

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

ASHLEY M. BENNETT
 CLERK TO COUNCIL

AGENDA
 COUNTY COUNCIL OF BEAUFORT COUNTY
 CAUCUS

Monday, June 12, 2017

4:00 p.m. **Time Change**

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

1. CALL TO ORDER – 4:00 P.M. **Time Change**
2. EXECUTIVE SESSION
 - A. Receipt of legal advice regarding pending or threatened claims:
 1. Magistrate Perquisites
 2. St. James Baptist Church
 3. Hilton Head National Golf Club
 - B. Discussions incident to proposed contractual negotiations with a prospective economic development prospect – Project Tetris
 - C. Discussion of employment of a person regulated by County Council
3. CAUCUS
 - A. Discussion of Recruitment Process for Replacement of Retiring County Administrator
 - B. Status of Hurricane Matthew Recovery Process
 - C. Receipt of County Administrator’s Three-Week Progress Report ([backup](#))
 - D. Receipt of Deputy County Administrator / Special Counsel’s Three-Week Progress Report ([backup](#))
 - E. Discussion of Consent Agenda
 - F. Discussion of Non-Agenda Items
4. ADJOURNMENT





Memorandum

DATE: June 9, 2017
TO: County Council
FROM: Gary Kubic, County Administrator *Gary Kubic*
SUBJECT: County Administrator's Progress Report

The following is a summary of activities that took place Monday, May 22, 2017 through Friday, June 9, 2017:

May 22, 2017

- Employee New Hire Orientation
- Library Bookmobile Ribbon Cutting Ceremony
- Finance Committee
- Community Services Committee
- County Council Caucus
- County Council

May 23, 2017

- Alicia Holland and Gary James re: County Assessor Monthly Update
- Tony Criscitiello, Beaufort County Open Land Trust Representatives Cindy Baysden, Executive Director, and Patricia Irwin, President, Board of Trustees re: Widgeon Point

May 24, 2017

- County Representatives Joshua Gruber, Monica Spells; Haig Point Representatives Doug Egly, Richard Inglis, Steve Hill; and Palmetto Breeze Representative Paula Tilley re: Daufuskie Public Ferry Services and Parking
- Bruce Kole re: Introduction to Beaufort County

May 25, 2017

- Personal Leave

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May 26, 2017

- Personal Leave

May 29, 2017

- Memorial Day Holiday

May 30, 2017

- Monica Spells and Patrick Hill, New Information Technology Director
- Employee New Hire Orientation
- Councilman Gerald Dawson and Mitch Mitchell re: Paige Point Cemetery Update
- Larry Hughes re: Economic Market Initiatives
- County Council Representatives Chairman Paul Sommerville, Councilman Jerry Stewart and Joshua Gruber re: Conference Call / Customer Service Protocol
- St. James Baptist Church Meeting re: Avigation Easement

May 31, 2017

- Gary Kubic, Morris Campbell and Eric Turpin, Executive Director of Native Island Business and Community Affairs Association re: County Space - Memorandum of Understanding (MOU)
- Steve Riley re: FY 2018 Budgets / Law Enforcement Financial Contract
- County Representatives Joshua Gruber, Eric Larson, Pamela Cobb, David Wilhelm, Jim Minor, Alicia Holland, Thomas Keaveny, Christopher Inglese, Tetra Tech Representatives Ralph Natale, Simon Carlyle and Oliver Yao re: FEMA- Category A Submittal Status
- Joshua Gruber, Eric Larson, Jim Minor, Thomas Keaveny, Christopher Inglese, David Wilhelm and Dave Thomas re: Waste Management Contract for Beaufort County Recycling Services

June 1, 2017

- County Council Representatives Chairman Paul Sommerville, Councilman Mike Covert; Town of Bluffton Representatives Mayor Lisa Sulka, Town Manager Marc Orlando; City of Hardeeville Representatives Mayor Harry Williams and City Manager Michael Czymbor re: Southern Regional Plan Implementation Committee Strategy Meeting
- Joshua Gruber, Alicia Holland, Maria Walls and Philip Foot re: Millage / Fire Service
- Joshua Gruber re: County Councilman York Glover Community Meeting

