

AGENDA
TOWN OF EDISTO BEACH
JUNE 8, 2017
PUBLIC HEARING
5:50
REGULAR TOWN COUNCIL MEETING
6:00 P.M.

- I. Call to Order**
- II. Pledge of Allegiance and Invocation**
- III. Approval of Minutes**
 - A. Regular Council Meeting Minutes, May 11, 2017
 - B. Special Council Meeting Minutes, May 18, 2017
 - C. Special Council Meeting Minutes, June 1, 2017
- IV. Old Business**
 - A. Second Reading of Ordinance No. 2017-13 to Adopt the FY 2017-18 Budget
 - B. Second Reading of Ordinance No. 2017-14 to Make Certain Amendments to the Town's Purchasing Regulations as Found in Code of Ordinances Section 2-204
 - C. Second Reading of Ordinance No. 2017-15 to Amend 14-31 of the Town's Code to adopt the Swimming Pool Code
 - D. Beach Nourishment Project Update-Coastal Science & Engineering
 - E. Second Reading of Ordinance No. 2017-16 to Amend Sections: 86-214 (c)(1)(a), 86-214 (c)(1)(b), 86-214 (c)(3), 86-3, 86-186 (1)(c), of the Town of Edisto Beach Code of Ordinances
 - F. Water Improvement Project Update
 - G. Civic Center
 - H. Award of RFP No. 2017-10 Edisto Beach Sand Fence and Beach Plantings Project
- V. New Business/Appearances**
 - A. Request for Proposals No. 2017-01 IT Services Award
 - B. Resolution No. 2017-17, Bay Creek Park and Market Rules
 - C. Special Event Application – 32nd Annual Hackett July 4th Parade
 - D. Edisto Marina Association and The Marina at Edisto Beach Sponsorship Request for the 2017 Edisto Invitational Billfish Tournament
 - E. Resolution No. 2017-R18 to Adjust the Fee for Residential Garbage Container Roll-out/Roll-back Service as Authorized by Section 66-78(d) of the Town's Code
 - F. Emergency Operations Plan and Hurricane Plan
 - G. Special Event Application -Edisto Marina Association/the Marina at Edisto Beach -2017 Edisto Invitational Billfish Tournament
 - H. Mosquito Control Sub-recipient Grant Funding Allocation Agreement
 - I. Special Event Application – The Marina at Edisto Beach – Captain Jim Bost Memorial Tournament
- VI. Committee Vacancies**
 - A. Accommodation Tax Advisory Board – 2 vacancies
- VII. Departmental Reports and Committee Updates**
- VIII. Public Comment Period**
- IX. Adjournment**

AN ORDINANCE TO ADOPT THE BUDGET FOR FISCAL YEAR 2017-2018 FOR THE TOWN OF EDISTO BEACH, SOUTH CAROLINA FOR THE FISCAL YEAR BEGINNING JULY 1, 2017 AND ENDING JUNE 30, 2018

WHEREAS, Subsection 3 of Section 5-7-260 of the South Carolina Code of Laws, 1976, as amended, requires that municipal council shall act by ordinance to levy taxes and adopt a budget pursuant to public notice;

NOW THEREFORE, BIT IT ORDAINED by the governing body of the Town of Edisto Beach, in Council duly assembled, and by the authority of the same, that the following provisions are hereby adopted and enacted:

Section 1. The prepared budget and estimated revenues for the payment of the same totaling \$6,508,633 with the revenues equaling expenditures is hereby adopted and made a part of hereof as if fully incorporated herein and a copy therefore dated June 1, 2017, is attached hereto.

Section 2. The tax levy for the Town of Edisto Beach Fiscal Year 2017/2018 shall be 20.71 mills.

Section 3. All other appropriations are adopted thereof.

Section 4. The billing dates, penalty dates and amount of penalty which shall be levied for delinquent taxes shall be as follows:

Taxes are due from the 30th day of September through the 15th day of January. Taxes are delinquent on the 16th day of January with a 3% penalty added, on the 2nd day of February another 7% penalty added, and on the 17th day of March another 5% added.

Pursuant to the contract for the tax year of 1986, the Town of Edisto Beach appoints the Colleton County Treasurer as its agent for collection of taxes and penalties.

