

**PUBLIC SAFETY COMMITTEE**  
9:30 a.m., Tuesday, March 3, 2015

The regular meeting of the Public Safety Committee was called to order at 9:30 a.m., Tuesday, March 3, 2015 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Bergwerf and Carroll, Chair Bettelli, City Administrator Tucker, Fire Chief Graham, Police Chief Buckhannon, Assistant Administrator Dziuban and Clerk Copeland; a quorum was present to conduct business.

1. Chair Bettelli called the meeting to order and acknowledged that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.

2. **Approval of Previous Meeting's Minutes**

**MOTION: Councilmember Carroll moved to approve the minutes of the regular meeting of February 12, 2015 as submitted; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.**

3. **Citizens' Comments**

4. **Old Business – Discussion of Amendment to City's Noise Ordinance**

**Jay Clarke and Carla Pope with Proposal from Morgan Creek Grill**

Jay Clarke and Carla Pope, owner and Director of Operations, respectively, of Morgan Creek Grill (MCG), distributed a letter from an acoustical consultant and a noise abatement proposal; Mr. Clarke read the proposal into the minutes. (A copy of the proposal is attached to the historical record of the meeting.) Mr. Clarke introduced Dale Gould, an acoustical consultant, they have hired to assist with sound mitigation in order to resume the outdoor entertainment at the restaurant. (A letter from Mr. Gould is attached to the historical record of the meeting.) The recommendations they made to the Committee were:

- Reconfigure/reconstruct stage area to accommodate soundproofing materials;
- Purchase and install appropriate amplification system with devices allowing MCG to directly control music levels;
- Install additional soundproofing/absorbing materials as directed in areas of the property;
- Continue to aggressively monitor and document the sound levels on and adjacent to MCG, primarily with the use of a decibel meter; and
- Rene Russell, MCG Music Manager and musician, will set and enforce the parameters for the types of musicians employed by MCG.

Features of the testing proposal were as follows:

- All testing will be done prior to the 8:00 p.m. hour;
- Testing will involve both amplified recorded music and amplified musicians;
- Management of MCG intends to contact local residents and neighborhood groups to inform of this test period and to allow discussion with them on any additional recommendations;
- Assuming the test period concludes successfully, MCG plans to begin booking musicians while continuing to monitor noise levels as necessary.

Mr. Gould informed the Committee that his business has operated for twenty (20) years in Charleston; he stated that his company has a lot of experience with situations such as this.

In the letter Mr. Gould sent to Mr. Clarke and Ms. Pope, he suggested constructing a sound barrier for the entertainment venue that would provide for a substantial noise reduction; the sound barrier will provide a positive attenuation of sound which will result in noise levels well below acceptable parameters. Additionally, sound absorbing material will be employed that will reduce direct and reflected sound and further reduce the transmission of sound; the material is designed to absorb omni-directional bass notes. Mr. Gould concluded the letter stating that the completion of the sound barrier will result in a reduction of sound pressure levels on the affected well below the CBA level of normal conversation.

Mr. Clarke remarked to the Committee that he would not be doing this if he did not think he would be successful.

Ms. Pope explained that the tent will no longer be used. The stage will be in a structure engineered with the assistance of Mr. Gould and constructed by Mr. Clarke; Ms. Pope stated that they would not be going to this expense if the engineers with whom she has spoken had not assured that this plan would work and has been implemented numerous times.

Responding to Chair Bettelli's request for some idea of what the stage area would look like, Mr. Clarke said the stage area will be smaller with the back blocked with soundproofing; he anticipates the structure to be of minimal size so as not to interfere with the views from the lawn area. Mr. Clarke indicated that the structure would be a small, angular stage with wings to the sides and a roof system with soundproofing – a frame to hold up the soundproofing materials. In addition, he plans for the structure to be modular, two maybe three (2-3) pieces, so it can be unbolted and removed in the event it does not work or for an impending storm event, etc.

Mr. Gould said that the walls would have many layers with de-coupling systems to keep the transfer of sound from one (1) board to another.

Ms. Pope identified Mr. Gould as the acoustical consultant who had done the sound engineering research on Waterway Island for the residents that has been presented to the Committee at an earlier meeting.

