



Town of Hilton Head Island
TOWN COUNCIL
Tuesday, December 15, 2020 at 4:00 p.m.
MEETING MINUTES

Present from Town Council: John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; David Ames, Tamara Becker, Alex Brown, Tom Lennox, Glenn Stanford, *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*; Josh Gruber, *Deputy Town Manager*; Shawn Colin, *Director of Community Development*; Scott Liggett, *Director of Public Projects and Facilities/Chief Engineer*; John Troyer, *Finance Director*; Jennifer Ray, *Deputy Director of Community Development*; Teri Lewis, *Deputy Director of Community Development*; Krista Wiedmeyer, *Exec. Assist/Town Clerk*

1. Call to Order

Mayor McCann called the meeting to order at 4:00 p.m.

2. FOIA Compliance: Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.

3. Pledge to the Flag

4. Invocation – Pastor Michael Carr, Central Church

Pastor Carr from Central Church delivered the invocation.

5. Approval of Agenda

Mr. Harkins moved to approve the agenda. Mr. Stanford seconded. By way of roll call, the agenda was approved by a vote of 7-0.

6. Approval of Minutes

- a. **Regular Meeting – November 17, 2020**
- b. **Regular Meeting – December 1, 2020**
- c. **Special Meeting – December 2, 2020**

Mr. Harkins moved to approve the minutes noted on the agenda. Mr. Stanford seconded. Mr. Brown abstained from voting on the November 17, 2020 minutes. By way of roll call, the minutes were approved by a vote of 7-0.

7. Report of the Town Manager

a. Town Administration Update – Joshua A. Gruber, Deputy Town Manager

Mr. Gruber, members of Town staff, and others honored Mr. Riley for his years of service as the Town Manager.

b. Report of the Auditor, Green Finney – Emily Sobczak, Partner

Ms. Sobczak reviewed the Comprehensive Annual Financial Report for Fiscal Year 2019/20. She also answered questions posed to her by Town Council.

8. Reports from Members of Council

a. General Reports from Council

Mayor McCann announced that the following individuals would be appointed to the US 278 Oversight Committee; Mike Garrigan, Curtis Driessen, Herbert Ford, David Johnson, Risa Prince, Jared Fralix, Scott Liggett, and John Taylor as an alternate.

Mr. Lennox reported that he had attended the recent Southern Lowcountry Regional Board meeting where Eric Greenway from Beaufort County gave a presentation on impact fees.

Mrs. Becker reported that she and other members from Town Council visited the Beaufort County Housing Authority where they discussed the recent matters surrounding the Sandalwood Apartments.

Mr. Stanford reported that he and his wife went to Lowcountry Celebration Park where they saw families gathering and children playing.

b. Report of the Intergovernmental Committee – Bill Harkins

Mr. Harkins reported that he had an opportunity to sit with Dr. Michael Sweet from the MUSC COVID-19 Epidemiology Intelligence Project, where they discussed the COVID-19 pandemic. He reported that Dr. Sweet said there is concern about potential holiday season impacts, similar to what was experienced after Memorial Day and Fourth of July. Mr. Harkins said that a surge like this could take place over the next two months. He said that Dr. Sweet reported a spike in reported cases across the US since the Thanksgiving Holiday. Mr. Harkins stated that Dr. Sweet said that scientific evidence is strong for the effectiveness of several risk mitigation behaviors; such as wearing a face covering around others, keeping a safe distance apart, avoid crowds, wash hands, as well as other factors.

c. Report of the Community Services & Public Safety Committee – Bill Harkins

Mr. Harkins stated that he did not have a report.

d. Report of the Public Planning Committee – David Ames

Mr. Ames stated that he did not have a report.

e. Report of the Finance & Administrative Committee – Tom Lennox

Mr. Lennox stated that he did not have a report.

9. Proclamations/Commendations – NONE

10. Appearance by Citizens

Patsy Brison: Addressed the members of Town Council on matters concerning the US 278 Project.

Skip Hoagland: Addressed the members of Town Council on matters concerning the Town and the Chamber of Commerce.

11. Unfinished Business

a. **Second Reading of Proposed Ordinance 2020-32 – Coastal Discovery Museum Sublease**

Second Reading of Proposed Ordinance 2020-32 authorizing the execution of a Sublease with the Coastal Discovery Museum, related to the Lease of 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. 2012), and Sec. 2-7-20 of the Municipal Code of the Town of Hilton Head Island, South Carolina, (1983); and providing for severability and an effective date.