Section 5. Nothing herein shall prohibit the Town Council to authorize the transfer of appropriated funds from line item to line item within the General Fund, Water Fund, Sewer Fund or Civic Center Fund as necessary to achieve the goal of the budget. Amendments to the budget may be enacted by resolution of Town Council as it deems necessary and appropriate. The Town Administrator may authorize the transfer of appropriated funds not to exceed \$500 within departments as necessary to achieve the goal of the budget.

Section 6. If, for any reason any sentence, clause or provision of this ordinance shall be declared invalid, such shall not affect the remaining portions thereof.

Section 7. This ordinance shall become effective immediately upon approval by Town Council.

PASSED, APPROVED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE TOWN OF EDISTO BEACH
ON THIS 8th DAY OF JUNE 2017.

Jane S. Darby, Mayor

ATTEST:

Deborah Hargis
Municipal Clerk

First Reading: May 11, 2017

Public Hearing: June 8, 2017

Final Reading: June 8, 2017

Approved as to form: _____

TOWN OF EDISTO BEACH

AN ORDINANCE

TO MAKE CERTAIN AMENDMENTS TO THE TOWN'S PURCHASING REGULATIONS AS FOUND IN CODE OF ORDINANCES SECTION 2-204

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Edisto Beach, South Carolina, in council duly assembled that Section 2-204 of the Town's Code be adopted to read as follows:

Sec. 2-204 Award to lowest bidder; advertising; when required; exceptions.

All contracts for town improvements, materials, equipment or non-professional services costing more than \$10,000.00 shall be awarded to the lowest responsible bidder after publication in a newspaper of general circulation in the town at least five days before the last day set for receipt of proposals. Alternatively, for town improvements, materials, equipment or non-professional services, publication may be effected by publication in "South Carolina Business Opportunities" or other means of central electronic advertising at least five days before the last day set for receipt of proposals. In case of professional services, this section shall not apply. The publication notice required in this section shall include a general description of the articles or services to be purchased, shall state where bid blanks and specifications may be secured, and the time and place for opening bids. However, in the event of an emergency affecting the public welfare, health or safety, the provisions of this section shall not apply. A full report of the circumstances of an emergency purchase shall be filed by the purchasing agent with the council and shall be entered in the minutes of the council. The town may charge vendors the cost incurred for copying and mailing bid or proposal documents requested in response to a procurement.

This ordinance shall take effect upon final reading.

Jane S. Darby, Mayor

First Reading: May 11, 2017

ATTEST:

Final Reading: June 8, 2017

Deborah Hargis, Municipal Clerk

Approved as to form: _____

No. 2017 - 15

TOWN OF EDISTO BEACH

AN ORDINANCE

TO AMEND SECTION 14-31 OF THE TOWN'S CODE

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Edisto Beach, South Carolina, in council duly assembled that Section 14-31 of the Town's Code be amended to read as follows:

Sec. 14-31. Adopted.

There is hereby adopted for the purposes of establishing rules and regulations for the construction, alteration, removal, demolition, equipment use and occupancy, location and maintenance of buildings and structures, plumbing and electrical appurtenances including permits, the following codes, the application of which shall be the most current issue of adoption by the South Carolina Building Code Council and have an enforcement date the same as specified by the state and as provided under S.C. Code 1976, § 6-9-10 et.seq. and including applicable amendments, appendices, and/or revisions thereto, less and except the provisions of the codes, amendments, appendices, and/or revisions referenced in this section which concern the qualification, removal, dismissal, duties, responsibilities of, and the administrative procedures for all building officials, deputy building officials, chief inspectors, other inspectors, and assistants, which are being excluded as permitted in S.C. Code 1976, § 6-9-60:

- (1) International Building Code, including Chapter 1, Administration.
- (2) International Fire Code, including Chapter 1, Administration.
- (3) International Fuel Gas Code, including Chapter 1, Administration.
- (4) International Mechanical Code, including Chapter 1, Administration.
- (5) International Plumbing Code, including Chapter 1, Administration.
- (6) International Property Maintenance Code, including Chapter 1, Administration.
- (7) NFPA 70, National Electric Code.
- (8) International Residential Code, including Chapter 1, Administration.
- (9) International Energy Conservation Code, including Chapter 1, Administration.
- (10) International Swimming Pool and Spa Code.

