



TOWN OF SURFSIDE BEACH  
115 US Highway 17 North  
Surfside Beach, SC 29575  
Web: [www.surfsidebeach.org](http://www.surfsidebeach.org)  
☎ (843) 913-6111 • 📠 (843) 238-5432

**PUBLIC HEARING: FY2012-2013 MUNICIPAL BUDGET.**

A hearing will be held during the meeting to hear public comments on the proposed  
FY2012-2013 Municipal Budget.

**TOWN COUNCIL ♦ REGULAR MEETING  
COUNCIL CHAMBERS ♦ TUESDAY, MAY 8, 2012 6:30 P.M.**

**A G E N D A**

1. **CALL TO ORDER** – Mayor K. Allen Deaton
2. **INVOCATION AND PLEDGE OF ALLEGIANCE** – Rev. Shane Johnson, Solid Rock Baptist Church
3. **AGENDA APPROVAL**
4. **MINUTES APPROVAL** – Regular Meeting April 24, 2012
5. **ELECTED OFFICIALS INAUGURATION**
  - A. Mayor-Elect – Douglas F. Samples
    - i. Resignation from Town Council
    - ii. Oath of Office, Charge by Ms. Kathryn (Katie) Hope Samples
  - B. Town Councilmembers-Elect Oath of Office
    - i. Mark L. Johnson, Charge by Ms. Hilary Johnson
    - ii. Mary Elizabeth Martin Mabry, Charge by The Hon. P. L. Mabry
    - iii. Randle M. Stevens, Charge by Ms. Ashley Stevens
6. **MAYOR PRO TEM BALLOT READING & ANNOUNCEMENT**
7. **PUBLIC HEARING** - FY2012-2013 Municipal Budget
8. **PUBLIC COMMENTS – Agenda Items** - Please address Town Council from the podium, 3 minutes per speaker

*Continued on page 2*

9. **COMMUNICATIONS**
  - A. Emergency Management for Senior and Elected Officials – Fire Chief Packard
  - B. Department Reports
    - i. Building & Zoning
    - ii. Police
    - iii. Fire
  - C. Administrator’s Report - Update on Current Events
  
10. **BUSINESS**
  - A. First Reading Ordinance #12-0711, FY2012-2013 Municipal Budget
  - B. First Reading Ordinance #12-0712, Adopt FY2012-2013 Tax Millage
  - C. First Reading Ordinance #12-0713, Add §17-634 Existing and Nonconforming Signs
  - D. First Reading Ordinance #12-0714, Amend §17-007 Definitions, and §17-607 to Require 15-Foot Vegetative Buffer on Waterfronts
  - E. Board, Commission & Committee Appointments
  
11. **DISCUSSION** - Pro-Business Development Committee, Councilmember Stevens
  
12. **PUBLIC COMMENTS – General** Please address Town Council from the podium, 5 minutes per speaker
  
13. **COUNCIL COMMENTS**
  
14. **EXECUTIVE SESSION:** Pursuant to FOIA §30-4-70(1) to discuss the vacant building official position, and the town administrator 60-day resignation notice; and §30-4-70(2) to receive legal advice from the town attorney on the Sofonias law suit and a confidential mediation agreement.
  
15. **ADJOURNMENT**



**SURFSIDE BEACH TOWN COUNCIL  
REGULAR COUNCIL MEETING MINUTES  
APRIL 24, 2012 ♦ 6:30 P.M.  
TOWN COUNCIL CHAMBERS**

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1. **CALL TO ORDER.**

Mayor Pro Tem Childs called the meeting to order at 6:30 p.m. Mayor Pro Tempore Childs, and Councilmembers Blair, Dodge, Johnson, Samples, and Smith were in attendance. Mayor Deaton was absent. A quorum was present. Staff present: Administrator Duckett; Deputy Administrator Fellner; Police Chief Frederick; Treasurer Hursey, and Recreation Supervisor Ellis. Others present: Town Attorney Moss, and Town Clerk Herrmann.

2. **INVOCATION AND PLEDGE OF ALLEGIANCE.**

Reverend David W. Pohto, First Baptist Church Surfside, gave the invocation. Mayor Pro Tem Childs led the Pledge of Allegiance.

3. **AGENDA APPROVAL.**

Mr. Smith moved to approve the agenda as presented. Mr. Samples seconded. **All voted in favor. MOTION CARRIED.**

4. **MINUTES APPROVAL.**

Mr. Smith moved to approve the April 10, 2012 regular meeting minutes as presented. Mr. Johnson seconded. All voted in favor. **MOTION CARRIED.**

5. **PUBLIC COMMENTS – AGENDA ITEMS.**

There were no comments.

6. **COMMUNICATIONS.**

A. Employee Recognition – 5 Year Service Awards: (i) Tammy Gardner; (ii) Sharon Pinnell; (iii) Travis Bailey; (iv) Lee Black, and (v) Dave Trilety.

Mayor Pro Tem Childs thanked each of the employees for their respective 5-years of service and presented service plaques, anniversary pins, and service award checks to each one. They all received standing ovations.

B. Department Reports

i. Finance.

Mr. Duckett presented the finance report, a copy of which is on file.

ii. Recreation.

Mr. Duckett presented the recreation report, a copy of which is on file.

Mr. Johnson asked if consideration was given to moving the beach music dance to Surfside Drive. Ms. Ellis said only half of the parking area is used; set-up will begin about noon time, and there are no vendors.

56  
57 Mr. Samples did not want the event to negatively impact the area businesses, and said event  
58 locations should be discussed by council soon. Mr. Duckett said the new pier restaurant tenants were  
59 excited about the event, and they believe the event would increase their business. Ms. Ellis said Surfside  
60 Drive would be used for festivals during which attendance is much higher.

61  
62 iii. Public Works.

63  
64 Mr. Duckett presented the public works report, a copy of which is on file. He noted that Mr. Adair  
65 was attending classes in Columbia that would certify him as a stormwater inspector. The Hazardous  
66 Waste Collection for town residents household waste and electronics on April 27, 28, and 29 was  
67 highlighted as part of Earth Day activities.

68  
69 Mayor Pro Tem Childs commented that the Veterans Memorial looked very, very nice. An  
70 excellent job was done on the landscaping.

71  
72 C. Administrator's Report – Update on Current Events.

73  
74 Mr. Duckett presented his report, which is on file, and explained that Mr. Samples had asked  
75 questions earlier in the day about the pier, Mr. Duckett said in response to his inquiry that the permit to  
76 make repairs under the pier was issued April 16<sup>th</sup>; work is to be completed within 60-days per the contract  
77 making the expected completion date in mid-June. The work to replace the fittings can be done  
78 independently from the work inside the restaurant. Mr. Wooten, the town's engineer, and Mr. Howard,  
79 one of the pier restaurant proprietors, have agreed that all electrical-related improvements to the  
80 restaurant is being paid for by the contractor. The town will reimburse the cost of the main panel and  
81 disconnect, which the engineer informed council would be required to bring it up to code. Once the  
82 amount is determined, council will be informed. The town's cost for plumbing will be for upgrades  
83 underneath the building, including a 4-inch sewer line to replace an old 3-inch line where it connects to  
84 the interior plumbing.

85  
86 Mr. Samples asked if the electrical work and panel were included in the \$75,000 contract. Mr.  
87 Duckett said no, and explained that two engineers were consulted to determine what needed to be done  
88 to bring the restaurant up to code prior to leasing the space. It was agreed that the lessee's contractor  
89 would perform the work, and the town would give credit as a reimbursement for the portion determined to  
90 be the town's responsibility by the town engineer. He reiterated that all parties agree on the specific  
91 items that the town is responsible for. Mr. Samples asked who was accounting for the charges and  
92 credits. Mr. Duckett said DDC, Inc. will inspect the invoices and will advise the town as to whether the  
93 charges are fair. He will review the invoices and present them to town council.

94  
95 7. BUSINESS.

96  
97 Resolution #12-114 – Municipal Runoff Election Results. Ms. Herrmann read the resolution into  
98 the record, a duly recorded copy of which is attached to these minutes and made a part hereof by  
99 reference.

100  
101 Mayor Pro Tem Childs congratulated Mr. Stevens and Mr. Johnson on their election victory.

102  
103 Mr. Smith moved to adopt Resolution #12-114. Ms. Dodge seconded. All voted in favor.  
104 **MOTION CARRIED.**

105  
106 8. DISCUSSION.

107  
108 There was no discussion to come before this meeting.

109  
110 9. PUBLIC COMMENTS.  
111

112 "Glenn Curtis, 257 Palladium Drive. I walk every day and I've seen the last few days at the  
113 memorial and I would like to personally thank [Ms. Ellis] for what she's done. I've seen her out there and  
114 as a Vietnam veteran, I'm very proud. Thank you very much."  
115

116 "John Ard, Cypress Drive, Surfside. Mayor Pro Tem, members of council. As you all know, I  
117 missed the last one, the council meeting, because I had a [procedure] done that day and the doctor  
118 advised me not to come. So, I do have a few things I'd like to say tonight. As far as the elections was  
119 concerned and everything, Mayor-elect Doug Samples, Councilman re-elect Mark Johnson, this is his  
120 second term, and the two newly elected council persons, Randle Stevens and Mary Beth Mabry, I want to  
121 personally congratulate each and every one of you and thank y'all very much. You've done honor and  
122 brought a lot of things to this town that they're looking for, and we're looking very much forward to working  
123 with all of y'all, and we, we just see good things in the future. Secondly, I'd like to thank Chief Mike  
124 Frederick, and the police department, Chief Butch Packard of the fire department and his crew, and the  
125 EMS for all the very hard work that they have been doing lately. Y'all been doing a tremendous job, and  
126 thank y'all very much. The citizens really owe them a debt of gratitude. Now on a personal note, I've had  
127 a lot phone calls and lot of people ask me question about something I'm want to clarify. In the upcoming  
128 election, August 7<sup>th</sup>, I will not be running, and there's a lot of reasons behind it, but the next election that  
129 comes, I will be in it. So whether I'm on the town council or whatever, doesn't make any difference. If  
130 they [sic] anybody in this town needs anything, anything I can do for anybody, all you got to do is get a  
131 hold to me and it will be done, and we will work very hard to do it, or I will, and that's it. I will always be  
132 here for the town people. I will always be here for the councilmen and business people, and so, we have  
133 some very capable people here, and personally, thank you."  
134

135 **10. COUNCIL COMMENTS.**  
136

137 Mr. Samples, "I want to say thank you to everybody for coming out. I, frankly I look forward to  
138 being sworn in so we can, we can move, get going. You know, we do have a budget that we have to  
139 adopt, and I know that the staff is planning for first reading of that budget at the first meeting of May. I  
140 doubt that that's going to happen, and, and so, I want to just prepare and give everybody a heads-up that  
141 it's very likely that we're going to have public workshops and we're going to take time to educate the new  
142 members about what's in the budget. Just as background, a couple of years ago when we changed our  
143 fiscal years, in years past when we had elections the outgoing council adopted the budget, so the new  
144 council had a year to get their feet wet and become comfortable with the budget process. We're going to,  
145 and I'd like to quote Mr. Duckett, 'We're going to move as fast as we can on it, but as slow as we need to.'  
146 We're going to make sure that the members understand what's in the budget. Frankly, my goal is that we  
147 are going to balance the operating budget and that there are some capital needs, there are some longer  
148 term things that the town must plan for. That's what I ran on. We're going to do it in council chambers.  
149 We're going to do it openly. We're going to do it transparently, and we take, we take the job serious. On  
150 a personal note, I want to express my best wishes to both, Vicki Blair and Councilman Childs,  
151 Councilman Blair, Councilwoman Blair for their service, and I look forward to their continuing service to  
152 the town. We need to use the people who live here, use their brains, and we need to [hear] their ideas  
153 and their creativity, and that includes all you out there, because things are more expensive today, and  
154 one of the ways we can help cut our costs is to use our own heads before we go out paying professionals  
155 to do something that, frankly, I have confidence that we have the talent in this town to do. I don't have a  
156 problem with using the professionals to review, okay, but I've got to be honest with you, when you're  
157 paying hourly rates to professionals, and I know some of you already know this, but what they bid, they  
158 usually bid the top dollar, and they, they have lower paid people doing a lot of work for them that, in fact,  
159 they wind up reviewing and they submit it to the town, and the government pays the bill. We're not going  
160 to have that. We're going to reduce that. We're going to live like the family. We're going to live within  
161 our means. Thank you. I won't go on and on, but I do want you to know, and I'm clearly sending a signal  
162 to staff, review what you have put together, be prepared to answer detailed questions in council  
163 chambers, because, because the fact of the matter is you've elected a group of people who have quite a  
164 bit of experience and they have indicated to me they want to use that experience, and they're ready to do  
165 the work. Thank you."  
166

167 Mr. Smith, "I want to congratulate Randle Stevens and Mark Johnson on their election. Thank  
168 you."

169  
170 Ms. Dodge, "I'm really proud of the people that you have elected. I think they will do an excellent  
171 job on council and make you proud. Also want to thank [Ms.] Ellis for the hard work. It's very obvious  
172 what she has done at the Veterans Memorial, and it is a beautiful part of our town. Also appreciate the  
173 employees who were honored tonight for their five years of service. Hang in there, you can go another  
174 five. Thank you so much."

175  
176 Mr. Johnson, "Thank you, Mr. Mayor Pro Tem. I would first just like to thank Councilmembers  
177 Blair and Childs for their service and dedication over the past four years, and I also would like to thank all  
178 of those who have served this town council or on this town council for the many past several years,  
179 including those not in this room tonight, and those ten, fifteen, twenty years prior to that set the standard  
180 for town council. I would like to thank my family publicly, because I have not had a chance to do this, for  
181 their dedication and I would just like to thank all the voters and those who worked so hard to help me get  
182 reelected. You know who you are. Thank you and God bless you. Thank you for coming out tonight."  
183

184 Ms. Blair, "Thank you. If you, if you hear a, what sounds like a bass beat, it's probably my heart  
185 in my chest. First of all, thank you very much for allowing me to serve you for four years. It's been  
186 exciting, and a challenge, and invigorating, and I guess one of the things I'm most thankful for is I  
187 wouldn't have gotten to know many of you, if I had not been elected to serve you. So, the new friends  
188 that I made and the, the new neighbors that I found that I had all along, were definitely a blessing. Many  
189 of you throughout this time always there to offer a word of friendship or a, or encouragement, or solace,  
190 or a, and your friendship means more than you will ever know. Some of you faced me with words that  
191 were harsh and ugly, and hurtful. Some of you chose to write them for print, and I understand politics,  
192 and I understand choosing your candidate, and supporting them. I just don't understand doing it at the  
193 expense of someone else's feelings. So for those of you who did those things with malice, and certainly  
194 you know who you are, you know you did them with malice, and intent to hurt, I'll let you know that you  
195 succeeded and it did hurt, and I was hurt many times, but that's part of being public service, is that you  
196 have to be aware of those, that's something that can happen, and you open up your ideas and your  
197 opinions and your life to others to criticize. So for any of you who are thinking about it, or who have,  
198 have, who find yourself in that position, prepare yourself, because part of being effective is being able to  
199 get up after you've been knocked down and to withstand it. So I took my blows publicly and I dealt with it  
200 privately, and I never found any part of the year not worthwhile. My congratulations to the staff who were  
201 recognized today and the town has a lot of great people working for them, and so when you see them out,  
202 if you have a chance to thank them for it, then do. I hope you'll take the time to do that. Again, it's been  
203 my blessing to have worked for you. I will piggy-back on Mr. Ard and I have, I've served in one way or  
204 another on committees or council for the last 12-years. I've learned a lot. I've made mistakes. I had  
205 hoped to use experience and knowledge and new knowledge to serve again and maybe that will be in the  
206 cards at another time. But, I will always be available to volunteer whether I'm asked or encouraged or  
207 needed. I will try to do whatever is asked of me. But it's all really about Surfside, and it's all about this  
208 wonderful place that we've chosen to live, and it's all about making it the best that it can be, so my  
209 heartiest and sincerest congratulations to the new council. I hope and pray that they can deliver and  
210 succeed in all of their goals and bring to you all that they promise that they can bring. It is no doubt a  
211 challenge for the most worthy, and there's always a new problem to work out, and you're never going to  
212 make everybody happy. No one's ever going to love you forever. So, good luck to them and may they  
213 know that they can call on me at any time for any of the smallest jobs that need to be done, and I leave  
214 with you my heart, and my prayers for the success of the town and the new council, and thank you for  
215 letting me serve." (applause)  
216

217 Mayor Pro Tem Childs, "Well, let me just add a little bit to that, I'm going to thank all my  
218 supporters. Those of you that know me, know that I, that I put a 100-percent in every day. I went to  
219 everything that had anything to do with this town, you know, whether it was out of town or it was in town,  
220 and I'd like to say for those of you that know me, you know I studied up on every issue. I researched  
221 every issue before I offered any motions. I was absolutely, positively sure of what I did. In this election, it  
222 was my wife and I; a gang of two! I think we did pretty good considering the odds that were against us.

223 So, I have no hindsight. I wouldn't do anything different. I think it, it turned out good. I was proud of the  
224 way her and I handled it, and a, and then again I thank those supporters and I've enjoyed my four years  
225 on this council. It was really a learning experience. I met a lot of really nice people; learned a lot about  
226 the town, and a, I'll be around for a while. I'm not going anywhere, so I'll be seeing all of you, and so,  
227 thank you very much for your support." (applause)  
228

229 11. ADJOURNMENT.

230  
231 Mr. Smith moved to adjourn the meeting at 7:11 p.m. Mr. Johnson seconded. All voted in favor.  
232 **MOTION CARRIED.**

233  
234 Respectfully submitted,

235  
236 \_\_\_\_\_  
237 Debra E. Herrmann, CMC, Town Clerk

238  
239 Approved: \_\_\_\_\_, 2012

240  
241 \_\_\_\_\_  
242 K. Allen Deaton, Mayor

243  
244 \_\_\_\_\_  
245 Vicki W. Blair, Town Council

246 \_\_\_\_\_  
247 Robert F. Childs, III, Mayor Pro Tempore

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249 \_\_\_\_\_  
250 Ann Dodge, Town Council

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249 \_\_\_\_\_  
250 Mark L Johnson, Town Council

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252 \_\_\_\_\_  
253 Douglas F. Samples, Town Council

251  
252 \_\_\_\_\_  
253 Roderick E. Smith, Town Council

254  
255 Clerk's Note: This document constitutes minutes of the meeting, which was audio taped. This meeting was transcribed by Town Clerk Herrmann. In  
256 accordance with FOIA, meeting notice and the agenda were distributed to local media and interested parties. A complete list is on file in the clerk's  
257 office. The agenda was posted on bulletin boards outside Council Chambers and in the Town Hall reception area. Meeting notice was also posted on  
the Town marquee. When (\*\*) is used a section of the transcription is inaudible.

## Mayor Pro Tempore Ballot

Please indicate your choice for the position and place it in the attached envelope. Return to the town clerk *before the meeting call to order* on May 8<sup>th</sup>.

The envelopes will be opened and read during the meeting. Please do not write your name on the envelope or the ballot.

Thanks.

Debra



_____	Ann Dodge
_____	Mark Johnson
_____	Mary Mabry
_____	Rod Smith
_____	Randle Stevens

## Debra Herrmann

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**From:** Robert Packard [rpackard@surfsidebeach.org]  
**Sent:** Thursday, April 19, 2012 9:05 AM  
**To:** Jim Duckett  
**Cc:** micki fellner; Debra Herrmann  
**Subject:** FW: Senior Officials Course  
**Attachments:** EM for Senior Officials.docx

Doug/Jim, Here is a short paragraph from Bethany with the particulars for the Senior Officials class. I spoke with her this morning and the two proposed dates are Wednesday, June 13<sup>th</sup> and Tuesday, June 19<sup>th</sup>. Two separate weeks in the event of a conflict due to scheduling. Hope these will work for everyone. I will be prepared to give a short explanation to the Council on May 8<sup>th</sup> of the contents of the class. This should be an informative class for all.

---

**From:** Sandefur, Bethany [<mailto:bsandefur@emd.sc.gov>]  
**Sent:** Thursday, April 19, 2012 7:34 AM  
**To:** [rpackard@surfsidebeach.org](mailto:rpackard@surfsidebeach.org)  
**Cc:** Grant, James  
**Subject:** Senior Officials Course

Good Morning!

I have attached a paragraph about the Senior Official class. It is a brief statement about what the class is. I hope that it is what you were looking for, if not please let me know. I am looking forward to hearing from you to set up a date and time for the training.

Have a wonderful day,  
Bethany

*Bethany Sandefur*

Bethany Sandefur  
South Carolina Emergency Management Division  
Region 5 Regional Emergency Manager  
[bsandefur@emd.sc.gov](mailto:bsandefur@emd.sc.gov)  
(803) 800-2583

## Emergency Management for Senior and Elected Officials

Emergency management is a vital part of dealing with any disaster situation, yet many of our elected and appointed leaders have minimal exposure to the process, and limited understanding of the role of the emergency manager. This 4 hour course is designed to provide senior and elected officials with basic knowledge about the role emergency management plays, both on a day to day basis and during an emergency or disaster situation. The course also takes a look at the role senior and elected officials play in the emergency management process. The course concludes with an overview of the disaster recovery and reimbursement process.

## Debra Herrmann

---

**From:** Robert Packard [rpackard@surfsidebeach.org]  
**Sent:** Wednesday, May 09, 2012 12:04 PM  
**To:** 'Sandefur, Bethany'  
**Cc:** Debra Herrmann; Jim Duckett; micki fellner  
**Subject:** RE: Senior Officials Course

Bethany, It appears that we have a consensus of Council for the date of the Senior Elected Officials Course from the state EMD. Tuesday June, 19<sup>th</sup> is the date that they chose. We will have 6 members of Council plus and additional 4 from staff. The remainder is up to your discretion. As per our discussion 15 is the maximum. Time of the class is 10:00 am with a lunch break around 12:00 and resuming after lunch until completion, preferably no later than 2:00 or 3:00. Surfside Beach Fire will provide lunch. Please let me know if there is anything else that you require for your presentation other than access to the power point projector in the classroom. Thank room. Thank you again for your assistance in delivering this class for our elected officials and staff.

---

**From:** Sandefur, Bethany [mailto:bsandefur@emd.sc.gov]  
**Sent:** Friday, April 20, 2012 11:01 AM  
**To:** Robert Packard  
**Subject:** RE: Senior Officials Course

Looking forward to working with you on this.

Bethany

*Connected by DROID on Verizon Wireless*

-----Original message-----

**From:** Robert Packard <rpackard@surfsidebeach.org>  
**To:** "'Sandefur, Bethany'" <bsandefur@emd.sc.gov>  
**Cc:** Jim Duckett <jduckett@surfsidebeach.org>  
**Sent:** Fri, Apr 20, 2012 14:53:42 GMT+00:00  
**Subject:** RE: Senior Officials Course

Bethany,

Thank you for the information. I have forwarded to the Mayor elect as well as the Administrator. Directions from the Mayor elect are that he would like to keep the class size to 15 which would include himself as well as 5 members of Council and a few department heads bringing the total to around 10 plus or minus one. He also agreed to additional from another County or Municipality as long as the total for the entire class is no more than 15. I hope this is something that you can work with. I will confirm a date for you after the swearing in of new council members in early May. The two proposed dates of June 13 and 19 will be addressed at that time they will be asked to make a decision on one of the two. I look forward to having State EMD in Surfside Beach for this informative class. I will speak with you soon.

---

**From:** Sandefur, Bethany [mailto:bsandefur@emd.sc.gov]  
**Sent:** Thursday, April 19, 2012 7:34 AM  
**To:** rpackard@surfsidebeach.org  
**Cc:** Grant, James  
**Subject:** Senior Officials Course

Good Morning!

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Have a wonderful day,  
Bethany

*Bethany Sandefur*

Bethany Sandefur  
South Carolina Emergency Management Division  
Region 5 Regional Emergency Manager  
[bsandefur@emd.sc.gov](mailto:bsandefur@emd.sc.gov)  
(803) 800-2583

## **Directors Report For May 2012**

### **Permits**

Staff issued (1) ten new single family permit in April at Harbor Lights. A total of five (5) certificates of occupancies were issued in April.

### **Zoning Board of Appeals**

The Zoning Board of Appeals met in April to hear two (2) requests for variances. One (1) for setback requirements and one (1) for an existing freestanding that did not meet the ten (10) feet setback requirement. Both requests were approved. The Zoning Board did recommend that the Planning Commission allow for exceptions to existing/non-conforming signs within the town since this is an ongoing problem with property owners/tenants.

### **Planning Commission**

Staff and the Planning Commission have worked closely with the Public Works Director, John Adair and the Stormwater Committee in creating a vegetated buffer ordinance that applies to lots abutting surface water bodies. It has been a joint effort between the two departments and two committees. Staff conducted extensive research on buffers and presented an ordinance that they felt met the needs of the town at this time. Because the request involves private property, both committees agreed the amendment should be added to the Zoning Ordinance.