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June 2, 2017

- Sheriff P. J. Tanner re: Sheriff's Office FY 2018 Budget
- Joshua Gruber re: Emergency Management Division Annual Hurricane Planning Session / Governor Henry McMaster

June 5, 2017

- Robert Graves re: General Discussion / Future Land Use
- Finance Committee
- Governmental Committee

June 6, 2017

- Mary Ellen Keough, William Stanley and Cheryl Harris re: Applicationxtender Training
- Town of Hilton Head Island Town Council Meeting re: FY 2018 Financial Law Enforcement Service Contract

June 7, 2017

- Agenda Review with Chairman, Vice Chairman and Executive Staff re: June 12, 2017 County Council Meeting Agenda
- Daniel Morgan re: Hampton Lakes / Land Development (2004 – 2016)
- Joshua Gruber, Philip Foot, Parks and Leisure Services Director Shannon Loper and Deputy Director Matthew Watts re: Parks and Leisure Services Department Reorganization
- Joshua Gruber, Thomas Keaveny, Chuck Atkinson and Tony Criscitiello re: Wells Fargo Building Certificate of Occupancy

June 8, 2017

- Personal Leave

June 9, 2017

- Personal Leave



Memorandum

DATE: June 9, 2017

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 Monday, May 22, 2017 through Friday, June 9, 2017:

May 22, 2017 (Monday):

- Finance Committee
- Community Services Committee
- County Council Caucus
- County Council

May 23, 2017 (Tuesday):

- Beaufort Office Hours

May 24, 2017 (Wednesday):

- County Representatives Gary Kubic, Monica Spells; Haig Point Representatives Doug Egly, Richard Inglis, Steve Hill; and Palmetto Breeze Representative Paula Tilley re: Daufuskie Public Ferry Services and Parking
- Tour Detention Center with County Council Members

May 25, 2017 (Thursday):

- Colin Kinton re: Spanish Moss Trail Conceptual Study
- Suzanne Gregory re: Personnel Matters

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May 26, 2017 (Friday):

- Maria Walls, Monica Spells, Alicia Holland, Hillary Austin, Edra Stephens, Dan Morgan, Chuck Atkinson, Shannon Loper and Tallulah Trice re: Taking of Online Payments by Departments – E-Commerce

May 29, 2017 (Monday):

- Memorial Day Holiday

May 30, 2017 (Tuesday):

- Technical College of the Lowcountry Representatives Richard Gough, President and Mary Carns, Vice President for Institutional Advancement and External Relations re: Buckwalter MCIP
- Monica Spells, Alicia Holland and Phil Foot re: Bi-weekly Project Review / Status Update
- Frank Emminger, President, Seabrook Point S/D re: Seabrook Point S/D Drainage Ditches
- County Council Representatives Chairman Paul Sommerville and Councilman Jerry Stewart and Gary Kubic re: Conference Call / Customer Service Protocol
- St. James Baptist Church Meeting re: Avigation Easement

May 31, 2017 (Wednesday):

- Reconstruction Era National Monument Meeting
- FEMA – Category A Paperwork Status Update
- County Representatives Gary Kubic, Eric Larson, Pamela Cobb, David Wilhelm, Jim Minor, Alicia Holland, Thomas Keaveny, Christopher Inglese, Tetra Tech Representatives Ralph Natale, Simon Carlyle and Oliver Yao re: FEMA – Category A Submittal Status
- Gary Kubic, Eric Larson, Jim Minor, Thomas Keaveny, Christopher Inglese, David Wilhelm and Dave Thomas re: Waste Management Contract for Beaufort County Recycling Services

June 1, 2017 (Thursday):

