



The Town of Hilton Head Island

Regular Town Council Meeting

November 15, 2016

4:00 P.M.

HILTON HEAD ISLAND BRANCH LIBRARY

(LARGE MEETING ROOM)

AGENDA

**Please
note
change in
location of
meeting.**

**As a Courtesy to Others Please Turn Off/Silence All Mobile Devices During
the Town Council Meeting**

- 1) Call to Order**
- 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. Arbor Day
 - b. Beaufort County School District Character Education Students of the Month
 - Hilton Head Island High School
Sandy Phillips 11th Grade
- 6) Approval of Minutes**
 - a. November 1, 2016
- 7) Report of the Town Manager**
 - a. Hurricane Matthew Update
 - b. Town Manager's Items of Interest
 - (1) Town News
 - (2) Noteworthy Events
- 8) Reports from Members of Council**
 - a. General Reports from Council
 - b. Report of the Intergovernmental Relations Committee – Bill Harkins, Chairman
 - c. Report of the Community Services Committee – Kim Likins, Chairman
 - d. Report of the Public Planning Committee – Tom Lennox, Chairman
 - e. Report of the Public Facilities Committee – David Ames, Chairman
 - f. Report of the Public Safety Committee - Marc Grant, Chairman
 - g. Report of the Finance and Administrative Committee - John McCann, Chairman

9) Unfinished Business

None

10) New Business

11) Appearance by Citizens

12) Executive Session

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

14) Adjournment

Proclamation

BY
THE TOWN OF HILTON HEAD ISLAND

***WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and*

***WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and*

***WHEREAS**, 2016 is the 144th anniversary of the holiday and Arbor Day is now observed throughout the nation and the world; and*

***WHEREAS** trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and*

***WHEREAS**, trees are a renewable resource, giving us paper, wood for our homes, fuel for our fires and beautify our community; and*

***WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal; and*

***NOW, THEREFORE, I**, David Bennett, Mayor of the Town of Hilton Head Island, hereby proclaim that Friday, **December 2nd**, shall be known on Hilton Head Island as*

Arbor Day

and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands. Further, I encourage all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

IN TESTIMONY WHEREOF**, I have hereunto set my hand and caused this seal of the **Town of Hilton Head Island** to be affixed this **Fifteenth day of November, in the year of our Lord, two thousand and sixteen.

David Bennett
Attest:

Victoria L. Pfannenschmidt, Town Clerk

TOWN OF HILTON HEAD ISLAND ***Student Recognition Award***

presented to

Sandy Phillips

Hilton Head Island High School

Beaufort County School District
Character Education Student of the Month
September, 2016 - Acceptance

*“Our collective future depends on opening channels of compassion, acceptance,
and understanding of others.”*

Deepak Chopra

Presented this 15th day of November, 2016

David G. Bennett, Mayor
Town of Hilton Head Island

THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING

Date: Tuesday, November 1, 2016

Time: 4:00 P.M.

Present from Town Council: David Bennett, *Mayor*; Bill Harkins, *Mayor Pro Tem*; David Ames, Marc Grant, Tom Lennox, Kim Likins, John McCann, *Council Members*

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*; Brian Hulbert, *Staff Attorney*; Susan Simmons, *Director of Finance*; John Troyer, *Deputy Director of Finance*; Jayme Lopko, *Senior Planner*; Melissa Cope, *Systems Analyst*; Lynn Buchman, *Senior Administrative Assistant*

Present from Media: Teresa Moss, *Island Packet*

1) CALL TO ORDER

Mayor Bennett 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.

Mayor Bennett noted that Mr. Riley had requested to add a hold harmless clause for execution regarding the removal of debris on certain private roads to the agenda. The Mayor asked for a vote of Council to add the item to the agenda under the Town Manager's Report. The addition was approved by a vote of 7-0.

5) Proclamations and Commendations

a. Pancreatic Cancer Awareness Month

Mr. Richard Boccabella was present to accept the proclamation.

b. November 14, 2016 Community Forum: Our Community, Our Youth, Our Future

Wendy Cummings, Health and Wellness Director of Hilton Head Christian Academy, was present to accept the proclamation.

6) Approval of Minutes

a. October 4, 2016

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the October 4, 2016 regular Town Council meeting were approved by a vote of 6-0-1. Mayor Bennett abstained as he was not present at the meeting.

b. October 18, 2016

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the October 18, 2016 regular Town Council meeting were unanimously approved by a vote of 7-0.

