

COUNTY COUNCIL OF BEAUFORT COUNTY
 ADMINISTRATION BUILDING
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 COUNTY ADMINISTRATOR

JOSHUA A. GRUBER
 DEPUTY COUNTY ADMINISTRATOR
 SPECIAL COUNSEL

THOMAS J. KEAVENY, II
 COUNTY ATTORNEY

SUZANNE M. RAINEY
 CLERK TO COUNCIL

AGENDA
 COUNTY COUNCIL OF BEAUFORT COUNTY

Monday, November 9, 2015

4:00 p.m.

Executive Conference Room, Administration Building
 Beaufort County Government Robert Smalls Complex
 100 Ribaut Road, Beaufort

1. CALL TO ORDER – 4:00 P.M.
2. CAUCUS
 - A. Receipt of County Administrator's Two-Week Progress Report ([backup](#))
 - B. Receipt of Deputy County Administrator/Special Counsel's Two-Week Progress Report ([backup](#))
 - C. Discussion of consent agenda
 - D. Discussion is not limited to agenda items
 - E. Executive Session
 - (1) Discussion of proposed purchase of property pursuant to the Beaufort County Rural and Critical Lands Program;
 - (2) Discussion of negotiations incident to proposed contractual arrangements and proposed purchase or sale of property
 - (3) Discussion of employment of a person regulated by the County Council
3. ADJOURNMENT





Memorandum

DATE: November 6, 2015
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 26, 2015 through Friday, November 6, 2015:

October 26, 2015

- Employee New Hire Orientation
- Steve Fobes, Jim Webb, and Terry Ennis re: Palmetto Hall Memorandum of Understanding (MOU)
- Community Services Committee
- Caucus
- County Council

October 27, 2015

- Senator Tom Davis, Representative Weston Newton, Vice Chairman Jerry Stewart, Dick Stewart and Robert Boyles, Deputy Director of South Carolina Department of Natural Resources – Marine Resources re: Waddell Mariculture Center

October 28, 2015

- Joshua Gruber, Monica Spells, John Redmond, and Mark Roseneau re: Old House Creek HHI Pier Security
- Joshua Gruber and Mark Roseneau re: Beaufort County Sheriff's Office Security Survey

October 29, 2015

- Joshua Gruber, Steve Riley and Charles Cousins re: Palmetto Hall MOU
- State of the Region Luncheon

October 30, 2015

- Library Board of Trustees' Retreat
- Disabilities and Special Needs Board Retreat

November 2, 2015

- Personal Leave

November 3, 2015

- Joshua Gruber, Robert McFee, Colin Kinton, and F&ME Consultants, Adam Shannon and Shawn Epps

November 4, 2015

- Agenda Review with Chairman, Vice Chairman and Executive Staff re: Review Draft Agenda for November 9, 2015 County Council Meeting
- Solicitor Duffie Stone re: FY 2015-2016 Operations

November 5, 2015

- Economic Development Summit Hosted by Beaufort County Association of Realtors and the Hilton Head Area Association of Realtors
- Community Relations Presentation at Dataw Island

November 6, 2015

- Councilman Jerry Stewart, Joshua Gruber, Tony Criscitiello and Rob Merchant re: Passive Park Development
- Joshua Gruber and Eric Larson re: Stormwater Drainage
- Joshua Gruber, Eric Larson, Eddie Bellamy, Robert McFee and Tom Keaveny re: Roads / Ditches



Memorandum

DATE: November 6, 2015
TO: County Council
FROM: Joshua A. Gruber, Deputy County Administrator
SUBJECT: Deputy County Administrator's Progress Report

The following is a summary of activities that took place October 26, 2015 through November 6, 2015:

October 26, 2015 (Monday):

- Community Services Committee
- Caucus
- County Council

October 27, 2015 (Tuesday):

- Senator Tom Davis, Representative Weston Newton, Vice Chairman Jerry Stewart, Dick Stewart, Gary Kubic and Robert Boyles, Deputy Director of South Carolina Department of Natural Resources – Marine Resources re: Waddell Mariculture Center
- Attorney Wes Jones re: Redevelopment Project
- Alicia Holland, Jon Rembold and Judy Elder re: Airport Grant Closeouts
- Phil Foot and Chuck Atkinson re: Building Codes Floor Plan

October 28, 2015 (Wednesday):

