

WAYS & MEANS COMMITTEE MEETING

Kiawah Island Municipal Center

Council Chambers

January 23, 2023, 3:00 pm

Minutes

- I. **Call to Order:** *Chairman Moffitt called the meeting to order at 3:00 pm.*
- II. **Pledge of Allegiance**
- III. **Roll Call:**
 - Present at Meeting:** John Moffitt, *Chairman*
John D. Labriola, *Mayor*
Brad Belt, *Committee Member*
 - Absent:** Russell Berner, *Committee Member*
Michael Heidingsfelder, *Committee Member*
 - Also Present:** Stephanie Tillerson, *Town Administrator*
Dorota Szubert, *Finance Director*
Craig Harris, *Public Safety Director*
Rob Edgerton, *Barrier Island Ocean Rescue*
Michael Sosnowski, *Barrier Island Ocean Rescue*
- IV. **Approval of Minutes:**
 - A. Ways and Means Committee Meeting of November 1, 2022

Mayor Labriola made a motion to approve the minutes of the November 1, 2022, Ways and Means Committee meeting. Committee Member Belt seconded the motion, and it was approved by a majority vote. Committee Member abstained.
- V. **Citizens' Comments: (Agenda Items only)**
None
- VI. **Old Business:**
None
- VII. **New Business:**
 - A. Review and Recommendation to Town Council for Approval of the Off-Duty Deputy Contract with the Charleston County Sheriff's Office

Mayor Labriola made a motion to recommend to Town Council the approval of the Off-Duty Deputy Contract with the Charleston County Sheriff's Office. Committee Member Belt seconded the motion.

Ms. Tillerson asked that two corrections be made to the Off-Duty Deputy Contract:
Under the first bullet point –
 1. Change the pay rate from \$30.00 per hour to \$40.00 per hour,
 1. Change the overtime pay rate from \$55.00 to \$68.00 per hour.

to the existing contract with the Charleston County Sheriff's Office. Mayor Labriola seconded the motion, and it was unanimously approved.

B. Review and Recommendation to Town Council for Approval of the Code Enforcement Proposal from Barrier Island Ocean Rescue

Mr. Harris stated that in 2019 after amending the Short-Term Rental Ordinance, the Town approved additional code enforcement services and entered into a one-year contract with the option of two (2) one-year extensions for after-hours services with Barrier Island Ocean Rescue (BIOR). BIOR would provide Beach Patrol and Code Enforcement services under separate contracts.

In 2022, it was mutually agreed to extend the after-hours code enforcement contract for one additional year to allow Mr. Harris the opportunity to evaluate the services provided. During that year, Mr. Harris noted that the after-hours code enforcement officers were the only ones enforcing Town Ordinances between 5:00 pm and 1:00 am. In addition, Mr. Harris reviewed the statics for the types of calls received during those hours, noting that short-term rental violations have been reduced by 55% during the three-year period.

Mr. Harris stated that the code enforcement services were vital to the daily operation of the Town and requested that the Ways and Means Committee recommend to Town Council the approval of Option 1 of the BIOR proposal, a one-year contract with the option of two (2) one-year extensions for \$389,376.00, with no changes to the current contract scope or schedule.

Committee Member made a motion to recommend to Town Council to approve Option 1 of the Barrier Island Ocean Rescue proposal for after-hours code enforcement services. Mayor Labriola seconded the motion.

Mr. Edgerton and Mr. Sosnowski responded to Committee Member Belt's questions regarding the qualifications of BIOR to provide code enforcement services and how they presented themselves to the public as code enforcement officers.

Mayor Labriola questioned the increase in the amount of the contract. Ms. Tillerson reviewed the history of the contract, noting that the short-term rental license application fee funded after-hours code enforcement and the short-term rental compliance clerk. While costs have increased, there has not been an increase in the contract since its inception.

Committee Members engaged in an in-depth discussion of what factors accounted for the \$100,000.00 increase, options available to fund the after-hours code enforcement contract, and BIOR providing a better understanding of the increase. Mr. Edgerton and Mr. Sosnowski reviewed some of the increased costs and agreed to provide a breakdown of the increases to the Town Council.

Mayor Labriola made a motion to recommend Town Council approve the proposal, understanding that specifics on the \$100,000.00 increase would be provided. Committee Member Belt seconded the motion.

Further discussion included taking into consideration the contractual relationship with BIOR, residents knowing there is an option to contact code enforcement officers rather than the KICA security when there is an issue, Town communications to include information on the code enforcement hotline, positioning of the after-hours code enforcement officers, and if violations are written or if there is public interaction when encountering a violation.

Following the discussion, the motion was unanimously approved.

VIII. Chairman's Report:

Chairman Moffitt stated that the Ways and Means Committee was where the process of spending money began and that he wanted to establish the process so that before a decision is made on a recommendation to spend money, there is a thorough understanding of what is being voted on.

IX. Treasurer's Report:

Ms. Szubert stated that the Audit Committee would be meeting to review the proposals received in response to the RFP (Request for Proposal) for Audit Services, and a recommendation would be presented at the next meeting.

X. Citizen Comments:

None

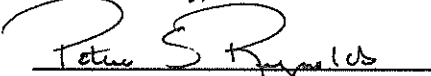
I. Committee Member's Comments:

Committee Member Belt stated that he had begun spending time on the budget better to understand trend lines on revenues and expense items. He noted a 50% increase in salaries in the past two years and wanted to understand better what drove that increase. After reviewing revenues, he questioned if there had ever been any auditing of business licenses. Ms. Szubert stated that she would be making a presentation at the Town Council Retreat, and the items he raised would be discussed at that time.

II. Adjournment:

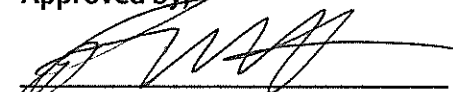
Mayor Labriola made a motion to adjourn the meeting at 4:06 pm. Committee Member Belt seconded the motion, and it was unanimously approved.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John Moffitt, Chairman

3/6/23
Date