7) Report of the Town Manager

Mr. Riley delivered remarks regarding the Hazard Mitigation Plan; Disaster Recovery Plan; disaster reserve accounts; Debris Management Plan; Storm Water infrastructure; beach renourishment; fire station construction; power line burial and a commitment to staff training; stating that all of them resulted in preparedness for Hurricane Matthew. He commended the coordination with local utilities, POA's, non-profits and faith communities, the County, the State and FEMA. He noted the real work for Town Council would begin soon with facing tough policy decisions. Mr. Riley reminded all that Hilton Head Island was named a Storm Ready Community by the National Weather Service and over the past month it was demonstrated that the Town was worthy of the moniker: *A Storm Ready Community*. He emphasized that the while the plans provided staff guidance to this point, determination of how to pay for the recovery and clean-up costs; how to replenish reserves; what steps to take that might aid recovery that will not be reimbursed by FEMA but may be determined as necessities; what capital projects or policy initiatives may need to be delayed or cancelled; what projects or initiatives may become new priorities all need to be addressed. He concluded his remarks stating that with Council's direction and support, staff is prepared to continue efforts to clean up and rebuild the community in accordance with Council-adopted plans and priorities.

a. Hurricane Matthew Update

Mr. Charles Cousins reported that staff continues the effort for recovery from Hurricane Matthew, which will go on for quite a while. He reported that damage assessment was completed on Friday, October 28 with a total of 19,688 structures inspected with 2,869 sustaining some type of damage and 217 had over 50% damage. He said staff is working with emergency permitting to address the structures and the 217 structures had to be assessed in detail and that should be completed by November 2. Mr. Cousins reviewed and described the program that assessors used to locate the properties for inspection. He explained as the assessor entered the data/photos for each structure, it could be viewed by staff at Town Hall. He noted this would assist in responding to applicants for permitting.

Mr. Cousins explained that the placards on each building assist code enforcement officers and inspectors when out in the field reviewing activities. He added that on November 15 residents can remove the green placards but the yellow and red ones need to remain on the structures.

Mr. Cousins stated that an additional tool Town staff has to assess damage is aerial photography. He noted the Town had pre-storm and also post-storm aerals so they can conduct comparatives which will also aid in the permitting process.

Mr. Cousins reported that to date 284 thousand cubic yards of debris which equals 18 football fields that are 10 feet high. He added that the estimate is between one and two million yards of debris in total will be removed. He said it will be several months before the completion of removal of all debris. Mr. Cousins observed that the areas that have been worked on to date have been open and wide and with the removal process progressing into the neighborhoods with narrow roadways, the process will slow down. He reviewed the maps of roads and what has been approved by FEMA for removal and what is yet to be approved. He explained that meetings have been scheduled with POA's regarding documentation needed in order to apply for approval from FEMA for reimbursement of debris removal.

Mr. Cousins noted the increase in business licenses issued and emergency building permits and stated as the resident's insurance companies become involved they expect the building permit requests will increase. He explained Town Hall hosted a forum for residents by the South Carolina Department of Insurance. He said the regional manager was present and the public was invited to attend to receive information and have their questions answered regarding coverage. He expects to host additional forums in the future.

Mr. Cousins announced that a FEMA Disaster Recovery Center will be opened at Town Hall in the Benjamin M. Racusin Council Chambers beginning Thursday, November 3. They will be open on Thursdays-Fridays from 9:00 a.m. – 7:00 p.m. and Saturdays from 10:00 a.m. - 6:00 p.m.

Mr. Scott Liggett updated Council regarding debris removal. He said that at the high point earlier in the day there were 88 haul trucks and bucket trucks in the field, along with 600 monitors. He explained the resources are being allocated in the large part based on the need in each community and it is reassessed daily. He added the crews are in each of the communities and they are considering the input from the communities as to location. He assured Council they are working everywhere they can and there is no doubt it will take longer than anyone would like.

Mr. Cousins added that as of November 1, 2016 over 19,000 trees that had blown over and were hung up in other trees had been removed and over 2,000 trees which were leaners had been removed.

Mr. Riley stated that staff has done an amazing job from the start and during the transition into recovery and are extremely busy with all aspects and asked to address the item that was added to the agenda at the beginning of the meeting.

Mr. Harkins moved that the Town Manager be authorized to execute a Hold Harmless Agreement to submit to FEMA in support of the Town's request to be reimbursed for the removal of debris from the private road right-of-ways on what are determined to be orphaned roads within the Town. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

b. Town Manager's Items of Interest

Mr. Riley reported on some items of interest below. He noted that since Council Chambers will be the FEMA Disaster Recovery Center for the next few months, meetings originally scheduled during that time for Council Chambers will be relocated. He said Town Council meetings beginning November 15 will be rescheduled to take place in the large meeting room at the Hilton Head Island Branch Library. He advised all to check the calendar on our website for various meeting relocation sites.

- (1) Town News
- (2) Noteworthy Events

8) Reports from Members of Council

a. General Reports from Council

No report.

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

No report.

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

Mrs. Likins updated Council that the Student Government Day has been postponed until February. She added that the Venue Committee meeting scheduled for next week has been cancelled but they look forward to meeting later in the month.

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

No report.

