

WAYS & MEANS COMMITTEE MEETING
Kiawah Island Municipal Center
Council Chambers
July 26, 2016; 2:00 PM

AGENDA

I. **Call to Order:** *Mr. Labriola called the meeting to order at 2:00pm.*

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

By Phone: Mary Q. Johnson

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

V. **Approval of Minutes:**

A. Ways & Means Committee Meeting of June 28, 2016

Mayor Lipuma motioned to approve the minutes of the June 28, 2016 Ways and Means Committee Meeting. The motion was seconded by Mr. Wilson.

Mr. Weaver requested a revision be made to his response to Mrs. Kulick's *Citizen's Comment* regarding Town/KICA cooperation in the event of any emergency. For better clarification of the response should be rewritten to reflect that the Town has an MOU (Memorandum of Understanding) in place with KICA which addresses the ***shared responsibilities*** for the removal of debris.

Following further discussion, the minutes were unanimously approved as amended

VI. **Citizens' Comments: (Agenda Items only)**

Dennis McGill – Pleasant Valley Drive

Mr. McGill stated salary and merit increase should be formally approved by a public vote of Council. He noted that while discussed in Executive Session at a Ways and Means Committee Meeting, the minutes reflect that a 2.5% across the board increase was recommended to Council for approval but was not presented to Council. He also noted some of the salary increases which began in July exceeded the 2.5% recommendation.

Mr. Labriola reminded everyone that at this point comments are limited to agenda items only and general comments be held until the later comment period.

VII. Presentations

- A. Charleston Area Regional Transportation Authority (CARTA)**
- Draft of the FY 2017 Budget

Mr. Jeff Burns explained CARTA (Charleston Area Regional Transportation Authority) was now under the direction of the Berkeley-Charleston-Dorchester Council of Governments (BCDCOGS) and oversees its operations. He gave a brief overview of the presented FY 2017 CARTA Budget. He noted the budget had an 11% increase over the previous year and included a number of capital projects which included the entire construction of the intermodal center. He reviewed and outline of the basic operations of CARTA and responded to questions and comments from members of Council.

Mr. Wilson made a motion to recommend to Council the approval of the CARTA FY 2017 Budget. The motion was seconded by Mayor Lipuma and unanimously passed.

VIII. Old Business:

None

IX. New Business:

- A. Potential financing structure of the New Municipal Center**

Mr. Labriola gave background on the meetings that have taken place on the sale of the building to KICA. He stated that one of the contingencies in the sales agreement was a zoning change. Mr. Labriola further explained the zoning amendment would be presented to Council for consideration and felt it would be helpful for the Committee to understand the financial implication of not selling the building. He requested Mrs. Szubert and Ms. Tillerson prepare a worksheet to review the financing structure of the Municipal Center without the sale of the current building.

Mrs. Szubert presented two scenarios with assumptions and a comparison of the scenarios to the originally projected three-year model discussed last year. Members engaged in a detailed discussion of the assumptions and the rate of return should the building be retained as an investment, rented and managed by the Town.

- B. FY2016-2017 Deputy Coverage Contract**

Mr. Weaver stated the Town has a long relationship with the Charleston County Sheriff's Office (CCSO) through the contracting of off-duty deputies to provide 24-hour coverage, 7 days per week, year round for the Town of Kiawah Island. The contract provides for four deputies, 2 at Freshfields, and 2 on the Island, three shifts per day.

Weaver stated a small Public Safety Committee (PSC) work included representatives of PSC, Freshfields, Charleston County Sheriff's Office (CCSO), and Mr. Lameo. The primary focus of the workgroup was to review the number and placement of the deputies. The recommendation was

made, and approved by the PSC, for a reduction of one deputy on shifts 1 and 3 only at Freshfields. The recommended metrics would have three deputies on shifts 1 and 3 (one at Freshfields and two on the Island) and four Deputies on shift 2, which is considered peak time split evenly between Freshfields and the Island.

Mr. Weaver discussed the \$30.00 per hour payment rate that is currently paid to the two coordinators who handle the scheduling and coordination of the deputies. The determination was made that they were taking on many of the shifts in order to obtain the compensation, thereby causing a considerable overtime expense. To separate compensation for work as a coordinator from work as a deputy the recommendation was made to have a lump sum annual compensation for time spent on coordination duties (\$16,000 for Captain Martin and \$10,000 for Lt. Brokaw) and the regular rate of \$25.00 for work done as a patrol deputy. In an effort to better cap on overtime, Mr. Lameo will be notified by the coordinator in advance if overtime is needed for approval.

Mr. Weaver made a motion to recommend Town Council approve the PSC recommendation for a reduction of one Deputy on shifts 1 and 3 only at Freshfields on the 2016-2017 contract. Mayor Lipuma seconded the motion.

Members discussed the management of deputy overtime and if funds have been budgeted for overtime. Mr. Labriola expressed his concern with the possible consequences of having less of a deputy presence. He would not support changing the level security that Kiawah has been known for and families have come to expect.

Following the discussion, the motion was passed by a 4 to 1 vote with Mr. Labriola voting No.

Mr. Weaver made a motion to recommend Town Council approve the pay schedule as described in the Charleston County Sheriff's Office Stipulation of Contract. Mayor Lipuma seconded the motion.

Mrs. Johnson asked for clarification on the term of the contract, managing of deputies overlapping shifts and if there is need for more specific language in the contract. Mr. Weaver and Ms. Tillerson responded by stating the contract was for one year and the overlapping shifts had been addressed and they saw no need to add additional language at this time.

Following the discussion, the motion was unanimously passed.

Mr. Weaver made a motion to recommend Town Council approve the Charleston County Sheriff's Office FY2016-2017 Deputy Coverage Contract. The motion was seconded by Mayor Lipuma and was unanimously passed.

X. Chairman's Report:

Mr. Lameo gave an update on the Carolina Waste RFID bar-code system approved by Council last month. He stated there was a confusion on the cost; the \$8,400.00 cost that was to be annually was actually monthly. He told Carolina Waste he was confident that Council would not approve the increased cost.

Mr. Lameo reported that as of September 1st the recycling facility in North Charleston will be closing forcing the transportation of all recycling to Columbia. Base on a current contract with Seabrook Island, Carolina Waste estimates the cost increase to the Town will be at a rate of approximately \$52.00 per ton or an additional \$2,000.00 per month. Mr. Lameo indicated Carolina Waste still has one year left on the current contract so it would be reviewed.

XI. Treasurer's Report:

A. June 2016 Budget to Actuals

Mrs. Szubert presented the June 2016 Budget to Actuals reminding that the report was prepared on a cash basis. She added that the auditors would be coming in next week and the financial statement they prepare are on an accrual basis.

Mrs. Szubert gave an overview of the report stating it was as expected and has been discussed for several months; Revenues were under budgeted and Professional Services was very over budget due to the forensic audit, legal services and continuation of services from SAFEbuilt. She noted a sub-schedule was made to reflect large items that were designated in the FY2015-2016 budget but not funded. The fund balance would be restricted for those amounts.

Following discussion Mr. Labriola stated that with all things considered the Town had still had a good year with a total revenue of approximately \$1.5 million.

XII. Citizen Comments:

Wendy Kulick – 38 Marsh Edge Lane

Mrs. Kulick comments:

- She was not clear on the clarification Mr. Weaver requested in the minutes.
- She called attention to an article in the Post and Courier which told of the arrest of two MUSC employees accused of altering payroll that were arrested and released on bail. She wondered why the article was not about the Town's former Treasurer and Administrator.
- Since the Town has chosen to involve itself in the discussion of Johns Island road issues she suggested the Town look closely at the CARTA budget to see if there are any areas in which the Town may find items that could potentially be beneficial for the residents of Johns Island.
- She suggested the Town contact the Resort, who recycles everything, to find out how they will be handling their recycling.
- In respect to the Town's potential sale to the Community Association, she encouraged both entities to not be inflexible while looking for a resolution and reminded Council that everyone was a member of KICA and any decision made would affect all.

Dennis McGill – 10 Pleasant Valley Drive

Mr. McGill asked if the current month was July on Mrs. Szubert's presentation of Budget to Actuals.

Mrs. Szubert indicted the report was for the month ending in June.

Mr. McGill commented that he was under the opinion the sale agreement for the sale of the building would be vetted by the Ways and Means Committee before it was presented to Council. He spoke to the contract approval process on a check sent to Mr. Rhoad and the approval of the agreement for the payment of that check.

Ms. Tillerson stated the explanation for the check had been sent to Mr. McGill via email.

XIII. Committee Member's Comments:

John Wilson - No additional comments

Mayor Lipuma reported that he, Paul Roberts, and Seabrook Mayor Ciancio attended a meeting with Charleston Mayor Tecklenberg, his staff, Charleston Councilman Marvin Wagner and Josh Martin. The objective of the meeting was a review the comparison of widening of Main, Bohicket, and River Road verses the construction of a Greenway or expressway across Johns Island. The meeting also included discussion of the impact of construction on Johns Island, alternatives, and the future of the completion of I-526.

Mrs. Johnson - No additional comments

Mr. Weaver explained to Mrs. Kulick the reason for his request to revise the response to her question in the June Ways and Means Minutes.

XIV. Adjournment:

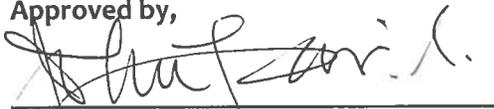
Mayor Lipuma made a motion to adjourn the meeting at 3:30 pm. The motion was seconded by Mr. Wilson and unanimously approved.

Submitted by,



Petra S. Reynolds, Town Clerk

Approved by,



John D. Labriola, Mayor Pro Tempore

9-1-2014

Date