**TOWN OF SURFSIDE BEACH  
BUILDING AND ZONING REPORT  
04/01/2012 to 04/30/2012**

DESCRIPTION	PERMIT NUMBER	SQUARE FEET	VALUATION	PERMIT FEE
ACCESSORY	1			20.00
AWNING	1		1,200.00	20.00
BANNER	3			75.00
DECK	2		6,800.00	55.00
ELECTRICAL	7		26,800.00	550.00
GENERAL REPAIRS	15		170,066.00	1,195.00
OPEN FOR LEAKS	1			-
MECHANICAL	10		46,613.00	707.50
MOVE STRUCTURE	1		3,000.00	225.00
NEW RESIDENTIAL CONSTRUCTION	1	2,856.00	228,480.00	1,285.20
OPEN DISPLAY OF MDSE	3			75.00
PLAN REVIEW RES. SINGLE FAMILY	2	6,145.00		1,362.63
POOL PLAN REVIEW	1			50.00
REMODEL PLAN REVIEW	1			20.00
STORMWATER PLAN REVIEW	1			350.00
PLUMBING	1		17,000.00	160.00
POOL INSTALLATION	2		53,400.00	650.00
REMODEL	3		12,900.00	132.50
ROOF REPLACE OR REPAIR	10		44,920.00	370.00
SAFETY	5			200.00
SIGN INSTALLATION	5		5,536.00	105.00
STORMWATER MANAGEMENT	1			350.00
TENT	4			150.00
TREE REMOVAL	14		5,185.00	90.00
<b>TOTAL ALL:</b>	<b>95</b>	<b>9,001.00</b>	<b>621,900.00</b>	<b>8,217.83</b>
<b>CONTRACTOR BUS.LIC./NEW &amp; RENEWALS:</b>	<b>102</b>			<b>15,069.00</b>
<b>PHONE CALLS:</b>	<b>187</b>			
<b>MEETINGS:</b>				
P&Z				
BZA				
<b>INSPECTIONS:</b>				
CERTIFICATE OF OCCUPANCY	11			
CONSULTATION	1			
EXTERIOR STRAPPING	3			
FINAL	15			
FINAL ELECTRICAL	4			
FINAL MECHANICAL	5			
FLASHING/BRICK	2			
FLASHING/WINDOW	10			
FOOTING	1			
FOUNDATION	5			
INSULATION	8			
METER SERVICE	2			
POOL BONDING	4			
POOL DECK	5			
POOL GROUNDING	2			
ROUGH ELECTRICAL	10			
ROUGH FRAMING	15			
ROUGH MECHANICAL	11			
ROUGH PLUMBING	11			
SAFETY	6			
SHEATHING NAILING	7			
SIDING	1			
SLAB/POLYWIRE	5			
TEMP SERVICE	3			
TREE	9			
UNDER SLAB PLUMBING	4			
<b>TOTAL INSPECTIONS:</b>	<b>160</b>			

**Permits Issued: April 2012**

No.	Address	Contractor	Date	Scope of Work
301920	812 OCEAN BOULEVARD SOUTH	HMB CONSTRUCTION	04/02/12	SANDBLAST OR CLEAN METAL BEAMS ON POST. REPLACE 2 BEAMS AND FINISH BACK TRIM TO COVER
301921	112 11TH AVENUE SOUTH	DAVIS ROOFING OF MURRELLS INLET	04/02/12	REMOVE AND REPLACE ROOF SHINGLES
301922	616 16TH AVENUE NORTH	B & M ROOFING	04/02/12	REMOVE AND REPLACE ROOF SHINGLES
301923	811 11TH AVENUE NORTH	MASTERCARE CONTRACTING INC	04/03/12	REMOVE 3 TREES
301924	714 8TH AVENUE SOUTH	MASTERCARE CONTRACTING INC	04/03/12	REMOVE 1 TREE
301925	417 9TH AVENUE SOUTH	MASTERCARE CONTRACTING INC	04/03/12	REMOVE 1 TREE□
301926	123 HARBOR LIGHTS DRIVE	CHILDERS JIMMY	04/03/12	ADD 16'X16' TREATED WOOD DECK TO EXISTING PORCH
301927	1417 OCEAN BOULEVARD SOUTH	NEW SYSTEMS SIDING SPECIALISTS	04/03/12	R&R DAMAGED CEDAR SIDING-RENAIL SIDING. REPLACE 3 PCS SOFFIT ON SOUTH SIDE.
301928	1611 CEDAR DRIVE NORTH	DURO BUILDERS	04/04/12	SET LVL AS REQUIRED TO REMOVE KITCHEN WALL RENOVATE INTERIOR OF UNIT DUE TO MOLD. REPLACE SHEETROCK & INSULATION ON CEILING, INTERIOR DOORS & TRIM
301929	1111 OCEAN BOULEVARD NORTH #:	DONNIE H STEWART INC	04/04/12	REPLACE 4 TON AIR HANDLER
301930	713 OCEAN BLVD. NORTH #210	IDEAL COMFORT SYSTEMS INC	04/04/12	REPLACE 4 TON AIR HANDLER
301933	214 MYRTLE DRIVE SOUTH	CHIPMAN'S TREE SERVICE	04/05/12	REMOVE 1 PINE TREE
301934	813 6TH AVENUE SOUTH	HAYNES SIGN CO LIMITED	04/05/12	INTERNALLY ILLUMINATED WALL LOGO, CHANNEL LETTERS & SIGN BOX PER DRAWING
301935	118 HARBOR LIGHTS DRIVE	D R HORTON INC	04/05/12	CONSTRUCT SINGLE FAMILY RESIDENCE
301936	118 HARBOR LIGHTS DRIVE	D R HORTON INC	04/05/12	STORMWATER
301937	123 HARBOR LIGHTS DRIVE	L & L LIGHT EXCAVATING INC.	04/09/12	INSTALL FIBERGLASS POOL□
301938	616 15TH AVENUE SOUTH #60	ROOF DOCTOR OF THE CAROLINAS INC	04/17/12	REPLACE ROOF USING SHINGLES THAT MEET 130MPH WIND CODE
301939	23 MYRTLE DRIVE SOUTH	N L JOHNSTON CONSTRUCTION CO	04/17/12	OPEN FOR LEAKS
301940	213 SEASIDE DRIVE NORTH #301	AIR COMFORT HEATING & COOLING	04/17/12	REPLACEMENT OF 2.5 TON AIR HANDLER ONLY
301941	799 HIGHWAY 17 SOUTH		04/17/12	SAFETY INSPECTION FOR RESTAURANT
301942	725 JUNIPER DRIVE	GIMBERT CONSTRUCTION SERVICES	04/17/12	REPLACE ROOF WITH SHINGLES THAT MEET 130MPH WIND CODE
301943	828 SURFSIDE DRIVE		04/17/12	BANNER 04/19/12 TO 04/28/12
301944	1511 HIGHWAY 17 SOUTH	PROFESSIONAL FIRE PROTECTION INC	04/17/12	INSTALL FIRE SUPPRESSION SYSTEM
301945	1028 10TH AVENUE NORTH	MASTERCARE CONTRACTING INC	04/18/12	REMOVE 1 TREE
301946	519 17TH AVENUE NORTH	MASTERCARE CONTRACTING INC	04/18/12	REMOVE 2 TREES
301947	135 HARBOR LIGHTS DRIVE	D R HORTON INC	04/18/12	PLAN REVIEW FOR SINGLE FAMILY RESIDENCE
301948	135 HARBOR LIGHTS DRIVE	D R HORTON INC	04/18/12	STORMWATER PLAN REVIEW
301949	611 14TH AVENUE SOUTH #16	CHILDERS JIMMY	04/18/12	REPLACE 5' X 9' SHED ROOF SHINGLES
301950	137 HARBOR LIGHTS DRIVE	POOLS PLUS INC OF MYRTLE BEACH	04/18/12	POOL PLAN REVIEW
301951	1601 OCEAN BOULEVARD NORTH		04/18/12	REMOVE AND REPLACE WATER CLOSET AND LAVATORY
301952	999 HIGHWAY 17 SOUTH		04/18/12	BANNER 04/18/12 TO 04/28/12
301953	214 13TH AVENUE NORTH	TURNERS REPAIRS	04/18/12	TRIM LIMBS OVER HOUSE SIDE AND REAR

No.	Address	Contractor	Date	Scope of Work
301954	611 13TH AVENUE SOUTH #176	TURNERS REPAIRS	04/18/12	REMOVE 1 PINE TREE
301955	800 13TH AVENUE NORTH		04/18/12	BANNER FOR RUMMAGE SALE 04/22/12 TO 04/28/12
301956	10 HOLLYWOOD DR. NORTH A-B	N L JOHNSTON CONSTRUCTION CO	04/19/12	BUILD THREE WALLS TO ENCLOSE PORTION LOWER LEVEL
301957	116 15TH AVENUE NORTH B	N L JOHNSTON CONSTRUCTION CO	04/19/12	BUILD 24' X 16' DECK IN BACK YARD
301958	310 3RD AVENUE NORTH		04/19/12	INSTALL 120' VINYL SEAWALL 3-1/2' ABOVE MUD LINE. INSTALL 12'X80' DECK & REPLACE 5'X40' DECKING SECTION.
301959	1617 OCEAN BOULEVARD SOUTH	WINDOW WORLD OF MB	04/19/12	REPLACE (1) 6' IMPACT PATIO DOOR.
301960	10 OAK DRIVE NORTH	WINDOW WORLD OF MB	04/19/12	REPLACE (2) 6' PATIO DOORS WITH DP50 RATED AND FABRIC STORM PROTECTION
301961	1611 CEDAR DRIVE NORTH		04/19/12	REMOVE 2 SWEET GUM TREES
301962	1611 CEDAR DRIVE NORTH		04/19/12	BUILD 10'X12' SALT BOX STYLE STORAGE BUILDING
301963	413 5TH AVENUE SOUTH A-B		04/19/12	ELECTRICAL CHANGE OF SERVICE
301964	515 OCEAN BOULEVARD NORTH	RCB CONSTRUCTION CO INC	04/20/12	REPLACE DECK BOARDS & HANDRAILS ON BEACH WALKOVER
301966	713 WILLOW DRIVE SOUTH	CAROLINA COOL INC	04/20/12	REMOVE AND REPLACE 2 HEAT PUMPS WITH (1) 2 TON AND (1) 1.5 TON HEAT PUMP IN SAME LOCATION.
301967	316 13TH AVENUE SOUTH	MASTERCARE CONTRACTING INC	04/20/12	REMOVE 1 PINE TREE AND 1 SCRUB
301968	1019 OCEAN BOULEVARD NORTH B	BOB WIRE ELECTRIC INC	04/20/12	ELECTRIC CHANGE OF SERVICE
301969	520 HIGHWAY 17 SOUTH		04/20/12	TENT FOR OPEN HOUSE 04/27/12
301970	712 3RD AVENUE SOUTH	ALL AMERICAN CLIMBERS	04/20/12	REMOVE 1 HOLLY AND 1 GUM TREE IN BACK YARD
301971	1413 HIGHWAY 17 NORTH		04/20/12	SIGN FOR DOCTOR'S OFFICE
301972	317 OCEAN BLVD. NORTH C	REEDS CONSTRUCTION & PAINTING	04/23/12	INSTALL VINYL CEILING IN GARAGE AREA. INSTALL HARDI PANEL ON PROCH CEILINGS
301973	211 MYRTLE DRIVE SOUTH	CHIPMAN'S TREE SERVICE	04/23/12	REMOVE 1 TREE IN FRONT
301975	716 5TH AVENUE NORTH		04/09/12	INSTALL POWER TO KITCHEN ISLAND, RELOCATE OUTLETS AND LIGHTS IN NEW CLOSETS AND WALLS
301976	519 PINE DRIVE	DAVIS ROOFING OF MURRELLS INLET	04/09/12	REMOVE AND REPLACE ROOF SHINGLES
301977	710 SANDY LANE		04/09/12	SAFETY INSPECTION FOR STORAGE ONLY
301978	615 PINE DRIVE	O'LEARY ROOFING INC	04/23/12	REMOVE AND REPLACE ROOF SHINGLES
301979	413 MYRTLE DRIVE SOUTH	SPANN ROOFING & SHEET METAL	04/09/12	REMOVE AND REPLACE ROOF SHINGLES
301980	711 WILLOW DRIVE SOUTH		04/11/12	REMOVE AND REPLACE HEAT PUMP
301981	421 MYRTLE OAK DRIVE	AIR COMFORT HEATING & COOLING	04/12/12	REPLACE 3 TON 13 SEER CONDENSER ONLY
301982	999 HIGHWAY 17 SOUTH		04/12/12	SAFETY INSPECTION FOR THRIFT STORE
301983	1031 LAKESIDE DRIVE A-B	J & M ELECTRICAL SERVICE	04/13/12	POWER TO BATHROOMS AND WASHER/DRYER
301984	825 5TH AVENUE NORTH	NEON WORKS 2	04/13/12	1 WALL SIGN 36" X 36" X 2' NON ILLUMINATED
301985	11 OCEAN BOULEVARD SOUTH	COOPER MECHANICAL SERVICES INC	04/13/12	INTERIOR UPFIT OF ELECTRICAL FOR RESTAURANT
301986	1015 OCEAN BOULEVARD SOUTH	PAINTING AND DESIGN BY NICOLE	04/16/12	REPLACE ROTTEN CEDAR SIDING & PAINT SOUTH SIDE OF BUILDING
301987	114 HIGHWAY 17 NORTH A		04/23/12	OPEN DISPLAY OF GOODS 04/28/12
301988	301 HIGHWAY 17 SOUTH		04/23/12	SAFETY INSPECTION FOR THEATRE AND CHURCH
301989	520 HIGHWAY 17 SOUTH		04/16/12	MOVE CUSTOMER'S SIGN TO NEW LOCATION
301991	500 SANDY LANE K		04/24/12	SAFETY INSPECTION

No.	Address	Contractor	Date	Scope of Work
301992	11 OCEAN BOULEVARD SOUTH	HANCO OF SC INC	04/16/12	REPLACE FRAMING LUMBER & ADD FRAMING LUMBER TO PIER. REPLACE STEEL BOLTS & FASTENERS.
301993	701 HIGHWAY 17 SOUTH		04/24/12	TILE FLOOR, COMPLETE SHEET ROCK WORK & PAINT, CHANGE 36" DOOR TO 72" DOOR WITH RAMP ACCESS, ADD ELECTRICAL OUTLETS
301994	137 HARBOR LIGHTS DRIVE	POOLS PLUS INC OF MYRTLE BEACH	04/24/12	INSTALL 14'X30' INGROUND FIBERGLASS POOL WITH 4' DECK AROUND PERIMETER
301997	1014 SABAL PALM WAY	C R WALTON CONSTRUCTION INC	04/24/12	PLAN REVIEW FOR SINGLE FAMILY RESIDENCE
301998	113 10TH AVENUE SOUTH	TURNERS REPAIRS	04/24/12	REMOVE 1 PINE TREE
301999	1111 OCEAN BOULEVARD NORTH #:	PAUL J URBAN	04/25/12	REPLACE AIR HANDLER AND FLEX RUNS
302000	1020 OCEAN BLVD. SOUTH A-C	CAROLINA COOL INC	04/25/12	REMOVE EXISTING HEAT PUMP SYSTEM AND INSTALL 1.5 TON SPLIT HEAT PUMP IN SAME LOCATION.
302001	323 HIGHWAY 17 NORTH		04/25/12	INSTALL 37' X 38" AWNING
302002	23 MYRTLE DRIVE SOUTH	N L JOHNSTON CONSTRUCTION CO	04/25/12	REPAIR WALL PER ENGINEER'S PLAN
302009	510 10TH AVENUE NORTH	WINDOW WORLD OF MB	04/26/12	REPLACE 8 WINDOWS WITH DP50 AND PLYWOOD FOR WIND PROTECTION
302010	913 POPLAR DRIVE NORTH		04/26/12	BUILD 4'X5' OUTDOOR SHOWER.
302011	418 MAPLE DRIVE		04/26/12	MOVE SINGLE FAMILY STRUCTURE OUT OF TOWN
302012	512 10TH AVENUE SOUTH	TOTAL TREE CARE & APPRAISAL	04/26/12	REMOVE 1 SMALL TREE
302013	825 1ST AVENUE NORTH	BROWN BUILDERS AND REPAIR INC	04/27/12	CUT (2) 12'X17' OPENINGS IN WEST SIDE OF BUILDING AND FRAME FOR ROLL UP DOORS.
302014	1310 CEDAR DRIVE NORTH	HANCO OF SC INC	04/27/12	REMOVE SCREEN ON EXISTING SCREE PORTCH & INSTALL WINDOWS. SHUTTERS FOR STORM PROTECTION.
302015	1011 WILLOW DRIVE SOUTH	PROFESSIONAL ROOFING LLC	04/27/12	REMOVE AND REPLACE ROOF SHINGLES
302016	1507 HIGHWAY 17 SOUTH		04/27/12	TENT 05/01/12 TO 05/30/12 □ BANNER 05/10/12 TO 05/20/12
302017	1211 POPLAR DRIVE NORTH	THOMAS INC	04/27/12	HVAC RETROFIT AND DUCTWORK REPLACEMENT
302018	450 HIGHWAY 17 NORTH		04/27/12	TENT 05/11/12 TO 05/21/12 □ BANNER 05/11/12 TO 05/21/12
302019	450 HIGHWAY 17 NORTH		04/27/12	TENT 06/29/12 TO 08/13/12
302020	999 HIGHWAY 17 SOUTH		04/27/12	OPEN DISPLAY OF GOODS 04/27/12 TO 05/01/12
302023	700 HIGHWAY 17 SOUTH C		04/30/12	SAFETY INSPECTION FOR GRAPHICS DESIGN COMPANY

**APRIL 2012  
PLAN REVIEWS**

<b>PERMIT NO.</b>	<b>ADDRESS</b>	<b>DATE RECVD</b>	<b>DATE DEL</b>	<b>DATE COMPLETED</b>	<b>PERMIT ISSUED</b>	<b>CONTRACTOR</b>	<b>TYPE OF PLAN REVIEW</b>
301878	123 HARBOR LIGHTS DRIVE	03/26/12	04/05/12	04/05/12	YES	L&L EXCAVATING	POOL
301775	101 HARBOR LIGHTS DRIVE	03/22/12	04/05/12	04/05/12	NO	D.R. HORTON	NEW SINGLE FAMILY RESIDENCE
	611 OCEAN BOULEVARD SOUTH B	03/27/12	03/27/12	04/06/12	YES	CAROLINA CARPENTRY	BUILD WALKWAY
	813 6TH AVENUE SOUTH	03/30/12		04/04/12	YES	HAYNES SIGN	SIGN
	1417 OCEAN BLVD. SOUTH	03/30/12	03/30/12	04/02/12	NO	NEW SYSTEMS SIDING	DIVIDE POOL ROOM
	11 OCEAN BLVD. SOUTH	04/05/12	04/05/12	04/06/12	YES	HANCO	PIER UPGRADES
	515 OCEAN BLVD. NORTH	04/17/12	04/18/12	04/19/12	YES	RCB CONST. CO. INC.	DECK BOARDS & HANDRAILS
	135 HARBOR LIGHTS DRIVE	04/18/12	04/18/12	04/19/12	NO	D.R. HORTON	NEW SINGLE FAMILY RESIDENCE
	137 HAROR LIGHTS DRIVE	04/18/12	04/18/12	04/19/12	YES	POOLS PLUS INC. OF MB	FIBERGLASS POOL
	125B 12TH AVENUE SOUTH	04/20/12	04/20/12	04/25/12	YES	ALLSERVICE	ADD 8'X14' DECK TO EXIST DECK
	1310 CEDAR DRIVE NORTH	04/23/12	04/23/12	04/24/12	YES	HANCO OF SC, INC.	INSTALL WINDOWS ON PORCH
	1014 SABAL PALM WAY	04/24/12	04/24/12	04/24/12	NO	C R WALTON CONST. INC	NEW SINGLE FAMILY RESIDENCE
	1014 SABAL PALM WAY	04/25/12	04/25/12	04/25/12	NO	C R WALTON CONST. INC	NEW SINGLE FAMILY RESIDENCE
	913 POPLAR DRIVE NORTH	04/26/12	04/26/12	04/26/12	YES	B&B ENTERPRISES OF MB, INC.	BUILD 4'X5' OUTDOOR SHOWER
	825 1ST AVENUE NORTH	04/26/12	04/26/12	04/26/12	YES	BROWN BUILDERS & REPAIR	CUT WALL & INSTALL 2 DOORS

**TOWN OF SURFSIDE BEACH  
BUILDING AND ZONING REPORT  
2011-2012 YTD**

<b>MONTH/YEAR</b>	<b># OF PERMITS</b>	<b>PERMIT FEES</b>	<b># CONTRACTOR BUS. LIC./ RENEWALS</b>	<b>\$CONTRACTOR BUS.LIC./ RENEWALS</b>	<b>INSPECTIONS</b>
<b>January 2012</b>	73	13,232.72	25	5,143.55	143
<b>2011</b>	64	5,490.05	18	2,656.70	53
<b>DIFFERENCE</b>	<b>9</b>	<b>7,742.67</b>	<b>7</b>	<b>2,486.85</b>	<b>90</b>
<b>February 2012</b>	90	18,630.69	35	6,618.52	113
<b>2011</b>	56	5,847.83	24	4,820.20	58
<b>DIFFERENCE</b>	<b>34</b>	<b>12,782.86</b>	<b>11</b>	<b>1,798.32</b>	<b>55</b>
<b>March 2012</b>	101	14,311.25	24	3,518.75	155
<b>2011</b>	100	16,209.08	25	6,730.75	60
<b>DIFFERENCE</b>	<b>1</b>	<b>-1,897.83</b>	<b>-1</b>	<b>-3,212.00</b>	<b>95</b>
<b>April 2012</b>	95	8,217.83	102	15,069.00	160
<b>2011</b>	129	17,958.75	102	17,991.78	69
<b>DIFFERENCE</b>	<b>-34</b>	<b>-9,740.92</b>	<b>0</b>	<b>-2,922.78</b>	<b>91</b>
<b>May 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>June 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>July 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>August 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>Sept. 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>October 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>Nov. 2012</b>					
<b>2011</b>					
<b>DIFFERENCE</b>					
<b>Dec. 2012</b>					
<b>2011</b>					
<b>DIFF TOTALS</b>	<b>10</b>	<b>8,886.78</b>	<b>17</b>	<b>-1,849.61</b>	<b>331</b>

MIKE FREDERICK  
Chief of Police



K. ALLEN DEATON  
Mayor

**SURFSIDE BEACH POLICE DEPARTMENT**  
811 Pine Drive  
Surfside Beach, SC 29575

**Monthly Activity Report**  
**APR 2012**  
**(5 APR – 2 MAY 12)**  
*Prepared by Mike Frederick*

**INTRODUCTION:**

Not to sound like a broken record (do they even make records anymore?), but SBPD's workload continues to hold steady at the new, higher rate also observed by our sister agencies here in Horry County. At the most recent Horry County Chiefs' Meeting, I discussed the increases we've noted in our performance metrics across the board, and most of the chief executives and commanders said that their numbers were likewise higher (and appeared to be staying that way). As always, we'll break the numbers down for you in that section of this month's report.

Internally, our most significant news would likely be the fact that we finally filled our open positions. As previously referenced, we left the funded positions unfilled through our increasingly short off-season as a cost-cutting measure, but our service demand is such that we were forced to move the process forward by one month. The details follow in the next section.

SBPD also worked on several very important and high profile cases during this reporting period, the resolution of which contributed greatly to our mission- maintaining the fantastic quality of life we enjoy here in Surfside Beach. We'll detail those for you in the Notable Events section at the end of the report.

Finally, SBPD won another statewide award last month, this one recognizing our efforts in the area of DUI enforcement (also detailed in the Notable Events section).

**PERSONNEL ACTIONS:**

SBPD initiated no demotions, terminations, disciplinary transfers, or other disciplinary actions during this reporting period. We received no formal complaints against an officer during this reporting period.

As mentioned in the introduction, SBPD completed our hiring process last week. The law enforcement "hiring process" actually denotes a rather complex series of actions beginning with advertising and recruiting, and moving through the phases of assessment, selection, conditional job offers, and hiring. The case law (and generally litigious state of affairs in the US) demands that law enforcement agencies manage their hiring practices very carefully, which we do. We've implemented a court-tested application with excellent waivers and

information gathering tools. We execute each phase of the process carefully, and document each step as we move from almost 200 applications, to creating an eligibility list of fewer than a dozen applicants, and finally conditional job offers and hiring.

SBPD has two open positions currently, and a third officer is working out a two-week notice submitted today (2 MAY). Although we've hired the three officers to fill these positions, I will wait until our next report to brief you more fully on their backgrounds, starting dates, etc. as a professional courtesy, since they are submitting notices to their current employers (and this is a public document). I can say, however, that much like our last process, we were very pleased with the high caliber individuals who applied for and accepted these positions. To an individual, they all referenced SBPD's "reputation" as a large factor in their decision to apply here, and from a recruiting and retention standpoint this is exactly what you want to hear. Most laypersons have no idea the cost of high turnover, especially in technical fields like law enforcement. We manage to keep our negative turnover rates fairly low, which saves thousands of dollars per year in training and overtime costs.

We commended outstanding performance of duty by several officers involved in one of our more important criminal cases this reporting period. It was hard to pin down to even a half dozen officers, so I opted to aim the commendation language at all of our Patrol Division officers, who worked selflessly (and often at a level well above their pay grades) to help us break up what appeared to be dangerous and disturbing sexual exploitation offenses involving underage victims. The case is ongoing and we expect more arrests, so the commendation language is necessarily a bit vague, but hopefully you can get a sense of what our officers accomplished in that case. The commendation memo is attached for your review.