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

No report.

f. Report of the Public Safety Committee - Marc Grant, Chairman

No report.

g. Report of the Finance and Administrative Committee - John McCann, Chairman

No report.

9) Unfinished Business

a. Second Reading of Proposed Ordinance 2016-31

Second 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.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was approved by a vote of 6-1. (Mayor Bennett was opposed.)

10) New Business

a. Consideration of a Resolution – Designation of Unit – National Park Service

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina to urge the President of the United States to move forward with the designation of a new unit of the National Park Service in Beaufort County to remember reconstruction.

Mr. Harkins moved to approve. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0.

b. Consideration of a Recommendation – Arts Center

Consideration of approval of Town funding to assist the Arts Center of Coastal Carolina with the replacement of the main theatre stage lighting system.

Mr. McCann moved to reschedule the item on the January 17, 2017 Town Council agenda. Mr. Harkins seconded. Mayor Bennett, Mrs. Likins, Mr. Ames and Mr. Grant spoke in favor of sending the item back to the Venue Committee for review and a recommendation. Mr. McCann, Mr. Harkins and Mr. Lennox spoke in favor of placing the item on the January 17 Town Council agenda for discussion. Venue Committee members and members of the public weighed in on the subject.

After lengthy discussion, the Mayor assigned the matter to the Venue Committee for review and a recommendation to Town Council and called for a vote on the motion. The motion was defeated by a vote of 3-4. (Mayor Bennett, Mrs. Likins, Mr. Grant and Mr. Ames were opposed.)

c. Discussion of Possible Changes to the Council Agenda Format and Meeting Times

Mr. Harkins moved to approve to change meeting time structure to 4:00 p.m. for Executive Session, 5:00 p.m. start of the Town Council public portion of the meeting with an end time of 8:00 p.m., subject to the Mayor's discretion. Mr. McCann seconded. The motion was unanimously approved by a vote of 7-0. Mr. Riley stated an ordinance would be drafted for consideration.

11) Appearance by Citizens

Tai Scott addressed Council regarding Native Islander issues.

Mr. Thomas Barnwell, Jr. addressed Council regarding Hurricane Matthew recovery efforts.

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

12) Executive Session

None.

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

14) Adjournment

Mayor Bennett adjourned the meeting at 6:06. P.m.

Vicki L. Pfannenschmidt
Executive Assistant/Town Clerk

Approved:

David Bennett, Mayor



ITEMS OF INTEREST

NOVEMBER 15, 2016

Town News

Deputy Chief of Operations Mick Mayers has been conferred the “Chief Fire Officer” (CFO) designation from the Commission on Professional Credentialing. The designation is awarded to individuals that have demonstrated the requisite knowledge, skills, and abilities required for the fire and emergency services profession.

The Commission on Professional Credentialing is an entity of the Center for Public Safety Excellence, and uses a third-party peer review model to evaluate candidates seeking professional credentialing offered by the Center for Public Safety Excellence.

Contact: Brad Tadlock, Fire Chief, at bradt@hiltonheadislandsc.gov or 843-682-5153

Noteworthy Events

Some of the upcoming meetings:

- Planning Commission – November 16, 2016, 3:00 p.m. – Hilton Head Island Branch Library
- Venue Committee – November 17, 2016, 4:00 p.m. – Hilton Head Island Branch Library
- November 24 & 25, 2016 – Town Administrative Offices Closed in Observance of Thanksgiving
- Public Facilities Committee – November 28, 2016 – Town Hall - Conference Room #3
- Board of Zoning Appeals – November 28, 2016 – 2:30 p.m. – Hilton Head Island Branch Library
- Public Planning Committee – December 1, 2016 – 3:00 p.m. – Hilton Head Island Branch Library
- Public Safety Committee – December 6, 2016 – 10:00 a.m. – Town Hall – Conference Room #1
- Finance & Administrative Committee – December 6, 2016 – Hilton Head Island Branch Library
- Town Council – December 6, 2016 – 4:00 p.m. – Hilton Head Island Branch Library

(Additional meetings may be scheduled and all meetings are subject to change and/or cancellation. Please visit the Town of Hilton Head Island website at www.hiltonheadislandsc.gov for Committee meeting dates and agendas.

2016 Hilton Head Island Events

November 19, 2016 – January 1, 2017 4:30 p.m. – 10:00 p.m.	Ice Skating in the Park Island Recreation Association	Shelter Cove Community Park
November 25, 2016 2:00 p.m. – 5:00 p.m.	Coligny Outdoor Market	Coligny Plaza
November 27, 2016 11:00 a.m. – 10:00 p.m.	La Isla Latin Music Festival	Shelter Cove Community Park
December 2, 2016 4:00 p.m. – 8:00 p.m.	Winter Wonder Festival Island Recreation Association	Shelter Cove Community Park
December 3, 2016 10:00 a.m. – 4:00 p.m.	1 st Annual Gullah Food Festival	10 Georgianna Drive