



# TOWN OF KIAWAH ISLAND

21 BEACHWALKER DRIVE • KIAWAH ISLAND, SC 29455 • (843) 768-9166 • FAX (843) 768-4764

## TOWN COUNCIL MEETING Kiawah Island Municipal Center Council Chambers January 5, 2016; 2:00 PM

Mayor  
Charles R. Lipuma

Council Members  
Mary Q. Johnson  
John D. Labriola  
Craig Weaver  
John R. Wilson

Town Administrator  
Stephanie Monroe Tillerson

### AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. FOIA: Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- IV. Roll Call:
- V. Approval of Minutes:
  - A. Minutes of the Special Town Council Meeting of October 30, 2015 [Tab 1]
  - B. Minutes of the Town Council Public Hearing of November 24, 2015 [Tab 2]
  - C. Minutes of the Town Council Meeting of December 1, 2015 [Tab 3]
  - D. Minutes of the Special Town Council Meeting of December 8, 2015 [Tab 4]
- VI. Citizens' Presentations or Comments:
- VII. Old Business:
  - A. None
- VIII. New Business:
  - A. Ordinance 2015-09 - An Ordinance to Amend Section 12.73 PD, Planned Development District • First Reading – TITLE ONLY [Tab 5]
  - B. Appointment of Town Treasurer [Tab 6]
  - C. Appointment of Board of Zoning Appeals Member [Tab 7]
- IX. Committee Reports:
- X. Town Administrator's Report:
- XI. Mayors Report:
- XII. Correspondence:
- XIII. Citizen Comments:
- XIV. Council Member Comments:
- XV. Executive Session:
  - A. Receive legal advice on the status of the ongoing forensic accounting and receive update from counsel on US Attorney and SLED investigation for former Administrator and Treasurer.
  - B. To discuss evaluation and appointment of the Municipal Court Judge, Town Clerk, and to receive legal advice on the same.
  - C. To discuss evaluation and appointment of the Town Attorney.
- XVI. Adjournment:



**TOWN COUNCIL**  
**Executive Session Meeting**  
Kiawah Island Municipal Center  
Council Chambers  
October 30, 2015; 9:00 am

**MINUTES**

**I. Call to Order: Mayor Lipuma called the meeting order at 9:00 am**

**II. FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

**III. Roll Call:**

Present: Charles R. Lipuma, Mayor  
John D. Labriola, Mayor Pro-Tempore  
Mary Q. Johnson  
John Wilson  
Craig Weaver

Absent: Dennis Rhoad, Town Attorney

Also Present: Stephanie Monroe Tillerson, Town Administrator  
Petra Reynolds, Town Clerk

**IV. Citizens' Comments:**

None

**V. New Business:**

**A. Candidate Interviews for the Town Treasurer Position**

Mayor Lipuma stated that candidate interviews for the Town Treasurer position would be conducted in Executive Session.

***Mr. Labriola made a motion to move into Executive Session to interview and discuss the potential employment of a number of candidates for the position of Town Treasurer. This executive session is specifically allowed for in Section 30-4-70 (a) (1) of the South Carolina Code of Laws, 1976, as amended. The motion was seconded by Mr. Wilson and unanimously passed.***

**VI. Executive Session:**

**A.** To interview and discuss the potential employment of a number of candidates for the position of Town Treasurer. This executive session is specifically allowed for in Section 30-4-70 (a) (1) of the South Carolina Code of Laws, 1976, as amended.

***Mr. Labriola made a motion to return into regular session. The motion was seconded by Mrs. Johnson and unanimously passed.***

Mayor Lipuma stated the Town received forty-seven applications for the Treasurer position. Those were reduced by the Town's Executive Search firm, The Mercer Group to eleven. He indicated that of the eleven, Council identified three primary and three back-up candidates, agreeing to interview three candidates.

Mayor Lipuma indicated that while Council had begun interviewing candidates, at this point these could not be considered as the final three candidates. He noted all three candidates were qualified and had been through a thorough verification process. None of the candidates had municipal experience, but two had the necessary criteria and background Council was looking for. Mayor Lipuma stated he would meet with the Town Administrator to make the final decision on which candidate would be offered the position and if accepted, announced at the next Town Council meeting for approval.

