



Administration Committee Meeting
1:00pm, Tuesday, March 3, 2026
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to Order

Present: Council members Miller, Pierce, and Ward

Staff Present: Administrator Kerr, HR Officer Ladd, Chief Cornett, Chief Oliverius,
Director Hamilton

2. Citizen's Comments

Patsy Hindman, Barnacle Row, spoke with concern about the low pay for firefighters. She believes a 10% raise is not sufficient and said speaking directly to the employees should have been done as part of the study.

Julie Nestler, 22nd Avenue, also spoke with concern about the firefighters being underpaid and the department being understaffed. She said she presented a plan to the City Administrator that would increase pay for firefighters and pay for the rescue boat without raising taxes. She also supports an incentive for bilingual officers.

3. Approval of Previous meeting's minutes

Council Member Miller suggested clarity in the last sentence on the first page regarding use of incentives. Chief Cornett offered, "Both chiefs agree utilizing incentives will allow them to place new personnel at their proper step based on their experience as well as retain current Public Safety personnel."

MOTION: Council Member Pierce made a motion to approve the minutes of the February 9, 2026 meeting as amended. Council Member Miller seconded the motion. The motion passed unanimously.

4. Old Business

A. Discussion with Evergreen on Wage & Compensation Study and incentives

Allie Crumpler of Evergreen presented the wage and compensation study to the Committee. That presentation can be found in the agenda packet on the City's website. Ms. Crumpler will give the same presentation to the City Council next week.

Council Member Pierce would like Council to focus on the pay and incentives for Public Safety. He noted that there seems to be a large disparity in general and administrative pay.

Ms. Crumpler said she could help the City craft a policy that will help them adjust their pay ranges on an annual basis so they do not fall behind. She will also review the incentives suggested by the Police and Fire chiefs.

Council Member Pierce would like to look more closely at changes to the grades in the general and administrative staff, noting that the needed pay increases are larger since City Council was not as aggressive with those increase after the last study.

Council Member Pierce later asked to have Evergreen look at pay in the 70th percentile for all Public Safety positions, including Public Safety administrative positions.

Chief Cornett shared suggested educational and certification incentives with the Committee. He said he will add an incentive for bilingual officers. He recommends a capped amount each year for the incentives, adding that the officer must retain those certifications annually in order to receive the incentive pay.

Chief Oliverius also shared a list of certification incentives with the Committee. His suggestions were based on a percentage of an employee's pay "baked into their hourly rate." Chief Cornett said it would be hard to stay within the step plan if he used percentages.

The chiefs were asked to put dollar values on all recommendations and bring them to the City Council meeting next week.

B. Discussion on Code of Ethics and Conduct proposed ordinance

Council Member Miller provided a rough draft of a Code of Ethics and Conduct ordinance. Administrator Kerr will send it to legal counsel for review prior to the April meeting.

C. Discussion procurement/purchasing procedures

Council Member Pierce believes recurring expenses should be put out to bid every 1-2 years. He is concerned about multi-year contracts.

Administrator Kerr said that the bid process does not apply to anything under \$25,000. He asked the Committee members to take note of large expenses that could be bid out as they go through the budget process. He will review them to clarify when their contracts, if applicable, will expire and need to go out to bid again.

5. New Business

A. Review of FY27 Operational Budgets for General Government and Building Departments

Director Hamilton said some of Evergreen's numbers are "baked in" to the budget numbers she presented as are the COLA and merit increases slated for 1/1/2027. She noted she is waiting on a letter with the insurance modifier before solidifying that number in the budget. She reviewed large changes in the budgets for General Government and the Building Department.

A full picture of the budget will be presented at the March 11 budget workshop.

B. Review process to appoint future Director of Public Works

Administrator Kerr said the position has been internally posted. He hopes to be able to make a recommendation to City Council at their March 24 meeting.

6. Miscellaneous Business

The next meeting of the Administration Committee will be held on Monday, April 6, 2026 at 1pm.

7. Adjournment

Council Member Ward made a motion to adjourn, and Council Member Miller seconded the motion. The meeting was adjourned at 2:37pm.

Respectfully submitted,

Nicole DeNeane
City Clerk