When Councilmember Bergwerf asked about the timeframe for this structure, Mr. Clarke stated that he would start to work as soon as he could complete the engineering and get a crew working.

Councilmember Carroll asked if the shell were to be pointed in one direction and only non-amplified acoustic music was played, would that help people of a one hundred foot (100 ft.) radius to hear it.

Mr. Gould responded that the sound absorbing material is designed to absorb bass notes which are omni-directional and answered that it would not add to the range of non-amplified acoustic music.

Mr. Gould offered an aerial photograph of Morgan Creek Grill and Waterway Island Drive, a distance of four hundred twenty-eight feet (428 ft.). (A copy is attached to the historical record of the meeting.)

Mr. Clarke reiterated that, if it becomes necessary in order to resolve this matter, Rene Russell, Music Director at the restaurant, could limit accordingly the types of musicians hired to perform.

Mr. Clarke also stated that he would like to proceed with the plan as soon as possible, and he asked if it was necessary to take the plan to City Council for approval before it could be implemented. He asked whether a Special Meeting could be held.

Administrator Tucker applauded the efforts made to-date; Morgan Creek Grill's commitment to outdoor music was evident by the people hired to resolve the problem while not disturbing the neighbors. In her opinion, the proposal lacked the specific points that this Committee had requested in the February meeting. The Administrator stated that the Committee needs the identification of MCG's goal during the test period, i.e. to prove that MCG could continue outdoor music at the site and put mechanisms in place so as not to bother the neighbors. The test period should be identified and what things would occur during the test period; the proposal should also include how the noise levels would be measured. Part of the measurement has to be working with the neighbors immediately during or after a test period performance to learn whether they were disturbed in their homes. Irrespective of the measures put in place to gauge the noise, if the quiet and repose of the neighbors, specifically those living on Waterway Island Drive and Yacht Harbor, have been disturbed, the test has failed. In addition, the proposal should include the types of groups that would be booked and show both the objective testing on whether the plan was working and the subjective testing. The test period should also include a final report stating what was learned.

Chair Bettelli commented that the Committee does not have a plan, but a listing of the mechanisms that would be employed during a test period to mitigate the noise.

The Administrator said that Council would make a final decision about whether or not the test period succeeded in mitigating the noise to the surrounding neighbors.

Mr. Clarke responded that, in his opinion the test period has started, and, with a few more meetings with the consultants, they will determine what the end of the period will be. As for specific bookings to perform during the test period, Mr. Clarke indicated that they cannot commit to a fixed schedule until they see whether or not the plan would be accepted; he commented that he looked to the City to be somewhat patient and to work with them. What he would recommend to satisfy the Administrator's needs is to keep everyone notified every step along the way; if a failure occurs, MCG would stop and re-evaluate what was done and what could be changed in order to succeed the next time. He stated that he anticipated Mr. Gould to provide MCG with a comprehensive plan for the sound testing; he indicated that MCG would approach the neighborhood as well as possible – he said that they would be asking residents to allow them to come into their homes to take decibel readings. He questioned how long it would take for MCG to provide all of the specifics other than to agree to inform the Committee members

and City Administrator on a daily basis via email what is happening; MCG could also communicate with the neighbors via email.

Chair Bettelli stated that the Committee was looking to have a timeframe on testing.

Ms. Russell noted that, in order to proceed with testing, the structure must be built, and, when it would be available was yet to be determined. To which the Administrator responded that when the structure was built would be the start date.

Mr. Clarke stated that MCG wanted to be certain that testing could begin once the structure was constructed.

Councilmember Carroll said that the issue was a matter of quality of life for the residents and that the rules would not change during the test period.

Chair Bettelli added that the City's responsibility was to assure residents have a good quality of life on the island.

The Administrator reiterated that MCG had not presented the Committee with a specific plan on paper stating start and end dates, how the noise would be measured and the results of the measurements.

Ms. Pope indicated that MCG could provide a plan with the specifics requested and to send it to Administrator Tucker; she commented that she would tweak the plan, if necessary, before presenting it to the Committee and recommended holding a Special Meeting before the Council meeting.