- Dean Moss re: Spanish Moss Trail
- Thomas Keaveny, Eric Larson, Rob McFee and Colin Kinton re: Engineering Projects Status Update
- Thomas Keaveny, Christopher Inglese and Mary Ellen Keough re: FOIA – Solicitation Definition
- Lt. Chuck Runnion re: Mayor Billy Keyserling Meeting Update

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- Gary Kubic, Maria Walls, Alicia Holland and Phil Foot re: Millage / Fire Service
- Gary Kubic re: County Councilman York Glover Community Meeting

June 2, 2017 (Friday):

- Gary Kubic re: Emergency Management Division Annual Hurricane Planning Session / Governor Henry McMaster

June 5, 2017 (Monday):

- Thomas Keaveny, Christopher Inglese, Tony Criscitiello, Chuck Atkinson, Hillary Austin, Mary Ellen Keough, Josh Riley and Joanne Romine re: Placement of Building Codes and Zoning Data on Beaufort County Website
- Alicia Holland, Phil Foot, Rob McFee, Tallulah Trice and Andrea Atherton re: New Animal Services Facility Funding for Contract Award
- Finance Committee
- Governmental Committee

June 6, 2017 (Tuesday):

- Meeting with Hargray Representatives re: Buckwalter Athletic Facility
- Alicia Holland, Chanel Lewis, Randy Layman, Associate, US Public Finance, Frannie Heizer, McNair Law Firm, First Southwest Representatives Jeff Minch, Janice Burke, Mary Winans and Steven Kantor re: S&P Ratings
- Alicia Holland, Chanel Lewis, Frannie Heizer, McNair Law Firm, First Southwest Representatives Chad Cowan, Janice Burke, Peter Bailey, Robert Weber, Laura Foster and Jeff Minch re: Moody's Ratings Call
- County Council Chairman Paul Sommerville, Council Members Alice Howard and Jerry Stewart re: Beaufort Memorial Hospital Multi-County Industrial Park

June 7, 2017 (Wednesday):

- Agenda Review with Chairman, Vice Chairman and Executive Staff re: June 12, 2017 County Council Meeting Agenda
- Gary Kubic, Phil Foot, Parks and Leisure Services Director Shannon Loper and Deputy Director Matthew Watts re: Parks and Leisure Services Department Reorganization
- Gary Kubic, Thomas Keaveny, Tony Criscitiello and Chuck Atkinson re: Wells Fargo Building Certificate of Occupancy

June 8, 2017 (Thursday):

- Beaufort Office Hours

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June 9, 2017 (Friday):

- Joe Friesen of CrossFlight Sky Solutions re: Commercial Drone Services
- Lillian Aquino re: Smart Trail

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: Disaster Project Summary
Date Submitted: June 12, 2017
Submitted By: Eric Larson
Venue: Council Caucus

Federal Emergency Management Agency • Disaster: FEMA-4286-DR-SC • Public Assistance

