



**The Awendaw Town Council Special Called Meeting
Wednesday, March 11, 2026
Minutes**

1. Call to Order: *Mayor Crolley opened the meeting at 7:00 PM.*

2. Roll Call:

Present: Brown, Helms (Virtual), Gasper (Virtual at 7:05 PM), Prause, Mayor Crolley

Absent: Porcher, Timmons

Staff Present: Town Attorney McQuillen, Town Administrator Watkins, Town Clerk Steed,

3. Invocation: *Mayor Crolley led us in the prayer.*

4. Pledge of Allegiance: *Mayor Crolley asked everyone to recite the Pledge of Allegiance.*

5. Civility Pledge: *Mayor Crolley asked Councilman Brown to read the Civility Pledge.*

6. Approval of the March Special Called Meeting Agenda: *Councilman Brown made a motion for the Approval of the March Special Called Meeting Agenda, and Councilwoman Helms seconded it.*

The council discussed the proper order of the agenda per Robert's Rules of Order.

Using the original motion, a vote was taken; all voted in favor.

7. New Business Item

a. Approval of the recommended budget from the Municipal Park Foundation Board for the upcoming Ribbon Cutting Event on Saturday, April 18, 2026.

Councilwoman Helms made a motion for the approval of the recommended budget from the Municipal Park Foundation Board up to \$2,000.00 on expenses for the upcoming Ribbon Cutting Event on Saturday, April 18, 2026, and Councilman Brown seconded it. related to the upcoming ribbon-cutting event on April 18th, 2026. Councilman Prause seconded it.

The council discussed the proposed budget, the types of expenses, and the budget document.

Using the original motion, a vote was taken. All voted in favor.

b. Consideration and discussion of the Town Vehicles: *Mayor Crolley said he'll hear a motion to sell the existing two vehicles and consolidate them into one vehicle, as would be more appropriate, less money spent, and more useful; Councilman Prause seconded the motion.*

The council discussed the value of vehicles, the process of selling them, and the use of the town vehicles.

Councilman Prause moved to amend the motion to consult with legal counsel on the best way to sell the two vehicles and purchase one; Councilwoman Helms seconded it. All voted in favor. The amendment was approved.

A vote was taken on the motion as amended; all voted in favor.

c. Update to the readvertisement of the Utilities Manager position

Town Administrator Watkins noted the proposed Utilities Manager position will need to be readvertised as the previous candidate fell through.

The Council discussed where to advertise the position and proposed edits to the advertisement.

8. Unfinished Business Items

a. Approval of the operations and timing for the power shutdown at Town Hall for approximately two weeks. The 16th or 23rd

Town Administrator Watkins updated the council on various options for a remote town hall, including Charleston County Library at Wando, Berkeley Electric Cooperative, and Seewee Bay Baptist Church. Ms. Watkins noted the following locations could not accommodate the town: Town of Mount Pleasant, Town of McClellanville, Cape Romain Wildlife Refuge, and Berkeley Charleston Dorchester Council of Governments (BCDCOG). The council discussed each option presented.

Councilwoman Helms made a motion of operate the town at Sewee Baptist Church starting March 16th; it was seconded by Councilman Prause. All voted in favor.

b. Approval of the scope of work and proposal for the handicap ramp installation at Town Hall.

Mayor Crolley noted that the ADA ramp at Town Hall was removed because it was non-compliant with the electrical upgrade, and he summarized a meeting with a local contractor regarding the proposed scope of work to rebuild the ramp. Town Administrator Watkins added that she has reached out to additional contractors to get the scope of work for the replacement of the ADA ramp. Ms. Watkins also mentioned that this specific scope falls under the Emergency Procurement provisions of the town's code of ordinances.

The council discussed the proposed material for the handicap ramp, the project timeline, and a fallback plan if the ramp is not built upon Town Hall's reopening to ensure ADA accessibility.

9. Executive Session for the stated purpose of personnel matters (S.C. Code Section 30-4-70(a1)) concerning the Town Administrator's contract and goals. Upon returning to open session, the Council may take action on matters discussed in Executive Session.

Councilman Brown made a motion to go into Executive Session at 6:58 PM – for the stated purpose of personnel matters (S.C. Code Section 30-4-70(a1)) concerning the Town Administrator's contract and goals, Councilman Prause seconded it, and all were in favor. Upon returning to open session, Town Administrator Watkins noted no motions, notes, or votes were taken during the Executive Session. All voted in favor. The council adjourned the Executive Session at 7:39 PM

Councilman Prause moved to memorialize the discussion had in executive session, that has Councilwoman Helms organizing Ms. Watkins' evaluation priorities with comments by

Monday, and Ms. Watkins to organize the information by the Municipal Association from Desiree Fragoso, along with the evaluations the Thursday prior to the next council meeting; Councilwoman Helms seconded the motion. All voted in favor.

10. Adjournment: *Councilman Brown made a motion for adjournment, and Councilman Prause seconded it. The Meeting was adjourned at 7:43 P.M.*