

MINUTES
MARCH 12, 2020
REGULAR TOWN COUNCIL MEETING
6:00 P.M.

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

Present: Jane S. Darby, Mayor, Crawford Moore, Mayor Pro Tempore, Susan Hornsby, Jerome Kizer and Patti Smyer, Council Members; *Quorum of Council Present.*

Mayor Darby led those present in the Pledge of Allegiance and an invocation.

Approval of Minutes

A. Regular Meeting Minutes, February 13, 2020 – Councilwoman Smyer moved to approve the minutes of the regular meeting held on February 13, 2020, seconded by Councilwoman Hornsby and approved unanimously.

B. Annual Goal Setting Retreat Minutes, February 26, 2020 – Mayor Pro Tem Moore moved to approve the minutes from the annual goal setting retreat held February 26, 2020. The motion was seconded by Councilman Kizer and unanimously approved.

President Trump's speech last night stated additional measures that provides time is of the essence. Transmission of the virus has already been confirmed in the United States and in South Carolina. This policy provides guidance and identifies trigger points that would implement this policy. It also provides for continuity of operations. With the additional measures presented combined with increased severity of the issue did not provide sufficient time to post this item within 24 hours. Mayor Darby asked Council to consider adding the Pandemic Influenza Preparedness Plan as New Business item I. The agenda item was accepted by common consent.

Old Business

A. Second Reading of Ordinance 2020-03 to Amend Section 74-77 (a) of the Town's Code of Ordinances to Require the Submittal of State Tax Returns with the Required Form of Return – Councilwoman Hornsby moved to approve the second reading of Ordinance No. 2020-03, seconded by Councilman Kizer and approved unanimously.

New Business

A. Addendum #1 to ESP Contract for Additional Construction Materials Testing Services for Asphalt and Concrete Pavement Areas – Councilman Kizer moved to approve addendum #1 to ESP contract for additional construction material testing services for asphalt and concrete pavement. Addendum #1 adds \$1,885 to the original cost of \$28,975 for a new total of \$30,680 to be paid from Water Renewal and Replacement. Councilwoman Smyer seconded the motion which was unanimously approved.

B. Emergency Purchase Order – Lee Street Lift Station – Councilwoman Smyer moved to approve the emergency purchase order to replace a pump at a cost of \$3,895 plus freight and tax to be paid from Sewer

Renewal and Replacement. Councilwoman Hornsby seconded the motion, which was approved unanimously.

C. RFP No. 2019-09 Financial Services Award – Councilman Kizer moved to approve the award of RFP No. 2019-09 to The Brittingham Group, LLP, at a cost of \$24,500 per year and authorize the Town Administrator to negotiate and execute said agreement. Mayor Pro Tem Moore seconded the motion, which was unanimously approved.

D. First Reading of Ordinance No. 2020-04 to Amend Section 82-33 to Adjust the Rates for Water Service – Mayor Pro Tem Moore moved to approve the first reading of Ordinance No. 2020-04 to amend section 82-33 to adjust the rates for water service. This is the fourth 15% increase as approved in the rate schedule for the Water Improvement Project. Councilman Kizer seconded the motion, which was approved unanimously.

E. First Reading of Ordinance No. 2020-05 to Amend Section 82-139 to Adjust the Rates for Sewer Service – Councilman Kizer moved to approve the first reading of Ordinance No. 2020-05 to amend section 82-139 to adjust the rates for sewer service. This is the 3% increase recommended in the approved rate study. Mayor Pro Tem Moore seconded the motion, which was unanimously approved.

F. FY2020-2021 Council Goals – Councilwoman Smyer moved to approve the 2020-2021 which are attached to these minutes. Council goals. Councilwoman Hornsby seconded the motion, which was approved unanimously.

G. Non-Profit Rental Discounts – Councilwoman Smyer moved to approve giving local non-profits a 25% discount on the Bay Creek Park rental rates. Councilman Kizer seconded the motion. After discussion, Councilwoman Smyer amended her motion to give a 25% discount on Bay Creek Park rental rates to all non-profits. Councilman Kizer seconded the amendment which was approved unanimously. Mayor Darby called for the vote on the amended motion, and it was unanimously approved.

H. State and Subrecipient Public Assistance Funding Agreement Hurricane Dorian (FEMA-4464-DR-SC) – Councilwoman Smyer moved to approve the State and Subrecipient Public Assistance Funding Agreement for Hurricane Dorian and approve the Town Administrator to execute said agreement. Mayor Pro Tem Moore seconded the motion, which was approved unanimously.

