

MINUTES
March 9, 2017
REGULAR COUNCIL MEETING
6:00 P.M.

Town of Edisto Beach
Town Hall
2414 Murray Street
Edisto Beach, SC 29438

Present: Jane S. Darby, Mayor, Susan Hornsby, Mayor Pro Tempore, Jerome Kizer, Crawford Moore, and Patti Smyer, Council Members; *Quorum of Council Present.*

Mayor Darby called the meeting to order and led those in attendance in the Pledge of Allegiance and an invocation.

Approval of Minutes

A. Regular Council Meeting Minutes, February 9, 2017 – Councilman Kizer moved to approve the minutes of the regular Council meeting held on February 9, 2017, seconded by Mayor Pro Tem Hornsby and approved unanimously.

B. Annual Goal Setting Retreat Minutes, February 21, 2017 – Councilman Moore moved to approve the minutes of the annual goal setting retreat held on February 24, 2017, seconded by Mayor Pro Tem Hornsby and approved unanimously.

C. Special Council Meeting, February 24, 2017 – Councilwoman Smyer moved to approve the minutes of the special Council meeting held on February 24, 2017, seconded by Councilman Kizer and approved unanimously.

Proclamations and Presentations

A. Edisto Beach State Park Update – Jon Greider of the Edisto Beach State Park updated those in attendance on the status of the State Park. The majority of the trails in the state park will be opening March 10th. The Marines will not be coming to help build the berm. The electrical supplies are out for bid and should be received by mid-April. The installation of the electric work will be done by State Park staff. The hope is to have the entire campground operational by Labor Day 2017. Live Oak cabins have been very busy. Marinex was helpful in placing sand for a dune in front of the state park and donated their time.

B. Beach Nourishment and Groin Lengthening Project Update - Steven Traynum of Coastal Science and Engineering updated those in attendance on the status of the beach nourishment and groin lengthening project. Marinex has finished the State Park area. They repositioned the sub-line, which runs from the dredge to the beach, and it is now between groins 19 and 20 near Wyndham's cabana. That area will be closed while they work from there to the north towards the 500 block where the project began, as long as Crowder is finished with the grouting of the groins in the 1700/1800 block. To date, Marinex has pumped over half of the renourishment quantity, approximately 580,000 cubic yards. Marinex donated approximately 4,000 yards of sand to the State

Park for their dune. To date, Crowder indicates they have finished groins 20 – 27. Those are the armor stone only groins. Sheets, mattresses and stone have been installed on groins 7, 8, 9 and 14. They are currently working on the cap on groin number 8. Crowder has halted armor stone delivery and will use what has been delivered. Marinex is still storing pipe at the State Park. The profile of the beach will change after the renourishment, so you will see scarps periodically, but they will heal themselves after a while. This is part of the adjustment of the beach.

Old Business

A. Second Reading of Ordinance No. 2017-05 to Amend Sections 14-110(a), 14-113, 14-114(d), 14-114(h), 14-161(b)(2), 14-161(b)(5), 14-161(b)(6), 14-181(b)(1), 14-201(a), 14-221(f) and 14-221(g) of the Town of Edisto Beach Code of Ordinances regarding preliminary flood insurance study – Councilman Moore moved to approve the second reading of Ordinance No. 2017-05 to Amend Sections 14-110(a), 14-113, 14-114(d), 14-114(h), 14-161(b)(2), 14-161(b)(5), 14-161(b)(6), 14-181(b)(1), 14-201(a), 14-221(f), 14-221(g). Mayor Pro Tem Hornsby seconded the motion, which was approved unanimously.

New Business

A. FY 2017-18 Council Retreat Goals – Mayor Pro Tem Hornsby moved to approve the FY2017-18 Council Goals which are as follows:

- a. Finish Beach Renourishment – Mayor Pro Tem Hornsby
 - Completion by May
- b. Beach Accesses – Councilman Kizer
 - Repair first by May
 - Have TIDE re-visit
- c. Water System Improvements – Councilwoman Smyer
 - Multi-faceted
- d. Restructuring of Personnel at Town Hall – Mayor Darby
 - Public Works Manager or Director
 - Special Projects Personnel
 - Cross Training
 - Continuity of Operations
 - Balance Budget and protect employees
- e. Legislative Issues – Mayor Darby and Councilman Moore
 - Permanent Beach Funding
 - Proposed Business License legislation
 - ATAX and TERC oversight

Councilwoman Smyer seconded the motion, which was approved unanimously.