Save and except portions as are hereafter deleted, modified or amended, of which a copy is filed in the office of the town administrator. Such codes are hereby adopted and incorporated as fully as if set out at length in this section, and any further amendments thereto shall automatically be adopted unless affirmative action to amend is taken by town council.

This ordinance shall take effect upon final reading.

Jane Darby, Mayor

First Reading: May 11, 2017

ATTEST:

Final Reading: June 8, 2017

Deborah Hargis, Municipal Clerk

Approved as to Form: _____

IV. E.

No. 2017-16

TOWN OF EDISTO BEACH

AN ORDINANCE

To Amend Sections: 86-214 (c)(1)(a), 86-214 (c)(1)(b), 86-214 (c)(3), 86-3, 86-186 (1)(c) of the Town of Edisto Beach Code of Ordinances

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Town of Edisto Beach, South Carolina, in council duly assembled that Sections **86-214 (c)(1)(a), 86-214 (c)(1)(b), 86-214 (c)(3), 86-3, 86-186 (1)(c)** of the Town's Code be amended to read as follows:

Sec. 86-214 - Signs for which a permit is not required.

(c) *Special signs.*

(1) *Temporary signs.*

- a. *Contractor/subcontractor on construction sites.* One building contractor's or developer's sign, not to exceed nine square feet in total area on a lot where a building is actually under construction. Each subcontractor at such a building, or contractor or subcontractor where solely lot improvements, such as landscaping and irrigation, are being installed, may present one sign not to exceed six square feet in area. All such signs are to be removed from the site by building contractors within fifteen (15) days after a certificate of occupancy has been issued on the project, and exterior lot contractors and subcontractors must remove their signs after completion of work.
- b. Yard Sale signs are prohibited from public property and rights of way and shall be placed only on private property. Signs shall be posted one day before the day of the sale and shall be removed by the end of the day of the sale. Directional signs for the sale may be placed near street intersections and shall be placed only on private property with the property owner's permission. Signs shall not be placed in the right of way, or attached to utility poles, street signs, boxes, trees or anything that would be considered a snipe sign. The area of each yard sale sign face shall not exceed four square feet and shall include the address and the date of the sale.

Sec. 86-214. - Signs for which a permit is not required.

(c) *Special signs.*

- (3) *Way finder sign program.* Way finder signs are signs which are often referred to as "wayfinders" that give orientation, traffic control, or direction to businesses and civic organizations in a commercial district and Town owned parks in any zoning district, approved by the authority of the town council. The town will provide and maintain such

signs in any zoning district. Such signs shall conform to DOT codes applicable where necessary. Town council shall approve uniform design criteria in keeping with section 86-211.

86-3 Definitions

Yard sale means a sale of used household belongings at the home of the seller typically held outdoors. For definition purposes a yard sale is the same as a garage sale. The Town considers *yard sales*, and signs related thereto, conducted not more than once per quarter to be an incidental part of the occupation of the residential property and not commercial activity under this section, subject to SC State Code 12-36-510 (b)(1).

Sec. 86-186. - Single-family dwellings; limitations.

(1) Footprint

- c. "*Footprint*" shall mean the entire area of the lot to be covered by improvements that create impervious surfaces including but not limited to roof overhangs, covered porches, solid surface decks, and accessory structures, but shall not include uncovered decks and exterior uncovered steps that are not solidly sheeted and do not create impervious surfaces; for purposes of this subsection, uncovered porches, decks and external steps are not considered impervious surfaces if they are constructed with boards not exceeding eight inches in width, with gaps of a minimum of one-eighth inch and the surface below the structure is pervious; and

This ordinance shall take effect upon final reading.

