

**REGULAR MEETING OF CITY COUNCIL
MINUTES
DECEMBER 18, 2025 — 5:30 PM
MUNICIPAL COURTROOM
2222 HIGHMARKET STREET
GEORGETOWN, SOUTH CAROLINA
AND LIVESTREAM:**



<https://www.facebook.com/cityoftown/>

1. CALL TO ORDER

Notice of this meeting has been made in accordance with the South Carolina Code of Laws as amended.

MEMBERS PRESENT

Mayor Carol Jayroe
Mayor Pro Tempore Jim Clements
Council Member Bruce Carl
Council Member Erin Ethridge
Council Member Jimmy Morris
Council Member Tamika Williams-Obeng

MEMBERS ABSENT

Council Member Jonathan Angner

ALSO PRESENT

Mr. Scott Whittier, City Administrator
Mrs. Elise Crosby, City Attorney
Mrs. Cindy Thompson, Public Information Officer
Ms. Stephanie Buccione, City Clerk
Mr. Braxton Walton, IT Technician
Chief Charlie Cribb, Georgetown Fire Department
Ms. Amy Skidmore, Georgetown Fire Department Office Manager
Chief William Pierce, Georgetown Police Department
Mrs. Clarissa Tindall, Zoning Administrator
Mr. Ryan Courtemanche, Electric Utilities Director
Mr. Orlando Arteaga, City Engineer
Mrs. Natrona Simmons, Public Works Director
Mrs. Kathy Vermeland, Finance Director
Mrs. Pam Gaddy, Water Utilities Director

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

Mayor Jayroe called the Regular Meeting of City Council to order at 5:00pm and requested all cell phones or electronic devices be turned off or placed on mute, with the exception of first responders, so as to not interrupt the meeting.

3. INVOCATION & PLEDGE OF ALLEGIANCE

Council Member Bruce Carl rendered the invocation and Mr. Edwin Jayroe led the Pledge of Allegiance.

4. PUBLIC COMMENTS ON CURRENT AGENDA ITEMS

None

5. INTRODUCTION OF NEW EMPLOYEES

None

6. ANNOUNCEMENT FROM MAYOR

Mayor Jayroe read a letter from Council Member Angner in lieu of his absence at tonight's meeting. He stated that the agenda is straightforward and his position on the action items are clear through his previous moving, seconding, and voting on these items. He also thanked the citizens of Georgetown and the city employees and stated he enjoyed working with everyone while he has been on Council for the last 4 1/2 years.

7. PLANNING & COMMUNITY DEVELOPMENT

A. Motion to approve second reading of an ordinance adopting the City of Georgetown Unified Development Ordinance and Repealing the City of Georgetown Zoning Ordinance, The City of Georgetown Land Development Regulations, and the City of Georgetown Architectural Review Board Design Guidelines

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Jimmy Morris

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Jimmy Morris
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris
NAYS:	Tamika Williams-Obeng

B. Motion to adopt a resolution directing staff to bring zoning map amendments for nonconforming Planned Development districts to the Planning Commission for review and public hearing.

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Erin Ethridge

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Erin Ethridge
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris

NAYS: Tamika Williams-Obeng

- C. Motion to approve a contract in the amount not to exceed \$95,580 to Meadors Inc. Architecture for contract services related to the Commercial Corridor Design Overlay Districts and Historic Buildings District.**

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Bruce Carl

Mayor Jayroe called for the vote.

RESULT: Approved
MOVER: Mayor Pro Tempore Jim Clements
SECONDER: Council Member Bruce Carl
AYES: Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris
NAYS: Tamika Williams-Obeng

8. BUILDING

- A. Motion to approve second reading of an ordinance establishing Chapter 5, Article VIII: Construction Board of Appeals, of the City of Georgetown Code of Ordinances.**

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Jimmy Morris

Mayor Jayroe called for the vote.

RESULT: Approved
MOVER: Mayor Pro Tempore Jim Clements
SECONDER: Council Member Jimmy Morris
AYES: Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

9. FINANCE

- A. Motion to approve second reading of an ordinance to amend Article I of Chapter 22 at Section 22-4 "Equalized Monthly Utility Payment."**

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Jimmy Morris

Mayor Jayroe called for the vote.

RESULT: Approved
MOVER: Mayor Pro Tempore Jim Clements
SECONDER: Council Member Jimmy Morris
AYES: Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

- B. Motion to approve second reading of an ordinance amending Chapter 13, Article II, "Business Licenses" of the Code of Ordinances for the City of Georgetown by amending Sections 13-17 and 13-21**

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Bruce Carl

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Bruce Carl
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

10. FIRE

A. Motion to Approve Fire Training Center construction And Payment to Coastal Structures not to exceed \$89,945.64

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Jimmy Morris

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Jimmy Morris
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

11. WATER UTILITIES

A. Motion to Approve second reading amending the Utilities Sewers and Sewer Service and Water Service Ordinance to Reflect the Addition of a Section for Sewer Cleanouts and a section for Customer Water Shutoff Valve.