- Allison Coppage, Lisa Lord and Ken Driggers re: Open Land Project Status Update
- Gary Kubic, Monica Spells, John Redmond and Mark Roseneau re: Old House Creek Hilton Head Island Pier Security
- Fort Fremont Diorama Unveiling, St. Helena Library
- Shawn Leininger, Director of Growth Management, Town of Bluffton and Attorneys Ed Hughes, Terry Finger, Chet Williams re: New Leaf Real Estate Closing

October 29, 2015 (Thursday):

- Gary Kubic, Steve Riley and Charles Cousins re: Palmetto Hall MOU
- State of the Region Luncheon

October 30, 2015 (Friday):

- Allison Coppage, Gary James and Jestine Standfer re: Recording/plat issue

November 2, 2015 (Monday):

- Bi-weekly Project Status Review Meeting with Monica Spells, Alicia Holland and Phil Foot
- Phil Foot, Rob McFee, Mark Roseneau, Tallulah Trice, Andrea Atherton, Hilton Head Humane Association Representatives Chuck Laine and Franny Gerthoffer re: Animal Services Facility Design Review
- David Zeoli, Eddie Bellamy, City of Beaufort Representatives, Town of Port Royal Representatives, Beaufort County Sheriff's Office Representatives, Town of Hilton Head Island Representatives, Amy Shorter, Public Assistance Specialist, SC Emergency Management Division and Gretchen Birt, State Regional Emergency Management Coordinator re: Public Assistance Applicant's Briefing
- Phil Foot, Donna Owensby, Miriam Mitchell and Ken Olson re: County AED

November 3, 2015 (Tuesday):

- Council Member Tabor Vaux, Tom Keaveny, Eddie Bellamy, Jim Minor, Charlie Small, Daufuskie Island Council and Haig Point Representatives re: One Island Solution
- Gary Kubic, Robert McFee, Colin Kinton, and F&ME Consultants, Adam Shannon and Shawn Epps

November 4, 2015 (Wednesday):

- SCAC Intergovernmental Relations Policy Steering Committee Meeting, Columbia, SC

November 5, 2015 (Thursday):

- Economic Development Summit Hosted by Beaufort County Association of Realtors and the Hilton Head Area Association of Realtors
- Bluffton Hours

November 6, 2015 (Friday):

- Councilman Jerry Stewart, Gary Kubic, Tony Criscitiello and Rob Merchant re: Passive Park Development
- Gary Kubic and Eric Larson re: Stormwater Drainage

ADD-ONS

The document(s) herein were provided to Council for information and/or discussion after release of the official agenda and backup items.

Topic: Council Compensation
Date Submitted: November 9, 2015
Submitted By: Stu Rodman
Venue: County Council Meeting

Council Compensation (000's - \$)

Total Stipend Cost – 11 Members

72.4 - 180 Meetings / \$60

72.3 - Pre Cap - '07 / '08 / '09

60.3 - 180 Meetings / \$50

43.9 - Post Cap - '12 / '13

Average Per Member (w/ Stipend)

25.5 - Greenville

20.7 - Charleston

18.1 - Ave excluding Beaufort

17.7 - Lexington

17.0 - Beaufort (180 / \$60)

16.7 - York

16.0 - Horry

15.9 - Beaufort (180 / \$50)

14.4 - Beaufort (144 / \$40)

12.5 - Spartanburg

Topic: Boards Appointment Process
Date Submitted: November 9, 2015
Submitted By: Stu Rodman
Venue: County Council Meeting

Thoughts on Board & Commission Appointment Process

Suggest 2 classes:

- **Courtesy (48%)**
- **Regular (52%)**

Courtesy Nominations would include positions that are:

- 1. District Specific where Council defers, as a courtesy, to the Council Member from the District (R&C, Library, etc.).**
- 2. Geographic Specific where Council could defer, as a courtesy, to the Council Members covering that area (i.e. Fire Districts).**
- 3. Organization Specific where Council, by Ordinance, has invited organizations select a representative i.e. Town of Bluffton on Fire District).**

Courtesy Nominations would:

- 1. Be forwarded to Clerk of Council and placed on the next Administrative Consent Agenda as Nominated.**
- 2. Rest on the table until the next Council Meeting.**
- 3. Be appointed at the next Council meeting unless there is a Motion and 8 votes to not appoint.**

Regular Nominations would follow the current procedure.

