

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

Date: Tuesday, October 4, 2016

Time: 4:00 P.M.

Present from Town Council: Bill Harkins, *Mayor Pro Tem*; David Ames, 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*; Scott Liggett, *Director of Public Projects and Facilities*; Brad Tadlock, *Fire Chief*; Ed Boring, *Deputy Fire Chief – Support Services*; Cinda Seamon, *Fire & Life Safety Educator*; Brian Hulbert, *Staff Attorney*; Susan Simmons, *Director of Finance*; John Troyer, *Deputy Director of Finance*; Tom Fultz, *Director of Administrative Services*; Shawn Colin, *Deputy Director of Community Development*; Jayme Lopko, *Senior Planner*; Melissa Cope, *Systems Analyst*; Vicki Pfannenschmidt, *Executive Assistant*

Present from Media: Teresa Moss, *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 distributed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.

5) Proclamations and Commendations

a. Fire Prevention Week

Cinda Seamon was present to accept the proclamation.

6) Approval of Minutes

a. Town Council Meeting, September 20, 2016

Mrs. Likins moved to approve. Mr. McCann seconded. The minutes of the September 20, 2016 Town Council meeting were approved by a vote of 6-0.

7) Report of the Town Manager

a. Hilton Head Island History Day

Linda Piekut, Executive Director of the Heritage Library reviewed the specifics of the upcoming event encouraging all to attend.

b. Town Manager's Items of Interest

Mr. Riley announced that the Governor of South Carolina called for an evacuation of all coastal communities due to Hurricane Matthew. He stated the evacuation process has

begun at the hospital and medical facilities and all citizens are to leave starting tomorrow at 3:00 p.m. He added that the Governor has ordered all coastal schools and county offices closed and that Town Hall would be closed through the end of the week and all public meetings scheduled for those days are cancelled. He encouraged Council to evacuate as requested and to inform the office of their destination. He encouraged all citizens to make plans to evacuate and put safety first.

8) Reports from Members of Council

a. General Reports from Council

Mr. McCann moved that for the October 18 Town Council meeting the start time be changed from 3:00 p.m. to 4:00 p.m. to facilitate the travel of those Council members attending the Municipal Association conference in Columbia, South Carolina. Mr. Lennox seconded. The motion was approved by a vote of 6-0.

Mr. McCann requested that the developers of Bay Point Island as well as Town staff make a presentation on the status of the annexation request. Mr. Harkins agreed that it would be an agenda item for the December 6 regular Town Council meeting and added that if any citizens have questions regarding the issue to please submit them. Mr. Riley clarified this would be an item under the Town Manager's report.

Mr. McCann asked that an agenda item be added to the October 18 Town Council meeting regarding rearranging and retiming of the Town Council meetings. He suggested that the Executive Session meeting take place at 4:00 p.m. and be limited to one hour to 5:00 p.m. and that the general Council meeting start at 5:00 p.m. and go to 8:00 p.m. where no new business will be conducted after 8:00 p.m., very similar to the County Council.

Mr. McCann moved that Council have a discussion and consider the restructuring of the Council meetings. Mr. Lennox seconded. Mr. Grant noted the need to consider the structure and timing regarding students and residents attending the meeting to accept awards. The motion was approved by a vote of 6-0.

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

No report.

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

Mrs. Likins reported the Venue Committee has selected a consultant and Council will consider the recommendation later in the meeting. She announced that the Venue Committee will meet on October 21 at 9:00 a.m. and the Community Services Committee met earlier in the week to review all applications for Student Government Day and there will be 43 participants between the middle school and the high school.

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

Mr. Lennox announced the Committee will hold a special meeting later in the month where David Burley, Principal and Heather Branagan, an RMD specialist will discuss the upcoming vision project with the Steering Committee and the Public Planning Committee.

e. Report of the Public Facilities Committee – David Ames, Chairman

Mr. Ames reported the Committee met on September 26 and heard an interesting proposal from the Leadership Hilton Head class for a kayak ramp at the Rowing and Sailing Center at Squire Pope Community Park. He added that no action was taken and it was recommended to the presenters to seek advice of Town staff and work through many of the legal issues and then come back to the Town. He added the Committee approved the staff recommendation to relocate the beach dumpsters currently on the Boneyard Tract to a piece of Town property next to Espy Lumber and it would be coming forward to Council.

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 announced the Committee will hold a special meeting on Monday, October 10 at 10:30 a.m. at the Arts Center of Coastal Carolina for the purposes of education and information regarding the lighting system.

Mr. McCann requested the October 18 meeting time be changed to begin at 1:00 p.m. due to the change in the start time for the Council meeting that day. Council concurred.