Although not a formal commendation, we do like to acknowledge good work by our staff whenever we find it (it's fun to catch people doing things right). I attached a note we sent out (and posted on the "Wall of Fame and Shame" in the Patrol Room) attendant to a brief letter to the editor which appeared in the *Sun News* in April. Although not unique (we receive nice notes and thank you cards every week), I thought it perfectly and briefly exemplified what we're all about. Our patrol officers can wrestle a resisting suspect into custody one minute, and get soaked to the belt trying to prevent water damage in a town business the next. That's a rare mindset that makes recruiting good law enforcement officers a tough game.

#### **HIGH RISK LAW ENFORCEMENT ACTIVITIES:**

SBPD officers conducted no foot-pursuits during this reporting period.

SBPD officers conducted no vehicle pursuits during this reporting period, but we are reporting one here that last month's report missed (it was an out-of-jurisdiction incident conducted as part of a task force operation, so the paperwork missed the last cutoff).

We used a reportable level of force on three occasions during this reporting period (standard handcuffing, escort holds, etc. do not require additional reporting beyond our Uniform Crime Report – see table on following page).

SBPD HIGH – RISK LAW ENFORCEMENT ACTIVITIES (APR 2012 Reporting Period)							
DATE	ACTIVITY TYPE	OFFENSE TYPE	OFFICERS	ARREST	INJURIES	PROPERTY DAMAGE	DETAIL
11 MAR 12	Pursuit	Suspected DUI	Ridgeway King	No	None	None	Officers attempted to stop a suspected drunk driver, who fled for several minutes at a high rate of speed. The officers terminated the pursuit voluntarily for safety reasons.
7 APR 12	Use of Force	Public Intoxication Resisting Arrest	Triletty Hofmann	Yes	None	None	Apparently intoxicated arrestee with a history of resisting arrest fought an officer's attempt to handcuff him when discovered drinking near a liquor store. Taken to the ground and handcuffed without further incident.
14 APR 12	Use of Force	Public Intoxication Resisting Arrest	King Ridgeway Byrd	Yes	None	None	Apparently intoxicated arrestee with a history of resisting arrest fought an officer's attempt to handcuff him when discovered in a vehicle parked in a municipal parking lot at 5:00 am. An officer used a contact stun from a TASER to obtain compliance when the suspect unzipped his jacket and took a "fighting stance."
18 APR 12	Use of Force	Indecent Exposure Resisting Arrest	Black Clark	Yes	None	None	After reports that a nude individual had stolen clothing and towels from beachgoers, officers located an apparently grossly intoxicated homeless individual in the surf, nude. He resisted arrest by fleeing first in the water, then by pulling away from an officer's grasp during handcuffing. As the suspect turned to run a second officer fired his TASER device and stopped the suspect, who was arrested without further incident.

### **TRAINING:**

As always, officers maintained their Class 1 Law Enforcement licenses via online training provided by the SC Criminal Justice Academy, and continued to receive their mandated in-service hours through our contracted third-party vendor.

Due to seasonal service demands, most advanced (off-site training) has been suspended. However, SBPD officers were able to complete the following advanced training Activities:

1. Executive Management (2-5 APR, Longview, TX). LT Rodney Keziah (designed to prepare supervisors for senior executive positions, funded by seized drug assets).
2. Less- Lethal Weapons Instructor (8-20 APR, Columbia, SC). CPL David Reyher (certifies officer to teach several less-lethal weapons systems and techniques, funded by the US Army).
3. SC Training Officers Association meeting (10 APR, Columbia, SC). CPL Ken Hofmann (network and information sharing among designated training officers).
4. DUI Prosecution (30 APR, Conway, SC). Eight patrol officers attended session conducted in conjunction with our anti-DUI Task Force activities.

### **WORKLOAD / PERFORMANCE METRICS:**

As usual, we've included our Monthly Activity Report (along with the same period last year spreadsheet for comparison purposes). Also included are the usual supplemental reports: the Criminal Investigations log, and the USMS Fugitive Task Force. Because we've just begun our seasonal Beach Services operation on an as-needed basis, no Beach Services Field Activities log is included. We have shifted two of our rescue-trained, sworn Beach Patrol officers to their seasonal duties. As referenced in the introduction, our call for service volume numbers continue to keep pace with other Horry County agencies. Our call for service volume increased by 43% over the same period last year, which (predictably) drove our arrest numbers up by about the same amount.

This month, SBPD officers issued 105 written warnings in lieu of Uniform Traffic Tickets (these are not reflected in our database totals).

Our beach traffic and waterfront activity increased to levels normally associated with early May, which required some overtime usage due to our short-staffed condition. We've implemented our normal in-season Beach Services policy of avoiding pickup truck use on the beach except during emergencies (to avoid dangerous pedestrian-vehicle collisions). We ask the beach services / ocean rescue contract vendor to comply with our policy, which they do each year as well. All normal patrol and Beach Services activities on the beach take place in light vehicles such as mules and off-road capable golf carts. This greatly enhances safety for beach goers and reduces the town's liability exposure.

### **NOTABLE EVENTS / INFORMATION:**

SBPD authorized four Media Information Releases stemming from events and activities during this reporting period (included for your review).

The first release reports that Officer Bryan Byrd was cleared by all three of the mandated reviews completed after he discharged his weapon in the line of duty. The second details a successful anti-DUI operation conducted in Surfside Beach by one of the DUI Task Forces in which SBPD participates. That task force is still in the startup phase of operation, but has already produced great results. It should be fully implemented by next month, at which time we'll break out our role in more detail for you.

The third release announced arrests in the sexual exploitation case referenced in the commendation memo, and condenses almost five months of police work and investigation

to one and a half pages. Obviously, much went unsaid there, and necessarily so due to the nature of the case and the fact that we are still actively pursuing leads. Since the release, we've executed additional search warrants and received more evidence; more arrests are likely. In a perfect world I could guarantee to you that we would be able to deter these kinds of crimes from ever occurring here. In reality, all we can promise is that when we suspect that they are occurring, we will investigate them as vigorously, thoroughly, and professionally as possible. I truly believe we did that in this case, and I'm proud of the dedication displayed by the officers involved.

The final release announced the arrest of an accused hit and run driver who we allege totally destroyed a Surfside Beach resident's legally parked car as it sat in his driveway at 2:00 am. Again, the investigative skill of our patrol officers saved the day here, and demonstrates that our concept of pushing training down to the shifts (rather than consolidating it in a few specialists) pays off in our environment. The excellent crime scene and liaison work they did won't repair or replace our resident's totaled vehicle, but it will at least ensure that the accused (and his insurance carrier) are brought into the system in an effort to compensate the victim.

In another instance of an outside, statewide organization recognizing our efforts here, in early April the SC Department of Public Safety presented SBPD with their "DUI Enforcement Agency of the Year Award." Only five agencies in the state (one in each of five size categories) received the awards, which recognized not only aggregate DUI arrests, but innovative and successful anti-DUI programs. The plaque reads, "For excelling in the area of DUI arrests, DUI victim services, and anti-underage drinking programs..." In their remarks as they presented the award at a luncheon in Columbia, DPS officials mentioned our high DUI arrest rates, our participation in two DUI task forces, the wild population swings to which we must adjust, and our anti-DUI efforts aimed at local bars.

Another high-profile activity of note during this reporting period was SBPD's involvement in Horry County PD's "Operation Red Harvest," an 18-month Grand Jury investigation of an assortment of inter-related crimes associated with the Myrtle Beach chapter of the Hell's Angels. Although our involvement was relatively minor, we were read-in to the investigation earlier when a nexus to Surfside Beach popped up in one of our local investigations of Hell's Angel activity here. Our standard effort to coordinate the information with HCPD resulted in our inclusion. Because of the highly sensitive nature of such operations, I have been precluded from reporting it to you previously and can't discuss it in great detail even now since it is an on-going investigation.

What I can say is that HCPD's management of the case and execution of the first phase of arrests was a testament to the dedication and professionalism of the men and women involved both within HCPD and the Fifteenth Circuit Solicitor's Office. I will also report that our inclusion in the investigation is indicative of a couple of things. As I have reported to you on several occasions, no law enforcement agency (regardless of size) can be an island. Our greatly increased cooperation level with other Horry County and Fifteenth Circuit agencies demonstrates that the agencies on both sides of the equation understand the notion that law enforcement works best when it appears seamless. Bad guys don't worry about imaginary lines on a map, and we can't either.

The "Red Harvest" operation, because it had a connection to illegal activity in Surfside Beach, also served to make this town a little safer (a lot safer, actually) than it was the day before the arrests. In all of our cooperative efforts with other agencies, one agency invariably receives a larger benefit than the other (usually determined by pure chance). In the calculus

attendant to Red Harvest, Surfside Beach residents definitely won. Our limited time assisting during the investigation, meeting with informants, surveilling Hell's Angels, and reporting their movement resulted in a great benefit for our residents. Once in a while, we help an agency on a case and do the lion's share of the work and receive less benefit than the other agency. The point is that it all works out in the end- we don't choose to cooperate based upon some narrowly defined cost-benefit analysis. We do so because it is the right thing to do and directly (and indirectly) helps us to defend Surfside Beach from those who would victimize our citizens.

I thank you for the support you have shown for our policies and operational mindset at SBPD. We will always strive to avoid the small-minded thinking that sometimes cripples agencies our size, and your backing is an important component of our ability to do that.

As always, please don't hesitate to call should you desire additional information or clarification regarding the information within this report (or about our operation in general). Thank you (again) for your continued support of our efforts.

***SURFSIDE BEACH POLICE DEPARTMENT***

Monthly Activity Report  
APR 2012  
(5 APR – 2 MAY 12)

**ATTACHMENTS**

**AND**

**SUPPORTING MATERIALS**

# **SURFSIDE BEACH POLICE DEPARTMENT**

## **MEMORANDUM**

**To:** All Patrol Division personnel  
**From:** Mike Frederick, Chief of Police  
**Date:** 25 APR 12  
**Re:** Outstanding Performance of Duty (Yaccarino case, DEC 2011 – APR 2012)  
**CC:** Jim Duckett, Town Administrator

.....

I would like to commend you all in regard to your exemplary performance of duty during the five months during which SBPD investigated the sexual exploitation of minors in the Yaccarino case. Your high level of capability, combined with the willingness to volunteer for what was often disgusting and difficult duty directly resulted in the arrest of four individuals, the rescue of an endangered runaway minor, and the location of literally thousands of items of evidence. Your actions contributed greatly to the safety and security of our community.

As we attempted to cull out those officers who contributed to this case, we quickly realized that literally every officer's fingerprint is somewhere in the mix. Some more than others, obviously, but this case is a testament to our adoption of the "intelligence-led policing" model as well as our "special operations mindset," which frees officers to contribute as they are best able, despite job titles. Our approach also frees us to innovate and approach problems creatively, without fear of ridicule or rejection.

I would like to personally thank the officers who spent hours working the social media angles of this case, staring at screens for hours and reading thousands of sordid messages; the officers who performed hours of surveillance near the residence; the officers who interviewed informants and suspects alike for hours; the officers who remained vigilant for new sources of information even as the case wore on; the officers who repeatedly searched the residence and braved genuinely deplorable conditions while doing so; and of course, the officers who physically hunted down and arrested the suspects when that day finally arrived.

Your commendable actions probably prevented the further victimization of additional underage persons, and removed a potentially dangerous suspect from our streets. It is likely that you may never know the full extent of the positive impact you've made upon this community (and its youth) in regard to this case.

Thanks you for all that you do here; keep up the good work.

Council,  
Marilyn  
utley,  
280-5555,  
www.nmb.us

Conway City  
Council, Mayor  
Alys Lawson,  
843-248-1760,  
yofconway.com

Surfside Beach  
Town Council,  
Mayor Allen  
Deaton,  
843-913-6111,  
surfsidebeach.org

Georgetown City  
Council, Mayor  
Jack Scoville,  
43-545-4000,  
www.cityof  
georgetownsc.com

Georgetown  
County Council,  
Chairman Johnny  
Morant,  
43-545-3058,  
rw.georgetown  
countysc.org

Georgetown  
County Board of  
Education,  
Chairman Jim  
Dumm,  
43-436-7043,  
wgcsd.k12.sc.us

served in individual and group counseling in locations other than the safe houses, such as the Little River United Methodist Church, and in court advocacy and case management. On a recent day, 12 women and children were in the Myrtle Beach safe house and 9 in Georgetown. The length of stay of course depends on circumstances; it typically is two weeks. Finding housing is very difficult, Patterson says. CASA helps victims in finding a job, medical care and in enrollment in assistance programs.

"Generally, somebody has been hurt - or feels they're going to be hurt." CASA works closely with other agencies such as the Little River Medical Center, the Rape Crisis Center and Myrtle Beach Haven.

Unfortunately, women typically return to the abusive situation. "They do go back. Seven to eleven times they go back," Patterson says. It's a statistic that has stuck with her for the 13 years she has been the director of CASA. She also worked at the Myrtle Beach Housing Authority. After being here 30 years, "I'm a local now."

She recalled two families that "came [to the safe house] with nothing and left with everything - they broke the cycle and are living violent-free." That's success. "All of us in the trenches - what sustains us is our successes. When it happens, you know you can do it [keep on trucking] again today."

Alabama, Arkansas and South Carolina, which adhere to the economic philosophy the author expounds, are the poorest in the union and likely to remain so while the more liberal states such as Connecticut, Massachusetts, New Jersey and California are at the top of the heap.

During the current worldwide recession,

the one that has done the worst is the United Kingdom, whose conservative government adheres to Thatcherism, the economic twin of Reaganomics, the economic ideology which has brought our economy currently to its knees.

Without unemployment and workers' compensation, Social Security, Medi-

es aren't made we face a future in which the Great American Dream will become a Great Nightmare. Mr. Dietz' ideas are much like those employed by President Herbert Hoover from 1928 to 1932 and I certainly hope that he knows what that led to.

The writer lives in North Myrtle Beach.

## LETTERS TO THE EDITOR

Your views on issues in the news, editorials and articles in your newspaper are welcomed.

### OVER AND ABOVE

#### Thanks to police for help with flood

As a resident and business owner in Surfside Beach, I would like to thank our police department for their hard work. I received a call from the Surfside police department that water was coming out of the door to my business. When we arrived, several officers were there to help us, officers Brian Clark and Lee Black. They stayed and helped with getting the water out of our business by sweeping the water, all while being soaked themselves.

Thank you for your hard work and helping us.

#### To submit letters to the editor

Letters to The Sun News should include the writer's name, address and telephone number and should be no longer than 150 words. Letters may be edited for taste, clarity and grammar. Readers may submit one letter per 30 days. The Sun News will consider longer letters on community, regional and statewide issues and select some for publication.

BILLY TURNER AND TINA  
LYONS  
Surfside Beach

#### FIGHTING POVERTY No easy answers for those in need

Re April 12 letter by Adrian Weatherwax, "Work for food' signs sometimes a scam"

I agree about work for food signs being a scam. However, I would rather err on the side of feeding one in need than ignoring a plea because it could be a scam. Just last year, upon seeing

a guy sitting on curb near Wendy's in Murrells Inlet, with such a sign, I went to Wendy's window, ordered fast food, plus hot coffee, dropped \$5 plus change in the bag and gave to him. Since then, I have questioned my own motive; was it to help him out or feed my ego, or maybe really have genuine compassion for my fellow man?

Most folks in need have no transportation to get to the few church soup kitchens. My own church has a lunch program Wednesday-Thursday and breakfast on Saturday morning. No one

has to prove need or show ID, etc. They just show up. I feel sure if church members volunteered to go out to homes and bring folks in the number would triple. So next time when I see someone in need and I tell them where to go to get fed, how do I answer the question, "Is there transportation?"

Visitors to our area see many gated communities, lots of beautiful golf courses, but behind all that there are the folks who work for hourly pay or even less, who maintain the pro shops and links and tennis courts and pools. Most arrive by bus from other counties because they cannot afford to live here, where they work.

MILLIE HERRMAN  
Pawleys Island

weddings@thesunnews.com  
obits@thesunnews.com

after Thanksgiving.

AWESOME. THIS IS HOW YOU GUYS ARE

CREATING "RAVING FANS..."

NICELY DONE,

Mike



**Surfside Beach Police Department - Patrol Division**



**Monthly Activity Report - APR 2012**

Calls for Service / Field Activities		Charges and Arrests	
911 Hang-Ups	5	Accessory to Felony	
Abandoned Property		Allow Unauthorized Operation of Motor Veh	
Abandoned Vehicle	2	Animal at Large	
Accident (injuries)	7	Armed Robbery	
Accident (property damage only)	121	Assault / Battery (1st degree)	1
Alarm Calls	56	Assault / Battery (2nd degree)	1
Alcohol Violation	4	Assault / Battery (3rd degree)	2
Animal Calls	23	Bank Fraud	
Armed Subject	1	Bicycle Violations	
Assault	6	Blackmail / Extortion	
Assisting other Agencies	17	Breach of Trust	14
Bomb Threat		Breaking & Entering Motor Vehicle	
Booking (non-SBPD)	61	Burglary 1st Degree / attempt	1
Breach of Trust	1	Burglary 2nd Degree / attempt	
Burglary Attempt		Burglary 3rd Degree / attempt	
Burglary Business/Building	1	Careless Operation	5
Burglary Residence	2	Child Neglect	
Burglary Vehicle		Child Restraint Violation	
Check Forgery		Criminal Domestic Violence	3
Child Abuse		Criminal Domestic Violence High & Agg.	
City Ordinance Violation	7	Criminal Sexual Conduct	
Civil Matter	13	Defrauding Cab	1
Credit Card Abuse	1	Disorderly Conduct	19
Criminal Sexual Conduct		Driver's License Violations / Restrictions	
Death Investigation	1	Driving Under Suspension	21
Debit Card Abuse		Driving Under the Influence	25
Decoy Car / Operation		Driving Wrong Side of Highway	
Defraud Check	2	Equipment Violation	3
Defraud Food/Gas Bill		Failure to Stop for Blue Lights	
Defraud Innkeeper		Failure to Surrender DL	
Defraud Wrecker		Failure to Yield Right of Way	1
Disabled Vehicle/Motorist	1	False Information to Law Enforcement	2
Disorderly Subjects	9	Following Too Closely	1
Disturbances	19	Forgery	
Domestic Dispute	10	Fugitive from Justice	
Embezzlement		Golf Cart Violation	1
Escorts	5	Grand Larceny	
Fight	2	Handicap Violation	
Fireworks	19	Helmet Law Violation	
Foot Patrol	6	Hitchhiking	
Found Property / Article	10	Improper Lights	
Harassment Calls	9	Improper Turn	
Hit and Run Accidents	4	Kidnapping	
Identity Theft	1	Leaving Scene of Accident	2
Improper Parking		Liquor with Broken Seal	
Incorrigible Juvenile	2	Littering	1
Indecent Exposure	1	Harboring Runaway	1
Information	37	Loud Noise	
Intoxicated Driver	6	Malicious Damage to Property	2
Intoxicated Pedestrian	7	Minor Possession Alcohol	13
Kidnapping		Minor Possession Cigarettes	1



**Surfside Beach Police Department - Patrol Division**



**Monthly Activity Report - APR 2012**

Calls for Service / Field Activities		Charges and Arrests	
Littering		MOPED Violations	4
Lost/Found Property	3	Moving Violation (other)	
Mail Tampering		No DL in Possession	
Malicious Damage to Auto	1	No Motorcycle DL	
Malicious Damage to Business		No Proof of Insurance	
Malicious Damage to Property	2	No SC Driver's License	14
Medical Calls/Assisting Fire Dept	8	Noise violation (animal)	1
Mentally Ill Subject		Open Container	13
Message Delivery		Operating Uninsured Vehicle	12
Misc Beach Problems		Petit Larceny	1
Open Door Business		Possession Cocaine / Crack / Ice	
Open Door Residence	1	Possession Controlled Substance	9
Open Door Town Property		Possession Criminal Tools or Implements	
Open Door Vehicle	1	Possession Heroin	
Other	60	Possession of Weapon during Crime	
Premises Check	97	Possession Stolen Goods < \$2000	
Prowler		Possession Stolen Goods > \$2000	
Public Assist	31	Possession Stolen Vehicle	
Radar/Traffic Control	1	Possession with Intent to Dist Marijuana	
Repossessions/Towed Vehicles	5	Possession with Intent to Dist Other	
Sanitation Problem		Prostitution	
Sex Crimes/Vice		Reckless Driving	2
Shoplifting	3	Registration Violations	14
Smoking Ordinance Violation		Resisting Arrest	6
Stolen Property	13	Sexual Exploitation of Minor	5
Stolen Tag		Seatbelt Violation	1
Stolen Vehicle		Shoplifting	
Stolen Vehicle (recovered)		Simple Possession Marijuana	9
Street Department Problem		Impersonating Law Enforcement Officer	1
Strong Armed Robbery		Speeding (17 corridor)	10
Suicide Attempt		Speeding (residential)	11
Suspicious Circumstances	20	Stop Sign Violation	2
Suspicious Person(s)/Vehicle(s)	92	Striking Fixtures on Highway	
Towed Vehicle	2	Strongarm Robbery	
Traffic Complaints/Hazards	18	Supply Alcohol to Minor	
Traffic Stops	276	Trespassing	4
Transport for Bond Hearing	35	Unlawful Carrying of Weapon	
Trespassing	7	Unlawful Use of Telephone	3
Unknown Call Type		Vehicle on Beach	
Utility Problem		Contributing To Delinquency of Minor	4
Vandalism	1	Check Forgery	
Vehicle Accidents		<b>TOTAL</b>	<b>247</b>
Warrant Service	17		
Water/Street/Utility Problems		<b>USE OF DETENTION FACILITY</b>	
Welfare Concern	6	Horry County Police Department	49
Drug	1	SC Highway Patrol / other agency	13
Missing Persons	4	Surfside Beach Police Department	89
<b>TOTAL</b>	<b>1184</b>	<b>TOTAL</b>	<b>151</b>

SBPD Prisoners Trans. to County Jail 61



Surfside Beach Police Department - Patrol Division

Monthly Activity Report - APR 2011

Calls for Service / Field Activities		Charges and Arrests	
911 Hang-Ups	8	Accessory to Felony	
Abandoned Property		Allow Unauthorized Operation of Motor Veh	
Abandoned Vehicle	1	Animal at Large	
Accident (injuries)	4	Armed Robbery	
Accident property damage only)	16	Assault / Battery (1st degree)	
Alarm Calls	50	Assault / Battery (2nd degree)	
Alcohol Violation		Assault / Battery (3rd degree)	
Animal Calls	25	Bank Fraud	2
Armed Subject	3	Bicycle Violations	
Assault	7	Blackmail / Extortion	
Assisting other Agencies	5	Breach of Trust	
Bomb Threat		Breaking & Entering Motor Vehicle	
Booking (non-SBPD)		Burglary 1st Degree / attempt	
Breach of Trust	1	Burglary 2nd Degree / attempt	
Burglary Attempt	1	Burglary 3rd Degree / attempt	
Burglary Business/Building	2	Careless Operation	2
Burglary Residence	5	Child Neglect	2
Burglary Vehicle	8	Child Restraint Violation	1
Check Forgery	3	Criminal Domestic Violence	3
Child Abuse		Criminal Domestic Violence High & Agg.	
City Ordinance Violation	3	Criminal Sexual Conduct	
Civil Matter	6	Defrauding Cab	
Credit Card Abuse	11	Disorderly Conduct	11
Criminal Sexual Conduct		Driver's License Violations / Restrictions	2
Death Investigation		Driving Under Suspension	8
Debit Card Abuse		Driving Under the Influence	12
Decoy Car / Operation		Driving Wrong Side of Highway	1
Defraud Check	1	Equipment Violation	5
Defraud Food/Gas Bill	2	Failure to Stop for Blue Lights	
Defraud Innkeeper		Failure to Surrender DL	
Defraud Wrecker		Failure to Yield Right of Way	1
Disabled Vehicle/Motorist		False Information to Law Enforcement	1
Disorderly Subjects	9	Following Too Closely	
Disturbances	5	Forgery	4
Domestic Dispute	15	Fugitive from Justice	1
Embezzlement		Golf Cart Violation	2
Escorts	10	Grand Larceny	
Fight	3	Handicap Violation	
Fireworks	15	Helmet Law Violation	1
Foot Patrol	7	Hitchhiking	
Found Property / Article	11	Improper Lights	2
Harassment Calls	5	Improper Turn	1
Hit and Run Accidents	2	Kidnapping	
Identity Theft	1	Leaving Scene of Accident	
Improper Parking	9	Liquor with Broken Seal	1
Incorrigible Juvenile	4	Littering	1
Indecent Exposure		Littering	
Information	10	Loud Noise	2
Intoxicated Driver	4	Malicious Damage to Property	1
Intoxicated Pedestrian	6	Minor Possession Alcohol	2
Kidnapping		Minor Possession Cigarettes	



**Surfside Beach Police Department - Patrol Division**

**Monthly Activity Report - APR 2011**

Calls for Service / Field Activities		Charges and Arrests	
Littering		MOPED Violations	
Lost/Found Property	3	Moving Violation (other)	4
Mail Tampering		No DL in Possession	
Malicious Damage to Auto	2	No Motorcycle DL	
Malicious Damage to Business		No Proof of Insurance	10
Malicious Damage to Property	5	No SC Driver's License	11
Medical Calls/Assisting Fire Dept	2	Noise violation (animal)	3
Mentally Ill Subject	1	Open Container	3
Message Delivery		Operating Uninsured Vehicle	5
Misc Beach Problems	2	Petit Larceny	1
Open Door Business		Possession Cocaine / Crack / Ice	
Open Door Residence		Possession Controlled Substance	1
Open Door Town Property		Possession Criminal Tools or Implements	
Open Door Vehicle		Possession Heroin	
Other	6	Possession of Weapon during Crime	
Premises Check	12	Possession Stolen Goods < \$2000	
Prowler		Possession Stolen Goods > \$2000	
Public Assist	19	Possession Stolen Vehicle	
Radar/Traffic Control		Possession with Intent to Dist Marijuana	
Repossessions/Towed Vehicles	2	Possession with Intent to Dist Other	
Sanitation Problem		Prostitution	
Sex Crimes/Vice		Reckless Driving	
Shoplifting	4	Registration Violations	21
Smoking Ordinance Violation	1	Resisting Arrest	1
Stolen Property	7	Resisting Arrest	
Stolen Tag		Seatbelt Violation	8
Stolen Vehicle	2	Shoplifting	2
Stolen Vehicle (recovered)		Simple Possession Marijuana	15
Street Department Problem		Smoking Violation	
Strong Armed Robbery		Speeding (17 corridor)	14
Suicide Attempt	2	Speeding (residential)	7
Suspicious Circumstances	29	Stop Sign Violation	2
Suspicious Person(s)/Vehicle(s)	71	Striking Fixtures on Highway	
Towed Vehicle	1	Strongarm Robbery	
Traffic Complaints/Hazards	18	Supply Alcohol to Minor	1
Traffic Stops	311	Trespassing	
Transport for Bond Hearing	22	Unlawful Carrying of Weapon	
Trespassing	4	Unlawful Use of Telephone	1
Unknown Call Type		Vehicle on Beach	
Utility Problem		Wipers / No Lights	
Vandalism		Check Forgery	
Vehicle Accidents		<b>TOTAL</b>	<b>179</b>
Warrant Service	13		
Water/Street/Utility Problems		<b>USE OF DETENTION FACILITY</b>	
Welfare Concern	11	Horry County Police Department	40
		SC Highway Patrol / other agency	5
		Surfside Beach Police Department	60
<b>TOTAL</b>	<b>828</b>	<b>TOTAL</b>	<b>105</b>

SBPD Prisoners Trans. to County Jail 38







## **SURFSIDE BEACH POLICE DEPARTMENT**

811 Pine Drive  
Surfside Beach, SC 29575

# **MEDIA INFORMATION RELEASE**

**To:** Media Outlets (FOR IMMEDIATE RELEASE)  
**FROM:** Mike Frederick, Chief of Police  
**DATE:** 7 APR 2012  
**RE:** SBPD Officer Cleared by Three Reviews; Returns to Full Duty

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SBPD Officer Bryan Byrd returned to his patrol assignment this week after being on administrative duty for three weeks following a shooting incident which occurred on 28 FEB. SBPD Chief of Police Mike Frederick said that the pursuit and subsequent shooting were reviewed internally by an SBPD lethal use of force panel, and externally by the SC State Law Enforcement Division (SLED) and the Fifteenth Judicial Circuit Solicitor's Office.

The original incident stemmed from a pursuit wherein SBPD officers allege that Christopher Glenn CLARK (32, Myrtle Beach) was driving recklessly and erratically, and failed to stop when signaled with blue lights and siren. At one point during the pursuit, CLARK stopped his vehicle. As Officer BYRD approached the vehicle, CLARK rapidly accelerated, spinning dirt and gravel onto BYRD and prompting the officer to believe that CLARK intended to swerve into him. BYRD fired several shots at the vehicle, until it pulled away and was obviously no longer a threat (the rounds struck the vehicle, but missed the suspect).

The pursuit continued, and CLARK continued to strike signs and mailboxes in an attempt to throw officers off of the pursuit. The damaged tire, however, created handling problems on CLARK's vehicle and officers were able to end the pursuit by pinning his vehicle to a tree after he missed a turn. CLARK fled the wrecked vehicle on foot, but was apprehended after a foot pursuit and physical struggle with officers.

Later in the evening, CLARK became ill while in custody and spent four days at Grand Strand Regional Hospital. Investigators believe CLARK ingested something during the pursuit that made him ill, but are awaiting medical records.

The original criminal investigation revealed that CLARK is also a wanted fugitive from WV attendant to felony drug distribution charges there. CLARK is still incarcerated at the J. Reuben Long Detention Center in Conway.

Frederick said that both the SLED investigation and the Solicitor's Office review (conducted at SBPD's request) cleared BYRD of criminal wrongdoing. Frederick's internal investigation concurred, although the SBPD inquiry resulted in internal actions regarding violations of SBPD policies.

“Serious incidents like these are, unfortunately, part of the law enforcement landscape,” Frederick said. “This is a dangerous business, and our policies have to reflect that. We review all of our use of force incidents and make corrections where appropriate. We strive for perfection, even as we acknowledge that we won’t always achieve it.”

Frederick added that, like most agencies, SBPD’s internal policies are much more stringent than state and federal law require.

“The bottom line, though, is that these officers performed an important duty out there that night,” Frederick said. “They stopped an unsafe, erratic driver before he hurt anyone, and took a dangerous fugitive off of our streets.”

Frederick also thanked the community for their support in the days following the incident.

“Many of the folks from the neighborhoods affected by the pursuit walked outside in the middle of the night to check on the officer, and thanked the guys for what they did,” Frederick explained. “We genuinely appreciate that kind of support. It tells you that these guys are doing the right things day in and day out.”

Frederick also expressed appreciation for the thorough and speedy work by SLED and Solicitor Hembree’s office in expediting their investigations.

###

**Attachments:**

Bryan BYRD (SBPD).jpg (file photo)

Christopher Glenn CLARK.jpg (booking photo)

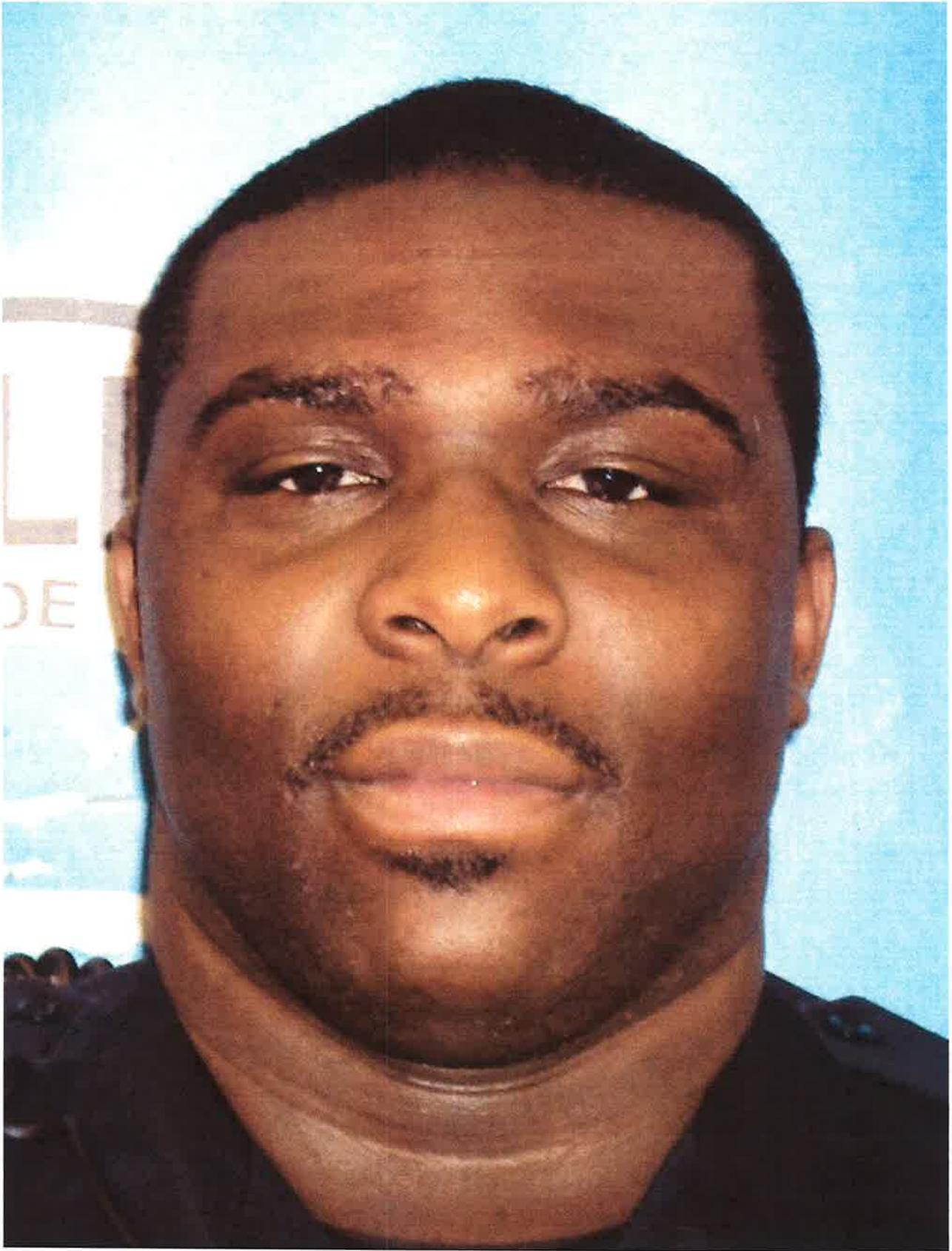
**Video Availability:**

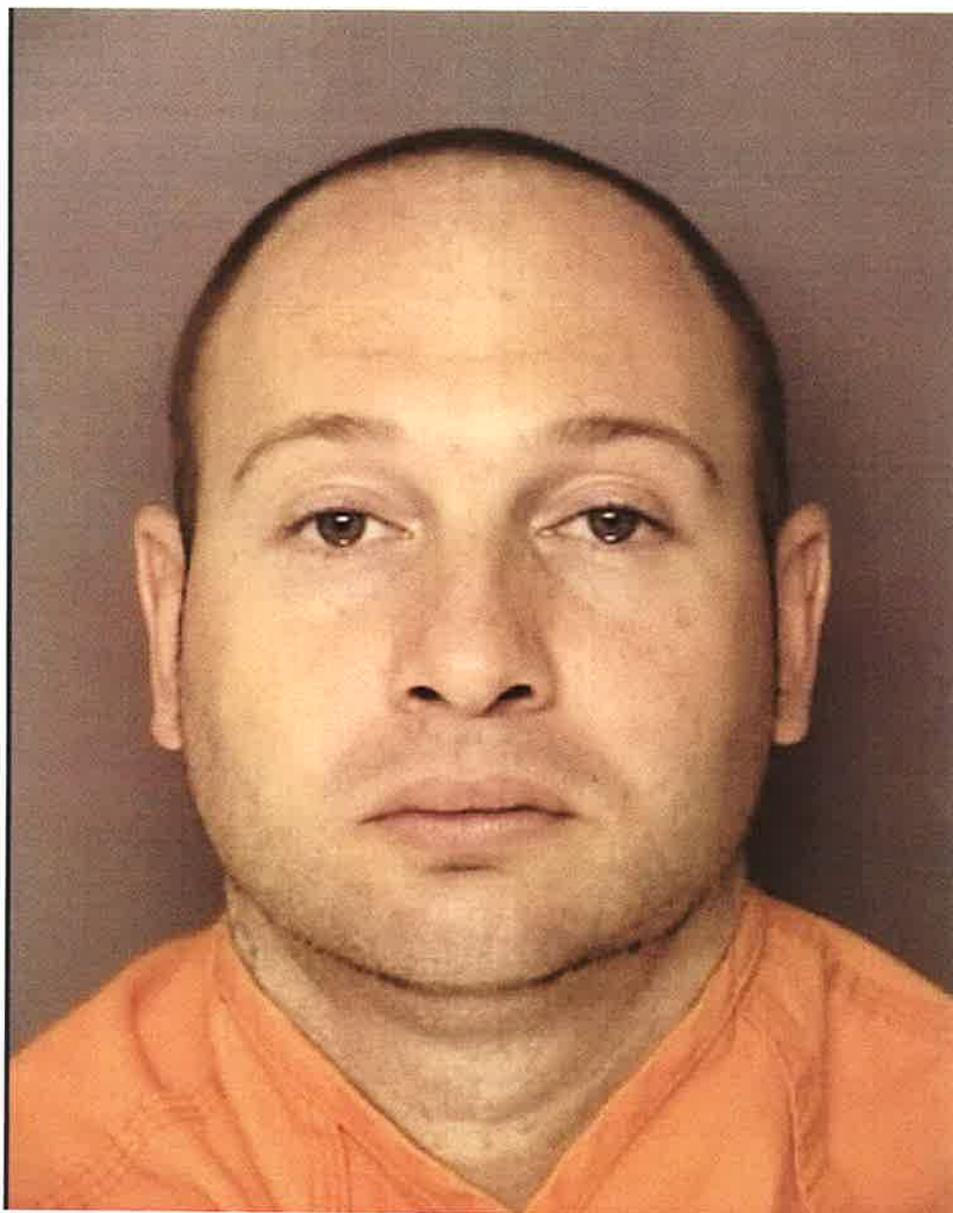
A compilation of the relevant in-car digital video is available at SBPD on disk for the outlets who requested copies. The files are too large for email distribution.

**SBPD Point of Contact / Availability:**

Mike Frederick [mfrederick@surfsidebeach.org](mailto:mfrederick@surfsidebeach.org) 843.913.6351

Frederick will be available at SBPD from 4:00 PM to 6:00 PM should media representatives desire additional information or discussion.







## **SURFSIDE BEACH POLICE DEPARTMENT**

811 Pine Drive  
Surfside Beach, SC 29575

# **MEDIA INFORMATION RELEASE**

**To:** Media Outlets (FOR IMMEDIATE RELEASE)  
**FROM:** Mike Frederick, Chief of Police  
**DATE:** 9 APR 2012  
**RE:** Joint Anti-DUI Operation Arrests Nine in Surfside Beach

---

A multi-jurisdictional anti-DUI operation hosted by the Surfside Beach Police Department Friday evening resulted in the arrest of nine persons. Officers from SBPD, Coastal Carolina University PD, and deputies from the Horry County Sheriff's Office performed roadside safety checkpoints and anti-DUI saturation patrols from about 8:30 PM Friday evening until just after 5:00 AM the following morning and charged the nine arrestees with an array of charges including DUI, no driver's license, and Failure to Appear (DUI).

SBPD Chief of Police Mike Frederick indicated that the operation was designed to combat impaired driving and reduce alcohol-related accidents and injuries. SBPD's certified Drug Recognition Expert was also on hand to assist in cases wherein officers suspect illegal drug (versus alcohol) impairment.

Frederick described the operation as a success, and said that joint operations allow all of the participating agencies to increase their anti-dui enforcement effectiveness. Frederick also added that the overtime expense will be reimbursed to the respective agencies via grant funding administered locally.

"Operations like this are important for two reasons," Frederick added. "They obviously stop at least a few folks from endangering innocent drivers and pedestrians, but they also send the message that the risk of detection and arrest gets higher as we perfect these strategies."

Frederick said that not everyone agreed with SBPD's DUI enforcement policy.

"Several of our suspects indicated that we should be out chasing 'serious criminals,'" Frederick explained. "Our folks arrested one of the drivers from this operation from behind the wheel of a car lying on its roof in the center of US 17. So, forgive us if we consider DUI pretty dangerous, serious stuff."

SBPD participates in several anti-DUI initiatives and task forces, and last week won the SC Department of Public Safety "Agency of the Year Award" for DUI enforcement in its departmental size category in recognition of those efforts and several innovative anti-DUI programs.

**###**

**Attachment:**

SBPD DUI op booking.pdf (booking photos)

**SBPD Point of Contact:**

Mike Frederick [mfrederick@surfsidebeach.org](mailto:mfrederick@surfsidebeach.org) 843.913.6351

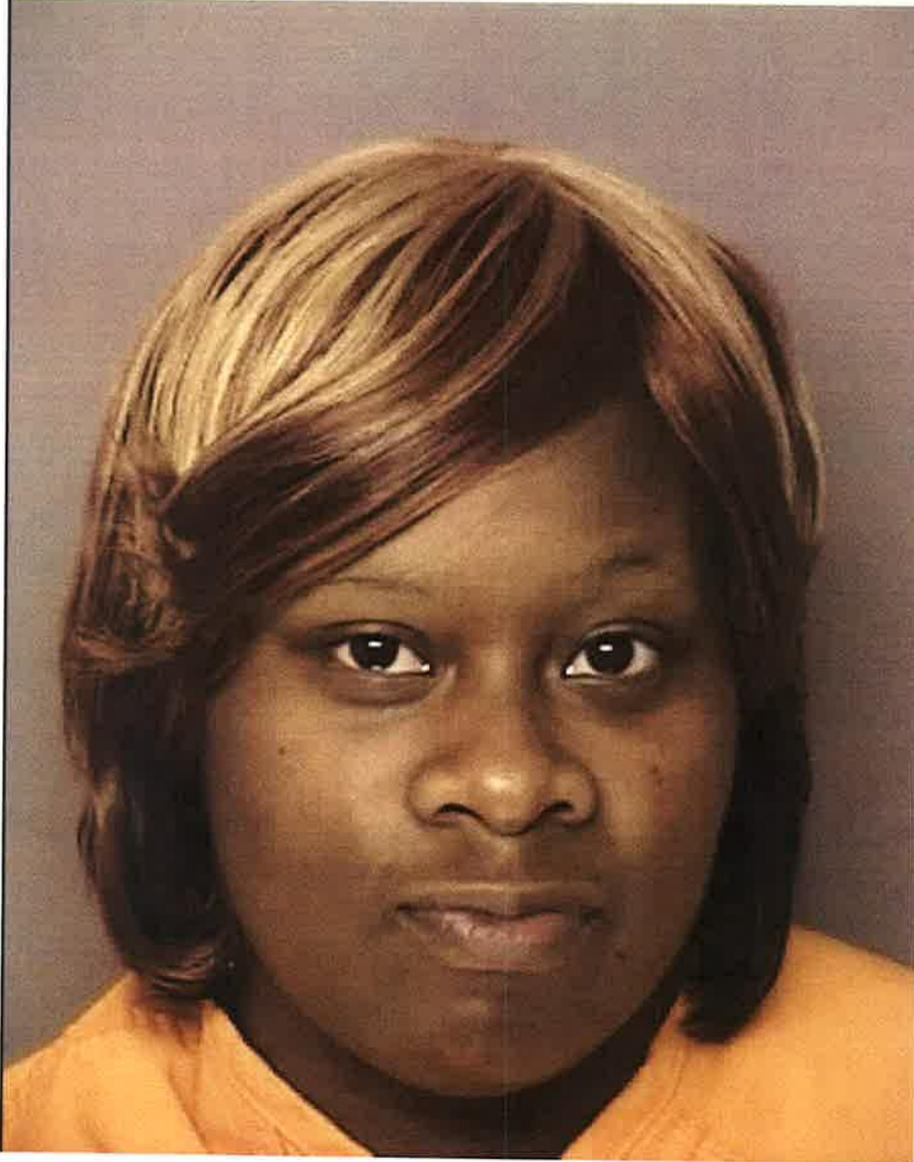
Greg Gatti : DUI, No DL, Open Container



Dawn Stark: DUI



Niesha Mason: DUS



Rhona Lynch: DUI



Kristin Platt: DUI



Baltazar Juan Pedro: No DL



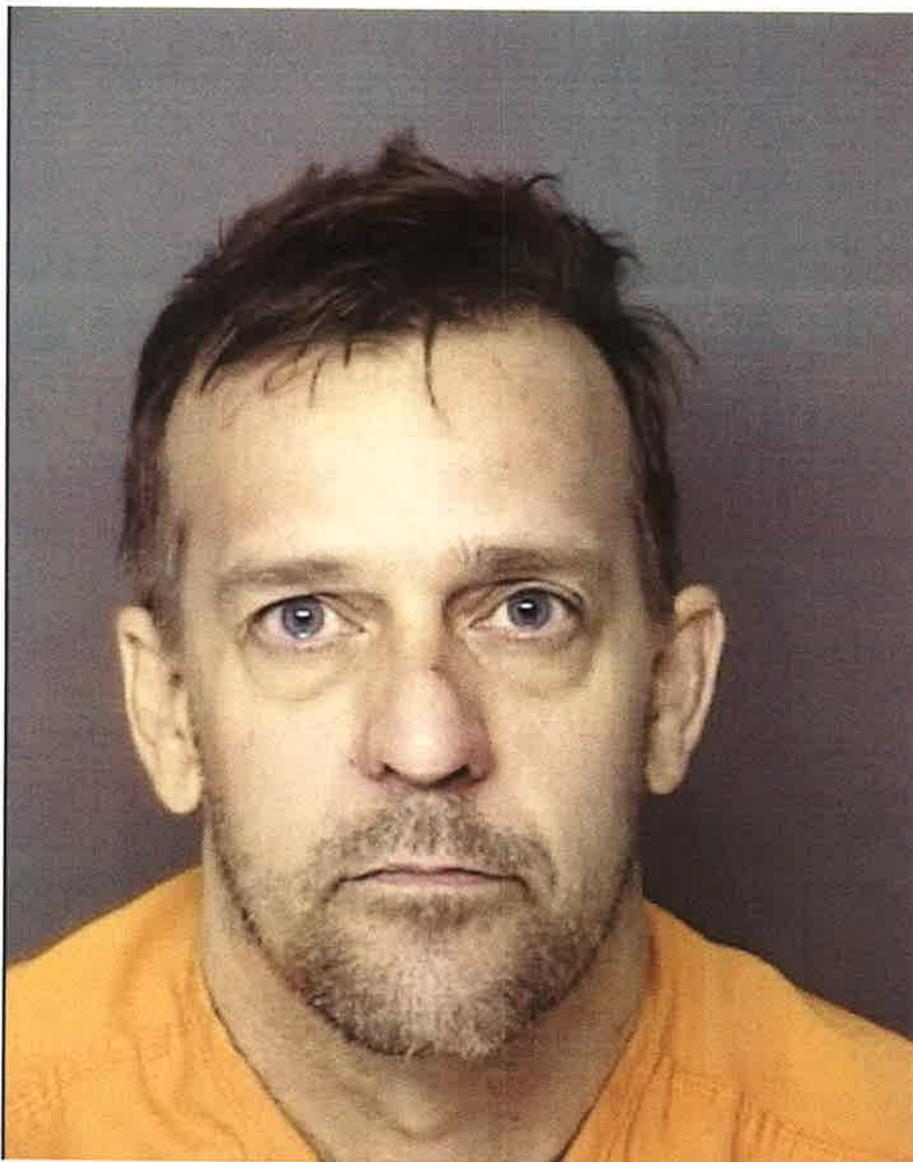
Allison Horowitz: DUI



Michael Chaney: DUI



Craig Warr: FTA DUI and FTA DUS (2times)





## **SURFSIDE BEACH POLICE DEPARTMENT**

811 Pine Drive  
Surfside Beach, SC 29575

# **MEDIA INFORMATION RELEASE**

**To:** Media Outlets (FOR IMMEDIATE RELEASE)

**FROM:** Mike Frederick, Chief of Police

**DATE:** 14 APR 2012

**RE:** SBPD Arrests Four in On-Going Child Sexual Exploitation Investigation

.....

Officers and investigators from the Surfside Beach Police Department arrested four suspects during a two-day sweep which followed an investigation which began in early December of 2011 involving illegal sexual acts with minors, the production of illegal pornographic material, and contributing to the delinquency of a minor. The arrest operation also resulted in the placement of at least one runaway juvenile into the care of the SC Department of Juvenile Justice, and the SC Department of Social Services assisted after SBPD officers took two other juveniles into emergency protective custody.

By Saturday morning, the following persons were in custody and charged as follows:

1. **Tim YACCARINO (58, Surfside Beach, SC)** 1<sup>st</sup> Degree Sexual Exploitation of a Minor, Lewd Act Upon a Child, Conspiracy to Commit Lewd Act Upon a Child, Contributing to the Delinquency of a Minor, and Harboring a Runaway.
2. **Pam YACCARINO (42, Surfside Beach, SC)** 1<sup>st</sup> Degree Sexual Exploitation of a Minor, Lewd Act Upon a Child, and Contributing to the Delinquency of a Minor.
3. **Jessica GROUNDS (22, Conway, SC)** 1<sup>st</sup> Degree Sexual Exploitation of a Minor and Contributing to the Delinquency of a Minor.
4. **Amber MARTIN (21, Myrtle Beach, SC)** 1<sup>st</sup> Degree Sexual Exploitation of a Minor and Contributing to the Delinquency of a Minor.

Over the past several days, officers and investigators executed multiple search warrants and seized computer equipment and digital storage media. Photographs and videos retrieved from that storage media resulted in the charges, although SBPD is not releasing further details in regard to the exact nature or content of the images.

The suspects arrested thus far are in various stages of the bond hearing process, although Tim YACCORINO appeared before a municipal judge yesterday and was remanded to the county jail pending a \$222,000 bond.

SBPD Chief of Police Mike Frederick described the investigation as “complex and emotionally draining for everyone involved,” and indicated that additional charges against some of those already arrested are possible as the full forensic examination of the digital media is completed. Frederick also said that arrests of additional suspects are likely.

“We’re still sifting through numerous interviews and investigative notes,” Frederick added. “We’ll also spend next week coordinating with outside agencies and the US Secret Service in an effort to ensure that we’re being as thorough as a case of this import would dictate.”

Sexual Exploitation of a Minor in the 1<sup>st</sup> Degree is a felony which carries a maximum penalty of 20 years in prison (per count).