Ray Gay, 6 Intracoastal Court, said that he lived close to MCG and that he does not find the current level objectionable in any way; he noted that he does have a thick vegetative buffer and must go outside "to enjoy the music;" therefore, he voiced his support for MCG and its music program. He expressed the opinion that responses up to this time have been emotional, but now a scientific measure would be applied. Mr. Gay added that he was a retired engineer who has worked on a number of large projects that involved acoustical design and installation, and he was confident that, if done properly, the outdoor music at MCG could be controlled. He encouraged this Committee and City Council to support Morgan Creek Grill's proposal, but he agreed that a plan was lacking from their presentation. He offered his services to Morgan Creek Grill, if wanted, to guide them in making a plan, to assist with scheduling; he voiced his opinion that this was the path to a resolution for the problem. If the goal of some people is to have zero noise, it was not an attainable goal. He noted that an acceptable noise level must be defined.

Dolly Cannon, 36 Intracoastal Court, expressed her agreement with Mr. Gay; she reported that several months ago an email had gone out about noise at Morgan Creek Grill. She indicated that she had read all of the responses and that most of them described MCG as a family restaurant and they did not have a problem with the noise, but if the music could be turned down a little for those who do not, that would be acceptable. She said that she enjoys taking

her grandchildren to MCG and that the residents of Intracoastal Court “love hearing the music.”

She concluded by saying that, if this issue causes MCG to close, the City would find it difficult “to rent the restaurant to someone else.”

**8. Executive Session** to receive legal advice related to potential claims concerning the City’s noise ordinance.

**MOTION: Councilmember Bergwerf moved to go into Executive Session for the reason stated above at 10:13 a.m.; Councilmember Carroll seconded and the motion PASSED UNANIMOUSLY.**

The Committee returned to regular session at 10:45 a.m.; Chair Bettelli announced that the Committee had not taken a vote or any other action while in Executive Session.

Chair Bettelli state that the next step for Morgan Creek Grill was to present a written plan in advance of the Special Meeting that could potentially be recommended to City Council for its approval; the plan should include the start and end dates for the test period and the names of the groups that would perform during the test. The Committee encouraged involving the surrounding neighborhoods in the test process; the test period would be named as a City-sponsored event, which requires Council approval.

Administrator Tucker informed Mr. Clarke and Ms. Pope that a neighbor, Ray Gay, had offered his services to Morgan Creek Grill.

The Administrator stated that the Public Safety Committee would hold a Special Meeting at 9:30 a.m. on Tuesday, March 10, 2015 in the City Hall Conference Room.

Ms. Russell commented that musical entertainment at MCG normally runs for three (3) hours, but asked whether she should shorten performances during the test period; she indicated that testing would not require for full show.

Councilmember Carroll thought that the performances during the test period should mimic regular shows. He added that, although these performances would be City-sponsored events, the noise ordinance would still apply.

**5. New Business**

**A. Discussion of Hazardous Drainage Ditch in 2900 Block of Palm Boulevard**

The Administrator stated that this item of business had been referred to the Committee from the Public Works Committee; at their meeting, Gail Bridgham of 2908 Palm Boulevard appeared to address the drainage ditch in the ocean-side right-of-way as it related to flooding in the area. Ms. Bridgham reported of having to pull cars out of that ditch on multiple occasions because drivers do not see the ditch as they ae parking. The Public Works Committee asked inclusion on the *Agenda* to discuss and to decide if anything should be done about the ditch, and the

Administrator added that, if the City were to do away with the drainage ditch, the flooding in that area would be worse.

Councilmember Carroll noted that Palm Boulevard is a SCDOT road; therefore, the ditch was their responsibility.

The Administrator reported that she has contacted SCDOT to make them aware of the flooding and requested assistance from them; in addition, the Public Works Committee directed staff to place sand-shell in the ditch to stabilize it. The sand-shell is on order, but it will not solve problem referred to this Committee; Administrator Tucker added that there is no infrastructure there.

Chair Bettelli commented that the most obvious solution was to prevent parking there, but he asked Chief Buckhannon for another solution.

The Chief reported that he was not aware of any Police Department personnel pulling a vehicle out of that ditch, and Chief Graham said that a truck may have been riding by, but she did remember personnel pulling a car out of a ditch somewhere on Palm Boulevard.

