

TOWN COUNCIL MEETING

Kiawah Island Municipal Center
Council Chambers
May 4, 2021; 2:00 PM

Minutes

- I. Call to Order: Mayor Labriola called the meeting to order at 2:00 pm.
- II. Pledge of Allegiance
- III. Roll Call:
Present at the meeting: John D. Labriola, Mayor
Dan Prickett, Mayor Pro Tem
Maryanne Connelly, Councilmember
Dr. Scott Parker, Councilmember

Absent: John Moffitt, Councilmember

Also Present: Stephanie Tillerson, Town Administrator
Joe Wilson, Town Attorney
Petra Reynolds, Town Clerk
Brian Gottshalk, Public Works Manager
- IV. Approval of Minutes:
A. Minutes of the Town Council Meeting of April 6, 2021

Councilmember Connelly made a motion to approve the minutes of the April 6, 2021 Town Council Meeting. The motion was seconded by Councilmember Parker.

Councilmember Parker pointed out a typographical error, and the minutes were unanimously approved as amended.
- V. Mayor's Update:
None
- VI. Citizens' Comments (Agenda Items Only):
None
- VII. Old Business:
None
- VIII. New Business:
A. To Consider Approval of Ordinance 2021-07 – An Emergency Ordinance of the Town Council of the Town of Kiawah Island Rescinding Permanent Ordinance No. 2021-03 Regarding Face Coverings, Restrictions on Restaurants, Establishments that Possess a State Permit to Sell Alcohol, Other Businesses and Facilities, and Essential Businesses – First Reading

Mayor Labriola stated the original Emergency Ordinance was put in place in March of 2020, with several iterations having been made in the months that followed. .

Mayor Labriola stated, while legally accurate, the language of the current ordinance is lengthy, cumbersome, and difficult to explain, and the decision was made to simplify the language in a new ordinance. He explained that the process of adopting a new ordinance would require rescinding the

permanent ordinance currently in place. Ordinance 2021-07, rescinding Permanent Ordinance No. 2021-03, would require two readings, the first of which would occur at this meeting.

Mayor Pro Tem Prickett made a motion to approve the first reading of Ordinance 2021-07 – An Emergency Ordinance of the Town Council of the Town of Kiawah Island Rescinding Permanent Ordinance No. 2021-03 Regarding Face Coverings, Restrictions on Restaurants, Establishments that Possess a State Permit to Sell Alcohol, Other Businesses and Facilities, and Essential Businesses. The motion was seconded by Councilmember Parker.

Mr. Wilson clarified pivoting from a permanent or semi-permanent ordinance passed by two readings back to an Emergency Ordinance, which is effective on one reading and lasting 61 days.

Following the discussion, the motion to approve the first reading of Ordinance 2021-07 was unanimously approved.

B. To Consider Approval of Ordinance 2021-08 – An Emergency Ordinance of the Town Council of the Town of Kiawah Island Regarding Face Coverings and Restrictions on Restaurants

Mayor Labriola stated Ms. Tillerson and Mr. Wilson prepared Ordinance 2021-08, the simplified version of the Municipal Emergency Ordinance, which included the prohibitions dealing with face coverings or masks and social distancing.

Mayor Pro Tem Prickett made a motion to approve Ordinance 2021-08 – An Emergency Ordinance of the Town Council of the Town of Kiawah Island Regarding Face Coverings and Restrictions on Restaurants. The motion was seconded by Councilmember Parker.

Councilmembers clarified the new emergency ordinance face-covering requirements, expiration and renewal dates, and effective date. Also discussed was that the permanent ordinance would stay in effect until the second reading of ordinance 2021-07 rescinding it.

Following the discussion, the motion to approve Ordinance 2021-08 was unanimously approved.

C. To Consider Approval of Resolution 2021-01 – A Resolution Authorizing the Adoption and Implementation of an Updated Covid-19 Employee Policy

Ms. Tillerson stated that up to now, the Town has been compensating employees not in the office and unable to work from home due to COVID exposure or illness. Now that vaccinations are available and restrictions have been lifted, she felt a need to develop a defined guideline on COVID-related matters. She consulted with her counterparts, the Town Attorney, and Town's Labor Attorney to develop a stand-alone COVID policy specific to a pandemic that outlines the process for the Town Administrator and staff to understand employee policy.