Mr. Ames moved to approve. Mr. Stanford seconded. With some discussion, the motion was approved by a vote of 7-0.

b. **Second Reading of Proposed Ordinance 2020-33 – Special Event Requirements**

Second Reading of Proposed Ordinance 2020-33 to amend the Municipal Code of the Town of Hilton Head Island, South Carolina, by amending Chapter 12 of Title 17, to reduce the threshold requirement for events requiring a Special Event Permit from five hundred (500) attendees to two hundred fifty (250) attendees; and adding a requirement that Special Event applications include a public health plan as part of the application process; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

a. **Second Reading of Proposed Ordinance 2020-34 – Town Council Standing Committees**

Second Reading of Proposed Ordinance 2020-34 amending Title 2 of the Municipal Code of the Town of Hilton Head Island, South Carolina, General Government and Administration, Chapter 5, Section 2-5-60, Committees of Council; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mrs. Becker seconded. With no discussion, the motion was approved by a vote of 7-0.

12. New Business

a. **Consideration of a Resolution – Temporary Construction Easement and Right of Entry**

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, authorizing the execution and delivery of a *“Temporary Construction Easement and Right of Entry”* affecting Real Property owned by the Town of Hilton Head Island, South Carolina, located near Gardner Drive on Hilton Head Island, South Carolina.

Mr. Harkins moved to approve. Mr. Stanford seconded. Town Council discussed the drainage issues Old Woodlands has been experiencing. Asking if this would be addressed. Town staff indicated that development agreement addressed the drainage matter, but would review again and provide a report back to Town Council. With no further discussion, the motion was approved by a vote of 6-1, Mr. Brown opposing.

12. New Business (cont.)

b. Consideration of Recommendations of the Accommodations Tax Advisory Committee

Mr. Harkins moved to approve. Mrs. Becker seconded. A question was raised about the funding the Town and Chamber were granted. ATAX Vice-Chairman Fluker indicated that there was a surplus of funding this year, and as such, granted the funding to the Town and Chamber. He further noted that the additional funds were still much less than what was granted in prior years. Council discussed and decided to continue to hold the surplus funds until such time they would be needed. They also asked that a process be developed for out of cycle grant requests. To expedite the meeting, both Mr. Harkins and Mrs. Becker agreed to amend the initial motion. With no further discussion, the motion was approved by a vote of 7-0.

c. Authorization of the Town Manager to execute the 2020 Palmetto Electric Cooperative, Inc. Rural Development Act Utility Agreement, for the Town-owned property at 355 William Hilton Parkway.

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

d. Authorization of the Town Manager to execute the Addendum to the 2018 Palmetto Electric Cooperative, Inc. Rural Development Act Utility Agreement, extending the agreement until December 31, 2021.

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

e. Consideration of the Appointment of a Town Representative to the Beaufort County Economic Development Corporation Board of Directors

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

f. Discussion of Request for Proposal for a Land Planner in the Stoney Community

Mr. Harkins moved to approve. Mr. Stanford seconded. Town Council discussed the possibility of utilizing the County's Land Planner who worked on the Mitchelville site. Mr. Gruber confirmed that the County no longer has an open contract with this company, and because the contract was specific to Mitchelville, they would have to submit a proposal. The suggestion was to utilize a member of Town staff to begin working on the project, and once a firm was hired, turning the work over. Council as a whole generally agreed with this, resulting in an amendment of the original motion made by Mr. Harkins. Both Mr. Harkins and Mr. Stanford agreed to amend the initial motion. With no further discussion, the motion was approved by a vote of 7-0.

13. Executive Session

Mr. Gruber stated that an executive session was needed for the following: Discussion of appointments of members to Boards and Commission, discussion of negotiations related to proposed contractual arrangements with the Town Attorney, and receipt of legal advice related to ArborNature v. Town of Hilton Head Island.

At 6:17 p.m. Mr. Harkins moved to enter into Executive Session for the reasons stated by Mr. Gruber. Mr. Stanford seconded. The motion passed by a vote of 7-0.

14. Possible Actions by Town Council Concerning Matters Discussed in Executive Session

At 6:41 p.m., Council returned from Executive Session with the following actions:

Mr. Harkins moved to appoint Christina Kristian to the Parks and Rec Commission and David Fingerhut for the Board of Zoning Appeals. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

Mr. Harkins moved to authorize the Mayor to execute a new contract with Curtis Coltrane for the term of two years as the Town Attorney. Mr. Stanford seconded. With no discussion, the motion was approved by a vote of 7-0.

15. Adjournment

By unanimous vote, the meeting adjourned at 6:43 p.m.

Approved: January 5, 2021

Krista M. Wiedmeyer, Town Clerk

John J. McCann, Mayor