Summary of Projects

72.7%

Exit briefing completed.		11	8	\$ 24,212,826.92				45					
Applicant Name	PW Writing Status	PW Ref # aka Project #	PW #	Application Title	CAT	Adjusted Project Total	Estimated Date Submitted to PAC	Estimated Date Submitted to EMMIE	Submitted in EMMIE	EMMIE Status	EMMIE Workflow Status	Exit Briefing	Project Specialist
Beaufort County	In EMMIE	BCER01A	00178(0)	BCER01A Beaufort County PAAP First 30 Days	A	\$ 5,373,226.84			3/9/17	Eligibility Review In Progress	Final Review		Daniel Stallard
Beaufort County	In EMMIE	BCER02A	00563(0)	BCER02A Beaufort County PAAP 31-90 Days	A	\$ 8,696,624.74			5/9/17	Eligibility Review In Progress	Grantee Review		Daniel Stallard
Beaufort County	Collecting Info	BCER03A		Debris 91-180	A	\$ 6,000,000.00	6/15/17						Daniel Stallard
Beaufort County	Collecting Info	BCRD01B		EPM	B	\$ 2,000,000.00	6/30/17						Renee Daniel
Beaufort County	Collecting Info	BCRD02B		Mosquito Abatement	B	\$ 233,020.42	6/30/17						Renee Daniel
Beaufort County	In EMMIE	BCER01C	00595(0)	BCER01C Central Drive Culvert Failure	C	\$ 1,343,619.52			5/12/17	Eligibility Review In Progress	EHP Review		Pete Shadle
Beaufort County	In EMMIE	BCER02C	00594(0)	BCER02C Beaufort County Exit 5A Slope Damage	C	\$ 43,564.91			5/12/17	Eligibility Review In Progress	Grantee Review		Pete Shadle
Beaufort County	In EMMIE	BCER01E	00669(0)	BCER01E Ladys Island Airport	E	\$ 35,540.49			5/24/17	Eligibility Review In Progress	Initial Review		Eric Reisenauer
Beaufort County	In EMMIE	BCER02G	00706(0)	BCER02G Beaufort County Marina's	G	\$ 184,996.00			5/31/17	Eligibility Review In Progress	Initial Review		Pete Shadle
Beaufort County	In EMMIE	BCPS02G	00346(0)	BCPS02G Spanish Moss Trail	G	\$ 254,525.00			4/11/17	Eligibility Review In Progress	EHP Review		Pete Shadle
Beaufort County	In EMMIE	BCER03G	00718(0)	BCER03G Beaufort County Public Facilities	G	\$ 47,709.00			6/1/17	Eligibility Review In Progress	Initial Review		Eric Reisenauer

Notes:
 EMMIE is FEMA's document management system for electronic processing.
 EHP = Environmental & Historic Preservation
 PAC = Public Assistance Coordinator
 EPM = Emergency Protective Measures

Topic: Disaster Project Summary
 Date Submitted: June 12, 2017
 Submitted By: Eric Larson
 Venue: Council Caucus

Topic: Hurricane Matthew Recovery Briefing
Date Submitted: June 12, 2017
Submitted By: Eric Larson
Venue: Council Caucus

Topic: Hurricane Matthew Recovery Briefing

Date Submitted: June 12, 2017

Submitted By: Eric Larson

Venue: Council Caucus

County Council Briefing
Hurricane Matthew Recovery
June 12, 2017 4pm

Recovery Status:

1. Emergency Response

- a. Estimated at \$2,000,000. Staff is preparing support documentation to submit to FEMA to complete project worksheet and submit them for reimbursement. See additional discussion about the project worksheet in 2.a. Billing below.
- b. Mosquito Abatement – This effort was unique enough to require a separate project worksheet. FEMA staff is still working on the project worksheet. See additional discussion about the project worksheet in 2.a. Billing below.

2. Road Debris

- a. Debris collection on Public and Private right-of-ways is complete.
- b. Billing – Staff recently met with SCEMD and FEMA staff and has reviewed submittal status for the various project worksheets created for the work eligible for reimbursement. The “Matrix” spreadsheet summarizing project worksheet status is attached to this report. Marine debris is considered Category A work and will be reported together with road debris. Private road debris (PPDR) is not shown on the Matrix and is being tracked separately.
 - i. To date, the County has received bills totaling:
 1. CERES - \$ 24,571,525
 2. Ashbritt - \$ 3,068,239
 3. Tetra Tech - \$ 4,998,093

When you compare these costs with the project worksheets in the “Matrix”, you will note that the project worksheet(s) for PPDR and Debris 91-180 days are still in progress.