Regarding the length of service, suggestions received:

- **8 year term limit to allow others to serve.**
- **Exceptions:**
 - 1. No other qualified applicants**
 - 2. Up to 4 additional years for sitting Chairs**
 - 3.**

Boards and Commissions Appointment Process

Class I - Courtesy

Definition: Nominations to fill positions that are:

- District specific - Council defers, as a courtesy, to the Council member from the District.
- Organization specific - Council, by ordinance, has invited organizations to select representative
- Fire Districts - Council defers, as a courtesy, to the Council members from the area covered

Process:

- Nominations received by Clerk to Council
- Noticed on Administrative Consent Agenda as nominated
- Lie of the table until the next Council meeting
- Appointed at next Council meeting unless motion and eight votes not to appoint
- Seats open for three months to be referred to Executive Committee

Council District Specific

- County Transportation Committee = 11
- Library Board = 11
- Rural and Critical Lands Board = 11
- Southern Corridor Beautification Board = 7 (Council Districts 5, 6, 7, 8, 9, 10, 11)
- Tax Equalization Board = 11

Totals: 51 Appointments

Geographic Specific

- Bluffton Township Fire District Board = 6 (Council Districts 5, 6, 7, 8, 9)
- Burton Fire District Commission = 5 (Council Districts 4, 5)
- Daufuskie Island Fire District Board = 5 (Council District 9)
- Lady's Is/St. Helena Is Fire District Commission = 5 (Council Districts 2, 3)
- Sheldon Township Fire District Board = 7 (Council District 1)
- Solid Waste Recycling Board = 5 (Solid Waste Districts 5, 6, 7, 8, 9)
- Stormwater Management Utility Board = 6 (Storm District 5, 6, 7, 8, 9)

Totals: 39 Appointments

Organization Specific

- Airports Board = 2
 - Beaufort Regional Chamber of Commerce
 - Hilton Head Island Town Council
- Bluffton Township Fire District Board = 1
 - Bluffton Town Council
- Southern Corridor Beautification Board = 2
 - Bluffton Town Council
 - Hilton Head Island Town Council

Totals: 5 Appointments

Class II - Regular

Definition: Non-Privileged / all others

Process: Nominations would follow the current practice

Regular / All Others

- Accommodations Tax (2% State) Board = 7
- Airports Board = 9
- Alcohol and Drug Abuse Board = 7
- Beaufort / Jasper Economic Opportunity Authority = 1
- Beaufort / Jasper Water and Sewer Authority = 3
- Beaufort Memorial Hospital Board = 9
- Children's Foster Care Review Board = 3
- Construction Adjustments and Appeals Board = 7
- Design Review Board = 7
- Disabilities and Special Needs Board = 11
- Historic Preservation Review Board = 7
- Lowcountry Council of Governments = 2
- Lowcountry Regional Transportation Authority = 3
- Parks and Leisure Services Board = 7
- Planning Commission = 9
- Stormwater Board = 1
- Tax Equalization Board = 4
- Zoning Board of Appeals = 7

Totals: 104 Appointments

Class III - Inactive

Definition: Inactive

- Coastal Zone Management = 1
- Forestry Commission = 5
- Social Services Board = 5

Totals: 11 Appointments

Topic: Council Meeting Start Time Schedule
Date Submitted: November 9, 2015
Submitted By: Stu Rodman
Venue: County Council Meeting

Stu's Thoughts on Council Start Times

Resolved schedule:

TBD - Executive Session (depending on estimated time)

5:30 - Caucus

6:00 - Convene

6:30 - Public Hearings

TBD - Administrator's Report (suggest 7:00)

8:00 - Adjourn unless extended

Impact:

- **In the day we typically met from 4:00 to about 8:30**
- **Today we typically meet from 4:00 to about 6:30**
- **If adopted we would typically meet from 5:00 to about 7:30**

Over the years we have:

- 1. Added the Consent Agenda and move more work to Committees**
- 2. Reduced the Committees from 10 to 5**
- 3. Activated the Executive Committee**
- 4. Added the Administrative Consent Agenda**
- 5. Added County Channel coverage including Committee Meetings**
- 6. Scheduled standing meetings on Mondays afternoons**

Recommended Standing Committee Schedule & Start Times:

1st Monday: Executive (3:00) & Finance (4:30 - 5:00)

2nd Monday: Government (3:00 - 3:30) & Council (5:00)

3rd Monday: Public Facilities (3:00) & Natural Resources (4:30 - 5:00)

4th Monday: Community Services (3:00 - 3:30) & Council (5:00)

Notes:

- 1. Finance & Natural Resources noticed to start upon completion of the earlier meeting but no earlier than 4:30.**
- 2. Chair may adjusted start times based on estimated meeting length**