Mayor Pro Tem Prickett made a motion to approve Resolution 2021-01 Authorizing the Adoption and Implementation of a Covid-19 Employee Policy. The motion was seconded by Councilmember Parker.

Councilmembers discussed the Covid Employee Policy clarifying the time-off policy. Ms. Tillerson stated that when an employee has a COVID-related absence, PTO should be used, and if unavailable, the time off will be unpaid unless able to work from home. Also discussed coverage of illness by workman's compensation and the legality of incentivizing or requiring employee vaccination.

Following the discussion, the motion to approve Resolution 2021-01 was unanimously approved.

D. To Consider Approval of the Fiscal Year 2021/2022 State ATAX Funding Amounts

Mayor Pro Tem Prickett stated the presented funding recommendations were made by the SATAX (State Accommodations Tax) Committee and then recommended by the Ways and Means Committee to Town Council for approval. The requests for FY 2021/2022 were for a total amount of \$1,093,768.00 and, with adequate funds available, were recommended for full funding. He noted that the SATAX Committee agreed to consider in November if, based on changes and conditions, additional funds would be requested for FY21/22.

Town of Kiawah Island SATAX Funding Recommendations FY 2021-2022									
Category #	Project	Applicant Sponsor	2019/2020 Funded Amount	2020/2021 Funded Amount	2021/2022 Application Request	SATAX Committee Funding Recommendation	Ways & Means Funding Recommendation	Percentage	
2	Events Promotion	Freshfields Village	\$ 15,000	\$ 11,250	\$ 10,000	\$ 10,000	\$ 10,000	25%	
1	Marketing & Advertising Promoting Tourism	Freshfields Village	\$ 33,000	\$ 32,071	\$ 45,000	\$ 45,000	\$ 45,000	41%	
1	Public Access Events	Kiawah Island Golf Resort	\$ 435,000	\$ 332,143	\$ 435,000	\$ 435,000	\$ 435,000	28%	
1	Wedding Destination Marketing & Advertising	Andell Inn	\$ -	\$ -	\$ 47,764	\$ 47,764	\$ 47,764	6%	
4	Beach Patrol	Town of Kiawah Island	\$ 120,000	\$ 18,429	\$ 100,000	\$ 100,000	\$ 100,000	7%	
4	Charleston County Sheriff Deputies	Town of Kiawah Island	\$ 182,000	\$ 186,000	\$ 223,000	\$ 223,000	\$ 223,000	18%	
	2021 PGA Championship	Professional Golfers Association of America	\$ 120,000	\$ 120,000	\$ -	\$ -	\$ -		
		Totals for Year Ending	\$ 1,025,000	\$ 730,000	\$ 1,093,764	\$ 1,093,764	\$ 1,093,764	68%	
Total Available for Funding				\$ 730,000	\$ 1,530,000	\$ 1,530,000	\$ 1,530,000		
Total in excess of Funding					\$ 416,236	\$ (436,236)	\$ (436,236)		

Mayor Pro Tem Prickett made a motion to approve the Fiscal Year 2021/2022 State ATAX Funding Amounts. The motion was seconded by Councilmember Connelly and unanimously approved.

E. To Consider Approval of Ordinance 2021-06 – An Ordinance to Adopt the Fiscal Year 2021-2022 Budget for the Town of Kiawah Island, SC (7/1/21 Through 6/30/22) – First Reading

Mayor Labriola stated the first reading of Ordinance 2021-06 is to approve the Town’s budget for Fiscal Year 2021-2022. He indicated the budget had been reviewed in detail and complimented Ms. Tillerson and Ms. Szubert on their work in creating the budget. Ms. Szubert stated the only change that had been made was the recommendation by the Ways and Means Committee.

Councilmember Connelly made a motion to approve Ordinance 2021-06 – An Ordinance to Adopt the Fiscal Year 2021-2022 Budget for the Town of Kiawah Island, SC. The motion was seconded by Councilmember Parker.