**VII. Adjournment:**

*Mr. Weaver motioned to adjourn the meeting at 2:00 pm. The motion was seconded by Mr. Labriola and carried unanimously.*

Submitted by,

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Petra S. Reynolds, Town Clerk

Approved by,

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Charles R. Lipuma, Mayor

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Date

**TOWN COUNCIL PUBLIC HEARING  
Kiawah Island Municipal Center  
Council Chambers  
November 24, 2015; 1:00 PM**

**MINUTES**

- I. Call to Order:** *Mayor Lipuma called the meeting to order at 1:00 pm.*
- II. FOIA:** Notice of this meeting has been published, and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- III. Roll Call:**
- Present: Charles R. Lipuma, Mayor  
John D. Labriola, Mayor Pro-Tempore  
John Wilson  
Craig Weaver
- Absent: Mary Q. Johnson  
Dennis Rhoad, Town Attorney
- Also Present: Stephanie Monroe Tillerson, Town Administrator  
Petra Reynolds, Town Clerk
- IV. Public Hearing:**
- ORDINANCE 2015-08** - An Ordinance for the Town of Kiawah Island to Amend the Town of Kiawah Island’s Comprehensive Plan
- Mayor Lipuma reviewed the protocol for Public Comments and indicated that before the first reading of the ordinance any and all comments will be taken under consideration.
- V. Public Comments:**
- None
- Mayor Lipuma made a motion to close the Public Hearing. The motion was seconded by Mr. Labriola and unanimously passed.*

Mayor Lipuma thanked the members of the Planning Commission Comprehensive Plan Subcommittee for all the hard work that went into their update of the Town's Comprehensive Plan.

**VI. Adjournment:**

*Mr. Weaver motioned to adjourn the meeting at 2:00 pm. The motion was seconded by Mr. Wilson and carried unanimously.*

Submitted by,

\_\_\_\_\_  
Petra S. Reynolds, Town Clerk

Approved by,

\_\_\_\_\_  
Charles R. Lipuma, Mayor

\_\_\_\_\_  
Date

# TOWN COUNCIL MEETING

Kiawah Island Municipal Center

Council Chambers

December 1, 2015; 2:00 PM

## Minutes

- I. **Call to Order:** *Mayor Lipuma called the meeting to order at 2:00 pm.*
- II. **Pledge of Allegiance**
- III. **FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.

IV. **Roll Call:**

Present: Charles R. Lipuma, Mayor  
John D. Labriola, Mayor Pro-Tempore  
Mary Q. Johnson  
John Wilson  
Craig Weaver

Also Present: Stephanie Monroe Tillerson, Town Administrator  
Dennis Rhoad, Town Attorney  
Petra Reynolds, Town Clerk

V. **Approval of Minutes:**

A. Town Council Meeting of October 6, 2015

*Mr. Labriola motioned to approve the minutes of the October 6, 2015 Town Council Meeting. The motion was seconded by Mr. Wilson and the minutes were unanimously passed.*

B. Town Council Meeting of November 3, 2015

*Mr. Weaver motioned to approve the minutes of the November 3, 2015 Town Council Meeting. The motion was seconded by Mr. Wilson and the minutes were unanimously passed.*

VI. **Citizens' Comments:**

**Wendy Kulick – 38 Marsh Edge Lane**

**Mrs. Kulick** noted the Executive Session item to discuss the lease with the Community Association and questioned what there is in the lease that would require legal advice and discussion in Executive Session.

Mrs. Kulick questioned when the report for the FY 2012 Forensic Audit be made public. She also questioned the status of the case against the former Town Administrator and Treasurer. Mr. Kulick stated that in the wake of the discovery of incorrect accounting in the past if the Town had any plans to return the accounting awards which were to the Town over the years.

Mr. Rhoad stated two to four weeks ago he spoke to Assistant US Attorney, Rhett DeHart, and FBI Agent, Rob Derr, investigating the case to give them the contact information for Mr. Livingston, the forensic accountant and had not any further contact. He also indicated the FY 2012 Forensic Audit Report should be completed very soon. He stated it will be made available for public inspection and will be forwarded to the investigators.

Mr. Rhoad explained the full enforceability of all the provisions of the Community Association lease will be discussed in today's Executive Session.

**VII. Old Business:**

None

**VIII. New Business:**

**A. First Reading of ORDINANCE 2015-08 - An Ordinance for the Town of Kiawah Island to Amend the Town of Kiawah Island's Comprehensive Plan**

Mayor Lipuma stated ORDINANCE 2015-08 had the required Public Hearing on November 24<sup>th</sup> without comment from the public. He noted there were some questions asked relative to accessibility to the document, which were answered.

Mayor Lipuma reviewed the State requirement for the Comprehensive Plan to be updated every five years and indicated the completion of this year's Comprehensive Plan was the required ten year re-write.

Mayor Lipuma thanked members of the Planning Commission Comprehensive Plan Subcommittee;

*Dan Prickett, Chairman, Planning Commission*

*Bill Dowdy, Planning Commission*

*Dan Pennick, Charleston County Planning Staff*

*Jennifer Working, Charleston County Planning Staff*

*Joel Evans, Charleston County Planning Staff*

He also thanked Mr. Peterson, Chairman of the Planning Commission, and its members of for their efforts in the well written text.

**Mr. Wilson made a motion to approve the first reading of ORDINANCE 2015-08 - An Ordinance for the Town of Kiawah Island to Amend the Town of Kiawah Island's Comprehensive Plan. The motion was seconded by Mrs. Johnson and was unanimously passed.**

Mayor Lipuma stated the second reading of the ordinance will be on Tuesday, December 8<sup>th</sup> at 2:00 pm.

**B. 2016 Holiday Schedule**

Ms. Tillerson presented the 2016 Holiday Schedule of 11 holidays that included nine Town closing and two personal floating holidays. She asked for Council's consideration in changing



the schedule to eliminate closing for the January, Dr. Martin Luther King Day or the February, President's Day to allow closing for the Friday following Thanksgiving Day.

**Mayor Lipuma made a motion to accept and approve the recommendation of Ms. Tillerson to amended 2016 Holiday Closing Schedule to eliminate the Monday, January 18<sup>th</sup>, Martin Luther King Day Holiday and include Friday following Thanksgiving. The motion was seconded by Mr. Wilson and was unanimously approved.**

C. 2016 Meeting Schedule

**Mr. Labriola motioned to accept and approve the amended 2016 Meeting Schedule Dates. The motion was seconded by Mrs. Johnson and was unanimously approved.**

D. Audit Committee Appointment

**Mr. Wilson made a motion to nominate Roland Hoffman be appointed as a member of the Audit Committee. The motion was seconded by Mayor Lipuma and was unanimously approved.**

E. Preparation of CAFR by Greene Finney & Horton

Mr. Wilson stated the Town's Comprehensive Annual Financial Report (CAFR) is the statistical section included with the audited financial statement and includes historical and comparative information. He stated with the hiring of a new Treasurer and the amount of work that the CAFR requires it was recommended by the Ways and Means Committee to engage the auditors to complete it.

**Mr. Wilson made a motion to accept the proposal from Greene Finney & Horton of \$4,900.00 for preparation of the Town's CAFR. The motion was seconded by Mrs. Johnson.**

**Following further discussion the motion was unanimously approved.**

IX. **Committee Reports:**

**Mr. Wilson** reported the Audit Committee held its first meeting yesterday with staff and the three outside auditors which are now completing the site work. He indicated while items are still being located for the auditors it is expected they will have completed their work in a week. He noted that another Audit Committee meeting with the auditors and staff is expected to be scheduled in the coming weeks. An exit meeting for Committee member and Council will be scheduled at the completion of the financial statements and include their opinion of the statement, control adequacy findings and best practice recommendations.

Mr. Wilson stated as part of the financial statement submitted to the State the Town is required to submit a formal response to the auditors' findings. Because of the time constraint the Town will file for a 30 day extension with the state in order to make sure that a thorough review of the finding and the response can be completed.

**Mr. Labriola** reported at the last *Municipal Center Committee (MCC)* meeting a motion was made to direct staff to proceed with the Prequalification Process for the General Contractor selection. He stated the Request for Qualifications (RFQ) was advertised in the state and local newspapers and on the internet. The Town received nine submissions before the November 30<sup>th</sup> deadline which was forwarded to the MCC members for their review.