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Jimmy Morris

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Jimmy Morris
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

12. ADMINISTRATION

A. Motion to approve second reading of an ordinance amending Chapter 2, Article III, Division 3, Section 2-85 of the Code of Ordinances for the City of Georgetown.

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Jimmy Morris

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Jimmy Morris
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

B. Motion to approve second reading of an ordinance authorizing a lease between the City of Georgetown and Winyah Hospitality, LLC for a portion of Queen Street and to authorize the City Administrator to execute the lease.

Mayor Pro Tempore Jim Clements stated modifications and made a motion to amend the motion to include added language under Section Two: Term and Termination. It should read "Should we see a default on any of the terms of this lease or a sign to convey this lease without city council approval or cease to operate the adjacent property as a hotel, this lease will be terminable by the lessor with ninety-day notice in writing, delivered by certified mail to the other party subject to the lessee's right to concur within that period." He stated the second modification is adding Section 10: Assignment. He stated it should read: "The lease should not be assigned or conveyed to a third party without the approval of city council. In the event of an unapproved assignment or failure to operate the adjacent property as a hotel, this lease is terminable under Section 2 of this lease." Mayor Jayroe seconded the motion to include this amendment. Mayor Jayroe called for the vote to amend the motion.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Mayor Carol Jayroe
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

Council Member Tamika Williams-Obeng moved, seconded by Mayor Pro Tempore Jim Clements

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Council Member Tamika Williams-Obeng
SECONDER:	Mayor Pro Tempore Jim Clements
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

C. Motion to approve second reading of an ordinance authorizing ratifying and amending the city's memorandum of understanding with regarding potential future public access to the Cannon Street Waterfront.

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Bruce Carl

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Bruce Carl
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris Tamika Williams-Obeng
NAYS:	

13. CITY ADMINISTRATOR REPORT

Mr. Whittier gave an update on the Willowbank water main project. He said that the city's application was approved and we will receive \$1.5M towards this project. He thanked Mayor Jayroe and Council Members Jim Clements, Jonathan Angner, and Jimmy Morris for their service to the city.

14. MINUTES

A. Motion to approve minutes of November 20, 2025 Council meeting.

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Bruce Carl

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Bruce Carl
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

15. OLD BUSINESS

None

16. NEW BUSINESS

None

17. DEPARTMENT MONTHLY REPORTS

Mayor Jayroe stated the department monthly reports are available for review in the agenda packet.

A. Building Monthly Report

1. Keep Georgetown Beautiful - November 2025 Report
2. Building Department November 2025 Report Statistics

B. Electric Department Monthly Report

1. Electric Department November 2025 Report

C. Engineering Department Monthly Report

1. Engineering Department November 2025 Report

D. Finance Department Monthly Report

1. Finance Department Vehicle and Heavy Equipment Cost November 2025 Report
2. Finance and IT Department November 2025 Report
3. Finance Department Current Project November 2025 Report
4. Finance Department GovDeal November 2025 Report
5. Finance Department Budget Performance October 2025 Report
6. Finance Department HDL Active Businesses November 2025 Report
7. Finance Department Grant Summary November 2025 Report
8. Finance Department Open PO November 2025 Report

E. Fire Department Monthly Report

1. Fire Department Monthly Report

F. Fleet Services Monthly Report

1. Fleet Services NOVEMBER 2025 Report

G. Human Resources Monthly Report

1. Human Resources Department November 2025

H. Municipal Court Monthly Report

1. Municipal Court November 2025 Monthly Report

I. Planning & Community Development Monthly Report

1. Planning and Community Development November 2025 Report Statistics
2. Planning and Community Development November 2025 Monthly Report

J. Police Department Monthly Report

1. Police Department November 2025 Report
2. Police Department November 2025 Report Statistics

K. Public Works Monthly Report

1. Public Works November 2025 Monthly Report

L. Risk Management Monthly Report

1. Risk Management November 2025 Monthly Report

M. Water Utilities Monthly Report

1. Utility Report Monthly
2. November 3, 2025 thru November 5, 2025
3. November 6, 2025 thru November 14, 2025

**18. PUBLIC COMMENTS ON CITY SERVICES, BUSINESS, OR OTHER CITY MATTERS
NOT ON THE AGENDA**

None

19. ADJOURNMENT

A. Motion to Adjourn the Regular Meeting of City Council.

Mayor Pro Tempore Jim Clements moved, seconded by Council Member Tamika Williams-Obeng

Mayor Jayroe called for the vote.

RESULT:	Approved
MOVER:	Mayor Pro Tempore Jim Clements
SECONDER:	Council Member Tamika Williams-Obeng
AYES:	Jim Clements, Carol Jayroe, Bruce Carl, Erin Ethridge, Jimmy Morris, Tamika Williams-Obeng

The Regular Meeting adjourned at 6:00pm.

Stephanie Buccione
City Clerk

Date Approved: 01/15/2026