9) Unfinished Business

a. Second Reading of Proposed Ordinance 2016-21

Second Reading of Proposed Ordinance 2016-21 of the Town of Hilton Head, South Carolina, authorizing the execution of a deed and related documents for the conveyance of property to the University of South Carolina Board Of Trustees on behalf of the University of South Carolina Beaufort, in accordance with that certain Memorandum of Understanding dated March 10, 2015, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 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.

b. Second Reading of Proposed Ordinance 2016-26

Second Reading of Proposed Ordinance 2016-26 of the Town Council for the Town of Hilton Head Island, South Carolina, authorizing the sale of real property owned by the Town of Hilton Head Island, South Carolina, to HHI Partners, LLC, in exchange for land to be conveyed to the Town of Hilton Head Island, South Carolina and owned by HHI partners, LLC, pursuant to the authority of S.C. Code Ann. § 5-7-40 (Supp. 2011), and § 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.

c. Second Reading of Proposed Ordinance 2016- 27

Second Reading of Proposed Ordinance 2016-27 to amend the budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2016; to provide for the expenditures of certain funds; to allocate the sources of revenue for the said funds; 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.

d. Second Reading of Proposed Ordinance 2016- 28

Second Reading of Proposed Ordinance 2016-28 to amend the budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2017; to provide for the budgeted appropriations of prior year encumbrances and for the expenditures of certain funds; to allocate the sources of revenue for the said funds; 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.

e. Second Reading of Proposed Ordinance 2016-29

Second Reading of Proposed Ordinance 2016-29 to amend the budget for the Town of Hilton Head Island, South Carolina, for the Fiscal Year ending June 30, 2017; to provide for the budgeted appropriations of prior year budget roll-forwards and the expenditures of certain funds; to allocate the sources of revenue for the said funds; 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.

f. Second Reading of Proposed Ordinance 2016-30

Second Reading of Proposed Ordinance 2016-30 to amend the budget for the Town of Hilton Head Island, South Carolina, for the fiscal year ending June 30, 2017; to provide for the expenditures of certain funds; to allocate the sources of revenue for the said funds; and providing for severability and an effective date.

Mrs. Likins moved to approve. Mr. McCann seconded. Mr. Grant requested specifics regarding public communication in terms of what is being spent for Arts, Culture and Vision. Mr. Riley stated he would get the information and provide it to Council. Mr. Alan Perry, President of Island Recreation Association thanked Council for their support and stated the Board is available to help further recreation tomorrow and many years to come and work with all parties involved to make sure they do provide recreation on Hilton Head Island. The motion was approved by a vote of 6-0.

10) New Business

a. First Reading of Proposed Ordinance 2016-31

First Reading of Proposed Ordinance 2016-31 to amend Chapter 3 (Municipal Council) of Title 2 (General Government And Administration) of the Municipal Code Of The Town of Hilton Head Island, South Carolina by amending Section 2-3-60, Compensation and Expenses; and provide for severability and an effective date.

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

b. Consideration of a Recommendation – Venue Consultant

Consideration of a Recommendation from the Community Services Committee that Town Council authorize the Town Manager to enter into contract negotiations with Webb Management Services to fulfill phase one: needs assessment outlined in the consultant's proposed work plan with a budget not to exceed \$75,000.

Mrs. Likins moved to approve. Mr. McCann seconded. Mary Amonitti asked for clarification on the proposed building of a Venue if the referendum fails. Mr. Harkins stated the Venue Committee is exploring the future of arts in the community. As far as any tangible output in terms of facilities and such, that is unknown. He added that the referendum is not being viewed as the sole source for the viability of anything in the future but it would have an impact. Mary Amonitti asked if the Mitchelville Preservation Project is part of the plan and Mrs. Likins confirmed it is. The motion was approved by a vote of 6-0.

11) Appearance by Citizens

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

Mr. Tai Scott addressed Council regarding Native Islander issues.

12) Executive Session

Mr. Riley stated he needed an Executive Session for land acquisition matters, specifically, discussion of negotiations incident to the proposed sale, lease or purchase of property related to parcels in the Wild Horse Road area; and contractual matters, discussion of the Town Attorney's FY16 performance evaluation.

Mr. Grant moved to add contractual matters related to the proposed agreement with the Arts Center of Coastal Carolina to financially assist with the replacement of the main stage lighting system.

At 4:40 p.m. Mrs. Likins moved to go into Executive Session based on the reasons outlined by the Town Manager and the additional issue brought forward by Mr. Grant. Mr. McCann seconded. The motion was unanimously approved by a vote of 6-0.

13) Possible actions by Town Council concerning matters discussed in Executive Session

At 5:16 p.m. Mayor Pro Tem Harkins reconvened the regular meeting stating there was one business item to address as a result of Executive Session.

Mr. McCann moved to extend the Town Attorney's contract for two years with the understanding that after the two year period of time the contract be put out for RFP or RFQ. Mrs. Likins seconded. The motion was approved by a vote of 6-0.

14) Adjournment

Mayor Pro Tem Harkins adjourned the meeting at 5:18 p.m.

Vicki L. Pfannenschmidt
Executive Assistant/Town Clerk

Approved: 11/01/2016

William D. Harkins, Mayor Pro Tem