Mr. Labriola indicated there will be a meeting on December 11<sup>th</sup> at 4:00 pm where the architect, LS3P, will be presenting to the community, the design and function of the building. He noted there will be another presentation on January 12<sup>th</sup> at 4:00pm. He also noted some other key dates of;

- Provide Bid Documents to prequalified General Contractors      January 12, 2016
- Receive bids from prequalified General Contractors                      February 16, 2016

Mr. Labriola indicated the search was on for residents with any kind of experience with construction management to volunteer to serve as a project manager.

**Mrs. Johnson** reviewed events presented by the *Arts and Cultural Committee* that took place in November;

- Pianist Haochen Zhang a Van Cliburn award winner pianist
- Freddie Cole Quartet Nat King Cole's brother, both of whom played on a Steinway piano. We had a surprise guest artist, Rene Marie, who sang with Freddy Cole a number they will do during Spoleto.
- Charleston Symphony Orchestra performing at East Beach for the first time instead of under a tent as in previous concerts

Mrs. Johnson stated December will bring the College of Charleston, Madrigal Singers and Feast on December 6<sup>th</sup> at the River Course Clubhouse and the Burning River Brass on December 17<sup>th</sup> at Holy Spirit Catholic Church.

**Mrs. Johnson** stated there is an *Environmental Committee* meeting scheduled for January 12, 2016. She reported;

- The Town participated with the Conservancy on the alligator research. Year one has completed with capturing 35 alligators. Eggs were retrieved from one nest, hatched in the lab and returned to the mother with success.
- The Town also participated with the Conservancy on a turtle film which has been completed. It is available for viewing on the Conservancy's website.
- The Conservancy held a turtle symposium where this film was shown and a film produced in the 1970s. The students who produced the film, now grown men, were at the symposium to speak of the experience and to show the film. She stated that it was an excellent event.
- Fall bird banding operated from September through November by Aaron Givens and interns. 7,120 birds were banded on Captain Sam's and Little Bear Island.
- Marsh sparrow banding will take place December through April. Volunteers are needed.
- Sea Islands Christmas bird count is scheduled for January 4 2016. Volunteers are needed.

**X. Town Administrator's Report:**

**Ms. Tillerson** reported the website redesign Request for Proposals (RFP) was released today. She also reported that Permit Clerk, Sharon Johnson, received a compliment by the Contractor Aqua Blue Pools for providing exceptional professional permitting services for the Town.

**XI. Mayors Report:**

**Mayor Lipuma** reviewed his Thanksgiving list of things he was thankful for;

- New Administrator
- New Treasurer
- New Audit Firm of Greene Finney & Horton
- New Payroll provider, ADP
- New Financials Controls
- Audit Committee
- A Number Other Activities Underway
  - Review of the Employee Manual
  - HR Committee Recommendation
  - Updated FOIA Request Procedure

Mayor Lipuma stated that as the Town gets closer to receiving bids for the construction of the New Municipal Center, he would like to make a call for volunteers from the Community to serve on a Construction Committee. He also noted a project manger would be required to oversee the project and may require an engagement of a professional firm for onsite management.

**XII. Correspondence:**

None

**XIII. Citizen Comments:**

**Dennis McGill – 100 Pleasant Valley Drive**

Mr. McGill stated he spoke extensively at the Ways and Means Committee on his perceived overpayment of salaried employees which he followed-up with letters and calculation attachments. He asked if based on the submissions if the Dixon, Hughes, Goodman or Council will consider extending the forensic audit back to at lease 2011.

Mr. McGill called attention to the four employees that were identified in the forensic audit as having received overpayments. He noted that he was in receipt of three repayment agreements but had not yet received the fourth.

**XIV. Council Member Comments:**

None

***Mayor Lipuma made a motion to move into Executive Session to discuss a personnel matter of employment, disposition of accrued employee benefits, appointment, compensation,***

*promotion, demotion, discipline or release of an employee by a public body, to receive a status report and legal advice on the claims process regarding loss of public monies as set forth in the Forensic Accounting Report, and to seek legal advice on Kiawah Island Community Association lease. The motion was seconded by Mr. Labriola and was unanimously passed.*

**XV. Executive Session:**

- A.** To discuss a personnel matter of employment, disposition of accrued employee benefits, appointment, compensation, promotion, demotion, discipline or release of an employee by a public body.
- B.** To receive a status report and legal advice on the claims process regarding loss of public monies as set forth in the Forensic Accounting Report
- C.** Seek legal advice on Kiawah Island Community Association lease

*Mayor Lipuma made a motion to move from Executive Session back to Regular Session. The Motion was seconded by Mr. Labriola and was unanimously passed.*

Upon returning from Executive Session, Mayor Lipuma stated that no votes were taken, and no decisions were made or actions taken that would bind the town to a particular course of action.