B. FY 2016-17 Budget Adjustments – Mayor Pro Tem Hornsby moved to approve the budget adjustments, which is attached to these minutes, including two new police vehicles that have been fully depreciated, seconded by Councilman Kizer. Mayor Darby called for the vote and the motion was approved unanimously.

C. Special Event Application – Edisto United – 7th Annual Edisto Eats Festival and Ultimate Chef Competition – Councilwoman Smyer moved to approve the application from Edisto United to

hold the 7th Annual Edisto Eats Festival and Ultimate Chef Competition on March 25, 2017, from 9:30 a.m. until 7:00 p.m. and waive the park fees. Town Attorney Bert Duffie told Council he had received a copy of the certificate of insurance from a previous festival where the mechanical shark was used. The vendor will need to add the Town and Edisto United as the sponsor as additional insured and obtain waivers. Edisto United will insure vendor gets waivers from users because if not, it will invalidate our insurance. Administrator Hill stressed the importance of getting the waivers that the vendor had participants sign before riding the mechanical shark. Councilman Moore seconded the motion, which was approved unanimously.

D. Resolution No. 2017-R06 Designating April 2017 as Fair Housing Month – Councilman Kizer moved to approve Resolution No. 2017-R06 designating April 2017 as Fair Housing Month, seconded by Mayor Pro Tem Hornsby and approved unanimously.

E. Law Enforcement Assistance and Support Agreement between Colleton County Sherriff's Office and Edisto Beach Police Department – Councilwoman Smyer moved to approve the agreement of support between the Colleton County Sherriff's Office and the Edisto Beach Police Department and authorize the Police Chief to execute said agreement. Councilman Kizer seconded the motion, which was unanimously approved.

F. Edisto Beach Rules Sign – At the request of the TIDE Committee, Councilman Moore moved to defer the Edisto Beach rules sign until April 2017. Mayor Pro Tem Hornsby seconded the motion which was unanimously approved.

G. First Reading of Ordinance No. 2017-07 to Amend Section 82-33 of the Town's Code to Adjust the Rates for Water Service- Councilman Moore moved to approve the first reading of Ordinance No. 2017-07 to increase the water rates. This adjustment increases the water rates by 15% to provide funds for the Water Improvement Project. The motion was seconded by Mayor Pro Tem Hornsby. Mayor Darby stated that the Town had been in mediation with the parties who had filed suit against the Town and had not been able to come to a resolution. Mayor Darby said the suit was costing the Town money, time and delaying the water project. Those named in the suit are: Sarah H. McKenzie, Julie H. McLeod, Maxine McLeod Miller, William N. Gaston, Peace M. Gaston, Johnnie R. Benson and E.T. Benson. Mayor Darby called for the vote and the motion was unanimously approved.

H. Special Event Application – Edisto Brass – Independence Day Concert – Councilwoman Smyer moved to approve the Special Event Application from the Edisto Brass to hold an Independence Day Concert on July 4, 2017 from 8:00 p.m. until 9:00 p.m. and waive the fees for Bay Creek Park. Councilman Kizer seconded the motion which was approved unanimously.

I. Emergency Purchase Order – Valve – Councilman Kizer moved to approve an emergency purchase order for \$6,100 to install a valve to shut water off to repair a broken water line. Mayor Pro Tem Hornsby seconded the motion, which was unanimously approved.

J. Lost Pet Standard Operating Procedure – Councilman Kizer moved to approve the Lost Pet Standard Operating Procedure, seconded by Mayor Pro Tem Hornsby and approved unanimously.

K. Civic Center Rates – Mayor Pro Tem Hornsby moved to defer the discussion on changing the rates for the rental of the Civic Center, seconded by Councilman Moore and unanimously approved.

L. Bay Creek Rates – Councilman Moore moved to defer the discussion on changing the Bay Creek Park rental rates, seconded by Mayor Pro Tem Hornsby and approved unanimously.

M. RFP 2017-04 Repair Damaged Beach Accesses – Award of Bid – Councilwoman Smyer moved to approve the award of RFP 2017-04 to Professional Services Group at a cost of \$39,139.99 and authorize the Town Administrator to negotiate and execute said agreement. Councilman Kizer seconded the motion, which was unanimously approved.

N. 2017 Arts in the Park – Councilwoman Smyer moved to approve the Edisto Art Guild’s requests to allow the 2017 Arts in the Park to utilize the Civic Center as an alternative site to the Bay Creek Park Stage in case of inclement weather on June 11, July 9 and August 13. Councilman Kizer seconded the motion. A discussion followed concerning the adjustment of the “in-house policy” on reserving both places and keeping others from using either venue. Mayor Darby called for the vote and the motion was approved unanimously.

