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INTERIM COUNTY ADMINISTRATOR

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COUNTY ATTORNEY

ASHLEY M. BENNETT
CLERK TO COUNCIL

AGENDA
COUNTY COUNCIL OF BEAUFORT COUNTY
CAUCUS

Monday, December 11, 2017
5:00 p.m.

Executive Conference Room, Administration Building
Beaufort County Government Robert Smalls Complex
100 Ribaut Road, Beaufort

1. CALL TO ORDER – 5:00 P.M.
2. EXECUTIVE SESSION
 - A. Receipt of legal advice relative to relationship with Lowcountry Council of Governments (LCOG)
 - B. Receipt of legal advice relative to S.C. Ethics Act and proposed referendum
3. CAUCUS
 - A. Receipt of Interim County Administrator's Four-Week Progress Report ([backup](#))
 - B. Discussion of Consent Agenda
 - C. Discussion of Non-Agenda Items
4. ADJOURNMENT





Memorandum

DATE: December 8, 2017
TO: County Council
FROM: Joshua A. Gruber, Interim County Administrator
SUBJECT: Interim County Administrator's Progress Report

The following is a summary of activities that took place Monday, November 13, 2017 through Friday, December 8, 2017:

November 13, 2017

- New Hire Employee Orientation
- Robert McFee, Thomas Keaveny and State Senator Tom Davis re: SIB Application Consultant Proposal Review - Selection
- County Council Caucus
- County Council Regular Session

November 14, 2017

- Hilton Head Island–Bluffton Chamber of Commerce Briefing re: 2018 Transportation Sales Tax Referendum
- Beaufort Memorial Hospital Representatives Russell Baxley, CEO/President, Allison Coppage and Attorney Frannie Heizer, McNair Law Firm re: Follow-up Discussion on Funding Options
- Alicia Holland, Thomas Keaveny and Christopher Inglese re: Drafting of County Financial Policies
- Council Member Tabor Vaux, Thomas Keaveny, Christopher Inglese, Eric Larson and David Wilhelm re: Daufuskie Island Solid Waste
- Council Member Gerald Dawson Public Meeting re: Solid Waste Collection, James J. Davis Elementary School

November 15, 2017

- Monica Spells, Fred Leyda and Town of Hilton Head Island Representatives Steve Riley and Charles Cousins re: Conference Call / Affordable Housing Coordinator - Human Services

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November 16, 2017

- Council Member Gerald Dawson, Tony Criscitiello and General Harold “Mitch” Mitchell, Paige Point Representative re: Paige Point Cemetery Site Visit
- Attorney Mary Lohr, Howell, Gibson & Hughes, Assessor’s Office Representatives Gary James, Lolisa Daise and GIS Analyst Kris Kronline, Town of Hilton Head Island re: Update GIS Layer
- Council Member Michael Covert Town Hall Meeting, Bluffton

November 17, 2017

- Alicia Holland and Gary James re: Personnel Matter
- Council Member Tabor Vaux, Thomas Keaveny, Haig Point Representatives Steve Hill, Transportation Committee Chair, Doug Egly, CEO, Tim Richards, Director of Property Services and James Woodward re: One Island Solution / Conference Call
- Eric Larson, Robert McFee, Colin Kinton and Thomas Keaveny re: Engineering Projects Status Update
- Robert McFee, Eric Larson, Tony Criscitiello and Andrea Atherton re: Okatie Regional Park Development

November 20, 2017

- New Hire Employee Orientation
- Federal Emergency Management Assistance (FEMA) Exploratory Staff / Conference Call re: Public Assistance Grants
- Monica Spells, Patrick Hill, Shakeeya Polite and Daniel Morgan re: Technology Implications
- Natural Resources Committee

November 21, 2017

- J. L. Goodwin re: Yemassee Train Station
- Tony Criscitiello re: November 20, 2017 Natural Resources Committee Meeting
- Assessor Office Employee re: Personnel Matter
- Suzanne Gregory and Mark Roseneau re: Grounds Maintenance Vacancies
- Attorney Walter Nester re: Grande Oaks PUD / Conference Call

November 22, 2017

- Personal Leave

November 23, 2017

- Thanksgiving Holiday

November 24, 2017

- Heritage Day Holiday

November 27, 2017

- New Hire Employee Orientation
- Marc Orlando, Bluffton Town Manager, Meeting
- Council Vice Chairman Jerry Stewart, Alicia Holland and Marc Orlando re: Buckwalter MCIP
- Council Member Rick Caporale re: 2018 Transportation Sales Tax Referendum

November 28, 2017

- Sandy Steele, Director of Operations, Southern Carolina Regional Development Alliance, and John O'Toole, Executive Director, Beaufort County Economic Development Corporation re: Project Fruit Basket – Blueberry / Conference Call
- County Representatives Monica Spells, Alicia Holland, Beaufort-Jasper Water and Sewer Authority Representatives Ed Saxon, General Manager, and Brian Chemsak, Director of Engineering re: Bonaire Sewer Project - Next Steps
- Council Chairman Paul Sommerville
- Susan Wester re: Personnel Matter
- Mark Roseneau re: Beaufort County Government New Office Complex

November 29, 2017

- Alicia Holland, Monica Spells, Suzanne Gregory and Philip Foot re: Bi-weekly Project Review Status Update Meeting
- Steve Riley, Hilton Head Island Town Manager re: Conference Call / Array of Items
- Chief Deputy Michael Hatfield, Sheriff's Office re: Information Technology Matters
- Eric Larson, David Wilhelm and John Miller re: Curbside Collection Staff Meeting
- Kate Schaefer, South Coast Director, Coastal Conservation League re: Power Lines on Old Sheldon Church Road / Conference Call

November 30, 2017

- Preliminary Viewing of Beaufort County Flood Maps, St. Helena Branch Library

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December 1, 2017

- Eric Larson re: Community Development Department Director Interview Panel / Conference Call
- Boundary Street - Upper Management Meeting

December 4, 2017

- New Hire Employee Orientation
- One Island Solution - Daufuskie Island / Conference Call
- Governmental Committee
- Sheriff's Office Representatives Lt. Colonel Neil Baxley and Lt. William Neill re: CJIS Compliance

December 5, 2017

- Monica Spells and Patrick Hill re: Beaufort County Sheriff's Office Criminal Justice Information Services Policy (CJIS) Compliance with SLED Regulations / Conference Call
- Maria Walls, Gary James, Thomas Keaveny, Christopher Inglese, Amy Rusnak and Kim Chesney re: Six Percent (6%) Fraud Accounts / TMA
- Southern Lowcountry Regional Board Meeting, Bluffton

December 6, 2017

- Alicia Holland, Monica Spells, Suzanne Gregory and Philip Foot re: Bi-weekly Project Review Status Update
- Agenda Review with Chairman, Vice Chairman and Executive Staff re: December 11, 2017 County Council Meeting Agenda
- Hilton Head Island-Bluffton Chamber of Commerce Leadership Group Presentation / County Government 101
- Reconstruction Era National Monument Monthly Conference Call
- Hillary Austin and Nancy Moss re: Zoning Issue

December 7, 2017

- Eric Larson, Robert McFee, Colin Kinton and Thomas Keaveny re: Engineering Projects Status Update
- Council Member Brian Flewelling, Monica Spells and Colin Kinton re: Light at Callawassie and Highway 170 / Plastic Bag Ban Campaign

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- South Carolina Association of Counties - 2017 South Carolina Local Government Attorneys' Institute Conference, Columbia
- Eric Larson Conference Call