**XVI. Adjournment:**

*Mrs. Johnson motioned to adjourn the meeting at 5:26 pm. The motion was seconded by Mr. Weaver and carried unanimously.*

Submitted by,

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**Petra S. Reynolds, Town Clerk**

Approved by,

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**Charles R. Lipuma, Mayor**

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Date

**TOWN COUNCIL SPECIAL MEETING**  
**Kiawah Island Municipal Center**  
**Council Chambers**  
**December 8, 2015; 2:00 PM**

**AGENDA**

- I. **Call to Order:** Mayor Lipuma called the meeting to order at 2:05 pm
- II. **Pledge of Allegiance**
- III. **FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.
- IV. **Roll Call:**
  - Present: Charles R. Lipuma, Mayor  
John D. Labriola, Mayor Pro-Tempore  
Mary Q. Johnson  
John Wilson
  - Absent: Craig Weaver  
Dennis Rhoad, Town Attorney
  - Also Present: Stephanie Monroe Tillerson, Town Administrator  
Petra Reynolds, Town Clerk
- V. **Approval of Minutes:**  
None
- VI. **Citizens' Presentations or Comments:**  
None
- VII. **Old Business:**  
None
- VIII. **New Business:**
  - A. Second Reading of **ORDINANCE 2015-08** - An Ordinance for the Town of Kiawah Island to Amend the Town of Kiawah Island's Comprehensive Plan  
  
Mayor Lipuma stated ORDINANCE 2015-08 had the required Public Hearing on November 24<sup>th</sup> and first reading at the December 1<sup>st</sup> Town Council meeting on where it was unanimously approved.  
  
*Mr. Labriola made a motion to approve the second reading of ORDINANCE 2015-08 - An Ordinance for the Town of Kiawah Island to Amend the Town of Kiawah Island's Comprehensive Plan. The motion was seconded by Mr. Wilson and unanimously passed.*
  - B. Annual Health Insurance Subsidy

Ms. Tillerson stated that Town Council reviews the employee health insurance subsidy annually. Currently, the Town provides a \$130.00 per employee-only subsidy for health insurance premiums with employees responsible for the full cost of any dependent or family coverage. Starting January 1, 2016, the monthly premium will increase for employee-only by \$1.38 per month. Ms. Tillerson requested the approval of a health insurance subsidy of \$131.00 for the employee only portion of the Health, Dental and Vision insurance coverage to become effective January 1, 2016.

Council members engaged in an in-depth discussion of the cost of medical benefits provided by the state plan with Blue Cross/Blue Shield. Clarification was made on the amounts that are directed by the state as the portion paid by the employer and the portion paid by the employee.

***Mr. Wilson made a motion to approve the 2016 Health Insurance Subsidy of \$131.00 of the Employee-Only coverage. The motion was seconded by Mr. Labriola and was unanimously passed.***

**IX. Citizen Comments:**

**Wendy Kulick – 38 Marsh Edge Lane**

Mrs. Kulick indicated that in her experience as a Human Recourse professional, each employee received annually, a statement that showed the total cost of the benefits paid for by the employer. She recommended the Town consider establishing such a policy if the Town does not already do so. She also stated that in her experience if an employee has to pay a share of the health insurance cost containment is significantly more effective.

**Dennis McGill – 100 Pleasant Valley Drive**

Mr. McGill obtained clarification on several questions concerning the annual health insurance subsidy.

**X. Adjournment:**

***Mr. Labriola motioned to adjourn the meeting at 2:30 pm. The motion was seconded by Mr. Wilson and carried unanimously.***

Submitted by,

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**Petra S. Reynolds, Town Clerk**

Approved by,

\_\_\_\_\_  
**Charles R. Lipuma, Mayor**

\_\_\_\_\_  
**Date**

**CHAPTER/ARTICLE/SECTION #:** Sec. 12-73 PD, Planned Development District  
**REASON FOR AMENDMENT:** Replace current definition for planned development that does not directly reference S.C. Code 1076, § 6-29-740 to allow more flexibility in the use of Planned Developments and modify the Purpose and Intent to clarify the ability to do a single use PD.

