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ADMINISTRATION BUILDING  
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THOMAS J. KEAVENY, II  
COUNTY ATTORNEY

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AGENDA  
COUNTY COUNCIL OF BEAUFORT COUNTY  
CAUCUS

Monday, November 14, 2016

5:00 p.m.

Large Meeting Room, Hilton Head Island Branch Library  
11 Beach City Road, Hilton Head Island, South Carolina

1. CALL TO ORDER – 5:00 P.M.
2. EXECUTIVE SESSION
  - A. Discussion of employment of a person regulated by the County Council
  - B. Receipt of legal advice relating to Rural and Critical Lands Program litigation
3. CAUCUS
  - A. Status of Hurricane Matthew Recovery Process
  - B. Receipt of County Administrator's Three-Week Progress Report ([backup](#))
  - C. Receipt of Deputy County Administrator / Special Counsel's Three-Week Progress Report ([backup](#))
  - D. Discussion of Consent Agenda
  - E. Discussion is Not Limited to Agenda Items
4. ADJOURNMENT





# Memorandum

DATE: November 11, 2016

TO: County Council

FROM: Gary Kubic, County Administrator *Gary Kubic*

SUBJ: County Administrator's Progress Report

The following is a summary of activities that took place Monday, October 24, 2016 through Friday, November 11, 2016:

October 24, 2016

- Federal Emergency Management Agency (FEMA) and South Carolina Emergency Management Division Pre-applicant Briefing
- Joshua Gruber and Russell Baxley, President and CEO, Beaufort Memorial Hospital re: Meet-and-Greet
- Community Services Committee
- Finance Committee
- County Council Caucus
- County Council

October 25, 2016

- Monica Spells, James Johnson, John Redmond and Phil Foot re: Detention Center / Solicitor Matrix / Law Enforcement Spillman
- Joshua Gruber, Eric Larson, Town of Bluffton Representatives Marc Orlando, Scott Marshall and Brian McIlwee re: Town of Bluffton / Plantation Business Park Stormwater Management Issues

October 26, 2016

- Joshua Gruber, Eric Larson, Pamela Cobb, FEMA Representatives Catherine Anderson, Ted Agnew, Stephen Bailey, Ron Winward and Maegan Marciano re: Debris Removal from Private Roads
- Beaufort County Economic Development Corporation

## COUNTY COUNCIL

November 11, 2016

Page 2

October 27, 2016

- Solicitor's Matrix Integration/ Law Enforcement Spillman / IT Review Conference Call
- Joshua Gruber, Mayor Lisa Sulka and Marc Orlando re: County / Town of Bluffton Issues
- Joshua Gruber, Eric Larson, Jim Minor, Town of Hilton Head Island Representatives Steve Riley and Staff re: Public Health Emergency Declaration as a Result of Hurricane Matthew Coordination Meeting

October 28, 2016

- Disabilities and Special Needs Board Annual Retreat
- Maria Walls

October 31, 2016

- Employee New Hire Orientation
- FEMA Kick-off Conference Call re: Private Property Debris Removal
- Departmental Visit –Parks and Leisure Services

November 1, 2016

- Joshua Gruber, Alicia Holland and Suzanne Gregory re: Employees - Hurricane Relief
- Boundary Street - Upper Management Meeting
- Private Property Debris Removal Staff Meeting
- Property Owners' Association Briefings at Bluffton Town Hall re: Private Property Debris Removal

November 2, 2016

- Detention Center Employees re: Staff / Hurricane Schedule
- Departmental Visit – Detention Center

November 3, 2016

- Joshua Gruber, Robert McFee, Colin Kinton, Brent Rewis and SCDOT Staff re: MacKay Bridge – Corridor CIP Coordination / Preliminary Engineering – Environmental Assessment Process

November 4, 2016

- Departmental Visit – Codes Enforcement

## COUNTY COUNCIL

November 11, 2016

Page 3

November 7, 2016

- Employee New Hire Orientation
- Community Services Committee
- Finance Committee
- Governmental Committee

November 8, 2016

- Joshua Gruber, Robert McFee and Colin Kinton re: MacKay Bridge - US 278 Corridor Improvements
- Departmental Visit – Records Management

November 9, 2016

- Agenda Review with Chairman, Vice Chairman and Executive Staff re: County Council Agenda for November 14, 2016 Council Meeting
- Departmental Visit – Zoning Department