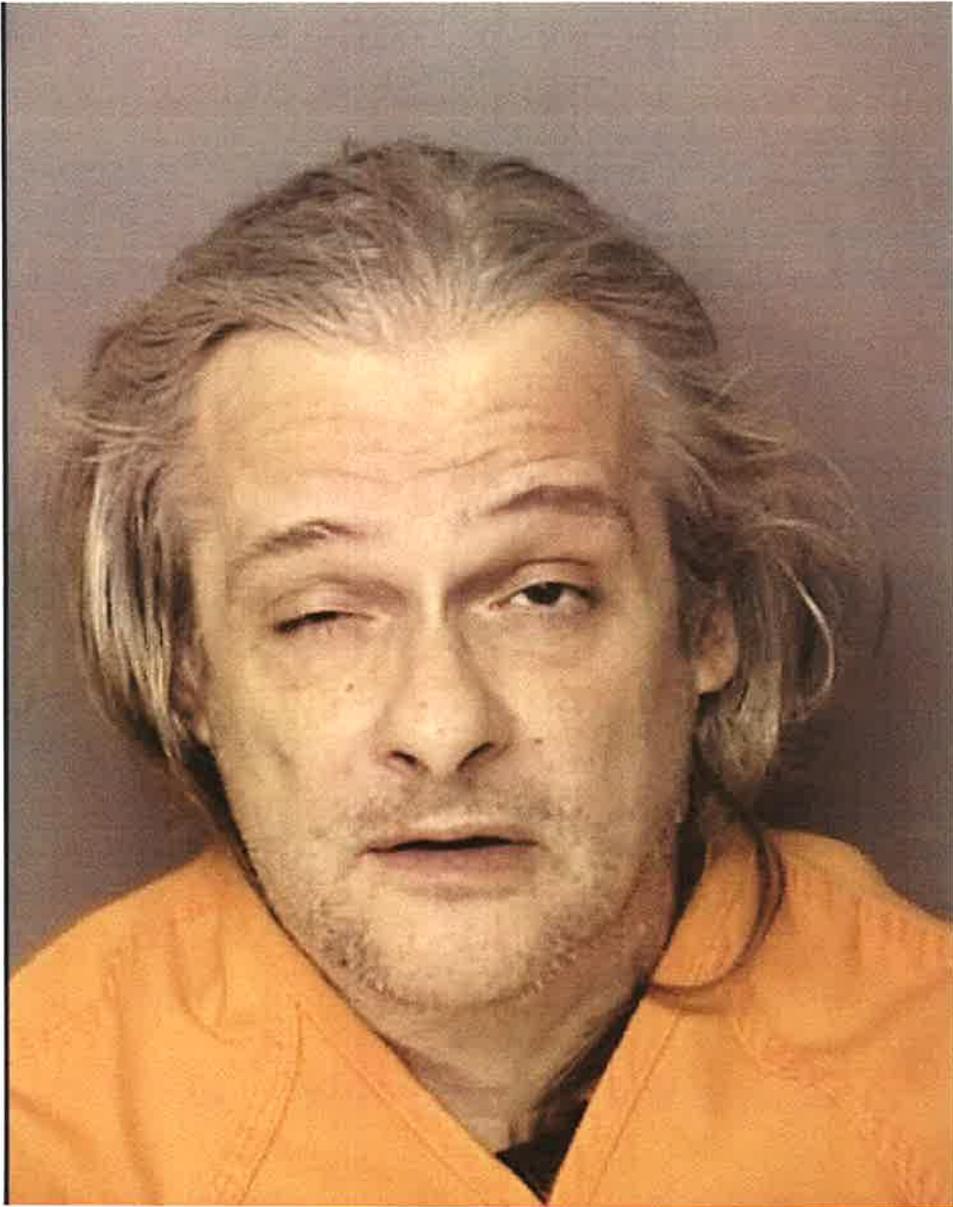
###

**Attachment:**

Tim YACCARINO.jpg (booking photo)  
Pam YACCARINO.jpg (booking photo)  
Jessica GROUNDS.jpg (booking photo)  
Amber MARTIN.jpg (booking photo)

**SBPD Point of Contact:**

Mike Frederick [mfrederick@surfsidebeach.org](mailto:mfrederick@surfsidebeach.org) 843.913.6351



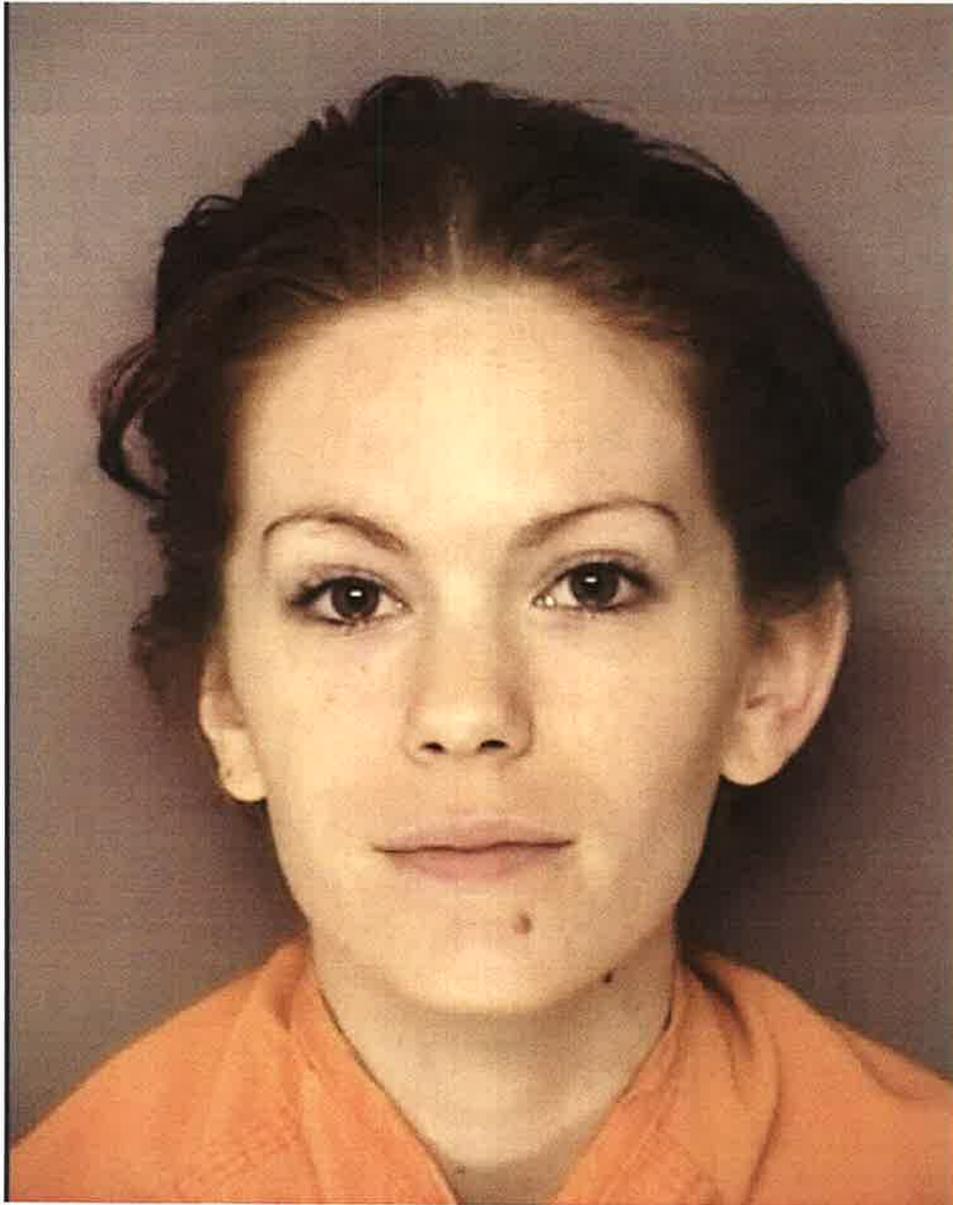
5'6"

5'3"

SURFSIDE BEACH  
POLICE DEPARTMENT

1 2 0 0 3 2 5 6







## **SURFSIDE BEACH POLICE DEPARTMENT**

811 Pine Drive  
Surfside Beach, SC 29575

# **MEDIA INFORMATION RELEASE**

**To:** Media Outlets (FOR IMMEDIATE RELEASE)  
**FROM:** Mike Frederick, Chief of Police  
**DATE:** 1 MAY 2012  
**RE:** SBPD Arrests Hit and Run Suspect after Investigation

.....

Traffic investigators from the Surfside Beach Police Department arrested a suspect on Monday and charged him with striking a vehicle during a hit and run collision in the early morning hours Saturday. The collision totally destroyed a resident's parked car, but investigators were able to identify the suspect's vehicle via fragments recovered at the crime scene.

Officers arrested and charged Ashton COOPER (26, Myrtle Beach) with Leaving the Scene of an Accident (vehicle), Leaving the Scene of an Accident (fixture), and Too Fast for Conditions.

Investigators allege that COOPER's vehicle left the roadway in a residential neighborhood along Hollywood Drive and struck a legally parked vehicle parked in a resident's driveway. The speed of the impact crushed the rear end of the homeowner's vehicle.

Due to the severity of the damage, the case had been assigned for full investigation. Investigators recovered several pieces of the suspect's vehicle at the crime scene, and enlisted the aid of the SC Law Enforcement Division (SLED) to identify the vehicle via part number database searches and local DMV records. The suspect called SBPD to turn himself in as investigators were preparing warrants.

COOPER appeared before a judge yesterday and was released on bond.

###

### **Attachments:**

Ashton COOPER.jpg (booking photo)

Hit and run vic.jpg (victim's damaged vehicle)

### **SBPD Point of Contact:**

Mike Frederick [mfrederick@surfsidebeach.org](mailto:mfrederick@surfsidebeach.org) 843.913.6351





# **Surfside Beach Fire**

## **Council Report**

**MAY 8, 2012**

## Surfside Beach Fire Incident Report

April 2012

Fire/Mutual Aid	1	
Natural Vegetation/Brush/Grass	2	
Medical Assist EMS	37	
MVA no injuries	8	
MVA with injuries	3	
Service Call/Assist Invalid	7	
Good Intent/Cancelled en route	1	
False Alarm/False Call	1	
False Alarm smoke detector/no fire	1	
<b>Total Incidents</b>		
	<b>April 2012</b>	<b>61</b>
	<b>April 2011</b>	<b>58</b>
	<b>April 2010</b>	<b>38</b>
	<b>April 2009</b>	<b>66</b>

## Surfside Beach Fire Training Report

April 2012

During the month of April 2012 all hydrants within the Surfside Beach town limits were tested in accordance with the requirements of National Fire Protection Association (NFPA) and Insurance Service Organization (ISO). The locations of hydrants that were in need of repair were forwarded to Grand Strand Water and Sewer so that they may be addressed. No Hydrants were placed out of service. General issues were missing chains that secure caps to the hydrant, close proximity of plantings to the hydrants (36" of free clearance required around all hydrants) and rust and paint issues.

April is also the month for the beginning of the testing of all fire hose used by the fire department. All small diameter pre-connected hose lines as well high-rise packs and spare hose carried on Surfside Beach fire apparatus were tested by shift personnel during the week of April 23-27. The large diameter or 5" supply hose will be tested during the month of May. All testing was done in accordance to the requirements set forth in National Fire Protection Association (NFPA) 1962 and to meet the requirements set forth by Insurance Service Organization (ISO) for the Public Protection Classification (PPC) for Surfside Beach.

The yearly requirement for the class on blood borne pathogens was held at the station on April 30<sup>th</sup> and was instructed by Lt. Hans.

Additional classes and training held at the station and other areas around town included Pump Operations, Area Familiarization, Uses and Maintenance of Hand Tools and Small Gasoline Engines (Saws and Generators) as well as Hose Deployment and Hose Maintenance drills.

## Surfside Beach Fire Inspections Report

April 2012

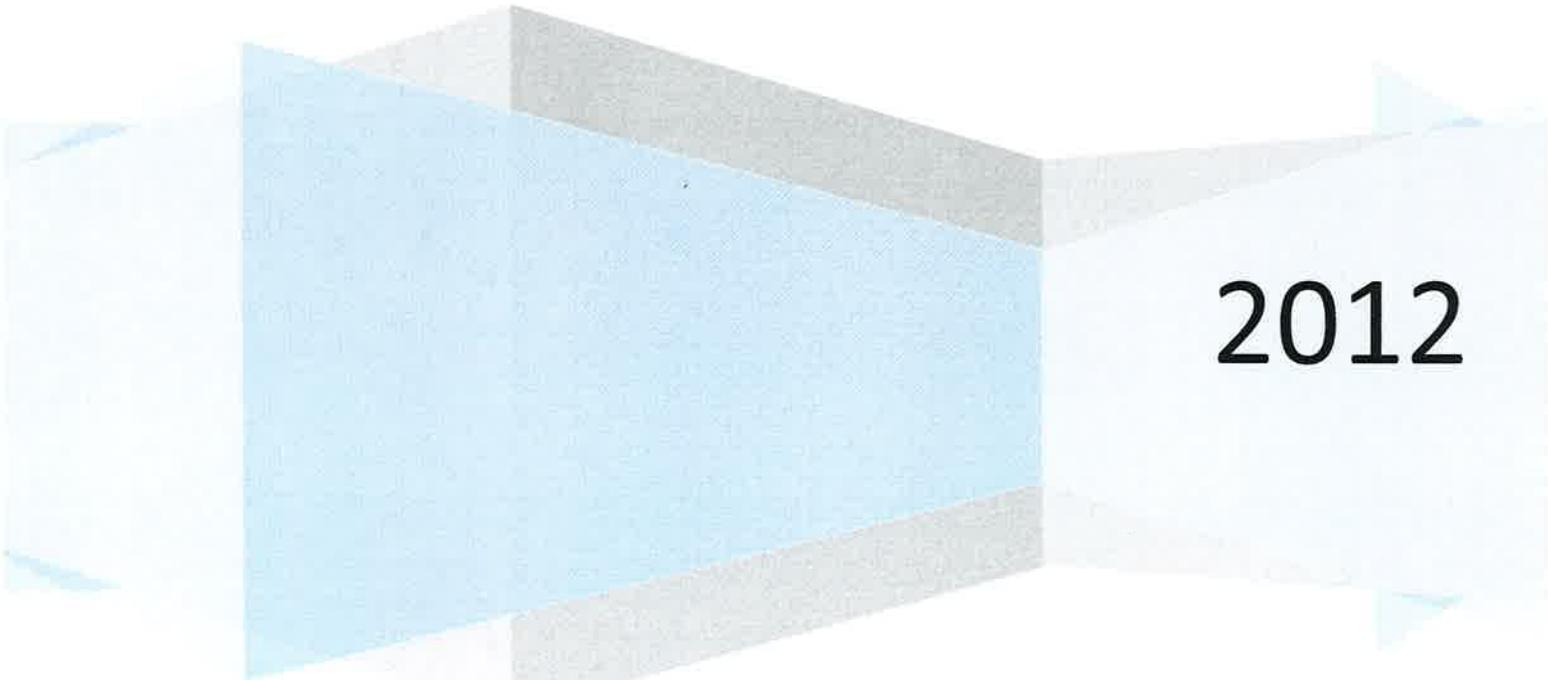
Inspections	15
Pending for Re-inspection	3
Pre-plans	0
Plan Review	0

Additional Re-inspects (22) from the previous month were addressed and placed in the completed file.

Public Education- During the month of April approximately 35 members of the public visited the fire station. Most were seeking information about the town as well as directions and locations of interest. Most of these visitors brought young children who were given information about fire education subjects such as the use of 911, Stop, Drop and Roll and (EDITH) Exit Drills In The Home. Several tours are already scheduled for the month of May and will be reported on during the June 12<sup>th</sup> meeting.

# Communication's Report

Council Meeting – May 8th



2012

## 9A. Emergency Management for Senior and Elected Officials

1. There is a 4 hour course designed to provide senior and elected officials with basic knowledge about the role emergency management plays both on a day to day basis and during an emergency or disaster situation. The course also takes a look at the role senior and elected official's play in the emergency management process and gives an overview of the disaster recovery and reimbursement process.
2. Proposed dates for the training are Wednesday, June 13th and Tuesday, June 19th

## 9B. Departmental Reports

### 1. Building Report

#### a. Permits and Inspections

- i. The department issued a total of 95 permits in the month of april.
- ii. A total of 160 inspections were performed during this period.
- iii. A total of 5 certificates of occupancy were issued.

#### b. Plan Reviews

- i. The City of Myrtle Beach continues to assist with inspections, plans reviews and complex code questions.

#### c. Zoning Board of Appeals

- i. Met and approved 2 variances involving setback issues

#### d. Buffer Ordinance

- i. Staff members, the Planning Commission and the Stormwater Committee have worked diligently to produce a vegetative buffer ordinance that applies to lots abutting surface water bodies.
- ii. All involved agree that because the ordinance pertains to private property the amendment should be added to the Zoning Ordinance.
- iii. It is on the agenda for 1<sup>st</sup> reading tonight

## 2. Police Department

### a. Training

- i. Officers continued to maintain their Class 1 Law Enforcement licenses via online training provided by the SC Criminal Justice Academy.
- ii. Eight patrol officers attended a session conducted in conjunction with our anti-DUI Task Force activities on DUI prosecution, April 30<sup>th</sup> in Conway.
- iii. Due to seasonal service demands, most advanced (off-site training) has been suspended.

### b. Staffing

- i. Officer Bryan Byrd has returned to duty after he was cleared by all three of the mandated reviews required after he discharged his weapon last month in the line of duty.
- ii. The PD finally filled their open funded positions. These had been left unfilled through the off-season as a cost-cutting measure.

### c. Commendation

- i. All of our Patrol Division officers were commended for their exemplary performance on a case involving dangerous and disturbing sexual exploitation offenses against underage victims. This investigation has been ongoing for 5 months and more arrests are anticipated.

**d. Award**

- i. The SBPD also won another statewide award last month. The SC Department of Public Safety presented them with the "DUI Enforcement Agency of the Year Award".

### 3. Fire Department

**a. Calls, Incidents and Inspections**

- i. There were 61 calls in the month of April. Over half of these were medical assistance, EMS-related.
- ii. There were 15 inspections during the month of April.

**b. Hydrant and Hose Testing**

- i. During the month of April 2012 all hydrants within the Surfside Beach town limits were tested in accordance with the requirements of National Fire Protection Association (NFPA) and Insurance Service Organization (ISO). The locations of hydrants that were in need of repair were forwarded to Grand Strand Water and no Hydrants were placed out of service. General issues were missing chains that secure caps to the hydrant, close proximity of plantings to the hydrants (36" of free clearance required around all hydrants) and rust and paint issues.
- ii. All small diameter pre-connected hose lines as well <sup>sw</sup> high-rise packs and spare hose carried on Surfside Beach fire apparatus were tested by shift personnel during the week of April 23-27. The large diameter or 5" supply hose will be tested during the month of May. All testing was done in accordance to the requirements set forth in National Fire Protection Association (NFPA) 1962 and to meet the requirements set forth by Insurance Service Organization (ISO) for the Public Protection Classification (PPC) for Surfside Beach.

**c. Training**

- i. The yearly requirement for the class on blood borne pathogens was held at the station on April 30<sup>th</sup> with Lt. Hans as the instructor.
- ii. Additional classes and training held at the station and other areas around town included Pump Operations, Area Familiarization, Uses and Maintenance of Hand Tools and Small Gasoline Engines (Saws and Generators) as well as Hose Deployment and Hose Maintenance drills.

### 9C. Administrator's Report

**a. Update on Current Events**

- i. Bid for Smoke-Free Horry T-Shirts
  1. There were 5 t-shirt bids, one arrived a day late and was, consequently returned with a letter of explanation.
  2. Of the remaining 4, only one was responsive (i.e., Sayre Enterprises of Natural Bridge Station, VA).
  3. The bid was awarded to Sayre Enterprises, all bidders were sent letters apprising them of the bid results and a P.O. was issued to Sayre for the purchase of 1,551 shirts. The final cost per shirt was approximately \$5.15.

- ii. Mold was detected in Council Chambers and an estimate was received from the same company who did the remediation in Town Hall (i.e., Healthy Home a.k.a. Serve Pro)
  - 1. The quote was for \$10,856.93 as it involves walls and floors as well as the removal of some drywall.
  - 2. Two employees have since complained of health issues specifically related to the mold.
  - 3. I'm looking for a consensus of Council to either bid the project or proceed on an emergency basis under "Bidding Exceptions". For those members who are new to council the applicable passage in our ordinance reads as follows.
    - a. (Excerpt from Section 2-210 Bidding Exceptions, *Emergency situations*. In the case of emergency purchases ... when the use of normal purchasing procedures will jeopardize the health or safety of Surfside Beach residents the administrator shall review and authorize the use of emergency purchases and award the contract.

BID

## 10. Business

### a. First Reading Ordinance #12-0711, FY2012-2013 Municipal Budget

- i. Projected Revenues = \$8,663,535
- ii. Budgeted Expenditures = \$9,264,909
- iii. Difference = (\$601,374)

### b. First Reading Ordinance #12-0712, Adopt FY2012-2013 Tax Millage

- i. Set the tax millage to remain the same for fiscal year 2012-2013 at 40 mills (\$4 for every \$100)

### c. First Reading Ordinance #12-0713, Add §17-634 Existing and Nonconforming Signs

- i. Amend Chapter 17, Section 17-634 to read – Signs which existed prior to the effective date of this chapter and which were constructed in compliance with the previous regulations but became non-conforming as a result of this the current regulations will be structured as follows ...
  - 1. A non-conforming sign may be altered, converted or changed as long as such alteration, conversion or change does not increase the extent of non-conformity. No such sign shall be moved in whole or in part to any other location where it would remain nonconforming.
  - 2. In cases where signs exist as non-conforming due to the number of signs on the business exceed the total signs allowed per business; no additional signs shall be permitted for the establishment. If the size, configuration, or use of a parcel (or building) is changed, signs shall be required to conform to the sign regulations.
  - 3. Any non-conforming sign, which meets the requirements of Section 17-603 (Abandoned Sign), shall not thereafter be reestablished except in full compliance with this ordinance.
  - 4. Routine maintenance or repair of a sign and sign structure is permitted, provided the cumulative repair or maintenance does not exceed 50 percent of the replacement cost of the sign.

### d. First Reading Ordinance #12-0714, Amend §17-007 Definitions, and §17-607 to Require 15-Foot Vegetative Buffer on Waterfronts

- i. Amend Chapter 17, Section 17-707 to include invasive species that are:
  - a. Non-native (or alien) to the ecosystem under consideration; and
  - b. Whose introduction causes or is likely to cause economic or environmental harm or harm to human health. Invasive species can be plants, animals, and other organisms (e.g., microbes).

- ii. Amend Chapter 17, Section 17-706 to read:
  - a. All lots abutting or encompassing a surface water body shall be required to maintain a 15 foot vegetated buffer. For the purpose of this section of the code "Surface Waters" shall be defined as a body of water (pond or lake) greater than 10,890 square feet in area. The buffer line shall be measured from the design high-water mark of the pond or lake and extend landward. The buffer shall be maintained as an undeveloped vegetated area. No construction or development of any type shall be allowed within the 15 foot buffer. It shall be unlawful for any person, firm, corporation, or private authority in any manner to kill, destroy, or remove any trees, shrubbery, plants, grass, or any other natural form of vegetation growing, living, or situated within the established vegetated buffer zone, or to interfere with, do, or perform any act which tends to lessen the erosion and filtration protection and natural purpose of such vegetation.

**e. Board, Commission & Committee Appointments**

- i. Three commission members have terms that will shortly be expiring. One is on the Election Commission and two are on the Planning and Zoning Commission. We also have a member of the Board of Zoning Appeals that has tendered his resignation. The Clerk would, therefore, like permission to contact the appointees to determine whether they wish to serve and to advertise positions pursuant to Town Code.



**Proprietary Funds**

**Revenues**

**Sanitation Fund  
Pier Enterprise Fund**

**1,094,000  
304,773**

**Total**

**\$8,663,535**

**Section 2.** The Town Council and Town Administrator shall administer the budget. In addition, the Town Administrator with Town Council's approval may authorize the transfer of appropriated amounts within any fund as necessary to achieve the goals of the budget.

**Section 3.** If for any reason, any sentence, clause, or provision of this ordinance shall be declared invalid, such shall not affect the remaining provisions hereof.

**Repeal and Effective Date.** All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed. This ordinance shall take effect July 1, 2012 upon approval by the Town Council of the Town of Surfside Beach, South Carolina.

**BE IT ORDERED AND ORDAINED** by the Mayor and Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof, this 8th day of May 2012.

\_\_\_\_\_  
Douglas F. Samples , Mayor

\_\_\_\_\_  
Ann Dodge, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary M. Mabry, Town Council

\_\_\_\_\_  
Roderick E. Smith, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

\_\_\_\_\_  
Vacant Seat

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC, Town Clerk

STATE OF SOUTH CAROLINA ) AN ORDINANCE OF THE TOWN OF SURFSIDE BEACH  
  ) )  
COUNTY OF HORRY ) TO SET THE TAX MILLAGE  
  ) )  
TOWN OF SURFSIDE BEACH ) FOR THE FISCAL YEAR ENDING JUNE 30, 2013

WHEREAS, §5-7-260(3) of the South Carolina Code requires that a municipal council shall act by ordinance to adopt budgets and levy taxes pursuant to public notice; and

WHEREAS, the Mayor and Town Council of the Town of Surfside Beach, in council duly assembled, desire to establish a tax millage for the fiscal year 2012-2013 budget,

NOW THEREFORE, KNOW ALL MEN BY THESE PRESENTS, that the Mayor and Town Council have accepted and adopted the following tax for the 2012-2013 fiscal year budget:

**Section 1.** A tax to cover the period of July 1, 2012 to June 30, 2013, both inclusive, that shall be levied, collected and paid into the treasury of the Town of Surfside Beach for the use and service thereof, i.e., in the amount of Four Dollars (\$4.00) on every One Hundred Dollars (\$100.00) in value of real estate and personal property of every description owned and used in the Town of Surfside Beach, South Carolina, except such as is exempt from taxation under the Constitution and Laws of the State of South Carolina, is and for the purpose of paying current expenses of said municipality. Such tax is levied on such property as is assessed for taxation for County and State purposes.