I. Pandemic Influenza Preparedness Plan – Town Administrator Hill told Council that a memo has been sent to all employees to outline how Town operations would be handled depending on the outbreak and how to stay safe. In the process, the Town received information from the Municipal Association of South Carolina regarding a preparedness plan. Administrator Hill stated that the plan outlines objectives and assumptions and includes “trigger events.” Trigger events would be: the United States Federal Government through it’s official agencies issues a pandemic declaration for the United States; the state of South Carolina issues a pandemic declaration for the state; the Mayor of the Town of Edisto Beach or his or her designee declares a pandemic emergency for the Town; South Carolina Department of Health and Environmental Control issues a directive to implement a response plan; we have excessive employee absenteeism or there is a confirmation of a large-scale employee exposure. Any of these triggers would put the Pandemic Influenza Preparedness Plan into effect. A continuity of operations is included in the plan. Administrator Hill emphasized that time is of the essence so that a plan is in place. Councilwoman Hornsby moved to accept the Pandemic Influenza Preparedness Plan, seconded by Mayor Pro Tem Moore. Mayor Darby called for the vote and the motion was unanimously approved.

Committee Vacancies

A. Water and Sewer Committee, 1 vacancy – There is one vacancy on the Water and Sewer Committee. Councilwoman Smyer moved to approve advertising the vacancy, seconded by Mayor Pro Tem Moore and approved unanimously.

B. Beachfront Management Committee, 1 vacancy – Mayor Pro Tem Moore moved to approve the application received from Dave Blauch for the vacancy on the Beachfront Management Committee. Councilwoman Smyer seconded the motion, which was unanimously approved.

Departmental Reports and Committee Updates

Administration

There were six Freedom of Information Act requests received during the month of February: one each from Chris Walters, Renee Ray, Katie Schofield and William Hackett and two received from Tommy Mann. The Facebook page has 17,216 followers.

	Received	Spent
General Fund	64.40%	59.78%
Water Fund	60.27%	71.85%
Wastewater Fund	60.62%	60.51%

Building

	February - 19	February - 2020	YTD
Business/Rental License Fees	\$8,309.60	\$13,232.50	\$43,883.33
New Construction Permits	1	0	8
Other Permits	53	25	196
Permit Fees	\$9,280.00	\$3,729.50	\$41,324.00
Inspections	79	57	372

Fire

Calls	February - 19	February- 2020	YTD
Medical	5	8	139
Fire-related	20	7	91
EMS/Misc	59	22	248
Beach Wheelchairs	0	0	66
Water Rescue	0	0	6
Welfare Checks	26	2	

Police

	February - 19	February- 2020	YTD
Miles Patrolled	10,246	9,324	72,786
Incidents & Calls for Service	59	47	765
Property Checks	909	919	7,230
Town Parking Tickets		5	314

Utilities

	February - 19	February- 2020	YTD
Pumped MG Water	5.18	8.54	86.69
Treated MG Wastewater	2.82	2.78	19.19
Water Line Repairs	4	4	37
Work Order Repairs	48	40	326

Public Works

The Public Works Department has been cleaning beach accesses, working on tree removal and extensive clean up on the Town-owned lot across from Town Hall and performing a street sign audit. The mowing equipment used in the summer has been serviced and is ready for use.

Special Projects

	February - 20
Edisto Civic Center	\$2,575.00
Bay Creek Park	0.

Chamber of Commerce

- The 4th Annual Macapalooza macaroni & cheese cookoff competition will be held on March 14, 2020 at 1:00 p.m. at Green Boat Liquors.
- The Annual Edisto Road Race will be held on March 21, 2020 beginning at Waters Edge Café inside the Wyndham Resort. The 5K starts at 8:30 a.m. and the 1 mile starts at 9:30.
- The Edisto Art Guild will present “The Dixie Swim Club” as its annual spring plan on March 26 – March 29, 2020 at the Civic Center.
- Keep Edisto Beautiful will sponsor the Great American Clean Up on March 28, 2020 beginning at 9:00 a.m.
- The Arts and Crafts Market at Bay Creek Park will begin on Wednesday, April 1, 2020. The Market will be held every Wednesday through October.

Public Comment

Virginia Stephenson – Mrs. Stephenson addressed Council concerning artificial light at night and light pollution on the beach. Mayor Darby told Mrs. Stephenson that the Town is working with Dominion to address the issue.

Buddy Hill – Mr. Hill told Council and those in attendance that he was filing to run for Sherriff of Colleton County.

Adjournment

Mayor Pro Tem Moore moved to adjourn the meeting, seconded by Councilwoman Hornsby and approved unanimously.

The public/media was informed of the location, date and time of the meeting on Friday, March 6, 2020.

APPROVED BY TOWN COUNCIL


Deborah Hargis, Municipal Clerk
April 9, 2020

2020 Council Goals

Drainage:

Clearing ditches/maintenance schedule
Arc/Billow Street
Bike Paths

Securing funding for:

Army Corps of Engineers Project
Capital Project Sales Tax
Recreation Master Plan findings and results

Turtle Lighting evaluation and implementation

Personnel manual and Standard Operating Procedure update

Implement Paperless Council Meetings