Planning Commission

A. First Reading of Ordinance No. 2017-08 to Adopt the PUD Zoning Map of the Town of Edisto Beach, as Revised and Amended – Councilman Moore moved to approve the first reading of Ordinance No. 2017-08 to Adopt the PUD Zoning Map of the Town of Edisto Beach as Revised and Amended. Councilman Kizer seconded the motion, which was unanimously approved.

Committee Vacancies

A. Planning Commission – Wanda McCarley has submitted her resignation from the Planning Commission. Councilwoman Smyer moved to approve advertising for the vacancy on the Planning Commission, seconded by Councilman Kizer and unanimously approved.

Departmental Reports and Committee Updates

Administration

Town Administrator Iris Hill gave the financial report for the month ending February 28, 2017.

	Received	Spent
General Fund	58.57%	66.09%
Water Fund	83.82%	60.06%
Wastewater Fund	74.54%	69.48%

Administrator Hill thanked Coastal Science and Engineering, who is performing GPS locates on the Town’s water meters on Palmetto Boulevard at no charge. Ms. Hill also thanked Crowder Construction for moving sand to beach access 1 to build up the access. Administrator Hill offered the Town’s help to the State Park.

Municipal Clerk Deborah Hargis gave the FOIA and Facebook report. In the month of February 2017, there were ten FOIA requests: four from Jimmy King, three from Dale Mann, two from Tommy Mann and one from Kevin Cook. The Town’s Facebook page has 7,416 likes.

Building

Mayor Darby congratulated Mr. Brown on being named Floodplain Manager of the Year by the South Carolina Association for Hazard Mitigation.

Building Codes Official Patrick Brown echoed Administrator Hill's offer of help to the State Park. Mr. Brown specifically mentioned the installation of the electrical services.

	February - 16	February -17	YTD
Business/Rental License Fees	\$115,068.40	\$55,340.00	\$165,752.00
New Construction Permits	2	0	7
Other Permits	48	54	278
Permit Fees	\$11,187.10	\$4,485.00	\$51,662.00
Inspections	63	86	283
Bay Creek Park	\$620.00	\$560.00	\$6,290.00

Fire

Denney Conley, Fire Chief, gave the report for February 2017 and offered his department's help to the State Park.

Calls	February - 16	February - 17	YTD
Medical	10	5	149
Fire-related	11	11	65
EMS/Misc	39	46	477
Beach Wheel Chairs	2	1	73
Water Rescue	0	0	17
Welfare Checks	25	28	204

Police

Police Chief George Brothers gave the report for the month ending February 28, 2017.

	February-16	February-17	YTD
Town Parking Tickets		3	254
Alarm Calls	17	12	114
Calls for 2 or More Officers	6	17	152
Miles Patrolled	8,198	6,953	57,668
Assaults	0	3	6
Larcenies	0	2	14
Burglaries	0	1	7
Incidents & Calls for Service	63	105	1,312
Animal Control	2	1	4
Property Checks	2,437	890	8,221

CDV Arrest | 0 | 0 | 2 |
 Officer Kaitlyn Morris has finished her first week at the South Carolina Criminal Justice Academy.

Chief Brothers offered his department's assistance to the State Park.

Utilities

Utilities Director Bob Doub gave the report for February 2017.

	February - 16	February - 17	YTD
Pumped MG Water	7.21	8.47	83.90
Treated MG Wastewater	2.25	2.76	16.97
Water Line Repairs	4	3	18
Work Order Repairs	51	76	323

Blake Electric replaced booster pump #1 and the variable frequency drive motor at the wellfield, which is now up and running. There are still issues with the pressure transducers, but they have been ordered. Jimmy Mellersten passed his "E" level Water Treatment test for licensing. Patrick Zemp passed his "C" level Biological Wastewater test for licensing and is currently taking Basic Water Treatment Training.

Public Works

Public Works Director Bob Doub gave the report for the month ending February 28, 2017.

	February - 16	February - 17	YTD
Mowed Acres	7.45	0	79
Cleaned Ditches	6,166ft	0 ft	15,323ft
Roll Carts Delivered	9	12	76

The Public Works Department has been busy moving sand from sidewalks along Palmetto Boulevard, cleaning and edging the sidewalks and curbs, trimming shrubs and palms and edged the bike paths along Docksite and Lybrand Streets.

Chamber of Commerce

The February 2017 Chamber report was given by Chamber Director Lisa Harrell.