Councilmember Carroll asked whether the Administrator thought that the individual members of the Committee should contact SCDOT about this block of Palm.

Chief Buckhannon stated that a WATER ON THE ROAD sign was along there to warn drivers.

Chair Bettelli suggested that the Committee wait to see what the results of putting sand-shell in the ditch was and to follow-up then based on those results.

## **B. Review of Fire and Police Departments Proposed FY16 Capital and Expense Budgets**

### **Police Department General Fund**

Assistant Dziuban initiated the review with items that are included in both budgets including the following:

- Wages reflect two (2) additional holidays and a six percent (6%) merit pool plus the following five (5) lines, fringes, are functions of wages and reflect the appropriate increases;
- Staff has anticipated an eight percent (8%) increase in group health insurance;
- A reduction in Vehicle Fuel and Oil, reflecting twelve months' actual usage and a lower per gallon cost;
- Electricity and Gas has been increased to reflect the two percent (2%) increase in SCE&G franchise fees;
- Part of the increase to Telephone and Cable is for additional bandwidth that is already needed because personnel are having interruptions to phone service and very slow
- running computers;

- Water and Sewer were decreased in spite of a rate increase in sewer fees; and
- Insurance costs have been increased due to the one-time accounting correction taken in FY15 that will not be repeated and an annual increase to premiums for property, liability and flood insurance.

The Personnel Committee voted to re-instate the cost of living increases (COLA), but the net effect of their recommendation remains a total of six percent (6%) pool for wage increases.

Administrator Tucker explained that the wages number will be slightly different in the next version of the budget because the COLA would apply to all City personnel while the merit would only apply to those positions that are eligible for a merit for the evaluation period.

Responding to Councilmember Carroll's questions, Assistant Dziuban stated that the CPI index that would apply to COLA was one point six two percent (1.62%) and noted that the addition of two (2) holidays would have no financial effect on total wages for General Government, the Building Department, Public Works and the Recreation Department. Since both the Fire and Police Departments must employ shifts, additional holidays would have a financial impact on their budgets; for the Police Department, that impact was approximately eight thousand dollars (\$8,000).

Workers' Compensation has been increased to include an experience modifier and the impact of not having the one-time accounting adjustment to insurance premiums taken in FY15.

Despite the fact that this is not an accreditation year for the City, Meetings and Seminars expense has been increased because the CALEA conference will be held in North Charleston, and the IOP Police Department will be participating in it.

Vehicle Maintenance has been increased based on actual expenses.

Maintenance and Service Contracts were increased due to an increase in the cost to pressure wash, an increase in the cost of the Sonitrol panic alarm in Interview Room #2, a modest increase for the annual network security monitoring service, and a new expense for annual service on the surveillance system which was previously under warranty.

This budget has a significant decrease for Contracted Services since FY16 is the final year of the agreement with Charleston County relative to the City's transition to Consolidated Dispatch.

Overall, the Police Department's budget for FY16 is one percent (1%) less than in FY15.

### **Parking Meter Department**

The key to the increase in wages is an increase in the per hour pay rate for BSOs in an effort to attract applicants who can pass the necessary testing required for the job; the number of BSOs has not increased from six (6).

Councilmember Carroll noted that the City did not have a full complement of BSOs this past season. Chief Buckhannon stated that he does not anticipate starting or ending the season with six (6) BSOs; he concurred that the Department did not have a full complement at any time this past season.

Administrator Tucker added that the wages as they appear do not take into effect the City's parking management plan.

Assistant Dziuban commented that the increases in FICA expense is due to the increase in wages and the increase to Workers Compensation is primarily due to an increased experience modifier for FY16.

Chief Buckhannon described a ruggedized data terminal as a computer that can withstand a fall of three to four feet (3-4 ft.), is water and spill resistant, has a special screen that does not shatter as easily, can be seen better in sunlight, and has better dimming capabilities in low light situations than a standard laptop. These are the laptops that are mounted in patrol vehicles, but not permanently attached; the Department has five (5) that are rotated between the vehicles.

### **Capital Projects**

The Capital Outlay would replace one (1) four-wheel (4-wheel) drive vehicle and, if failure, the replacement of the recording equipment for the non-emergency line for dispatch.

