

# TOWN OF SEABROOK ISLAND

Town Council Meeting  
November 15, 2022

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## MINUTES

### 1. Call to Order – Roll Call – Freedom of Information – Pledge of Allegiance

Mayor Gregg called the November 15, 2022, Town Council Regular Meeting to order at 2:30PM. Councilwomen Finke and Fox, Councilmen Goldstein and Kortvelesy, Town Administrator Cronin (virtual), Zoning Administrator Newman, and Town Clerk Watkins (virtual) participated in the meeting. The Town Clerk confirmed that notice of the meeting was properly posted, and the requirements of the Freedom of Information Act had been met

### 2. Approval of Minutes:

- Town Council Regular Meeting Minutes – October 25, 2022
- Town Council Work Session Meeting Minutes – November 8, 2022

Councilwoman Finke moved to approve the previous meeting minutes of October 25; Councilwoman Fox seconded. All voted in favor.

The previous meeting minutes of October 25 were approved.

Councilwoman Finke moved to approve the previous meeting minutes of November 8; Councilwoman Fox seconded. All voted in favor.

The previous meeting minutes of November 8 were approved.

### 3. Presentations:

None.

### 4. Public Hearing Items:

None.

### 5. Citizens Comments:

Town Clerk Watkins listed the individuals who submitted public comments prior to the meeting.

Copies of the comments are available with these minutes and upon request.

### 6. Reports of Town Boards, Commissions, and Committees:

- Advisory Committees

- Community Promotions and Engagement Committee

Councilwoman Fox noted the Communications Promotions and Engagement Committee has canceled the November 17<sup>th</sup> meeting.

Councilwoman Fox reminded all the upcoming Holiday Extravaganza on December 8<sup>th</sup> from 5:00PM to 8:00PM at Town Hall.

- Environment and Wildlife Committee

Councilwoman Finke summarized the Environment and Wildlife Committee meeting of November 10<sup>th</sup>.

- Public Safety Committee

Councilman Kortvelesy noted the Public Safety Committee meeting for November 15<sup>th</sup> was canceled and the upcoming meeting will be held on December 20<sup>th</sup>.

- Public Works Committee

None.

- **Special Committees**

None.

- **Ad Hoc Committees**

None.

- **Board of Zoning Appeals**

None.

- **Planning Commission**

None.

- **State Accommodations Tax Advisory Committee**

None.

- **Utility Commission**

Commissioner Smith-Jones summarized the special Utility Commission Meeting of November 3<sup>rd</sup>, which focused on the 2023 Budget and a review of the Management Contract.

Commissioner Smith-Jones noted the bid for the management of the Seabrook Island Utility Commission was awarded to Woodard & Curran for a five-year contract with renewals and summarized the bid process the Commission went through to award the contract.

A discussion was had on the selected contractor and whether that contractor has a local office in South Carolina.

## **7. Reports Town Officers:**

- **Mayor**

- Update of Town's Request for Public Assistance (Hurricane Ian)

Mayor Gregg noted that on November 14, the Town took part in a so-called Scoping Meeting with representatives of Federal Emergency Management Agency ("FEMA").

Mayor Gregg added the Town has provided the FEMA representatives draft documents of a Rented Equipment Summary Record and Damage Inventory using forms prescribed by FEMA together with copies of invoices and related documents for charges incurred by the Town and Seabrook Island Utility Commission. It is expected that once any suggestions by the FEMA representatives have been addressed, the final versions of those documents will be submitted in support of the Town's Request for Public Assistance. Reimbursement by FEMA for costs incurred is expected once FEMA has completed its review of the Town's Request and supporting documentation.

- Invitation for Volunteers to serve on Town's Board of Zoning Appeals

A current member of the Town's Board of Zoning Appeals has expressed the intention not to serve another term. Consequently, there will be an opening on the Board at the start of 2023. I encourage residents who are interested in service to the community to acquaint themselves with the role of the Board and inform the Town without delay should they have an interest in serving on the Board.

- **Town Administrator**

Town Administrator Cronin updated Council on the status of the Administrative Assistant and the Communications & Event Manager.

Town Administrator Cronin noted that the Town has received some complaints about the vegetation at the traffic circle and notified the Town of Kiawah of this issue as they are responsible for the landscaping at the traffic circle.

- **Town Clerk/Treasurer**

- Report of Financials for the Month of October 2022

Ms. Watkins summarized the financials for October as follows:

- Total fund balance ending on October 31, 2022, was \$8,137,309 an amount about \$1,434,970 more than the balance as of October 31, 2021.
- Unrestricted revenue for October totaled \$147,789 and unrestricted revenue for the year totaled \$1,634,879 representing about 107% for the 2022 annual budget and being about \$296,701 more than for the same period in 2021.
- Expenditures for October totaled \$87,745, and expenditures for the year totaled \$988,276 which is 70.1% of the 2022 annual budget.
- Expenditures for the year were about \$203,895 more compared to the same period of 2021.
- Excess of revenues over expenditures was \$60,044 for October and excess of revenues over expenditures was \$646,603 for the year compared to an excess of revenues over expenditures of about \$1,017,951 as of October 31, 2021, reflecting the decrease in revenues in the period this year as compared last years.

- **Town Attorney**

None.

- **Zoning Administrator**

- Code Enforcement Summary (10/25 – 11/14)

Zoning Administrator Newman summarized the code enforcement summary between October 25<sup>th</sup> through November 14<sup>th</sup>.

A discussion and clarification were had on the breakdown on the types of businesses the code enforcement officers are encountering that are in violation of not having a business license decal on their vehicle.

**8. Ordinances for Second Reading:**

None.

**9. Ordinances for First Reading:**

- Ordinance 2022-07: An ordinance to adopt a budget for the Town of Seabrook Island, South Carolina, for the Fiscal Year Beginning January 1, 2023, and ending December 31, 2023.

Town Administrator Cronin summarized ordinance 2022-07 for the budget for the Town for the Fiscal Year beginning January 1, 2023 and ending December 31, 2023.

Councilwoman Finke moved to approve Ordinance 2022-07; Councilwoman Fox seconded. All voted in favor.

Ordinance 2022-07 passed first reading.

**10. Other Action Items:**

None.

**11. Items for Information or Discussion:**

None.

**12. Citizen Comments:**

None.

**13. Council Comments**

None.

**14. Adjournment**

Councilwoman Finke moved to adjourn the meeting; Councilwoman Fox seconded. All voted in favor.

The meeting adjourned at 2:58PM.

Date: November 29, 2022

Prepared by: *Katharine E. Watkins*  
Town Clerk/Treasurer