**DATE:** 11/19/2015

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**PROPOSED AMENDMENTS:**

**Sec. 12-73. - PD, Planned Development District.**

(a)

~~Definition. The term "planned development," is as defined by the South Carolina Local Government Comprehensive Planning Enabling Act of 1994, as amended, S.C. Code 1976, § 6-29-740 is a type of zoning district (PD) and a type of development plan. PD zoning districts are inextricably linked to planned development plans, in that no rights of development apply to a PD zoning designation other than those of the approved planned development plan.~~

(a) ***The South Carolina Local Government Comprehensive Planning Enabling Act of 1994, as amended (Planning Act) authorizes local governments to utilize zoning and planning techniques (not limited to those found in the Planning Act) for implementation of the goals specified in S.C. Code Ann. Section 6-29-720 (2007). The Town of Kiawah Island hereby establishes a zoning and planning technique called a "Planned Development" zoning district. The "Planned Development" zoning district incorporates provisions of the planning technique called "planned development district" referred to in the Planning Act and identified in this ordinance and the additional provisions found in this Article that expands, varies and/or differs from the provisions found in the references to planned development districts in the Planning Act. A "Planned Development," as applied herein, is a type of zoning district (PD) and a type of development plan. PD zoning districts are inextricably linked to Planned Development plans, in that no rights of development apply to a PD zoning designation other than those of the approved Planned Development plan.***

***Planned development provisions are intended to encourage innovative site planning for residential, commercial, institutional, and/or industrial developments within planned developments. Planned developments may provide for variations from other ordinances and the regulations of other established zoning districts concerning use, setbacks, lot size, density, bulk, and other requirements to accommodate flexibility in the arrangement of uses for the general purpose of promoting and protecting the public health, safety, and general welfare. A Planned Development as used in this ordinance is intended to apply the flexibility and variation provisions of the Planning Act provided in the planned development zoning district provision, along with the additional regulatory and procedural provisions of this Article.***

- (b) *Purpose and intent.* The purpose of this district is to promote development under a single overall plan pursuant to special regulations allowing broad land use and site design flexibility ***in development of property that proposes a single or multiple use(s)***. A planned development accommodates other than what could be accomplished under traditional zoning standards. It is intended to encourage flexibility in site design and building location; to encourage efficient land use, building patterns, circulation systems, and utility location; to preserve natural resources, landscape features and other amenities; and to encourage innovative design, architectural styles, building forms and site relationships. This district allows more flexibility in land use and site design while meeting the overall goals of the comprehensive plan.

For reference only:

### **South Carolina Code of Laws**

**Section 6-29-720** Zoning districts; matters regulated; uniformity; zoning techniques.

(4) "planned development district" or a development project comprised of housing of different types and densities and of compatible commercial uses, or shopping centers, office parks, and mixed-use developments. A planned development district is established by rezoning prior to development and is characterized by a unified site design for a mixed use development;

### **Section 6-29-740.** Planned development districts

In order to achieve the objectives of the comprehensive plan of the locality and to allow flexibility in development that will result in improved design, character, and quality of new mixed use developments and preserve natural and scenic features of open spaces, the local governing authority may provide for the establishment of planned development districts as amendments to a locally adopted zoning ordinance and official zoning map. The adopted planned development map is the zoning district map for the property. The planned development provisions must encourage innovative site planning for residential, commercial, institutional, and industrial developments within planned development districts. Planned development districts may provide for variations from other ordinances and the regulations of other established zoning districts concerning use, setbacks, lot size, density, bulk, and other requirements to accommodate flexibility in the arrangement of uses for the general purpose of promoting and protecting the public health, safety, and general welfare. Amendments to a planned development district may be authorized by ordinance of the governing authority after recommendation from the planning commission. These amendments constitute zoning ordinance amendments and must follow prescribed procedures for the amendments. The adopted plan may include a method for minor modifications to the site plan or development provisions