### **Municipal Accommodations Fee Fund Expenditures**

Police Department expenditures assigned to this fund are two (2) in-car digital cameras, one (1) ruggedized mobile data terminal and one four wheel (4 wheel) drive patrol vehicle.

### **Hospitality Tax Fund Expenditures**

The replacement of two (2) patrol vehicle radar units and one (1) patrol sedan would be paid from this fund.

### **State Accommodations Tax Fund Expenditures**

The only items to be funded by this fund are the scheduled annual replacement of body armor.

### **Federal and State Narcotics Funds**

Assistant Dziuban stated that these funds have not been active for some time, and the City wants to phase them out. Expenditures attributed to them in the FY16 budget are one (1) detective's uniform from the federal fund and twenty (20) new rifles and uniforms from the state fund.

Chief Buckhannon indicated that he plans to replace the Department's shotguns, that were purchased in the late 1980s and early 1990s, with a patrol rifle that the officers find easier to



shoot and can attain better accuracy. When asked the caliber of the rifles, Captain Usry said they would be either 223s or 556s.

### **Victims Assistance Fund**

Revenues of ten thousand dollars (\$10,000) are projected based on twelve (12) months actual, and the budgeted expenditures mirror those of FY15.

### **10-Year Capital Plan**

Assistant Dziuban directed attention to Special Projects that include the parking management plan both the signage and the cost of operating the program, neither of which have a dollar amount attached to them. Staff is hopeful that accurate numbers will be available before the budget would be finalized.

The last line of the schedule is the third of three (3) assignments of fund balance for the replacement of radios in FY17; when the purchase is made in FY17, the City will have already saved the money and can make a cash purchase.

The Assistant encouraged the Committee to also look at the out-years to monitor what is forthcoming, but to be aware that the schedule changes from year to year based on additions and/or possible deletions that would occur if a better product was found or the service offered by an item was no longer necessary.

### **>\$5,000 Spread by Fund**

This sheet functions as a compilation of the planned Capital expenditures for FY16 spread by the funding source for each.

### **Fire Department General Fund**

The Fire Department Wages line also includes the six percent (6%) merit pool and the two (2) additional holidays that will cost this Department eleven thousand dollars (\$11,000).

The line for Maintenance and Service Contracts also anticipates a small increase which includes the monitoring of the alarm service for fifteen dollars (\$15.00) and elevator maintenance for two hundred dollars (\$200) and the addition of the Fire Department's share of surveillance system maintenance that was previously under warranty.

Both Employee Training and Volunteer Fire Points are projected to be less than what was budgeted in FY15.

The overall increase to the Fire Department's operating budget is nine percent (9%) with the bulk of the increase attributable to the six percent (6%) merit pool.

Councilmember Carroll asked if the reduction in the number of volunteers was the result of people losing interest. Chief Graham noted that she was content with a lower number of volunteers and that there has been little activity resulting in fewer occasions to call on them.

### **Capital Projects Fund**

The Fire Department expects to purchase two (2) laptops from this fund; the largest expenditures are in Capital Outlay:

- The retainage of fifteen thousand dollars (\$15,000) for the Public Safety Building;
- Half the balance of the rescue truck to paid from reserve funds;
- A firefighter accountability system; and
- NFPA/OSHA compliance software.

Chief Graham stated that the accountability software could be integrated into the Department's air packs when firefighters are inside a burning structure; the software indicates where a firefighter is, how much air he has, could indicate when a firefighter was in trouble by his movement and

would even activate an alarm for each firefighter telling him to evacuate the structure. Administrator Tucker asked what would happen if the Department was providing mutual aid and other firefighters had incompatible accountability software; the answer was a generic microchip the Department would have that would be placed on any non-IOP firefighter that would track him as if he was an IOP firefighter.

The Chief commented that the Department has had an accountability system for a long time, but it has been more of a tag-board. Since the Department now has like air packs, it could use this type of software. The Chief indicated that she has requested an on-site demonstration.

A key factor in consideration of this system was that would function anywhere in the Villages and up to eighteen hundred feet (1,800 ft.) inside a building.