- At last week's Business After Hours, there were 106 people. The average is 85.
- On Saturday, March 11th, Green Boat Liquors will hold a "Mac-a-palooza", a macaroni and cheese cook off to celebrate their first anniversary. The festivities start at 1:00 p.m.
- At 5:00 on March 11th, the Edisto Island Community Association will hold an oyster roast at the Community Center.
- On March 18th, the Chamber will hold the 6th Annual Edisto Beach Road Race, starting at Wyndham at 8:30 (5k run) and 9:30 (1k run/walk).
- The Art Guild will present 'Til Death Do Us Part March 23 – 26. Tickets are available from the Chamber.

- On March 25, 2017, the Great American Clean Up spring campaign will take place, sponsored by Edisto Pride.
- The 7th Annual Edisto Eats and Ultimate Chef Competition will take place on March 25th at Bay Creek Park.
- Craft classes are on-going at Magpie and Company on Wednesdays and Saturdays.
- The Edisto Beach Blood Drive will be held on March 28th at the Civic Center.
- Sara Kimball, a representative from Senator Mark Sanford's office, will be at the Civic Center on March 28th.
- On April 14th, there will be music at the marina, most Thursdays and all weekend.
- The Arts and Crafts Market at Bay Creek Park will start on April 5, 2017.
- The Art Guild will sponsor a program at the Civic Center titled American Folk Revivals: Story and Songs presented by musician Daniel Brailsford.

Edisto Pride

Ida Tipton announced that the Great American Clean up spring campaign will be held on March 25, 2017 starting at the Community Center on Highway 174 at 9:00 a.m. Edisto Pride is encouraging people to "Adopt a Street" and will provide supplies. Mrs. Tipton asked volunteers to keep a record of how much trash they picked up. Photographs are helpful.

Public Comment Period

No one was signed in to speak.

Executive Session

Councilman Moore moved to go into executive session, seconded by Mayor Pro Tem Hornsby and unanimously approved.

Councilman Moore moved to exit executive session, seconded by Mayor Pro Tem Hornsby and approved unanimously. No action was taken on items discussed in executive session.

Adjournment

Councilman Moore moved to adjourn the meeting, seconded by Councilwoman Smyer and unanimously approved.

The media/public was informed of the date, time and location of the meeting on Friday, March 3, 2017.

APPROVED BY TOWN COUNCIL


Deborah Hargis, Municipal Clerk
April 13, 2017

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

General Fund Revenues Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
103220.8 Police Grant	0	18,088	18,088	Body Camera Grant
103510 Property Tax	1,004,005	978,717	-25,288	Estimated ending balance
103612 Business License Rentals	130,000	100,000	-30,000	Estimated ending balance
103630 Building Permits	52,000	62,000	10,000	Only have 7% left in budget
103650 Court Administration	30,000	50,000	20,000	Over budget by \$4,362
103651 Parking Tickets	6,000	8,000	2,000	Over budget by \$345
103730 Garbage Cans	2,000	7,000	5,000	Over budget by \$4,720
103981 Interest Income	7,000	12,000	5,000	Over budget by \$3,355
103983 Fire Dept. Donations	500	100	-400	Actual
103984 Police Dept. Donation	500	1,100	600	Actual
103985 Event Sponsorship	10,000	5,000	-5,000	Actual
Total	1,242,005	1,242,005	0	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

General Fund Expenses Acct#/Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
104110.5300 Police Dept. Grant Expense	0	18,088	18,088	Body Camera Grant
104100.1010 Salaries	152,010	154,410	2,400	Estimated ending balance
104100.3000 Office Supplies	6,000	7,000	1,000	Estimated ending balance
104100.3120 Meetings & Training	15,000	16,500	1,500	Estimated ending balance
104100.3141 Electricity Complex/Retention Building	10,000	11,500	1,500	Estimated ending balance
104100.3160 Telephone	7,000	9,285	2,285	Tablets and phones for Mayor, Administrator, Event Coordinator
104100.3400 Christmas Bonus	6,000	5,950	-50	Actual
104100.9040 Building Maintenance	5,000	10,000	5,000	Building Dept. office rehab
Total	201,010	232,733	31,723	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

Police Dept. Expense Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
104200.3000 Office Supplies	3,000	2,000	-1,000	Estimated ending balance
104200.3362 Insurance Auto	6,600	5,702	-898	Actual
104200.9230 Expense from Donations	1,690	2,790	1,100	Actual
Total	11,290	10,492	-798	

Town of Edisto Beach
 6 mo. Budget Adjustment Report
 2016/2017

Court Expenses Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
104300.1010 Salaries	45,300	40,300	-5,000	Employee change
104300.2100 Retirement	5,460	4,160	-1,300	Employee change
104300.3270 Court Administration	20,000	30,000	10,000	Over budget by \$3,523
Total	70,760	74,460	3,700	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

Fire Dept. Expenses Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
104400.1010 Salaries	305,000	326,000	21,000	Estimated ending balance
104400.2100 Retirement	44,270	45,770	1,500	Estimated ending balance
104400.2120 Payroll Taxes	24,700	26,700	2,000	Estimated ending balance
104400.3270 Physicals	4,635	5,876	1,241	From 4000 Station Mfnce – per Denney
104400.3362 Insurance Auto	6,614	6,285	-329	Actual
104400.3420 Miscellaneous Exp	1,342	1,614	272	From 9050 Equip Purchase per Denney
104400.3500 Small Tools & Supply	5,573	4,573	-1,000	To 9080 Pagers and Comm per Denney
104400.3510 Compressor Mfnce	700	1,168	468	From 9050 Equip Purchase per Denney
104400.3520 Uniforms	2,000	3,000	1,000	From 4000 Station Mfnce – per Denney
104400.4000 Station Mfnce.	10,025	7,784	-2,241	To 3520 and 3270 per Denney
104400.9050 Equipment Purchase	3,885	3,145	-740	To 3420 and 3510 per Denney
104400.9080 Pagers and Comm	4,000	5,000	1,000	From 3500 Small Tools & Supplies per Denney
Total	412,744	436,915	24,171	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

Building Dept. Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
104800.1010 Salaries	149,250	153,250	4,000	Estimated ending balance
104800.3220 GIS	530	0	-530	Not using
104800.3362 Insurance Auto	1,000	900	-100	Actual
104800.3440 Gas & Oil	2,500	2,000	-500	Estimated ending balance
104800.9080 Pagers & Comm	2,100	2,700	600	Phone accessories and increased CRS cost
Total	155,380	158,850	3,470	
104900.9999 General Fund Contingency	88,369	30,154	-58,215	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

Water Expense Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
205100.1010 Salaries	207,335	209,225	1,890	Estimated ending balance
205100.2120 Payroll Tax	16,975	17,875	900	Estimated ending balance
205100.3360 Insurance General	16,100	16,711	611	Estimated ending balance
205100.3362 Insurance Auto	1,260	1,290	30	Estimated ending balance
205100.4010 System Repair	25,000	35,000	10,000	Requested – Hurricane Matthew repairs PUPs annual increase
205100.9080 Pagers & Comm	2,500	2,700	200	New phone service
Total	269,170	282,801	13,631	
205900.9999 Water Fund Contingency	151,284	137,653	-13,631	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

Sewer Expense Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
306100.1010 Salaries	207,335	209,225	1,890	Estimated ending balance
306100.2120 Payroll Tax	16,975	17,875	900	Estimated ending balance
306100.3260 Professional Fees/Audit	2,000	17,500	15,500	Requested Hurricane Matthew American Engineering
306100.3360 Insurance General	17,648	18,198	550	Estimated ending balance
306100.3362 Insurance Auto	1,200	1,290	90	Estimated ending balance
306100.4010 Sys Repair & Mtnc	25,000	35,000	10,000	Requested
306100.4050 Chemicals	15,000	25,000	10,000	Requested
306100.4060 Lab Test	12,000	19,000	7,000	Requested
306100.9080 Pagers & Comm	2,500	1,800	-700	Estimated ending balance
Total	299,658	344,888	45,230	
306900.9999 Sewer Fund Contingency	59,084	13,854	-45,230	

Town of Edisto Beach
 6 mo. Budget Adjustment Report
 2016/2017

Civic Center Expense Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
457500.3000 Office Supplies	0	105	105	Actual
457500.9040 Building Mtncce	40,125	40,020	-105	

Town of Edisto Beach
6 mo. Budget Adjustment Report
2016/2017

VFD Revenue Acct# /Description	Current Budget	Adjusted Budget	Variance	Comments/Justification
953225 Shrimp Fest	2,500	2,744	244	
953502 Donations	26,000	25,756	-244	
Total	28,500	28,500	0	
VFD Expense				
959100.3050 Postage	2,500	1,750	-750	
959100.3120 Meetings & Training	6,000	2,928	-3072	
959100.3420 Misc Expense	1,500	2,250	750	VFD Calls
959100.3425 Shrimp Fest Expense	2,500	5,572	3,072	T-Shirts
Total Expense	12,500	12,500	0	