## Chapter 5; Section 2-505 - Town Treasurer

- a) At the first regular meeting of the council following the inauguration meeting, the council shall appoint an officer to be known as the town treasurer, who shall hold office at the pleasure of council or until a successor is duly appointed and qualified.
- b) Before entering upon the duties of office, the town treasurer shall enter into a bond in such sum as shall be approved by the council for the faithful performance of the duties of the office.
- c) The town treasurer shall perform the following duties:
  - 1) Collect all claims and accounts that may be due and payable to the town;
  - 2) Receive all money belonging to the town;
  - 3) Issue all licenses and badges for which provision may be made and collect all fees for licenses that may be imposed;
  - 4) Pay all bills owed by the town when approved by council;
  - 5) Deposit funds in banks as designated by council;
  - 6) Make statements as to the financial condition of the town as ordered by the council;
  - 7) Keep account of all money and accounts and inventories of town property, real and personal, and report to council as requested;
  - 8) Maintain a record of all town capital assets;
  - 9) Prepare a town budget as requested by the town; and
  - 10) Perform such other duties as may be required by the council.

(Code 1993, § 2-505)

**State law reference** - Municipal treasurer, S.C. Code of Laws 1976, § 5-9-40



## **Scott Malcolm Parker, MD**

28 Salt Cedar Lane  
Kiawah Island, SC 29455  
[Scparker6753@gmail.com](mailto:Scparker6753@gmail.com)

[864-275-9590](tel:864-275-9590) (home)

### **EDUCATION**

Fellow, Surgical Pathology, Methodist Hospital, Indianapolis, IN 1988-1989  
Chief Resident, Pathology, Methodist Hospital, Indianapolis, IN 1988  
Pathology, Methodist Hospital, Indianapolis, IN 1984-1988  
Internal Medicine, Indiana University Medical Center, Indianapolis, IN 1980-1981  
Internal Medicine, University of Louisville, KY 1978-1980  
University of Texas Medical Branch at Galveston, TX 1978  
Southwestern University, Georgetown, TX 1971-1974

### **BOARD CERTIFICATIONS**

Diplomat, American Board of Internal Medicine- Time Unlimited September 16, 1981  
Diplomat, American Board of Pathology, AP/CP- Time Unlimited May 21, 1988

### **PROFESSIONAL EXPERIENCE**

**Baptist Easley Hospital &  
Greenville Hospital System  
Pathology Associates**

**Easley, SC 2002-2012  
Greenville, SC 2002-2010**

MEDICAL DIRECTOR (2007-2012- retired February 10, 2012)  
MEDICAL DIRECTOR, CLINICAL QUALITY AND PATIENT SAFETY (2005-2007)  
MEDICAL DIRECTOR, LABORATORY (2002-2010)

- Serves as a liaison between Hospital leadership and the organized Medical Staff to develop, coordinate, and implement ongoing quality and patient safety initiatives. Responsible for Baptist Easley Hospital and Greenville Hospital System clinical integration initiatives, and various educational and research activities of the Medical Staff. Other duties include:
- Serves as a member of the Medical Executive Committee (The MEC is delegated the primary authority by the Board for monitoring patient care, Practitioner performance in the Hospital and the function of governance of the Medical Staff)
- Serves as an ex officio member of all Medical Staff committees
- Provides medical leadership and direction to risk, quality, and safety areas. Leads the conversion to evidence-based medicine. Ensures that medical staff efforts meet or exceed standards of the various accrediting and approving bodies.
- Provides leadership in the coordination of Hospital's medical and administrative policies
- Assists in the implementation and enforcement of the Medical Staff Bylaws, policies and procedures
- Serves as liaison with outside organizations about issues such as marketing, consumer affairs, public relations, community support as requested.
- Monitors physician and group patterns, presents data, analysis and interpretation to physicians, hospital committees, and governance Board for review.
- Works with hospital leadership to facilitate cost containment and improvement initiatives as needed.

- Serves as the primary authority for dealing with all medical staff performance matters and concerns and performs such other duties as may be requested by the Chief Executive Officer and Hospital Board of Directors.

#### PALMETTO HEALTH INITIATIVES

#### GREENVILLE HOSPITAL INITIATIVES

- Served as Leader for Intercampus (three hospital system) projects including:
  - Credentialing Committee for medical staff
  - Steering Committee for Epi-Center Strategic Planning which mapped and instituted the Electronic Medical Record for all three system campuses.
  - Quality Improvement Coordinating Council
  - Medical Reconciliation process for the Easley campus
  - Quality Steering Committee for the Easley campus
- Lead and Managed the process to move all Laboratory Policies and Procedures to On-line Manuals
- Instituted and manages all CME credit offerings for medical staff in conjunction with Palmetto Health and Greenville Hospital System
- Lead initiative to develop a Patient Transfer System from Baptist Easley to Greenville Hospital to ensure care is delivered at the appropriate site

#### MEDICAL STAFF INITIATIVES

- Reorganized the Physician led Quality Coordinating Council to serve as the Hospital's performance improvement committee through monitoring and evaluating the quality and appropriateness of patient care
- Re-structured and led the revision of the Medical Staff bylaws, the revision of Medical Staff rules and regulations, and the restructure of the overall Credentialing Process for medical staff
- Instituted and managed the Physician Peer Review process prior to its regulatory requirement
- Developed and managed the Standards of Behavior for the Medical Staff including instituting and administration of a disruptive physician behavior policy
- Created and monitors a Physician Portal within the hospital intranet to allow physicians to access all appropriate information within one file access
- Responsible for personnel issues with medical staff and serves as Physician Administrator for the Hospitalist and Emergency Department contract physician staff
- Leads standardization of equipment and overall medical services based on financial impacts to the hospital
- Leads all strategic planning initiatives for Medical Services and serves as representative for Baptist Easley's overall strategic plan in healthcare assessment of both landscape and regulatory matters
- Developed a Medical Director role and responsibilities for physician oversight of the employed physician network at Baptist Easley
- Developed and leads a Physician Leadership Team
- Membership in Medical Staff Committees
  - Medical Executive Committee (2005-Present)
  - Quality Coordinating Council (2004-Present)
  - Credentialing Committee (2005-Present)

#### SPECIAL INITIATIVES-QUALITY

- Serves as lead on all quality initiatives and developed programs and protocols to comply with the Institute for Healthcare Improvement program such as; Ventilator Associated Pneumonias, Central Line Infection Rates, Pressure Ulcer Preventions, Glycemic Controls,

Patient Falls, and the innovative policy for MRSA screening for patients prior to admittance. This resulted in an overall reduction in HSMR (patient mortality) of 100 points.

- Instituted and performs Patient Safety Rounds with clinical staff to address any potential safety issues with respect to patient care.
- Lead laboratory initiative to reduce false positive blood culture reductions from 6.5 to 1
- Implemented and oversees four pioneering programs for Baptist Easley that include;
  - Tele psychiatry
  - Tele neurology
  - Peripherally Inserted Central Catheter
  - Wound Program
- Designed and developed the Rapid Response and Code Team to address mortality of patients
- Co-leads the Baldrige Quality Award processes for new quality initiatives and innovations for Baptist Easley
- Led Hospital wide initiative to adopt and adapt the WHO Safe Surgery Checklist in all Operating Rooms for all Cases (2010)

#### SPECIAL INITIATIVES-COMMUNITY

- Served as a Board Member of the hospital Foundation Board which directed funding for specific clinical and patient related projects.
- Assisted in developing and managing the Community Advisory Board for the hospital to establish a communication method and forum for hospital leaders to obtain feedback from community members with regard to current and future services
- Established initiatives that lead to improved physician engagement and then presented a Physician Engagement Program for the International Conference on What's Right in Healthcare in Orlando, FL and for the National Press Ganey Conference in Baltimore, MD
- Serves as Medical Risk Officer for Palmetto Health Trust Services
- Member of South Carolina Leadership Council (statewide physician group of hospital medical directors)

#### **Colab, Inc.**

**Indianapolis, IN (1995-1997)**

OWNER/PARTNER-Managing Partner (1993-1995)

*(Lead the creation of Colab, Inc. which was a merger of three competing pathology groups in Indianapolis) RETIRED IN 1997*

#### **Laboratory Physician Inc.**

**Indianapolis, IN (1989-1995)**

PATHOLOGIST/PARTNER-Managing Partner (1993-1995)

#### **Midwest Medical Corporation**

**Indianapolis, IN (1981-1984)**

PHYSICIAN-INTERNAL MEDICINE AND EMERGENCY MEDICINE

**REFERENCES AVAILABLE UPON REQUEST**