Battalion Chief Maibach reported that the NFPA/OSHA software was initially requested in the FY15 budget, but did not survive the process. Having done additional research, he learned that the system would be web-based and compatible with the City's existing computer system; it offers seven hundred fifty (750) course options which cover the full array from fire to medical to safety to human resources, etc. The Captain noted that this was the only training and record-keeping system that was compliant with Insurance Service Office (ISO) system; currently, five (5) Charleston County departments have adopted this software.

Battalion Chief Maibach stated that he thought this software could be a major component in succession training because it captures institutional knowledge. People create and develop training for IOP firefighters that is specific to what is done on the island; with this system, it could capture that training to be used for as long as it remained relevant.

He explained that Chief Graham had attended training recently where the 1500 standard was addressed; this standard requires very specific record-keeping for training.

If the City was to approve the software in the FY16 budget, a recurring cost would be one hundred nine dollars (\$109) per person, which would be approximately forty-nine hundred five dollars (\$4,905) per year. Chief Graham and Battalion Chief Maibach have discussed the continuing fee and believe the existing training budget could withstand the recurring fees because, in many cases, it would reduce the Department's reliance on outside people. The company updates the software to the latest standard when the change occurs at no additional cost.

Chief Graham added that this software would also be OSHA compliant in its regulations for logging training and would be a tool in recording standardized training throughout the City for purposes of the annual safety audit.

When asked who would input the information, Captain Maibach responded that the input would be the trainer's responsibility, but he would validate the data.

Councilmember Carroll asked whether the Police Department had a similar system for tracking training; Chief Buckhannon responded that the record-keeping was through the South Carolina Criminal Justice Academy using ACADIS software, which the Department can access online.

### **Municipal Accommodations Fee Fund**

Expenditures for this fund are twenty-five percent (25%) of the replacement of the rescue truck from reserve funds and a ram extrication device.

Chief Graham explained that this extraction device would work in coordination with the jaws-of-life to spread to release someone trapped in a vehicle. The current spreaders do not open wide enough.

### **Hospitality Tax Fund**

The annual purchases of SCBA cylinder replacements, bunker gear and fire hose would be funded from Hospitality Taxes. In addition, Capital Outlay acquisitions would be a forcible entry door for training and replacement of the RAD-57 oxygen and carbon dioxide monitor, if it fails.

The forcible door would be a very solid door, like one (1) that was stored by the Department for several years and now has been re-located to the City of Charleston. The Chief reported that IOP personnel used this door often and received valuable training.

### **State Accommodations Tax Fund**

The remaining twenty-five percent (25%) of the rescue truck would be paid by this ATAX from reserve funds.

### **Volunteer Fire 1% Fund**

With the increase in revenues, firefighters will increase their supplemental insurance and retirement.

### **10-Year Capital Plan**

Two (2) trucks were scheduled for replacement in FY16, but Chief Graham was confident that the purchases can be deferred to FY17.

### **>\$5,000 Spread by Fund**

This schedule shows the rescue truck and the funds that staff is recommending to fund it and at what levels. Also spread between multiple funds are the assignments of fund balance for future asset purchases.

Included in meeting packets were several of the tools developed last year to assist with decision-making.

The schedule on the ledger-sized sheets show the FY16 Fire and Police Department operating budgets by fund, in the box at the bottom is a comparison between FY15 and FY16 as well as the percent of tourism funds that can be justified for operating expenses.

Administrator Tucker reported being asked at another Committee meeting why debt service was not budgeted with the corresponding department; the answer was that the City has always budgeted debt service in the General Fund for General Government. The Administrator brought attention to the final lines of the schedules that show transfers-in from General Government to cover debt service on the Public Safety Committee.

The first of the other tools provided in FY15 was the schedule that tracks expenditures in the General Fund from FY11 to FY15, as well as the amount and percentage of funds that are discretionary. Administrator Tucker noted that only eight percent (8%) of expenditures from the General Fund could be considered discretionary and that adjusting any of the other General Fund expenditures would mean a reduction in services to the residents.

A second tool was the justification for the use of tourism funds for General Fund expenditures. Assistant Dziuban said that General Government, Building and Planning, Recreation and the Courts also serve visitors to the island, but were unable to quantify any statistics, which was not true for Public Works, Police and Fire.

