

**TOWN OF EDISTO BEACH**  
**Regular Monthly Town Council Meeting**  
**March 12, 2026**  
**6:00 p.m.**

**MINUTES**

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

*The Regular Town Council Meeting was properly advertised and posted and met all requirements of the Freedom of Information Act.*

**Present**

Mayor Crawford Moore, and Council Members Jerome Kizer, Robert Renner, and Jay Watts

**Absent**

Council Member Joey Bagwell

*Quorum of Council Present.*

**Call to Order**

Mayor Moore called the meeting to order at 6:00 p.m.

Mayor Moore thanked Sue Keith, Director for the Colleton County Legislative Delegation, for her presence and for her continued support.

**Pledge of Allegiance and Invocation**

Mr. Renner led those in attendance in the Pledge of Allegiance and gave the invocation.

**Approval of Minutes**

Mr. Kizer moved to approve the minutes of the Town Council Special Meeting on February 10, 2026, and the Town Council Regular Monthly Meeting on February 12, 2026. The motion was seconded by Mr. Renner and approved unanimously.

**Presentations**

**Five-Year Service Pin to Tammy Lake**

Patrick Brown, Building Code Administrator, presented the five-year service pin to Tammy Lake, Permit Tech/Business License Clerk, at the Council Work Session on Tuesday. Mr. Brown thanked Ms. Lake for her years of dedicated service to the Town of Edisto Beach and our residents.

**Public Comment Period**

No public comments were received at this meeting.

**New Business**

**Resolution No. 2026-R02, Adoption of Town of Edisto Beach Safety Policy for Employees**

Council was asked to consider and approve the annual safety policy, Resolution No. 2026-R02. Following approval of the resolution, the safety policy will be provided to all employees as part of the Town's Risk Management Program.

Mr. Renner made a motion to approve Resolution No. 2026-R02, Adoption of the Town Safety Policy. The motion was seconded by Mr. Watts and approved unanimously.

**Approval of Two-Year Extension of Master Services Agreement for Water and Wastewater Services: American Engineering Consultants**

Council was asked to consider and approve a two-year extension of the Master Services Agreement with American Engineering Consultants. In accordance with the provision of the contract, the Town may extend the agreement for up to two (2) additional two-year terms, as approved by Town Council. This is the first extension of the Master Services Agreement with American Engineering Consultants.

Mr. Watts made a motion, seconded by Mr. Kizer, to approve the two-year extension of the Master Services Agreement with American Engineering Consultants. The motion passed unanimously.

**Approval of Contract Change Order for Time Extension: J.S. Haren Company**

Council was asked to consider and approve a contract change order with J.S. Haren Company for the Wastewater Treatment Plant upgrades. American Engineering recommended approval of this request to extend the project seventy-seven (77) days due to equipment delivery delays. South Carolina Rural Infrastructure Authority approved the extension, and the revised timeline will not impact the South Carolina Infrastructure Investment Program (SCIIP) grant deadline.

Mr. Kizer made a motion to approve the contract change order with J.S. Haren Company. Mr. Renner seconded the motion, and the motion passed unanimously.

**Approval of Jungle Road Park Landscaping Agreement: RFP No. 2025-06, Attract and Adore**

Council was asked to consider and approve RFP No. 2025-06 to Attract and Adore for park landscaping services, including installation of a pollinator garden, irrigation system, educational signage, and other landscape improvements at Jungle Road Park, in the amount of \$41,050, plus \$8,800 for first-year maintenance, funded by Accommodations Taxes as approved by the Accommodations Tax Advisory Board (ATAX).

Mr. Renner made a motion to approve RFP No. 2025-06 to Attract and Adore in the amount of \$41,050 for landscaping services and \$8,800 for first-year maintenance. The motion was seconded by Mr. Kizer and passed unanimously.

Amendment to the Memorandum of Agreement (MOA) with the South Carolina Department of Juvenile Justice (SCDJJ) for FY 2025-2026

Council was asked to consider and approve the amendment to the MOA with SCDJJ for FY 2025-2026. The amendment allows youth initially admitted to the Juvenile Detention Complex to be transferred to the Greenville Youth Services Facility when operationally feasible and with DJJ approval. All other terms of the original MOA remain unchanged and in full force and effect.

Mr. Kizer made a motion, seconded by Mr. Watts, to approve the amendment to the MOA with SCDJJ for FY 2025-2026. The motion passed unanimously.

Approval of Third Extension of the Grounds Maintenance Contract: Lyons Contracting

Council was asked to consider and approve the third of five possible one-year extensions of the grounds maintenance contract with Lyons Contracting. The contract includes maintenance of Jungle Road Park and parking lot, and other grounds maintenance services as needed.

Mr. Renner made a motion to approve the third one-year extension of the grounds maintenance contract with Lyons Contracting. The motion was seconded by Mr. Watts and passed unanimously.