Mayor Labriola clarified that the recommendation was for a \$25,000.00 increase in the contribution to the SGA research study for the 21/22 fiscal year only.

Following the discussion, the motion to approve the first reading of Ordinance 2021-06 was unanimously approved.

IX. Town Administrator’s Report:

Ms. Tillerson reported that Beachwalker Parks would be closed from May 15th through May 25th to allow RV parking for PGA participants.

Ms. Tillerson gave an update on the Parkway landscaping by stating the sign at the main gate was being painted along with the installation of some larger landscaping for a more visual effect. Additional landscape would also be installed at the new right turn lane and new bike path to create a buffer area. Work on four islands (triangles) surrounding the roundabout has been completed, but the areas will be resodded to give a more uniform look. Preparations for the PGA include making sure the Parkway, as

the front door to the Community, looks its best. In addition, inquiries are being made to possibly have the street cleaned and repairs made to make sure all the lights are working again.

Ms. Tillerson reported the Building Department has been busy with the start of the review process on “The Cape” from East West Partners, who have begun preliminary office trailer staging for their project.

Mayor Labriola noted that current projects taking place have larger square footage or larger footprints. He asked if Mr. Spicher could create a report on the amount of residential and commercial square footage available today along with a comparison to one, two, or five years ago.

Ms. Tillerson also noted that the Building Department staff would be out of the office conducting inspections on all the tents assembled for the PGA from May 10th through May 14th.

Ms. Tillerson indicated she had been working with Councilmember Connelly on the public safety issues of traffic and delays on the Parkway. She indicated a deputy had been stationed at the intersection of Beachwalker Drive to monitor traffic but can do little when traffic is held up entering the Main Gate. She noted that hopefully, the study of the intersection that Kimley-Horn will do would give some recommendations to ease traffic.

Councilmember Connelly commented that in March, reports show that 55,000 more cars were coming through the gate than at the same time last year. With only so many vehicles that can pass through the gate simultaneously, she felt the traffic issue would continue for some time. Council members also discussed the traffic issues when leaving the island in the afternoon and the possibility of stationing a deputy at the outbound lanes to monitor traffic flow.

Mayor Labriola asked about hospital and EMS presence for the PGA. Ms. Tillerson stated that Charleston County EMS would be providing services during the PGA. They will have an ambulance stationed on the island and a physician from MUSC (Medical University of South Carolina) located at the Incident Command Center post.

- X. **Council Member:**
 - a. Committee Updates
 - b. General Comments

Councilmember Connelly commented that she was pleased with the landscaping in the triangles. She also commented on the CERT (Community Emergency Response Team) Team. The Team is an often-unrecognized group of 18 certified and 22 non-certified emergency response volunteers who participate in different events when called upon by the Town. She noted they have asked to participate and help with the PGA and work at Swim Across America, the Triathlon, the Marathon, and any other island emergencies.

Councilmember Connelly stated Station 4, having received a temporary certificate of occupancy (CO), has moved personnel into the new facility and will receive the CO when temporary structures are removed and paving is completed. She noted that the construction was completed in the expected timeframe.

Councilmember Connelly stated she and Ms. Tillerson are working with EMS on an agreement to have an ambulance available to Kiawah at all times and full staffing of Station 10.

Councilmember Connelly stated that the Arts Council season ended in April with no in-person event held due to the pandemic. She reviewed the statistics and highlights of the 2020-2021 Season:



Councilmember Connelly stated the Arts Council is working to finalize its work on the 2021-2022 season, with contracts being sent out after the approval of the Town’s FY 21/22 Budget in June. She noted that with the number of events being rescheduled, venue availability is scarce and impacts the Arts Council and other organizations.

Councilmember Connelly stated the Audit Committee has its first meeting scheduled in July, and preparations are underway for the Town’s audit in September.

XI. Citizens’ Comments:

None

XII. Adjournment:

Mayor Pro Tem Prickett made a motion to adjourn the meeting at 3:50 pm. The motion was seconded by Councilmember Parker and was unanimously passed.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Mayor

Date