Councilmember Carroll asked if staff was confident in the percentages assigned to the Police and Fire Departments; the Administrator responded that based on the measures they have, staff was confident. For the Police Department, the percentage was based on an analysis of the monthly call volume which showed an increase of twenty-two percent (22%) in the number of calls during the beach season. An analysis of monthly call statistics for the Fire Department indicated that fifty-six percent (56%) of the calls were from non-residents, but for this analysis, staff was using fifty percent (50%). According to Building Department records, one third ( $\frac{1}{3}$ ) of

the residences on the island are short-term rental properties; therefore, one third ( $\frac{1}{3}$ ) of the cost of garbage pickup.

The Administrator voiced agreement with Councilmember Carroll that staff was being conservative in its percentages and that, in truth, they should be higher.

The final tool showed the estimated breakout of FY14 revenues by source, i.e. rental properties, second homes, day visitors, the marina and all others; this tool has proven that over half ( $\frac{1}{2}$ ) of the City's revenues come from tourism

### **C. Contracts in Excess of \$10,000**

#### **Award of a sole source contract to T2 Systems in the amount of \$21,896.46 for three (3) years for web hosting, permit and enforcement pack for continued Parking Ticket Management**

Chief Buckhannon stated that T2 Systems is the existing software used by the City that encompasses the Court software for parking tickets, the handhelds used for writing tickets on the street and the ROVR program to locate persons who have not paid parking tickets. He added that this would be a three-year (3 yr.) contract paid annually.

According to Administrator Tucker, expanding the bandwidth is needed today; the phone system as well as computers are being affected, i.e. everything used to carry data to the City.

**MOTION: Councilmember Carroll moved to approve the sole source, 3-year contract with T2 Systems in the amount of \$21,896.46: Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.**

## **6. Highlights of Departmental Reports**

### Fire Department

In February personnel responded to fifty-five (55) incidents, twenty-five (25) of which were EMS calls. On February 25<sup>th</sup>, personnel assisted Sullivan's Island Fire Department with a structure fire and assisted Awendaw with a structure fire on February 19<sup>th</sup>.

### Police Department

Sergeant Baldrick assisted couples with the proper installation of child safety seats, and the Sergeants Meekins, Amba and Animal Control Officer Enourato assisted with Doggie Day at the Rec where ninety (90) licenses were issued. In addition, Sergeant Baldrick has completed the training to become a Drug Recognition Expert Evaluator; she is one (1) of one hundred fifty-one (151) officers across the state who have received this certification. The Sergeant is capable of coming on a DUI case where the breathalyzer might show at point zero zero (.00) and can tell whether the person has been taking drugs and what kind of drugs. PFC Matt Storen has been nominated for Officer of the Year for the South Carolina Law Enforcement Network for his outstanding performance in alcohol and drug enforcement; in 2014 he had a total of seventeen (17) arrests for driving under the influence, made fifty-two (52) arrests of

individuals for underage possession of alcohol and made sixteen (16) arrests of individuals for the possession of illegal narcotics. The Department also received a complementary email from someone who is well-known in the community about Patrol Officer James Taylor's; they stated that he had been pleasant and professional when assisting them – they had locked their keys inside the vehicle.

**7. Miscellaneous Business**

**Consideration of Selling Surplus Self-contained Breathing Apparatus (SCBA)**

Chief Graham reported having a request from the Bonneau Fire Department to donate the surplus air packs; if the City were to sell them, it might get two to three hundred dollars (\$200-300) for them. The cylinders with the air packs are currently within standards, but will expire in the next couple of years and have not been inspected by the Department for a couple of years. The City has eleven (11) of these units.

Administrator Tucker suggested authorizing the Chief to donate the air packs unless she learns of some marketable value.

Chair Bettelli suggested selling them "as-is" for five dollars (\$5.00) to have a clean bill of sale.

Next Meeting Date: 9:30 a.m., Thursday, April 9<sup>th</sup>, 2015 in the Conference Room.

**8. Executive Session – held earlier**

**9. Adjourn**

**MOTION: Councilmember Carroll moved to adjourn the meeting at 12:11 pm.; Councilmember Bergwerf seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk