Grant, Tom Lennox, Kim Likins, John McCann, *Council Members*

Absent from Town Council: David Bennett, *Mayor*

Present from Town Staff: Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Charles Cousins, *Director of Community Development*; Brad Tadlock, *Fire Chief*; Nancy Gasen, *Director of Human Resources*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; Brian Hulbert, *Staff Attorney*; Julian Walls, *Facilities Manager*; Jill Foster, *Deputy Director of Community Development*; Bob Klein, *Building Official*; Vicki Pfannenschmidt, *Executive Assistant/Town Clerk*

Present from Media: Zach Murdock, *Island Packet*

1) CALL TO ORDER

Mayor Pro Tem Harkins 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

Disabilities Awareness Month

Nancy Pinkerton, member of the Beaufort County Board of Disabilities and Special Needs was present to accept the proclamation.

6) Approval of Minutes

a. Town Council Meeting, February 17, 2015

Mr. Edwards moved to approve. Mr. McCann seconded. The minutes of the February 17, 2015 regular Town Council meeting were approved by a vote of 6-0.

7) Report of the Town Manager

a. Power Line Burial Update – Bob Klein, Building Official

Bob Klein introduced Mr. Wil Saleeby, Vice President of Engineering & Operations for Palmetto Electric. Mr. Saleeby presented a power point concerning the procedures and status of the power line burial program.

b. Town Manager's Items of Interest

Mr. Riley reported on some items of interest. He added that he was notified earlier in the afternoon that the Town of Hilton Head Island is the winner of the MASC 2015 Economic Development Award for the Shelter Cove Towne Centre development.

8) Reports from Members of Council

a. General Reports from Council

Mr. Grant stated he met with representatives of the Mitchelville Preservation Project and they were inquiring as to when the proposed workshop concerning Mitchelville would be held.

b. Report of the Intergovernmental Relations Committee – Bill Harkins, Chairman

Mr. Harkins stated he has met with Town staff to develop an agenda for the upcoming meeting and submitted it to the Mayor.

c. Report of the Community Services Committee – Kim Likins, Chairman

Mrs. Likins informed Council the Committee meetings will be held twice a month on the 2nd and 4th Monday of each month at 10:00 a.m. in Council Chambers. She added there would be no meeting on March 9. Mrs. Likins reported the Committee had met and interviewed candidates for the Planning Commission vacancy and the recommendation would be forthcoming.

d. Report of the Public Planning Committee – Tom Lennox, Chairman

Mr. Lennox reported the first meeting of the Committee will be held on Thursday, March 5 at 3:00 p.m. Council Chambers and future meetings will be held the 1st Thursday of each month at 3:00 p.m.

e. Report of the Public Facilities Committee – Lee Edwards, Chairman

No report.

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

No report.

g. Report of the Finance and Administrative Committee, John McCann, Chairman

Mr. McCann stated the Committee has held two meetings and their first report will be on March 17.

9) Appearance by Citizens

Skip Hoagland addressed Council concerning the Hilton Head Island-Bluffton Chamber of Commerce.

10) Unfinished Business

a. Second Reading of Proposed Ordinance 2015-07

Second Reading of Proposed Ordinance 2015-07 of the Town of Hilton Head Island, South Carolina, authorizing the execution of a reciprocal access easement agreement and a temporary construction easement agreement with William S. Toomer, 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.

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

11) New Business

a. Consideration of a Resolution – Memorandum of Understanding – USCB

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution of a Memorandum of Understanding by and between the Town of Hilton Head Island, South Carolina, and the University of South Carolina Board of Trustees on behalf of the University of South Carolina Beaufort.

Mrs. Likins moved to approve. Mr. McCann seconded.

Mr. Charles Cousins referenced past actions concerning the project, property acquisition and reviewed the details of the Memorandum of Understanding along with the TIF funding breakdown.

Mr. Cousins referred to the earlier traffic study completed for the project and stated the MOU specifies that in addition to the \$22 million the Town will design and construct off-site road improvements that are needed. He said the improvements are primarily at the intersection off Office Park Road/Pope Avenue and New Orleans Road. He explained the alignment of New Orleans and Office Park Roads would be straightened out and turn lanes would be added to make the intersection operate in a more efficient manner.

Mr. Cousins said later in 2015 the Town will begin clearing the site by removing the buildings so when the property is turned over to USCB for the project it will be a clean site.

Mr. Edwards asked for the target date for opening. Mr. Cousins responded that at this time USCB's target date for opening is the fall of 2018.

Mr. Cousins noted that the University of South Carolina Board of Trustees approved the MOU with some minor changes that Mr. Riley would review.

Mr. Don Sheehan, Mr. Tom Hennessey and Mr. Larry Meyers addressed Council with questions and concerns about the project.

Mr. Riley reviewed the proposed changes to the agreement. They are defined below:

III. EFFORTS TO DATE – change to read:

A. USCB, through the Beaufort-Jasper Higher Education Commission, has raised One Million Five Hundred Thousand Dollars (\$1,500,000), and has available through the University of South Carolina Development Foundation an additional One Million Dollars (\$1,000,000). These funds are in suitable interest-bearing accounts and shall be used to implement Phase 1 of the Master Plan in accordance with Article B(A) below.

IV. OBLIGATIONS OF THE TOWN

Paragraph E. Add the following statement:

It is also acknowledged and agreed between the parties that, pursuant to the immediate application of USCB's funds as described in Article V(A) below, in the event the actual total Phase I project costs are less than the \$24.5 Million budget as contemplated in this Agreement, the Town shall be entitled to receive one hundred percent (100%) of the difference between the \$24.5 Million budget and the actual total Phase I project costs.

V. OBLIGATIONS OF USCB – change to read:

A. USCB shall apply the Two Million Five Hundred Thousand Dollars (\$2,500,000) of funds provided by the Beaufort-Jasper High Education Commission and the University of South Carolina Development Foundation (as described in Article III(C)); to the implementation of Phase I of the Master Plan. It is agreed between the parties that the funds referred to in this Article V(A) shall be the first funds applied to the implementation of Phase I of the Master Plan (excluding land acquisition costs and initial concept design costs) after the execution of this Agreement.

The maker and seconder of the motion were in agreement that the changes be incorporated in the MOU. The amended motion was approved by a vote of 6-0.

12) Executive Session

Mayor Pro Tem Harkins asked Mr. Riley if there was a need for Executive Session. Mr. Riley stated he needed an Executive Session for personnel matters pertaining to appointments to Boards and Commissions. Mrs. Likins moved to go into Executive Session for the matters mentioned by the Town Manager. Mr. McCann seconded. The motion was approved by a vote of 6-0.

Mayor Pro Tem Harkins called the meeting back to order at 5:12 p.m. and asked if there was any business as a result of Executive Session.

Mrs. Likins moved to appoint Lavon Stevens as an At-Large member on the Planning Commission for a term vacated by David Bennett that ends June 30, 2017. Mr. McCann seconded. The motion was approved by a vote of 6-0.

13) Adjournment

Mr. Edwards moved to adjourn. Mrs. Likins seconded. The meeting was adjourned at 5:13 p.m.

Vicki L. Pfannenschmidt,
Executive Assistant/Town Clerk

Approved:

William D. Harkins, Mayor Pro Tempore