**Section 2.** If for any reason, any sentence, clause, or provision of this ordinance shall be declared invalid, such shall not affect the remaining provisions hereof.

Repeal and Effective Date. All ordinances or parts of ordinance inconsistent with this ordinance are hereby repealed. This ordinance shall take effect immediately upon approval by the Town Council of the Town of Surfside Beach, South Carolina.

**BE IT ORDERED AND ORDAINED** by the Mayor and Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Douglas F. Samples, Mayor

\_\_\_\_\_  
Ann Dodge, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary M. Mabry, Town Council

\_\_\_\_\_  
Roderick E. Smith, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

\_\_\_\_\_  
Vacant Seat

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC  
Town Clerk



**BE IT ORDERED AND ORDAINED** by the Mayor and Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Douglas F. Samples, Mayor

\_\_\_\_\_  
Ann Dodge, Town Council

\_\_\_\_\_  
Mark L. Johnson, Town Council

\_\_\_\_\_  
Mary M. Mabry, Town Council

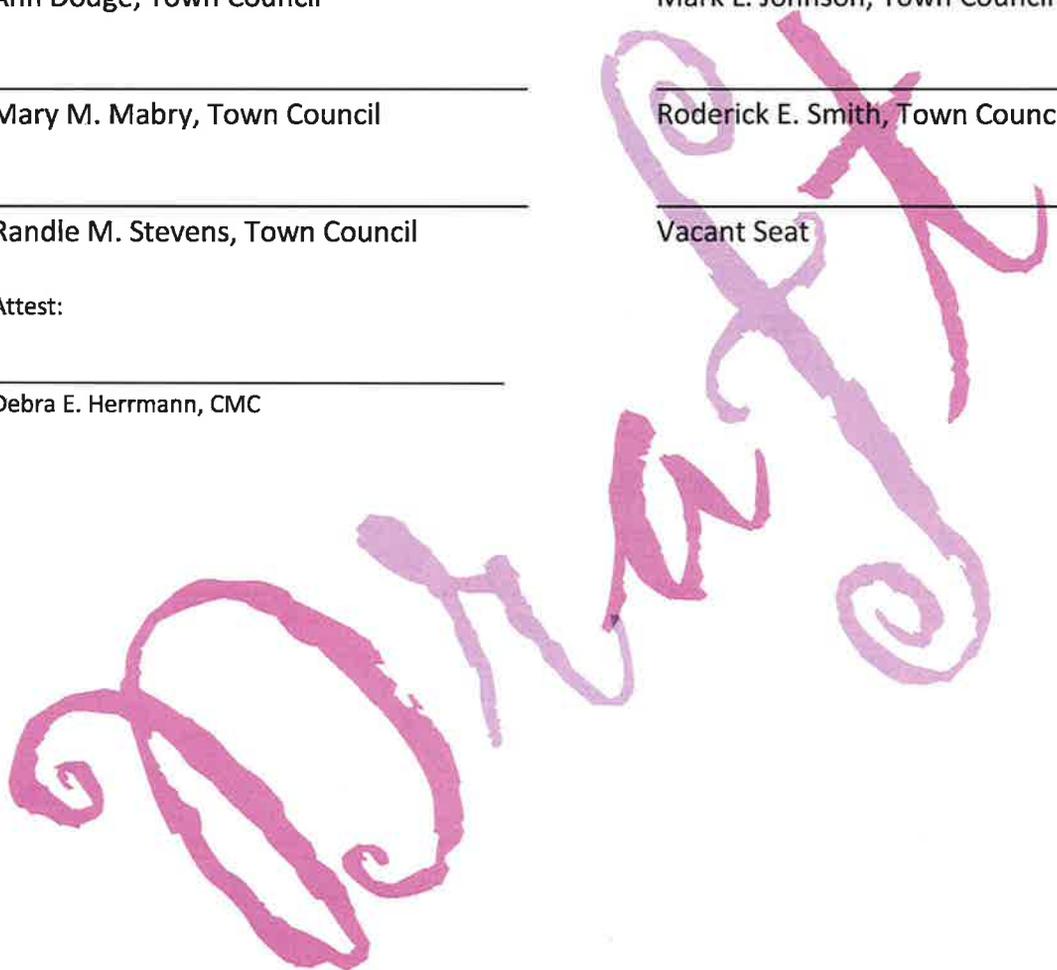
\_\_\_\_\_  
Roderick E. Smith, Town Council

\_\_\_\_\_  
Randle M. Stevens, Town Council

\_\_\_\_\_  
Vacant Seat

Attest:

\_\_\_\_\_  
Debra E. Herrmann, CMC





## *Surfside Beach Planning Commission*

---

### **RESOLUTION OF THE SURFSIDE BEACH PLANNING COMMISSION RECOMMENDING THE AMENDMENT OF CHAPTER 17, ARTICLE VI, TO ADD SECTION 17-634 EXISTING SIGNS/NON- CONFORMING SIGNS**

**WHEREAS**, the General Assembly of South Carolina enacted in 1994 an amendment to the Code of Laws of South Carolina by adding Chapter 29 to Title 6, "South Carolina Local Government Comprehensive Planning Enabling Act of 1994" ["the State Code"]; and

**WHEREAS**, the State Code and Chapter 17 of the Surfside Beach Code of Ordinances ["zoning ordinance"] provides a mechanism for the review and amendment of the town's zoning ordinance; and

**WHEREAS**, the Surfside Beach Planning Commission ["the commission"] has identified the section of the code listed above as an amendment that needs to be made for the betterment of the town; and

**WHEREAS**, the commission initiated the amendment process and has held a public hearing on the proposed amendment as required by Section 17-202 of the zoning ordinance; and

**WHEREAS**, a copy of proposed amendment is attached hereto and incorporated herein; and

**WHEREAS**, the commission has prepared a report pursuant to Section 17-202 of the zoning ordinance in support of the amendment(s), a copy of which is attached hereto and incorporated herein;

**NOW THEREFORE, THE SURFSIDE BEACH PLANNING COMMISSION, BY A VOTE OF 7 TO 0, RECOMMENDS AMENDING CHAPTER 17, ARTICLE VI, TO ADD SECTION 17-634 EXISTING SIGNS/NON-CONFORMING SIGNS.**

**THIS RESOLUTION AND ALL REFERENCED ATTACHMENTS ENTERED INTO THE RECORD OF THE PLANNING COMMISSION ON MAY 1, 2012.**

  
Charles Seibold, Chairman



## *Surfside Beach Planning Commission*

---

### **THE PLANNING COMMISSION SUPPORTING**

**Background:** Section 17-202(A) of the Town of Surfside Beach Code of Ordinance allows for amendments to the ordinance.

**Section 17-202(a) Authority to amend ordinance.** When the public necessity, convenience, general welfare, or good zoning practice justify such action, and after the required review and report by the planning commission, the Surfside Beach Town Council may, from time to time, amend, supplement, or change by ordinance, the boundaries of the zoning districts or the regulations herein established.

The Planning Commission and subsequently Town Council were presented with a proposed amendment to Chapter 17, Article VI, to add Section 17-634 to account for existing signs/non-conforming signs within the town limits.

The ordinance which was approved in March of 2011 required freestanding signs to be a minimum of ten (10) feet from any street or Right of Way; this requirement has since been further reviewed and it was noted that the majority of freestanding signs within the town are now non-conforming due to the change made. This has prompted more than a few variance requests, noting the ten (10) feet setback requirement as the hardship. The Planning Commission feels the non-conforming signs should be addressed within the ordinance.

**Factors Considered:** The Planning Commission believes the existing/non conforming freestanding signs should be addressed separately within the ordinance and the proposed amendment to the ordinance would in fact be of benefit to the town and its citizens. Further, the amendment would allow for the existing signs to remain and would allow property owners to use the signage at will unless the sign is proven to be abandoned as defined by the code.

**Analysis:** Upon review, the commission does not believe the proposed amendment would conflict with any of the town's ordinances, create unanticipated precedents, result in inappropriate uses, or result in the need for additional services, facilities, or infrastructure.

**END OF REPORT**



greater than 10,890 square feet in area.” The buffer line shall be measured from the design high-water mark of the pond or lake and extend landward. The buffer shall be maintained as an undeveloped vegetated area. No construction or development of any type shall be allowed within the 15 foot buffer. It shall be unlawful for any person, firm, corporation, or private authority in any manner to kill, destroy, or remove any trees, shrubbery, plants, grass, or any other natural form of vegetation growing, living, or situated within the established vegetated buffer zone, or to interfere with, do, or perform any act which tends to lessen the erosion and filtration protection and natural purpose of such vegetation. Minimal pruning on plants and shrubbery, or replacement of invasive species with indigenous species, shall be allowed provided that in no case the pruning is below a height of three (3) feet. In no case shall the vegetated buffer be mowed. No trees within the buffer zone shall be removed unless a licensed or ISA certified arborist, South Carolina registered forester, landscape architect, architect or engineer certifies that the tree:

- (1) Poses a hazard to existing building(s) or utilities.
- (2) The tree is diseased, dead, or weakened by age, storm, fire or other injury, which is a source of hazard to people, buildings or other improvements on a lot.

Owners of existing developed properties abutting or encompassing a surface water body shall be allowed to maintain the existing landscaping; however they are encouraged to install and maintain native vegetated plantings that are indigenous to South Carolina, which intercept rainwater and are highly drought tolerant. No new construction, additions or development of any type shall be allowed within the 15 foot buffer.

The following, Table 17-706(a), is a list of Invasive Plant Species common name and Species in *italics*:

<b>Table 17-706(a)</b> <b>Invasive Plant Species (Not Inclusive)</b>	
Common Name	Species
Chinese Tallow Tree	<i>Triadica Sebifera (L.) Small</i>
Autumn-Olive	<i>Elaeagnus umbellata Thunb.</i>
Chinese-Privet	<i>Ligustrum sinense Lour.</i>
Multiflora Rose	<i>Rosa multiflora Thunb. Ex Murr.</i>
Japanese Honeysuckle	<i>Lonicera japonica Thunb.</i>
Kudzu	<i>Pueraria montana (Lour.) Merr. var. lobata (Willd.)</i>
Wisteria (Chinese and Japanese)	<i>Wisteria sinensis (Sims) DC and W. floribunda (Wild) DC.</i>

English Ivy	<i>Hedera helix L.</i>
Cogongrass	<i>Imperata cylindrica (L.) Beauv.</i>
Japanese Stiltgrass	<i>Microstegium vimineum (Trin.) A Camus</i>
Chinese Silvergrass	<i>Miscanthus sinensis Andersson</i>
Common Reed	<i>Phragmites australis (Cav.) Trin. ex Steud. var. australis</i>
Wart-Removing Herb	<i>Murdannia keisak (Hassk.) Hand.-Maz.</i>

The following, Table 17-706(b), is a list of Indigenous Plant Species common name and Species in *italics*:

<b>Table 17-706(b) Indigenous Plant Species (Not Inclusive)</b>	
<b>Common Name</b>	<b>Species</b>
Serviceberry, Downy serviceberry, Shadbush, Juneberry	<i>Amelanchier arborea</i>
American beautyberry, French mulberry	<i>Callicarpa americana</i>
Chinkapin, Allegheny chinquapin	<i>Castanea pumila</i>
New Jersey tea, Redroot	<i>Ceanothus americanus</i>
Buttonbush, Button willow	<i>Cephalanthus occidentalis</i>
Sweet fern, Sweet-fern	<i>Comptonia peregrina</i>
Alternate leaf dogwood, Pagoda dogwood	<i>Cornus alternifolia</i>
Coralbean, Cherokee bean, Red cardinal	<i>Erythrina herbacea</i>
American strawberry-bush, Brook euonymus, Hearts-a-burstin, Bursting-heart, Wahoo	<i>Euonymus americanus</i>
Gordonia, Loblolly bay	<i>Gordonia lasianthus</i>
Crimson eyed rose mallow, Marshmallow hibiscus	<i>Hibiscus moscheutos</i>
Wild hydrangea, Sevenbark	<i>Hydrangea arborescens</i>
Shrubby St. Johnswort	<i>Hypericum prolificum</i>
Wax myrtle, Southern bayberry, Candleberry	<i>Morella cerifera</i>
Atlantic ninebark, Common ninebark	<i>Physocarpus opulifolius</i>
Flame azalea	<i>Rhododendron calendulaceum</i>

Wild azalea, Honeysuckle azalea, Piedmont azalea, Sweet azalea, Hoary azalea, Southern pinxter flower	<i>Rhododendron canescens</i>
Fragrant sumac, Aromatic sumac, Lemon sumac, Polecat bush	<i>Rhus aromatica</i>
Common elderberry, Black elder, Mexican elderberry, Common elder, Elderberry, Tapiro, Sauco	<i>Sambucus nigra ssp. canadensis</i>
Southern arrowwood	<i>Virginiana dentatum</i>

**BE IT ORDERED AND ORDAINED** by the Mayor and Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof this \_\_\_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
 Douglas F. Samples, Mayor

\_\_\_\_\_  
 Ann Dodge, Town Council

\_\_\_\_\_  
 Mark L. Johnson, Town Council

\_\_\_\_\_  
 Mary M. Mabry, Town Council

\_\_\_\_\_  
 Roderick E. Smith, Town Council

\_\_\_\_\_  
 Randle M. Stevens, Town Council

\_\_\_\_\_  
 Vacant Seat

Attest:

\_\_\_\_\_  
 Debra E. Herrmann, CMC  
 Town Clerk



## *Surfside Beach Planning Commission*

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**RESOLUTION OF THE SURFSIDE BEACH  
PLANNING COMMISSION  
RECOMMENDING THE AMENDMENT OF CHAPTER 17,  
ARTICLE I, SECTION 17-007 AND ARTICLE VI SECTION 17-706  
OF THE TOWNS CODE OF ORDINANCE TO ALLOW FOR  
DEFINITIONS AND BUFFER REQUIREMENTS ON ALL LOTS  
ABUTTING OR ENCOMPASSING A SURFACE WATER BODY  
WITHIN THE TOWN LIMITS**

**WHEREAS**, the General Assembly of South Carolina enacted in 1994 an amendment to the Code of Laws of South Carolina by adding Chapter 29 to Title 6, "South Carolina Local Government Comprehensive Planning Enabling Act of 1994" ["the State Code"]; and

**WHEREAS**, the State Code and Chapter 17 of the Surfside Beach Code of Ordinances ['zoning ordinance'] provides a mechanism for the review and amendment of the town's zoning ordinance; and

**WHEREAS**, the Surfside Beach Planning Commission ['the commission'] has identified the sectionS of the code listed above as an amendment that needs to be made for the betterment of the town; and

**WHEREAS**, the commission initiated the amendment process and has held a public hearing on the proposed amendment as required by Section 17-202 of the zoning ordinance; and

**WHEREAS**, a copy of proposed amendment is attached hereto and incorporated herein; and

**WHEREAS**, the commission has prepared a report pursuant to Section 17-202 of the zoning ordinance in support of the amendment(s), a copy of which is attached hereto and incorporated herein;

**NOW THEREFORE, THE SURFSIDE BEACH PLANNING COMMISSION, BY A VOTE OF 7 TO 0, RECOMMENDS AMENDING CHAPTER 17, ARTICLE I, SECTION 17-007 AND ARTICLE VI SECTION 17-706 OF THE TOWNS CODE OF ORDINANCE TO ALLOW FOR DEFINITIONS AND BUFFER REQUIREMENTS ON ALL LOTS ABUTTING OR ENCOMPASSING A SURFACE WATER BODY WITHIN THE TOWN LIMITS.**

**THIS RESOLUTION AND ALL REFERENCED ATTACHMENTS ENTERED INTO THE RECORD OF THE PLANNING COMMISSION ON MAY 1, 2012.**

  
**Charles Seibold, Chairman**



## *Surfside Beach Planning Commission*

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### **THE PLANNING COMMISSION SUPPORTING**

**Background:** Section 17-202(A) of the Town of Surfside Beach Code of Ordinance allows for amendments to the ordinance.

**Section 17-202(a) Authority to amend ordinance.** When the public necessity, convenience, general welfare, or good zoning practice justify such action, and after the required review and report by the planning commission, the Surfside Beach Town Council may, from time to time, amend, supplement, or change by ordinance, the boundaries of the zoning districts or the regulations herein established.

The Planning Commission and subsequently Town Council were presented with a proposed amendment to Chapter 17, Article I, Section 17-007 and Article VI, Section 17-706 to allow for the enforcement of vegetated buffers on all lots abutting or encompassing a surface water body.

The zoning ordinance which was approved in March of 2011 did not address vegetated buffers. Mr. John Adair, Public Works Director as well as the Stormwater Committee members requested the Planning Commission consider amending the zoning ordinance to include vegetated buffers on all lots abutting or encompassing a surface water body. The Stormwater Committee as well as the Planning Commission felt adding the vegetated buffer requirement to the zoning ordinance would be the more appropriate place, since it applies to private property.

**Factors Considered:** The Planning Commission believes the lots abutting or encompassing a surface body of water should be required to have a vegetated buffer along the water body. Further, they believe it is best practice to have the vegetated buffer in order to provide a natural filtration system for runoff and erosion control in accordance with the Federal Clean Water Act, SC NPDES permit and for the preservation of personal property within the Town of Surfside Beach.

**Analysis:** Upon review, the commission does not believe the proposed amendment would conflict with any of the town's ordinances, create unanticipated precedents, result in inappropriate uses, or result in the need for additional services, facilities, or infrastructure.

**END OF REPORT**



# Memorandum

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To: Town Council  
From: Debra E. Herrmann, CMC, Town Clerk  
Date: May 3, 2012  
Re: Board, Commissions & Committee Term Expirations & Resignation

The following terms are expiring:

Election Commission:

Evenly Cockey, term expires 06/29/12  
(Election Commission is a six (6) year term per State Code.)

Planning & Zoning Commission:

Bob Hanson, term expires 06/09/12

Charles Seibold, term expires 06/09/12

Resignation:

Board of Zoning Appeals, Robert Blair, term expires 2/23/14

Mr. Hanson has stated during Planning Commission meetings that he does not intend to seek reappointment. Mrs. Cockey nor Mr. Seibold have been asked if they wish to continue serving.

Permission requested to contact the appointees to determine whether they wish to serve and to advertise positions pursuant to Town Code (copy attached.)

**BOARDS, COMMISSION, AND COMMITTEES -- 10/11/2011**

Member Name	Phone	US Mail Address	E-Mail	Term Begin	Term End	Calendar
<b>Accommodation Tax Advisory Committee</b>						
		<i>Created by Resolution 06/19/1984</i>				
Carolyn Harbin	458-8341	322 S. Willow Drive	<a href="mailto:Carolyn@surfsidebeachrealtor.com">Carolyn@surfsidebeachrealtor.com</a>	04/14/09	04/14/13	✓
Randy Harrison (Chairman) (Lodging)	238.5464	17-B Hwy 17 So, SB 29575	<a href="mailto:randy@harrisonrealtyco.com">randy@harrisonrealtyco.com</a>	02/22/11	02/22/15	✓
Cecil Chandler (Culture/Arts)	843.742.9802 c	611-A Surfside Drive 238-1318 h	<a href="mailto:cchandler@WPDE.com">cchandler@WPDE.com</a>	09/09/08	09/09/12	✓
Phil Murdock	655-4600	1413 S. Ocean Blvd	<a href="mailto:pmurdock@scaliserealty.com">pmurdock@scaliserealty.com</a>	04/26/11	04/26/15	✓
Bruxanne Hein (Vice Chairman)	333-2034	526 17 <sup>th</sup> Avenue North	<a href="mailto:bruxanne@yahoo.com">bruxanne@yahoo.com</a>	09/09/08	09/09/12	✓
Tony Daniell (hand del address 823 2 <sup>nd</sup> Ave No.)	714-374-4424	POB 14283 29587	<a href="mailto:tdtdaniell@mindspring.com">tdtdaniell@mindspring.com</a>	04/26/11	04/26/15	✓
E. J. Servant III (Lodging)	238.4900	213 S Ocean Blvd, SB 29575 (x8900)	<a href="mailto:mil@surfsiderealty.com">mil@surfsiderealty.com</a>	02/22/11	02/22/15	✓
<b>Construction Board of Adjustments &amp; Appeals</b>						
	Ord. 08-0640	Currently no members – 5 member board	Members must have exp in trades			
<b>Board of Fee Appeals – adpt 04/14/09</b>						
		Never had any members.	NEVER had a fee appeal.			
<b>Board of Zoning Appeals</b>						
Holly Watson	238-5513	319 N. Oak Drive, SB 29575	<a href="mailto:ripper135@gmail.com">ripper135@gmail.com</a>	10/14/08	10/14/12	✓
Ron Ott (Chairman)	446-3929	722 7 <sup>th</sup> Ave N., SB 29575	<a href="mailto:boscobear@sc.rr.com">boscobear@sc.rr.com</a>	02/23/10	02/23/14	✓
Guy Lanham	238.0410	1020 Hickory Drive	<a href="mailto:guylanham@aol.com">guylanham@aol.com</a>	09/09/08	09/09/12	✓
Robert Blair – RESIGNED 04/26/2012	238-8809	1315 N. Poplar	<a href="mailto:rblair@wpde.com">rblair@wpde.com</a>	02/23/10	02/23/14	✓
Darrell Willm (Vice Chair)	238.5221	1113 Cedar Drive N., SB 29575	<a href="mailto:dcwaloha@aol.com">dcwaloha@aol.com</a>	07/22/08	07/22/12	✓
Dan Sine	843.455.6319c	418 S Poplar Drive 29575	<a href="mailto:dansine@sc.rr.com">dansine@sc.rr.com</a>	08/09/11	08/09/15	✓
Blake Davis	843.238.1950 w	724-B Cypress Drive 29575	<a href="mailto:realtorblake@gmail.com">realtorblake@gmail.com</a>	10/11/11	10/11/15	✓
<b>Election Commission – State Law Requires 6-year terms</b>						
Peggy Inman	232.1880	621 8 <sup>th</sup> Avenue S	<a href="mailto:maxpeq1@sc.rr.com">maxpeq1@sc.rr.com</a>	12/08/09	12/08/13	✓
Evelyn Cockey	232.0453	655 7 <sup>th</sup> Ave N. SB 29575		6/29/08	06/29/12	✓
Judy Tuttle	238.0251	515 13 <sup>th</sup> Avenue North 29575	<a href="mailto:judytuttle21@yahoo.com">judytuttle21@yahoo.com</a>	10/11/11	10/11/17	✓
<b>Planning &amp; Zoning Commission</b>						
Bob Hanson	650-0836	345 15 <sup>th</sup> Avenue South	<a href="mailto:bobinghanson@earthlink.net">bobinghanson@earthlink.net</a>	06/09/08	06/09/12	✓
Betty Lowery	340-4876 cell	619 4 <sup>th</sup> Avenue, North	<a href="mailto:blowery@sc.rr.com">blowery@sc.rr.com</a>	03/22/11	03/22/15	✓
Marty Rhoades	421-8599 cell	1018 Cedar Drive S	<a href="mailto:rhoadesrunner@hotmail.com">rhoadesrunner@hotmail.com</a>	05/11/10	05/11/14	✓
Lynn W. Livesay	238-1718	520 10 <sup>th</sup> Avenue S.	<a href="mailto:Lynnwlive@aol.com">Lynnwlive@aol.com</a>	04/14/09	04/14/13	✓
Mikey Pruitt (Vice Chair)	655-1434	116 S. Yaupon Drive	<a href="mailto:mikey@pruittelectric.com">mikey@pruittelectric.com</a>	05/11/10	05/11/14	✓
Mary Ellen Abrams	238-8862	311 13 <sup>th</sup> Avenue North	<a href="mailto:Mabrams001@sc.rr.com">Mabrams001@sc.rr.com</a>	05/11/10	05/11/14	✓
Charles Seibold (Chair)	232-1380	313 14 <sup>th</sup> Avenue North	<a href="mailto:chasseibold@yahoo.com">chasseibold@yahoo.com</a>	06/09/08	06/09/12	✓

Pursuant to #11-0698 Members may serve on multiple boards, commissions, and/or committees and may serve multiple terms.

**BOARDS, COMMISSION, AND COMMITTEES -- 10/11/2011**

Member Name	Phone	Mail Address and Email Address	E-Mail	Term Begin	Term End	Calendar
<b>Stormwater Committee</b>						
Ken Harbin (Chairman-2011)	458-8340	322 S. Willow Drive	<a href="mailto:ken@surfsidebeachrealtor.com">ken@surfsidebeachrealtor.com</a>	11/27/07	11/27/11	✓
Dan Sine (Vice Chair- 2011 & 2012)		418 S. Poplar Drive	<a href="mailto:dansine@sc.rr.com">dansine@sc.rr.com</a>	11/27/07	11/27/11	✓
P.L. Mabry (US Mail packages – 14 pt Read Only Copy)	712-2157	517 15 <sup>th</sup> Ave N	<a href="mailto:Pl1mabry@gmail.com">Pl1mabry@gmail.com</a>	11/27/07	11/27/11	✓
Melodye Lane-Laveglia	238-8901	1510 Cedar Dr N	<a href="mailto:Melodye@Melodye.com">Melodye@Melodye.com</a>	06/09/09	06/09/13	✓
Ken Harth (Chairman – 2012)		1416 Spruce Drive	<a href="mailto:kah2n1@sc.rr.com">kah2n1@sc.rr.com</a>	08/10/10	08/10/14	✓
Carolyn Ross	803-238-8050	615 3 <sup>rd</sup> Ave S	<a href="mailto:Cjrt63@yahoo.com">Cjrt63@yahoo.com</a>	03/22/11	03/22/15	✓
Harry Kohlmann	750-0554	1610 S Ocean Blvd	<a href="mailto:HK2624@aol.com">HK2624@aol.com</a>	03/22/11	03/22/15	✓
<b>Grand Strand Water &amp; Sewer Advisory Board</b>						
Denise Brown-Richardson	(added 4/10/12) 843.997.0750	1022 Bay Drive	<a href="mailto:bizservice@live.com">bizservice@live.com</a>	07/01/12	06/30/14	✓

Pursuant to #11-0698 Members may serve on multiple boards, commissions, and/or committees and may serve multiple terms.

## Debra Herrmann

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**From:** Ronald Ott [boscobear@sc.rr.com]  
**Sent:** Thursday, April 26, 2012 10:35 PM  
**To:** Debra Herrmann  
**Cc:** Willm Darrell  
**Subject:** Fwd: Appeals Board

Debra,

If you would, please ask Town Council to bring the Board of Zoning Appeals a replacement for Mr.Blair's seat. I have sent Mr.Blair a respectful message saying we thank him for his time & service. He will be missed.

Ron

Begin forwarded message:

**From:** Robert Blair <rblair@wpde.com>  
**Date:** April 26, 2012 7:56:33 PM EDT  
**To:** Ronald Ott <boscobear@sc.rr.com>  
**Subject:** Appeals Board

In view of the current political climate and current administration, I no longer wish to serve the town of Surfside. I resign effective immediately.

Sent from my iPad

**Sec. 2-58. Codification of ordinances.**

All ordinances shall be codified and updated annually in a loose-leaf Code of Ordinances, except those adopted by reference and maintained in separate volumes, and copies shall be available for public inspection and purchase at reasonable cost.

(Ord. No. 02-0477, §8, 5-28-02)

**Secs. 2-59, 2-60. Reserved.****ARTICLE III. BOARDS, COMMITTEES, COMMISSIONS\*****DIVISION 1. GENERALLY****Sec. 2-61. Appointment of committees.**

(a) Council may from time to time resolve to create ad hoc committees to provide advice to council on a particular question or matter; to study a particular problem, or to facilitate public input on a particular issue. The scope of duties for ad hoc committees shall be defined by council upon creation. All boards, commissions, and standing committees in addition to any AD HOC committees shall be governed by these provisions; those required by state and federal law and the provisions outlined in the supplementary information of the \*Cross referenced boards, commissions and standing committees. Nothing in this section shall operate to authorize a committee consisting of a quorum of council members.

(b) All regular boards, commissions and committees and special committees including ad hoc committees shall be appointed by the town council. Upcoming vacancies on any board, commission, or committee shall be publicly advertised and include contact information for interested volunteers on the town website and in a local daily newspaper of general circulation in the town and/or local news website at least thirty (30) days prior to appointment of new members. Councilmembers shall have the opportunity to nominate candidates for any current or upcoming vacancy on any board, commission or committee. Subject to the Freedom of Information Act, S.C. Code 1976, § 30-4-70(a) (1), town council may adjourn to executive session to discuss the nominees. Appointment shall be made in the public meeting by duly adopted motion.

(c) All board, commission, and committee members other than ad hoc committees shall serve a four-year term beginning on the appointment date. Ad hoc committees shall serve a term specified by council upon creation.

**\*Cross references**—Accommodations tax, § 4-111; board of fee appeals, § 4-16; board of zoning appeals, § 17-51 et seq.; municipal election commission, § 5-16 et seq.; planning commission, § 2-76; stormwater management, § 14-46; board of appeals (also reference International Building Codes), § 14-23.

**State law references**—Ethics, government accountability, and reform, S.C. Code 1976, § 8-13-100 et seq.; rules of conduct, S.C. Code 1976, § 8-13-700 et seq.; S.C. Code allocation of accommodations tax revenues, § 6-4 et seq.; meetings closed to the public, § 30-4-70(a)(1).

(d) Current board, commission, and committee members may be reappointed for new terms upon anniversary of their appointment date subject to nomination and approval by town council.

(e) Board, commission, and committee members shall continue to serve until reappointment or until their successors are appointed by town council, but for no greater than one (1) year without official reappointment by town council. Members serving on town boards, commissions, and committees are resident volunteers unless specified otherwise by ordinance, state or federal law or by town council and serve without compensation.

(f) Members of any board, commission, or committee may be removed at any time by town council for cause. The existence of cause shall be discussed by town council in executive session as permitted by the Freedom of Information Act, S.C. Code § 30-4-70(a)(1), and the determination of removal shall be by vote in public session declaring a vacancy in the position without a statement of cause. Any fact which, in the discretion of town council, is deemed to adversely affect the public interest, including lack of attendance at three (3) consecutive meetings, may constitute cause. Ad hoc committees may be dissolved by town council at any time.

(g) Board, commission and committee members including ad hoc committees may serve on more than one (1) committee unless prohibited by town ordinance or state or federal law.

(h) No board, commission or committee shall exercise concurrent responsibility or authority over any matter designated by town council as being in the scope of responsibility or authority of another board, commission or committee. The town administrator may determine from time to time whether conflict exists or could potentially exist between the scope of authority or review of boards, commissions, or committees, and if such conflict cannot be resolved by consent of all parties involved, the town administrator may propose to town council any amendment necessary to resolve such conflicts.

(i) If provided for in the town operating budget, reimbursement for out-of-town travel expenses on town business shall be paid under town policy current at the time of such travel but only with advance authorization from the town administrator. Reimbursement requests for all travel shall be submitted to the town finance department within thirty (30) days of travel. All reimbursement requests for out-of-town travel shall include receipts and a copy of the advance authorization as signed by the town administrator.

(j) All continuing boards, commissions and committees of town government with the exception of ad hoc committees shall present to the town council in January of each year a written annual report of activities along with recommendations for improvements or changes desired. All reports and recommendations shall be submitted to the town administrator so that necessary recommendations may be prepared concerning implementation by town council. Ad hoc committees shall present meeting minutes transcribed by an appointed secretary soon after each meeting to the town clerk to prepare for presentation to town council. town council may also require ad hoc committees to submit reports.

(k) Where a committee completes its work during a calendar year and disbands, the town administrator shall thereafter report to council on the accomplishments and achievement of goals of each such committee.

(Ord. No. 11-0698, 2-22-11)

**Secs. 2-62—2-75. Reserved.**

## DIVISION 2. PLANNING COMMISSION\*

**Sec. 2-76. Planning commission established.**

There is hereby established a planning commission for the Town of Surfside Beach, which shall have the powers and duties as provided in S.C. Code 1976, § 6-29-310, et seq. as presented below.

(Ord. No. 99-0432, 4-13-99; Ord. No. 05-0573, 9-27-05)

**Sec. 2-77. Composition of commission.**

The planning commission shall consist of seven (7) members appointed by town council for terms of four (4) years pursuant to section 2-47. No member of the planning commission shall be the holder of an elected public office in the town.

(Ord. No. 99-0432, 4-13-99; Ord. No. 04-0524, 5-25-04)

**Sec. 2-78. Compensation.**

Members of the planning commission shall serve without compensation. Reimbursement for actual expenses incurred in the performance of official duties may be reimbursed from budgeted funds pursuant to reimbursement policies and procedures for boards and commissions.

(Ord. No. 99-0432, 4-13-99)

**Sec. 2-79. Removal of members.**

Members of the planning commission may be removed at any time by town council for cause. The existence of cause shall be discussed by the council in executive session as permitted by the Freedom of Information Act, S.C. Code 1976, § 30-4-70(a)(1), and the determination of removal shall be by vote in public session declaring a vacancy in the position without a statement of cause. Any fact which, in the discretion of council, is deemed to adversely affect the public interest, including lack of attendance at meetings, may constitute cause.

(Ord. No. 99-0432, 4-13-99; Ord. No. 05-0573, 9-27-05)

\***Editor's note**—Ord. No. 99-0432, adopted Apr. 13, 1999, amended in its entirety Art. III, Div. 2, to read as herein set out. Former Div. 2 derived from the 1969 Code, §§ 2-116—2-118, and was comprised of §§ 2-76—2-79.

**Cross references**—Buildings and building regulations, Ch. 13; flood damage prevention, Ch. 14; subdivisions, Ch. 15; review of preliminary subdivision plans by planning and zoning commission, § 15-54; review of final subdivision plan by planning and zoning commission, § 15-71; zoning, Ch. 17; board of zoning appeals, § 17-51 et seq.

**State law references**—Zoning, S.C. Code 1976, § 6-29-710 et seq.; local planning commission, S.C. Code 1976, § 6-29-310 et seq.; planning by local governments, S.C. Code 1976, § 6-7-10 et seq.

**Debra Herrmann**

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**From:** randle stevens [als122987@gmail.com]  
**Sent:** Tuesday, May 01, 2012 2:13 PM  
**To:** debra herrmann  
**Subject:** agenda item to add to agenda .  
**Attachments:** resolution for a business committee.docx

Debra , Please add this Items to the Agenda for May 8th, 2012. 1) Discussion and Resolution to start a Surfside Beach Pro Business Development Committee (see attached resolution) If you have any questions please call me. Sincerely, Randle Stevens

State of South Carolina )  
County of Horry )  
Town of Surfside Beach )

## Resolution #

Creation of a Committee for the Enhancement, Development and Improvement of Business Relations by the Town of Surfside Beach through a review process of Ordinances and Laws Within the Town Of Surfside Beach.

### SURFSIDE BEACH PRO BUSINESS DEVELOPMENT COMMITTEE

WHEREAS, the Town of Surfside Beach has a vested interest in the creation and cultivation of a Business Friendly Environment to help New and Existing Business succeed within the Town Limits of Surfside Beach.

WHEREAS, the Town of Surfside Beach desires for the Development of New Businesses to locate within the Town Limits of Surfside Beach.

WHEREAS, the Town of Surfside Beach receives Business Tax Revenues in the form of Business License fees based on gross revenues of any Business at a base fee amount, plus an additional fee times per each extra \$1,000 in gross revenue from a business.

WHEREAS, the Town of Surfside Beach receives a Hospitality Tax of 1% on certain Business that provide food and beverages, ie: restaurants, food service facilities, amusement locations, and an extra ½ % on all rentals to transients.

Be it Resolved that a Committee called the Surfside Beach Pro Business Development Committee be established and that this committee shall look at all laws and ordinances concerning business, and recommend changes that promote successful business practices for all business in Surfside Beach.

This Committee shall be made up of the following Persons appointed by Council:

- 1) 3 Business Owners who Own Business in Surfside Beach and reside within the Town of Surfside Beach.
- 2) 2 Business Owners who are in the Hospitality Industry in Surfside Beach and reside within the Town of Surfside Beach.
- 3) 1 at Large Business Owner who is a non resident and who owns a Business within the Town Limits of Surfside Beach.
- 4) 1 Council person who is also a Business Owner in Surfside Beach and will serve in an Advisory Position and will cast a vote in the event of a tie. In the Event that there are no Council Members that have a Business back ground, this position will be filled by 1 retired Business Owner who resides within the Town of Surfside Beach and has full voting rights.

Each Committee member will serve a term of 4 years, and may serve only two consecutive Terms. Every 4 Years a new Chairman and Vice chairman will be elected by Committee Vote.

The Goal of this Committee will be to Develop a Successful Business Community within the Town Limits of Surfside Beach. The Makeup of the Committee can only be changed by Town Council.



TOWN OF SURFSIDE BEACH  
115 US Highway 17 North, Surfside Beach, SC 29575  
Web: [www.surfsidebeach.org](http://www.surfsidebeach.org)  
☎ (843) 913-6111 ☎ (843) 238-5432

**TOWN COUNCIL WORKSHOP  
COUNCIL CHAMBERS  
THURSDAY, MAY 10, 2012 ♦ 10:00 A.M.**

**A G E N D A**

1. **CALL TO ORDER** – Mayor Douglas F. Samples
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**
3. **AGENDA APPROVAL**
4. **PUBLIC COMMENTS**
5. **BUSINESS**  
FY2012-2013 Municipal Budget
6. **PUBLIC COMMENTS**
7. **COUNCIL COMMENTS**
8. **ADJOURNMENT**

*This is a proposed agenda drafted pursuant to a conversation with Mayor-elect Samples to be published immediately after the May 8<sup>th</sup> Town Council meeting, when it is expected that a motion will be offered to hold a budget workshop on Thursday, May 10<sup>th</sup>. dh*



# Memorandum

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To: Town Council  
From: Debra E. Herrmann, CMC, Town Clerk  
Date: May 3, 2012  
Re: Contact Information for Public Information

A list with your contact information is attached in draft form that will be formalized and published after the May 8<sup>th</sup> council meeting.

Please let me know whether you wish to have any numbers or information changed prior to publication.

This list is sent to various organizations and individuals that wish to invite councilmembers to events and/or programs.

Thanks,

D.



Town of Surfside Beach  
115 US Highway 17 North  
Surfside Beach, SC 29575

[www.surfsidebeach.org](http://www.surfsidebeach.org) - [town@surfsidebeach.org](mailto:town@surfsidebeach.org)  
☎ (843) 913-6111 📠 (843) 238-5432

## TOWN COUNCIL

### **The Hon. Douglas F. "Doug" Samples Mayor**

Term 05.08.2012 to 05.10.2016  
714 North Hollywood Drive  
Surfside Beach, SC 29575  
843.238.2640 home; 843.833.2429 cell  
843.913.6330 Mayor's Office  
[DougSamples@surfsidebeach.org](mailto:DougSamples@surfsidebeach.org)

### **The Hon. Ann Dodge Town Council**

Term 05.11.2010 to 05.13.2014  
1415 Poplar Drive North  
Surfside Beach, SC 29575  
843.828.0398 home; 843.685.1580 cell  
[AnnDodge@surfsidebeach.org](mailto:AnnDodge@surfsidebeach.org)

### **The Hon. Mark L. Johnson Town Council**

Term 05.08.2012 to 05.10.2016  
617 9<sup>th</sup> Avenue South  
Surfside Beach, SC 29575  
843.238.4850 home; 843.446.8955 cell  
[MarkJohnson@surfsidebeach.org](mailto:MarkJohnson@surfsidebeach.org)

### **The Hon. Mary M. Mabry Town Council**

Term 05.08.2012 to 05.10.2016  
517 15<sup>th</sup> Avenue North  
Surfside Beach, SC 29575  
843.638.3121 cell  
[MaryBethMabry@surfsidebeach.org](mailto:MaryBethMabry@surfsidebeach.org)

### **The Hon. Roderick E. "Rod" Smith Town Council**

Term 05.11.2010 to 05.13.2014  
515 14th Avenue North  
Surfside Beach, SC 29575  
843.238.0189 home  
[RodSmith@surfsidebeach.org](mailto:RodSmith@surfsidebeach.org)

### **The Hon. Randle M. Stevens Town Council**

Term 05.08.2012 to 05.10.2016  
412 1st Avenue North  
Surfside Beach, SC 29575  
843.839.3768 cell  
[RandleStevens@surfsidebeach.org](mailto:RandleStevens@surfsidebeach.org)

**Unexpired term ending 05.13.2014  
Vacant Seat – Special Election to be held  
August 7, 2012. Filing opens May 25,  
2012 at 12 o'clock noon, and closes on  
June 4, 2012 at 12 o'clock noon.**

### **Clerk to Council**

Debra E. Herrmann, CMC  
115 US Highway 17 North  
Surfside Beach, SC 29575  
843.913.6333 direct  
843.913.6111 Town Hall  
[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)

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## Administration

Jim Duckett, Town Administrator  
[jduckett@surfsidebeach.org](mailto:jduckett@surfsidebeach.org)  
843.913.6111 main; 843.913.6331 office

Micki Fellner, Deputy Administrator  
[mfellner@surfsidebeach.org](mailto:mfellner@surfsidebeach.org)  
843.913.6111 main; 843.913.6337 office

## Debra Herrmann

---

**From:** Debra Herrmann [dherrmann@surfsidebeach.org]  
**Sent:** Tuesday, May 01, 2012 9:49 AM  
**To:** Anderson, Lorena; B. Dickerson; B. Dickerson; C. Perry; CFC News; Charles Perry; D. Bryant; Heather Gale; J. Hart; K. Knapek; Kelley, Amanda; M. Blair ; M. Miller; Marion Davis; NMB Times; R. Blomquist; R. Green; S. Miles; Sun News Editors; T. O'Dare; V. Spechko; WBTW; WMBF; WNMB; WPDE; WPDE News  
**Cc:** J. Adair  
**Subject:** Surfside Beach receives TREE CITY USA designation - 4th consecutive year  
**Attachments:** Tree City USA by Arbor Day Foundation Press Release 05-01-2012.docx; Arbor Day Foundation Press Release 05-01-2012.pdf

The Town of Surfside Beach has been designated a Tree City USA for the 4<sup>th</sup> consecutive year! Press release attached.

Debra Herrmann, CMC, Town Clerk  
Town of Surfside Beach  
843.913.6111 (Main) - 843.913.6333 (Direct)  
[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)  
[Facebook.com/SurfsideBeachTownClerk](https://www.facebook.com/SurfsideBeachTownClerk)

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April 19, 2012

Mayor Allen Deaton  
115 US Hwy 17 North  
Surfside Beach, SC 29575

Dear Tree City USA Supporter,

The Arbor Day Foundation congratulates Surfside Beach on being named a Tree City USA® community for 2011. Residents of Surfside Beach should take pride in the fact that they live in a community where planting and nurturing trees is a priority.

You already know that trees are a vital component of the infrastructure in cities and towns, providing environmental and health benefits for your citizens. In fact, trees are a rare component of a community's infrastructure in that they actually increase in value and service over time from a modest investment.

Enclosed is a press release for your convenience as you prepare to contact your local media to share this commendable achievement with the public. We hope you are excited to share the significance of this accomplishment. If you wish to receive this press release in electronic form, please email Randy Gordon, Public Relations Manager of the Foundation, at [programs@arborday.org](mailto:programs@arborday.org). We will send it to you within one business day.

The Tree City USA program is sponsored in cooperation with the National Association of State Foresters and the USDA Forest Service. Today, more than 3,400 cities and towns have been recognized as a Tree City USA community. State foresters are responsible for the presentation of the Tree City USA flag and other materials. We will forward your awards to Jimmy Walters in your state forester's office. They will be coordinating the presentation with you. It would be especially appropriate to make the Tree City USA award a part of your community's Arbor Day ceremony.

Again, we celebrate your diligence in improving the quality of life for the citizens of Surfside Beach and thank you for creating a healthier, more sustainable world for us all.

Best Regards,

A handwritten signature in black ink that reads "John Rosenow".

John Rosenow  
Chief Executive

cc: John Adair

enclosure

For more information,  
contact Randy Gordon,  
Program Manager, at [programs@arborday.org](mailto:programs@arborday.org)  
or call 402-473-9617

FOR IMMEDIATE RELEASE:

### **Surfside Beach Named Tree City USA Community by the Arbor Day Foundation**

The Arbor Day Foundation today announced that Surfside Beach, SC, was named a Tree City USA community for its commitment to urban forestry.

It is the 4th year Surfside Beach has earned this national honor from the Arbor Day Foundation, the nation's largest nonprofit organization dedicated to planting trees.

"We all benefit when communities like Surfside Beach place a high priority on planting and caring for trees, one of our nation's most beautiful resources," said John Rosenow, chief executive and founder of the Arbor Day Foundation. "Trees shade our homes and add beauty to our neighborhoods, and they also provide many environmental, economic and social benefits. We applaud Surfside Beach's elected officials, volunteers and citizens for providing vital care for its urban forest."

The Tree City USA program is sponsored by the Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forest Service.

Surfside Beach has met the four standards to become a Tree City USA community. Tree City USA communities must have a tree board or department, a tree-care ordinance, a community forestry program with annual expenditures of at least \$2 per capita and an Arbor Day observance and proclamation.

Communities that earn Tree City USA recognition not only have taken the time to meet the four standards, they know that trees:

- Promote healthier communities by filtering the air we breathe by removing dust and other particles.
- Moderate climate, conserve water and provide vital habitat for wildlife.
- Reduce the heat island effect in urban areas caused by pavement and buildings.
- Reduce energy use and increase property values.

More information about Tree City USA can be found at [www.arborday.org/TreeCityUSA](http://www.arborday.org/TreeCityUSA).

### **About the Arbor Day Foundation**

The Arbor Day Foundation is a nonprofit, environmental and education organization of more than 1 million members, with a mission to inspire people to plant, nurture, and celebrate trees. More information on the Foundation and its programs can be found at [www.arborday.org](http://www.arborday.org).

## Debra Herrmann

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**From:** Blair, Vicki [blairvw@dhec.sc.gov]  
**Sent:** Thursday, May 03, 2012 12:29 PM  
**To:** Debra Herrmann  
**Subject:** Re: 05/08/2012 Town Council Agenda and Supporting Documents

Debra,

I planned to attend this meeting but now have to be in Columbia for the annual Accute Disease Epi Conference. I will going on Monday and the conference is for 2 days, Tues & Wed. I want to be sure that my absence is accounted for since this would be my last meeting before the open seat election. I wouldn't want my absence and the criticism that might accompany it to come up if I should decide to run for the open seat. Should I ask Allen to confirm why I am not present? Thanks for your suggestion. Vic

On Thu, May 3, 2012 at 10:35 AM, Debra Herrmann <[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)> wrote:

The Town Council meeting agenda and supporting documents are attached for the May 8<sup>th</sup> meeting.

The public is invited to attend all meetings, during which time is allotted for comments on agenda items and general comments.

This transmission is pursuant to the Freedom of Information Act §30-4-80.

Debra Herrmann, CMC, Town Clerk

Town of Surfside Beach

843.913.6111 (Main) - 843.913.6333 (Direct)

[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)

[Facebook.com/SurfsideBeachTownClerk](https://www.facebook.com/SurfsideBeachTownClerk)

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TOWN OF SURFSIDE BEACH  
115 US Highway 17 North  
Surfside Beach, SC 29575  
Web: [www.surfsidebeach.org](http://www.surfsidebeach.org)  
☎ (843) 913-6111 ♦ 📠 (843) 238-5432

**PUBLIC HEARING: FY2012-2013 MUNICIPAL BUDGET.**

A hearing will be held during the meeting to hear public comments on the proposed FY2012-2013 Municipal Budget.

**TOWN COUNCIL ♦ REGULAR MEETING  
COUNCIL CHAMBERS ♦ TUESDAY, MAY 8, 2012 6:30 P.M.**

**A G E N D A**

1. **CALL TO ORDER** - Mayor Deaton
2. ✓ **INVOCATION AND PLEDGE OF ALLEGIANCE** – Rev. Shane Johnson, Solid Rock Baptist Church
3. **AGENDA APPROVAL**
4. **MINUTES APPROVAL** – Regular Meeting April 24, 2012 *copied pdf*
5. **ELECTED OFFICIALS INAUGURATION** *oaths printed*
  - A. Mayor-Elect – Douglas F. Samples
    - i. Resignation from Town Council
    - ii. Oath of Office, Charge by Ms. Kathryn (Katie) Hope Samples
  - B. Town Councilmembers-Elect Oath of Office
    - i. Mark L. Johnson, Charge by Ms. Hilary Johnson
    - ii. Mary Elizabeth Martin Mabry, Charge by The Hon. P. L. Mabry
    - iii. Randle M. Stevens, Charge by Ms. Ashley Stevens
6. **MAYOR PRO TEM BALLOT READING & ANNOUNCEMENT**
7. **PUBLIC HEARING** - FY2012-2013 Municipal Budget
8. **PUBLIC COMMENTS – Agenda Items** - Please address Town Council from the podium, 3 minutes per speaker

*Continued on page 2*

9. **COMMUNICATIONS**

- ✓ A. Emergency Management for Senior and Elected Officials – Fire Chief Packard *copied pdf*
- B. Department Reports
  - ✓ i. Building & Zoning - *stats ok narrative ok.*
  - ✓ ii. Police *copied pdf*
  - ✓ iii. Fire *copied pdf*
- C. Administrator's Report - Update on Current Events

10. **BUSINESS**

- ✓ A. First Reading Ordinance #12-0711, FY2012-2013 Municipal Budget *copied pdf*
- ✓ B. First Reading Ordinance #12-0712, Adopt FY2012-2013 Tax Millage *copied pdf*
- ✓ C. First Reading Ordinance #12-0713, Amend §17-644(a)(1) Free Standing Sign Setback Requirement *to add 634 Existing & Nonconf signs*
- ✓ D. First Reading Ordinance #12-0714, Amend §17-007 Definitions, and §17-607 to Require 15-Foot Vegetative Buffer on Waterfronts
- E. Board, Commission & Committee Appointments - *copied pdf*

- ✓ 11. **DISCUSSION** - ✓ Pro-Business Development Committee, Councilmember Stevens *copied pdf*

12. **PUBLIC COMMENTS – General** Please address Town Council from the podium, 5 minutes per speaker

13. **COUNCIL COMMENTS**

14. **EXECUTIVE SESSION:** Pursuant to FOIA §30-4-70(1) to discuss the vacant building official position, and the town administrator 60-day resignation notice; and §30-4-70(2) to receive legal advice from the town attorney on the Sofonias law suit and a confidential mediation agreement.