Jane Darby, Mayor

ATTEST:

Iris Hill, Administrator

First Reading: _____
Public Hearing: _____
Final Reading: _____

EDISTO BEACH CIVIC CENTER FEE SCHEDULE

RENTAL TYPES	USAGE FEE	SECURITY DEPOSIT
CONVENTION	1,500	\$500
Convention or Retreat with break-out meetings, per day		
Includes use of Auditorium, Kitchen, Chairs, Tables and Meeting Rooms		
(Set up not included)		
EVENT	\$750	\$500
Wedding reception, Party, Auction, Bridal/Baby Shower, etc., per day		
Includes use of Auditorium, Kitchen, Chairs and Tables		
(Set up not included)		
SHORT EVENT	\$350	\$500
(5-hour maximum) Includes Auditorium, Chairs and Tables. Set up & cleanup included in 5 hr. rentals.		
*(If no prior events are scheduled, accommodations can be made with prior approval to have access to the facility for set-up prior to event.)		
MEETING ROOMS	\$150	\$50
(8-hour maximum)		
MEETING ROOMS (HOURLY)	\$25	\$25
KITCHEN USE	\$35	
(With Meeting room or short event rental above)		
Kitchen does not include a stove		
EXERCISE CLASSES	25% Per Person	
Includes use of one Meeting Room. Custodial fees not included. Rooms must be cleaned and items removed after each use. NO Auditorium use allowed.		
CUSTODIAL FEES		
Auditorium and Kitchen only	\$200	
Per Meeting room	\$75	

NOTES

- Per Day = Maximum 16 hours to include all set up for the event and all cleanup required of the renter.
- Short Event = Maximum 5 hours to include all set up for the event and all cleanup required of the renter.
- Fees do not include set-up assistance and custodial charges.
- Set-up assistance is available for \$20 per hour, per person utilized. The fee can be estimated at the time of rental, but can be reduced or raised by the facility Manager according to the circumstances at the time of the event.
- If the renter is not willing to clean up, including putting away all used tables, chairs, etc., sweeping and mopping then the custodial charge will apply to the rental.

PAYMENT PROCEDURES

1. The security deposit is due and payable **within 7 business days after the reservation is approved and at least 5 business days prior to the event.** If the security deposit is not paid with the time prescribed, the reservation will be cancelled. The deposit will be refunded within 15 business days following the event subject to inspection of the facility.
2. All applicable usage fees must be paid no later than **3 business days** in advance of the event. **If payment is received at least 30 days in advance of the event, a personal check is accepted. If payment is made 30 days or less before the event, only a cashier's check, cash, or a money order will be accepted.** All checks must be made payable to **Town of Edisto Beach**, and mailed to **Town of Edisto Beach, Attn: Edisto Beach Events Coordinator, 2414 Murray Street, Edisto Island, SC 29438.** A copy of the approved **Facility Use Application** must be included with the payment. The application will be returned to you once approved via email.
3. Cancellations made up to 3 business days prior to the scheduled event will receive a 100% refund. Cancellations made with less than 3 business days' notice will receive a 50% refund.
4. The Town may require, as a condition of approval, that compensation be provided for additional custodial personnel or other staff members as deemed necessary for the proposed use of the facility.

Town of Edisto Beach Resolution

WHEREAS, Section 8-31 of the Code of Ordinances of the Town of Edisto Beach authorizes the Town Council to adopt by resolution rules and regulations for the Bay Creek Park; and

WHEREAS, the Town Council of the Town of Edisto Beach now wishes to adopt separate rules for the Bay Creek Park Market; and

WHEREAS, the Mayor and Council of the Town of Edisto Beach, South Carolina, in Council duly assembled that the "Bay Creek Park Market Rules, Regulations and Guidelines" document set forth in Exhibit A attached hereto to is formally adopted pursuant to the provisions of Section 8-31 of the Code of Ordinances of the Town of Edisto Beach to govern the operations of the Bay Creek Park Market in conjunction with the provisions of Chapter 8 of the Town's Code; and

WHEREAS, said "Bay Creek Park Market Rules, Regulations and Guidelines" shall remain in effect until further action of Town Council.

THEREFORE BE IT RESOLVED, on this 8th day of June, 2017 that the Town of Edisto Beach adopts the Bay Creek Park Market Rules, Regulations and Guidelines.

Mayor Jane Darby

Mayor Pro Tem Susan Hornsby

Jerome Kizer

Crawford Moore

Patti Smyer