Approval of Executive Recruiting Firm: Finance Director Search

Council was asked to consider and approve entering into a contract with an executive recruiting firm to assist with the Finance Director search. Two firms submitted proposals for consideration.

After review, Mr. Kizer made a motion to approve the selection of the firm Find Good People and authorize the Town Administrator to negotiate the contract. The motion was seconded by Mr. Renner and approved unanimously.

**Department Reports**

The following reports were presented to Town Council:

<b>Building Dept.</b>	<b>February 2025</b>	<b>February 2026</b>	<b>YTD</b>
Business/Rental License Fees	\$11,147.06	\$3,979.45	\$97,010.89
Construction Permits	0	0	14
Other Permits	56	46	364
Permit Fees	\$9,378.50	\$6,860.00	\$118,365.50
Inspections	91	103	750

- As Mr. Brown, Building Code Administrator, was attending the ICC Region VIII Conference, Code Enforcement Officer Morgan Viars gave the department report.
- Business license renewals are due April 30, 2026.

<b>Fire Dept.</b>	<b>February 2025</b>	<b>February 2026</b>	<b>YTD</b>
Medical Related Calls	12	16	187
Fire Related Calls	3	0	19
EMS/Misc.*	11	10	167
Public Service**	19	15	210

(\*includes alarms, hazmat, public assistance, water rescue, etc.)

(\*\*includes fire inspections, beach wheelchair loan, welfare checks)

- New CPR/AED equipment was ordered to comply with new regulations.
- The department hired a new part-time firefighter, Douglas Smyth.
- Firefighters completed 221 hours of training.

<b>Police Dept.</b>	<b>February 2025</b>	<b>February 2026</b>	<b>YTD</b>
Miles Patrolled	13,463	13,922	109,067
Incidents & Calls for Service	166	107	1,517
Property Checks	1,561	2,262	17,603
Town Parking Tickets	3	1	455

- Assistant Chief Casey Herring gave the report on behalf of Chief Daniel Seyle.
- Sergeant Poole attended a Background Investigations Seminar.
- 2,073 pounds of venison were delivered to the Lowcountry Food Bank through two local churches.
- A new side-by-side was ordered for Beach Patrol use.

<b>Utilities Dept</b>	<b>February 2025</b>	<b>February 2026</b>	<b>YTD</b>
Pumped MG Water	8,689,580	10,625,810	118,078,040
Treated MG Wastewater	3,466,476	2,295,891	29,918,391
Waterline Repairs	3	11	57
Work Orders	23	40	337

- Town Administrator Mark Aakhus gave the report on behalf of Mr. Zemp, Utilities Director, and noted residents may call 811 to request a utility locate before starting any digging project. The department completed 55 utility locates in February.
- Ditch maintenance is ongoing.
- Annual Asbestos Training has been completed.

### **Administration**

Mark Aakhus presented the following updates to Council:

- **Wastewater Improvement Project**
  - All lift stations are complete and operational with the exception of the Bay Creek lift station, pending equipment delivery.
  - Temporary plant is operational and dredging is ongoing.
- **Advanced Metering Infrastructure System (AMI)**
  - Additional meter antennas are being installed.

- Team participated in a demonstration of the customer portal; transition to the new software is ongoing.
- **Beach Nourishment Project**
  - The appraisal work is continuing.
  - Sample appraisals submitted to USACE received favorable feedback; Town appraiser anticipates approval to proceed with remaining appraisals soon.
- **Town Hall/EOC**
  - Project remains on schedule, with a substantial completion date of March 24, 2026.
  - Owner-Architect-Contractor (OAC) Meeting will be held soon, and a ribbon-cutting ceremony will be planned for a future date.

**Council Time**

Mayor Moore thanked Al Jenkins, Regional Director for U.S. Senator Tim Scott’s office, for his attendance and asked that his thanks be conveyed to Senator Scott.

**Executive Session**

Mr. Kizer made a motion to enter Executive Session pursuant to South Carolina Code of Laws §30-4-70 (a)(2) for the purpose of receiving legal advice related to matters covered by the attorney-client privilege, for this item and this item only. The motion was seconded by Mr. Watts and approved unanimously. Mayor Moore recused himself from Executive Session.

Council entered Executive Session at 6:25 p.m.

**Open Session**

Mr. Renner made a motion to exit Executive Session. Mr. Watts seconded this motion, which was approved unanimously. The Council returned to Open Session at 6:42 p.m.

No action was taken after entering Open Session.

**Adjournment**

There being no further business to discuss, Mr. Kizer made a motion, seconded by Mr. Renner, to adjourn the meeting. The motion was approved unanimously.

The meeting adjourned at 6:43 p.m.

**APPROVED BY TOWN COUNCIL**

  
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 Donna Rizer, Municipal Clerk  
 April 9, 2026