November 10, 2016

- 2016 State of the Region Luncheon
- County of Beaufort FEMA Kick-off Meeting

November 11, 2016

- Veterans Day Holiday



## Memorandum

DATE: November 11, 2016

TO: County Council

FROM: Joshua A. Gruber, Deputy County Administrator

SUBJECT: Deputy County Administrator's Progress Report

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The following is a summary of activities that took place Monday, October 24, 2016 through Friday, November 11, 2016:

October 24, 2016 (Monday):

- Federal Emergency Management Agency (FEMA) and South Carolina Emergency Management Division Pre-applicant Briefing
- Gary Kubic and Russell Baxley, President and CEO, Beaufort Memorial Hospital re: Meet-and-Greet
- Community Services Committee
- Finance Committee
- County Council Caucus
- County Council

October 25, 2016 (Tuesday):

- Frank Turano re: Myrtle Park Spec Building
- Dr. Richard Gough, President, Technical College of the Lowcountry and Council Member Jerry Stewart re: TCL Capital Projects
- Gary Kubic, Eric Larson, Town of Bluffton Representatives Marc Orlando, Scott Marshall and Brian McIlwee re: Town of Bluffton / Plantation Business Park Stormwater Management Issues

October 26, 2016 (Wednesday):

- Andy Patrick re: Reimbursement to FEMA

COUNTY COUNCIL

November 11, 2016

Page 2

- Gary Kubic, Eric Larson, Pamela Cobb, FEMA Representatives Catherine Anderson, Ted Agnew, Stephen Bailey, Ron Winward and Maegan Marciano re: Debris Removal from Private Roads
- Beaufort County Economic Development Corporation

October 27, 2016 (Thursday):

- Alicia Holland, Frannie Heizer, McNair Law Firm, Jeff Minsch, Chad Cowan and Janice Burke of HTS re: Beaufort County GO Bonds, Series 2016B
- Gary Kubic, Mayor Lisa Sulka and Marc Orlando re: County / Town of Bluffton Issues
- Gary Kubic, Eric Larson, Jim Minor, Town of Hilton Head Island Representatives Steve Riley and Staff re: Public Health Emergency Declaration as a Result of Hurricane Matthew Coordination Team

October 28, 2016 (Friday):

- Disabilities and Special Needs Annual Board Retreat

October 31, 2016 (Monday):

- Department of Social Services Civil Rights Division Meeting
- FEMA Kick-off Conference Call re: Private Property Debris Removal
- Kimberly Chesney, Tax Collector re: Debt Setoff Protest Hearing Process and Scheduling
- Mark Roseneau and Rusty Bratz re: Personnel Matter
- Clerk of Court Jeri Roseneau re: Child Support Payment Program

November 1, 2016 (Tuesday):

- Gary Kubic, Alicia Holland and Suzanne Gregory re: Employees - Hurricane Relief
- Boundary Street - Upper Management Meeting
- Private Property Debris Removal Staff Meeting
- Property Owners' Association Briefings at Bluffton Town Hall re: Private Property Debris Removal

November 2, 2016 (Wednesday):

- SC Association of Counties Government and Intergovernmental Steering Committee Meeting, Columbia, SC

## COUNTY COUNCIL

November 11, 2016

Page 3

### November 3, 2016 (Thursday):

- Gary Kubic, Robert McFee, Colin Kinton, Brent Rewis and SCDOT Staff re: MacKay Bridge – Corridor CIP Coordination / Preliminary Engineering – Environmental Assessment Process

### November 4, 2016 (Friday):

- Tom Keaveny, Phil Foot, Greg Baisch, Vice President/Project Manager, Ward Edwards Engineering and Ben Thompson, Architect, AAG Architects re: PALS Property for Portable Classroom Units – HTCCS
- County Council Member Jerry Stewart and Tom Keaveny re: School Impact Fee Policy Statement
- Hurricane Matthew – FEMA re: Follow-up with Community Members

### November 7, 2016 (Monday):

- Community Services Committee
- Finance Committee
- Governmental Committee

### November 8, 2016 (Tuesday):

- Gary Kubic, Robert McFee and Colin Kinton re: MacKay Bridge – US 278 Corridor Improvements

### November 9, 2016 (Wednesday):

- Tour Virgil C. Summer Nuclear Station, Jenkinsville, SC
- SCE&G Economic Development Support Presentation

### November 10, 2016 (Thursday):

- 2016 State of the Region Luncheon
- County of Beaufort FEMA Public Assistance Kick-off Meeting

### November 11, 2016 (Friday):

- Veterans Day Holiday