15. **ADJOURNMENT**

*C. Changed per Sabrina  
5/2/12 3:16 pm*



**PUBLIC HEARING: FY2012-2013 MUNICIPAL BUDGET.** A hearing will be held during the meeting to hear public comments on the proposed FY2012-2013 Municipal Budget.

**TOWN COUNCIL ♦ REGULAR MEETING**  
**COUNCIL CHAMBERS ♦ TUESDAY, MAY 8, 2012 6:30 P.M.**  
**A G E N D A**

1. **CALL TO ORDER** - Mayor Deaton
2. **INVOCATION AND PLEDGE OF ALLEGIANCE** – Rev. Shane Johnson, Solid Rock Baptist Church (27) *confirmed*
3. **AGENDA APPROVAL** *St. James Chorale, God Bless America, Pledge*
4. ✓ **MINUTES APPROVAL** – Regular Meeting April 24, 2012 *copied pdf*
5. **ELECTED OFFICIALS INAUGURATION**
  - A. Mayor-Elect – Douglas F. Samples
    - i. Resignation from Town Council
    - ii. Oath of Office, Charge By Katie ✓
  - B. Town Councilmembers-Elect Oath of Office
    - i. Mark L. Johnson, Charge by Ms. Hilary Johnson
    - ii. Mary Elizabeth Martin Mabry, Charge by Mr. P. L. Mabry *The ton.*
    - iii. Randle M. Stevens, Charge by Ms. Ashley Stevens
6. **MAYOR PRO TEM BALLOT READING & ANNOUNCEMENT**
7. **PUBLIC HEARING** - FY2012-2013 Municipal Budget
8. **PUBLIC COMMENTS – Agenda Items** - Please address Town Council from the podium, 3 minutes per speaker
9. **COMMUNICATIONS**
  - A. Emergency Management for Senior and Elected Officials – Fire Chief Packard
  - B. Department Reports
    - i. Building & Zoning *narrative? details recid.*
    - ii. Police
    - iii. Fire *copied pdf*
  - C. Administrator's Report - Update on Current Events
10. **BUSINESS**
  - A. ✓ First Reading Ordinance #12-0711, FY2012-2013 Municipal Budget *copied pdf*
  - B. ✓ First Reading Ordinance #12-0712, Adopt FY2012-2013 Tax Millage "
  - e. ✓ Board, Commission & Committee Appointments *copied pdf.*
11. **DISCUSSION** *Committee*
  - A. Festival and Special Event Locations Mayor-elect Samples requested discussion @ 4/24 meeting
  - ✓ B. Pro Bus *committee, copied, pdf*
12. **PUBLIC COMMENTS – General** Please address Town Council from the podium, 5 minutes per speaker
13. **COUNCIL COMMENTS**
14. **EXECUTIVE SESSION:** Pursuant to FOIA §30-4-70(1) to discuss the vacant building official position, and §30-4-70(2) to received legal advice from the town attorney on the Sofonias law suit and a confidential mediation agreement.
15. **ADJOURNMENT**

*Never heard from Beth*

*need ordinances.  
 C12-0713  
 D12-0714*

*60-day notice*

*and town ad pos.*



**TOWN OF SURFSIDE BEACH**

Administrative Offices

Telephone: (843) 913-6111

Facsimile: (843) 238-5432

(2) Legal ~~advise~~ advice

(a) Update on Lawsuit  
Sofonias

(b) Confidential mediation  
agreement

(3) Personnel - BO position  
vacancy.

pu JPB 4-27-12

# Reminders

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→Mr. Duckett will ask Council sometime in the near future to increase the minimum for bids from \$5,000 to \$10,000 so that smaller amounts would not require sealed bids.

→Mr. Samples asked Mr. Duckett to find out what the pier policy covers. Mr. Johnson suggested shopping rates to see if better rates were available. Ms. Blair asked if other pier owners were contacted to ask about their coverage. Mr. Duckett said he would be glad to check, and a report made at a future council meeting. (Budget Meeting 03/08/12)

→Parking Management Vendor: Council agreed that more information about a vendor should be presented for its consideration. (Budget Meeting 03/08/12)

→Mr. Samples asked Mr. Adair for a list of the streets and estimated costs for the repairs that need to be done on the north side of town. (Budget Meeting 03/08/12)

→Parking Committee created 01/24/2012 for 90 days (April 23, 2012.) Report at the end of 90-days to town council. Motion

## Ordinances:

→Section 4, Repeal board of Fee Appeals – Mr. Duckett – established 04/14/09 – no one appointed, no challenges received

→ to correct election codes re commission member terms (attorney directed at 08/09/11 meeting to bring correction) Council concurred to defer to State Code for 6-year term on new appointment. Other election related codes may also need amending based on new State Code requiring on-line filing

→Section 9-16(a) and (b). Decals and exemptions. Code cites “lower left corner of the rear window. Town hall has been giving instructions to place them on the front window driver’s side for at least two years. “Such decal shall allow a resident to park free of charge in metered or pay station areas” should also state “when space is available.” The decal does not guarantee a parking space for the decal holder.

11/08/11 Administrator identify issues and permitting fee relating to permitting docks (concurred)

*Rotate to next agenda until Mr. Duckett says to delete or a councilmember says to add*

*→decision paper: Golf Carts*

*→dedication plaques and flowers on Surfside Drive, Ms. Blair never confirmed to add to agenda*

## Debra Herrmann

---

**From:** Debra Herrmann [dherrmann@surfsidebeach.org]  
**Sent:** Thursday, May 03, 2012 10:36 AM  
**To:** M. Smith ; 'Alternatives'; B. Alverson ; 'B. Dickerson'; B. Lowery ; Blake Davis; C. McLaughlin; 'C. Perry'; 'C. Perry'; 'CFC News'; 'D. Beach'; 'D. Bryant'; D. Ellis ; D. King; F. Creel ; 'H. Gale'; 'H. Gold'; Howard Barnard; J. Adair; 'J. Hart'; J. Havel; J. Petosa ; Jim Duckett ; K. Hursey ; K. Knapek; K. Moss; Kelley, Amanda; 'L. Anderson'; Leigh Wood; M. Blair ; M. Fellner ; M. Frederick ; 'M. Miller'; N. Bennett; 'N. Burke'; 'North Myrtle Beach Times'; P. Broach ; R. Blomquist; 'R. Green'; 'R. Magliette'; R. Packard; Ron Ott ; S. Layton; 'S. Miles'; S. Morris; 'S. News'; 'Sun News Editors'; 'T. O'Dare'; The Hon. Allen Deaton; The Hon. Ann Dodge ; The Hon. Bob Childs ; The Hon. Doug Samples; The Hon. Mark Johnson; The Hon. Mary Beth Mabry; The Hon. Randle Stevens; The Hon. Rod Smith; The Hon. Vicki W. Blair; 'V. Spechko'; V. Wentz; 'WBTW'; 'WMBF'; 'WNMB'; 'WPDE'; 'WPDE News'  
**Subject:** 05/08/2012 Town Council Agenda and Supporting Documents  
**Attachments:** 05082012\_tc\_agenda\_11b\_pro\_business\_development\_committee.pdf; 05082012\_tc\_agenda.pdf; 05082012\_tc\_agenda\_4\_draft\_04242012\_meeting\_minutes.pdf; 05082012\_tc\_agenda\_9bi\_building\_report.pdf; 05082012\_tc\_agenda\_9bii\_fire\_report.pdf; 05082012\_tc\_agenda\_9biii\_police.pdf; 05082012\_tc\_agenda\_10a\_12\_0711\_fy\_2012\_2013\_budget.pdf; 05082012\_tc\_agenda\_10a\_emergency\_mgmt\_for\_senior\_and\_elected\_officials.pdf; 05082012\_tc\_agenda\_10b\_12\_0712\_fy\_2012\_2013\_tax\_millage.pdf; 05082012\_tc\_agenda\_10c\_12\_0713\_existing\_and\_nonconforming\_signs.pdf; 05082012\_tc\_agenda\_10d\_12\_0714\_vegetative\_buffers.pdf; 05082012\_tc\_agenda\_10e\_board\_commission\_committee\_appointments.pdf

The Town Council meeting agenda and supporting documents are attached for the May 8<sup>th</sup> meeting.

The public is invited to attend all meetings, during which time is allotted for comments on agenda items and general comments.

This transmission is pursuant to the Freedom of Information Act §30-4-80.

Debra Herrmann, CMC, Town Clerk  
Town of Surfside Beach  
843.913.6111 (Main) - 843.913.6333 (Direct)  
[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)  
[Facebook.com/SurfsideBeachTownClerk](https://www.facebook.com/SurfsideBeachTownClerk)

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**Debra Herrmann**

**From:** Doug Samples [doug samples@yahoo.com]  
**Sent:** Wednesday, May 02, 2012 3:48 PM  
**To:** Debra Herrmann  
**Subject:** Re: Town Administrator Position

Excellent and yes please add to executive session discussion.

**From:** Debra Herrmann <[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)>  
**To:** The Hon. Doug Samples <[doug samples@surfsidebeach.org](mailto:doug samples@surfsidebeach.org)>  
**Sent:** Wednesday, May 2, 2012 10:31 AM  
**Subject:** Town Administrator Position

I just spoke with Eric Budds, MASC deputy executive director.

Together this list was started that Council needs to decide -

- does the applicant needs a masters degree or is it “preferred”
- evaluate current code and job description so necessary amendments can be made
- will moving expenses be paid
- does council want a committee to preview applications
- how long will applications be accepted
- where to advertise – MASC, ICMA, local newspapers – (Eric said responses from local ads usually are not from qualified individuals), web page, Facebook, others?

Eric suggested placing a “short” advertisement with the MASC and ICMA with a link or contact person to obtain more information. Information about the town should be provided so those living outside the area so they can determine their interest in living here.

Eric will let me know next week whether MASC has any sample ads. (He’s at an out-of-town meeting.)

Do you want me to add this to the council packages for executive session discussion?

D.

Debra Herrmann, CMC, Town Clerk  
Town of Surfside Beach  
843.913.6111 (Main) - 843.913.6333 (Direct)  
[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)  
[Facebook.com/SurfsideBeachTownClerk](https://www.facebook.com/SurfsideBeachTownClerk)

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## Debra Herrmann

---

**From:** Doug Samples [doug samples@yahoo.com]  
**Sent:** Wednesday, May 02, 2012 3:45 PM  
**To:** Debra Herrmann  
**Subject:** Re: Job Descriptions

Debra-

Thank you. Micki will provide you a write-up she prepared for the new Council members orientation. Please forward that along with these job descriptions to all post-May 8th members.

Also, I spoke to Mr. Moss and let him know that in the future you may be contacting him on behalf of the Council and/or me. He has no problem with that at all.  
Thanks again.

**From:** Debra Herrmann <[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)>  
**To:** The Hon. Doug Samples <[doug samples@surfsidebeach.org](mailto:doug samples@surfsidebeach.org)>  
**Sent:** Wednesday, May 2, 2012 11:30 AM  
**Subject:** Job Descriptions

Doug, I checked with Kathy in HR and these are the job descriptions she had in the public information book. There is no job description for the deputy town administrator position. The IT description was included, because my understanding is that Micki is responsible for those duties.

Debra

Debra Herrmann, CMC, Town Clerk  
Town of Surfside Beach  
843.913.6111 (Main) - 843.913.6333 (Direct)  
[dherrmann@surfsidebeach.org](mailto:dherrmann@surfsidebeach.org)  
[Facebook.com/SurfsideBeachTownClerk](https://www.facebook.com/SurfsideBeachTownClerk)

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## **Town Administrator:**

### ***General Responsibilities in Accordance with Ordinance***

The Town Administrator shall be chief administrative officer of the Town government. He or she shall be responsible to the Town Council for proper administration of the policies and affairs of the Town and to that end shall have power and authority and be required to:

1. Direct, supervise and coordinate administrative activities and operations of all Town departments;
2. Ensure that all laws and ordinances are enforced;
3. Appoint and remove department heads for cause with approval of Town Council;
4. Appoint and remove other Town employees for cause, after consulting employee's department head;
5. Administer personnel policies, classification, compensation and evaluation of all Town employees;
6. Prepare the budget annually, submit it to the Town Council and be responsible for its administration after adoption;
7. Prepare and submit to the Town Council at the end of each fiscal year a complete annual report on the finances and administrative activities of the town for the preceding year and make such other financial or administrative reports from time to time as may be required by the Town Council;
8. Administer policies governing purchasing;
9. Keep the Town Council informed of the financial condition and future needs of the town and make recommendations as may seem to him desirable;
10. Provide the Town Council with information and guidance in matters of policy determination;
11. Perform such other duties as may be required of him or her by the town council.

### ***Strategic Responsibilities***

- Work with Clerk and Council to develop effective and meaningful meeting agendas
- Oversee Department Heads
  - Periodically review budget figure %
    - Review assessment of % spent
    - Make any necessary adjustments in remaining items to remain within departmental budget parameters
  - Review departmental strategic plans to align with Town goals
  - Set productivity goals for individual departments

- Devise objective, quantifiable accountability mechanisms and strategies for departmental tasks
  - Review departmental handbooks
  - Review departmental progress quarterly
- Final responsibility for
  - Budget
  - EOC and Emergency Plan
- Final responsibility for major projects
  - Consultant supervision
  - Contractor supervision
  - Change Order Logs
  - Project management reports
- Study and work to create new revenue streams
- Create and maintain short and long term strategic plans for Town
- Coastal Alliance
  - Prepare agenda
  - Disseminate meeting information
  - Attend meetings
  - Take minutes
  - Make sure lobbyist municipal billing is up to date
- Attend all GSATS Study Team Meetings
  - Keep Subcommittee for Transportation apprised
  - Requests meetings as required
  - Prepare agendas
  - Carry out directives

***Day to Day Duties***

- Perform the duties of a working manager including but not limited to ...
  - Responding to email
  - Answering the phone
  - Answering correspondence
  - Interfacing with public
- Perform any and all other duties as assigned by the Council
- Carryout any and all other projects as assigned by the Council

## **Director IT and Communications**

Reports to Town Administrator

To be directly responsible for the following items ...

- ***Council***
  - Perform the duties of the Town Clerk in her absence
  - Respond to informational requests
  - Prepares various analyses (e.g., spreadsheets, PowerPoint presentations, tables, graphs, statistics, etc.) as needed
  - Manage special projects as assigned and maintain project records (e.g., land conversion, fire house COR's, etc.) and create reports for Council and Administrator to ensure timely delivery and quality completion of all tasks
  
- ***Supervision***
  - Supervise website intern
  - Manage and oversee reception
    - Staff of 2
    - Prepare combined administrative timesheets for submission to payroll
    - Create lunch-relief schedule
  
- ***Technology and Website***
  - Oversee technology contractors and prepare short and long term IT strategic plans
  - Provide technical and IT assistance to staff as required
  - Prepare tech budget for all departments
  - Prepare bids and procurement information as needed
    - IT
      - Servers
      - Networks
      - SAN's
      - PC's
      - Laptops
      - Netbooks
    - Phones
    - Cellular devices
    - Radios
    - Cameras
  - Review and authorize all invoices and expenditures related to email, technology and website
  - Act as administrator for the email server
  - Manage, maintain and update Town website
  - Create, manage, maintain and update web-based intranet for Town employees

- ***Publishing***

- Produce quarterly Town newsletter
- Produce monthly Safety Committee newsletter
- Create printed collateral pieces as required by Town, including but not limited to
  - Storm Water educational brochure series
  - Event brochures
  - Event flyers
  - Safety and wellness logo
  - Safety Committee brochures
  - Quick view safety cards
  - Town Council Budget Books

- ***Marketing***

- Devise and implement marketing strategies
- Prepare bids and procurement information as needed for Media
  - TV
  - Radio
  - Print
- Help Events Supervisor prepare marketing budget
- Help Events Supervisor prepare yearly media schedule (TV, Radio and Publications) for Town Events

## Debra Herrmann

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**From:** Micki Fellner [mfellner@surfsidebeach.org]  
**Sent:** Wednesday, May 02, 2012 7:42 PM  
**To:** Debra Herrmann  
**Subject:** Job Responsibilities  
**Attachments:** Tasks List.docx

Find it attached

**MICKI FELLNER | Deputy Administrator | [mfellner@surfsidebeach.org](mailto:mfellner@surfsidebeach.org) | <http://www.surfsidebeach.org> | 843.913.6111**

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## **Current Responsibilities of Deputy Administrator**

### ***Municipal Ordinance***

1. Perform Administrator's duties (as prescribed by ordinance) in his absence
  - a. The town administrator shall be chief administrative officer of the town government. He shall be responsible to the town council for proper administration of the policies and affairs of the town and to that end shall have power and authority and be required to:
  - b. Direct, supervise and coordinate administrative activities and operations of all town departments;
  - c. Ensure that all laws and ordinances are enforced;
  - d. Appoint and remove department heads for cause with approval of town council;
  - e. Appoint and remove other town employees for cause, after consulting employee's department head;
  - f. Administer personnel policies, classification, compensation and evaluation of all town employees;
  - g. Prepare the budget annually, submit it to the town council and be responsible for its administration after adoption;
  - h. Prepare and submit to the town council at the end of each fiscal year a complete annual report on the finances and administrative activities of the town for the preceding year and make such other financial or administrative reports from time to time as may be required by the town council;
  - i. Administer policies governing purchasing;
  - j. Keep the town council informed of the financial condition and future needs of the town and make recommendations as may seem to him desirable;
  - k. Provide the town council with information and guidance in matters of policy determination;
  - l. Perform such other duties as may be required by the town council.

### ***Municipal Working Manager Responsibilities***

1. Perform daily routine duties including but not limited to ...
  - a. Answering the phone
  - b. Responding to municipal mail and email
  - c. Interfacing with the public regarding complaints, etc.
  - d. Disseminating information to the press when required
2. Suggest items for inclusion in meeting agenda and "Administrator's Update"
3. Work with Administrator and Treasurer to finalize annual budget
4. Handle all lawsuits with regard to discovery, preparation, etc. acting as liaison between Town and lawyer(s)
5. Oversee departmental concerns
  - a. Review departmental strategic plans to align with Town goals
  - b. Devise objective, quantifiable accountability mechanisms and strategies for departmental tasks
  - c. Review departmental progress annually

6. Final responsibility for major projects
  - a. Consultant supervision
  - b. Contractor supervision
  - c. Change Order Logs
  - d. Project management reports
  - e. Dissemination of information to Town Council
7. Produce municipal collateral and meeting materials
  - a. Create budget presentations
  - b. Write and create presentations for council meetings
  - c. Write Communication's Report for council meetings
  - d. Oversee intern in quarterly newsletter prep and production
  - e. Oversee intern in event flyer prep
  - f. Oversee annual revision of Town brochure and act as liaison with printer
8. Perform duties of payroll supervisor for Administration Department
9. Liaison to A-Tax Committee
10. GSATS Study Team Liaison
11. Coastal Alliance Administrator (duties complete May 2, 2012)
12. League of Cities Administrator (duties complete April 12, 2012)

### ***Technology***

1. Create technology budget
2. Review all technology expenditures
3. Oversee network contractors
4. Handle in-house pc, router, switch and modem troubleshooting
5. Responsible for tech training of employees when required
6. Responsible for written EOP's technology/admin plan
7. Administrator for email server
8. Administrator for phone server
9. Administrator for time and attendance server
10. Administrator for GETS
11. Administrator of Website
12. Administrator for social media
  - a. Facebook
  - b. Twitter

thereunder as may relate to official regular duties or enforcement of which they are properly chargeable by any measures provided therein, by the proper report of any violation thereof and by instituting such proceedings as may be necessary to such enforcement. In addition to other authorized methods of enforcement any duly authorized code enforcement personnel, fire inspectors or law enforcement officers may issue a noncustodial uniform ordinance summons without arrest and bail for individuals to appear in municipal court who have failed or refused to comply with required codes and ordinances.

(Code 1969, § 2-93; Ord. No. 92-0321, 10-6-92)

**Cross references**—General penalty; continuing violation, § 1-16.

**Sec. 2-92. Right of entry.**

Whenever any officer or employee of the town is required or authorized by statute, the provisions of this Code or any ordinance or resolution or rules and regulations or orders issued thereunder in order to carry out his duties thereunder to enter any premises or vehicles, such officer or employee shall have the right to enter any such premises or vehicle at any reasonable time in pursuance of such duties.

(Code 1969, § 2-94)

**Sec. 2-93. Interfering with municipal officers or employees.**

It shall be unlawful for any person to interfere with any member of the police department, any member of the fire department, or any other municipal officer or employee in the discharge of official duties.

(Code 1969, § 2-95; Ord. No. 06-0602, 8-8-06)

**Secs. 2-94—2-110. Reserved.**

DIVISION 2. TOWN ADMINISTRATOR\*

**Sec. 2-111. Appointment, town administrator.**

The town council shall appoint a town administrator and fix his compensation. The town administrator shall be appointed solely on the basis of executive and administrative qualifications.

(Code 1969, § 2-99)

**State law reference**—Employment of administrator, S.C. Code 1976, § 5-11-40.

**Sec. 2-112. Term and bond.**

The town administrator shall serve at the pleasure of the town council for an indefinite term. The town administrator shall enter into an approved bond in such sum as prescribed by the town council, conditioned for the faithful and honest performance of the duties of such office. The cost of such bonds shall be paid by the town.

(Code 1969, § 2-99)

\***State law reference**—Power to appoint a town administrator, S.C. Code 1976, § 5-11-40.

**Sec. 2-113. Duties.**

The town administrator shall be chief administrative officer of the town government. He shall be responsible to the town council for proper administration of the policies and affairs of the town and to that end shall have power and authority and be required to:

- (1) Direct, supervise and coordinate administrative activities and operations of all town departments;
- (2) Ensure that all laws and ordinances are enforced;
- (3) Appoint and remove department heads for cause with approval of town council;
- (4) Appoint and remove other town employees for cause, after consulting employee's department head;
- (5) Administer personnel policies, classification, compensation and evaluation of all town employees;
- (6) Prepare the budget annually, submit it to the town council and be responsible for its administration after adoption;
- (7) Prepare and submit to the town council at the end of each fiscal year a complete annual report on the finances and administrative activities of the town for the preceding year and make such other financial or administrative reports from time to time as may be required by the town council;
- (8) Administer policies governing purchasing;
- (9) Keep the town council informed of the financial condition and future needs of the town and make recommendations as may seem to him desirable;
- (10) Provide the town council with information and guidance in matters of policy determination;
- (11) Perform such other duties as may be required of him by the town council.

(Code 1969, § 2-99)

**Sec. 2-114. Removal from office.**

The town administrator may be removed from office for cause by a majority vote of the members of town council. The action of the town council in removing the town administrator shall be final. In all cases the town administrator shall receive sixty (60) days' notice of his removal or severance pay for sixty (60) days when such removal is made effective by a majority vote of all the members of town council unless specified otherwise in a signed contract.

(Code 1969, § 2-99; Ord. No. 10-0692, 1-11-11)

**Sec. 2-115. Communication between town administrator and town council.**

The town administrator shall relate to and communicate with the mayor and with the town council as a whole any and all problems, situations and conditions which arise concerning any department or activity of the town which in the opinion of the town administrator is of

significance. Except for the purpose of inquiry, the members of town council shall communicate directly with the town administrator in any and all matters concerning any department or activity of the town. In order to keep the mayor informed, the town administrator shall communicate with him between town council meetings on problems and conditions concerning any department or activity of the town. No member of town council shall give orders to any subordinate of the town administrator except in case of an emergency.

(Code 1969, § 2-99)

**Sec. 2-116. Reserved.**

**Editor's note**—Ord. No. 03-0511, adopted Dec. 9, 2003, repealed § 2-116, which pertained to the assistant town administrator, and derived from Ord. No. 99-0430, adopted April 13, 1999.

**Secs. 2-117—2-130. Reserved.**

DIVISION 3. TOWN CLERK\*

**Sec. 2-131. Appointment.**

The town clerk is ex-officio clerk of council. The clerk shall give notices of meetings, post agenda, attend regular and special meetings and workshops, record votes of council, and record minutes of council meetings. The town clerk shall be appointed by and serve at the pleasure of town council.

(Code 1969, § 2-101; Ord. No. 02-0477, 5-28-02; Ord. No. 07-0618, 2-27-07)

**Sec. 2-132. Bond.**

Before entering upon the duties of this office, the town clerk shall enter into a bond in such sum as may be required by the town council, conditioned upon the faithful and honest performance of the duties of such office. The cost of such bond shall be paid by the town.

(Code 1969, § 2-101)

**Sec. 2-133. Duties.**

The town clerk shall have power and authority and be required to:

- (1) Record the minutes of all town council meetings;
- (2) Give notice to all members of the town council of regular and special meetings;
- (3) Record the minutes of the meetings of other appointed committees, boards and commissions as required;
- (4) Provide report and record-keeping services as required;
- (5) Assist the administrator;

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\***State law reference**—Appointment of municipal clerk, S.C. Code 1976, § 5-7-220.