- c. Appeal of the 180 day time extension under Public Assistance Alternative Procedures (PAAP) – The County Attorney’s office submitted an appeal to the denial decision prior to the June 5, 2017 deadline. A response to our appeal is pending.
- d. PAAP v. Traditional reimbursement – The County petitioned FEMA to allow us to withdraw from the PAAP for reimbursement for debris cleanup. As a reminder, PAAP allowed for higher reimbursement rates in the first 90 days based on a condition that all clean-up efforts would be complete within 180 days. Delays with Marine Debris caused the County to go beyond the 180 days. Even though we continue to appeal the decision to deny the County an extension of time under PAAP, the financial risk was too great so the County requested to be removed from the PAAP program so that marine debris work completed after April 2, 2017 (180+ days) would be covered at 75% reimbursement rate.
- e. Reimbursement for debris removal by private POAs, etc. – Staff has received several inquiries and requests for reimbursement for work on private right-of-ways that was completed prior to the County receiving approval for PPDR and taking over this type of clean-up effort. No decision has been made on whether these reimbursements will be made and the cost associated with this is NOT included in any of the values presented in these reports to date.

3. Stormwater infrastructure related debris

- a. Debris collection within stormwater infrastructure areas is complete.
- b. Staff is working with our consultant Tetra Tech to prepare the needed documentation to submit to USDA-NRCS for reimbursement.

4. Marine Debris

- a. Water borne debris collection is complete.
- b. Boats – removal is still ongoing for 8 of the additional 18 boats found during survey. The remainder have either been claimed by owners or removed from the waters. Current estimate of time to remove the remaining boats is 21 days.
- c. Cost - Currently estimated cost is \$6,696,775.

5. Infrastructure Damage

- a. Flyover Bridge (Exit 5A) Slope erosion - FEMA has determined the County is only eligible for 120 ft. of the approx. 1,200 ft. of damage, with the remainder being the responsibility of SCDOT. DOT has informed the County they do not desire to partner with us to make repairs under our current contract. Staff will not be utilizing the current contract for the work due to the change in scope and inability to re-negotiate a fair price with the contractor. Staff is working on a revised scope of work for advertising for bids. The FEMA Project worksheet is on the "Matrix".
- b. Central Drive Culvert replacement - nearing completion. \$1,343,620 is estimated final cost and includes a small amount of Force Account Labor and Equipment. The FEMA Project worksheet is on the "Matrix".
- c. Spanish Moss Trail slope erosion –work is complete. The FEMA Project worksheet is on the "Matrix".
- d. Boat Ramps (marinas) and Docks - Repairs ongoing. \$199,250 contracted amount. Schedule is 180 days ending 10/14/17. The FEMA Project worksheet is on the "Matrix".

6. Facilities Damage (significant items only listed)

- a. Lady's Island Airport - Emergency Repairs are complete. In the project worksheet summary, FEMA stated some of the requested repairs are not eligible for reimbursement. Staff prepared additional documentation associated with the long term repairs to the runway lights and associated mitigation projects with an estimated cost of repairs of \$370,186. Only the approved work has been included in the project worksheet at this time. The FEMA Project worksheet is on the "Matrix".
- b. Fences on County properties throughout the County - \$42,335+ (several quotes still pending). The FEMA Project worksheet is on the "Matrix".

7. Individual Assistance

- a. Reverse 911 - This is an auto call to those that registered for FEMA assistance. The call prompts applicants to respond if they continue to have needs for flood and structural repairs or other unmet needs so that the State's Palmetto Disaster Recovery Office and/or the Human Services Alliance can reach out for assistance. A second round of calls will be beginning on June 15 and continue through June 17. The information collected will be reviewed by the Palmetto Disaster Recovery Office (PDRO), an affiliate of the South Carolina Disaster Recovery Office (SCDRO) and the state's case manager, to help PDRO further assess and prioritize the needs of Beaufort County residents. The PDRO/SCDRO oversees grant programs that focus on rebuilding or repairing homes damaged by Hurricane Matthew by managing federal funds available to assist individuals in disaster recovery. The program is managed with the support and guidance of the South Carolina Department of Commerce. Questions should be directed to the Palmetto Disaster Recovery Office at 1-888-860-7137.
- b. SC set up the Palmetto Disaster Recovery Office. Location in Building 6 at TCL Beaufort Campus. M-F 8:30am-5pm. 1-888-860-7137. Case managers can assist FEMA IA applicants with continued needs.
- c. Intake center locations and times will be forthcoming in the weeks to follow.