

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on January 28, 2019, in the conference room of the JIPSD offices located at 1739 Signal Point Road, James Island, South Carolina.

Present at the meeting were the following members: Sandi Engelman, Chair, who presided (departed at 8:38 p.m.); Inez BrownCrouch, Marilyn Clifford, Alan Laughlin, Eugene Platt, Meredith Poston and Kathy Woolsey.

Also present were: Mayor Bill Woolsey, Town of James Island; Robert Wise, Administrator; James Game, AFO; Lisa Kluczinsky, HR Director; Tamara White, Administrative Coordinator; Chris Seabolt, Fire Chief; Tom Glick, Deputy Fire Chief; Shawn Engelman, Deputy Chief of Administration and JIPSD Safety; Steve Aden, Director of Fleet Services; Walter Desmond, Director of Solid Waste Services; David Hoffman, Director of Wastewater Services; Jeff Cohen, Assistant Director of Wastewater Services; David Major, Facilities Maintenance Specialist and Officer Alan Ali, Charleston County Sheriff's Office.

Ms. Engelman called the meeting to order.

Mr. Laughlin led the invocation and moment of silence, followed by the pledge to the flag of the United States of America.

1. The Freedom of Information Act Report – In compliance with the Freedom of Information Act, notice of this meeting and its agenda were provided to all news media and persons requesting notification.
2. The roll was called.
3. Oral and Written Petitions
 - A. Bill Woolsey, 961 Mooring Drive, petitioned the Commission to vote favorably on House Bill 3661 regarding contiguity and the memorandum of agreement, proposed by the Town, to work towards a plan of cost sharing between the Town and the JIPSD.
 - B. Robert Schurmeier, 706 Creekside Drive, expressed that he was pleased to see many people in attendance and stated that they are not letting the people of James Island know what they do at their meetings.
 - C. Harriet Reavis, 509 W. Wimbledon Drive, asked the Commission not to allow sewer tie-in to an upcoming 40-unit cluster subdivision.
 - D. Becky McSwain, 488 E. Wimbledon Drive, asked for the Commission's help in assessing where the developers will ask to tie-in [to their sewer system] and making sure that what they have in place is going to be in the best interest of their people and residents.
 - E. Henry Halter, 762 Jordan Street, stated that he had not read House Bill 3661 about contiguity, but he is happy with his properties in the Town of James Island and unincorporated area of Charleston County and would like things to stay the way that it is without any changes.
 - F. Franny Henty, 615 Flint Street, expressed thanks to the JIPSD for changing the meeting time and signing her petition on September 24th asking for a moratorium on James Island. She asked the Commission to help vote not to put sewer in neighborhoods until they have had a chance to do studies and implement solutions. She thanked them for doing a great job and expressed that she was happy to pay an increase because the JIPSD is doing a fantastic job of taking care of their trash and neighborhoods.

- G. Anne Peterson, 659 Oakfield Drive, stated that she was representing the Town on House Bill 3661 and supports the resolution.
4. Approval of Minutes
- A. **Ms. BrownCrouch moved to approve the Regular Commission meeting minutes of November 26, 2018, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
- B. **Ms. BrownCrouch moved to approve the Special Commission meeting minutes of January 14, 2019, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
- C. **Mr. Platt moved to approve the Administrative Committee meeting minutes of January 23, 2019, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
- D. **Mr. Laughlin moved suspend the rules of procedure to adjust the agenda as: #9 up to #5, #10 to #12, #11 to #10 and #12 to #11. Ms. Woolsey seconded the motion. A roll call vote was taken, and the motion carried unanimously.**
5. Resolution No. 19-02 By the JIPSD Commission in Support of SC House Bill 3661 Regarding Contiguity
- A. **Ms. Woolsey moved to adopt the resolution in support of House Bill 3661, seconded by Ms. Clifford. Mr. Laughlin requested, as a friendly amendment, that the word "instruct" be changed to "request" [in the last paragraph]. Ms. Poston seconded the friendly amendment. Ms. Woolsey accepted the change. A roll call vote was taken, and the motion carried 6 to 1 as follows:**
- | | | |
|------------------------|------------|------------|
| Ms. BrownCrouch | Aye | |
| Ms. Clifford | Aye | |
| Ms. Engelman | | Nay |
| Mr. Laughlin | Aye | |
| Mr. Platt | Aye | |
| Ms. Poston | Aye | |
| Ms. Woolsey | Aye | |
6. Motion to Approve Staff's Recommendation to Award the Wastewater Rate Study Contract to Wildan Financial Services
- A. **Ms. BrownCrouch moved to approve the staff's recommendation to award the Wastewater rate study contract to Wildan Financial Services, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
7. Commission Officers and Committee Assignments
- A. Ms. Engelman led a discussion about and made changes to the committee assignments.
8. Resolution No. 19-01 By the JIPSD Commission to Promote Accountability to Constituents
- A. **Mr. Platt moved to table Resolution No. 19-01 and refer it to the Administrative Committee. A roll call vote was taken, and the motion carried unanimously.**
9. November and December JIPSD Management Report
- A. Mr. Wise summarized the reports, thanked the Commissioners for attending the Community Service Event and the Annual Associate Appreciation event.
- B. Mr. Wise recognized and thanked Deputy Chief Shawn Engelman for the 100% reduction in the lost time injuries.
- C. Mr. Laughlin requested a trend report on the breakdown of the fire station responses by station.

10. Acting Attorney General

- A. **Ms. Woolsey moved that the James Island Public Service District retain Michael Timbes as acting General Attorney, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Nay
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

11. Pope Flynn Group Representation of JIPSD and Town

- A. **Ms. Woolsey moved that the Pope Flynn law firm's proposal for joint representation of the District and the Town regarding the MOU and cost sharing be assigned to the Administrative Committee for review and recommendation to the Commission. Discussion followed. Ms. Woolsey withdrew the motion. Mr. Laughlin moved to approve Pope Flynn as the joint attorneys for the PSD and the Town for working with the MOU that the Town presented to the Public Service District, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Nay
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

12. Proposed Memorandum of Understanding with the Town of James Island

- A. **Ms. Woolsey moved to accept the memorandum of understanding with the Town of James Island, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Nay
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

13. Social Media, Digital Marketing, and Website Management

- A. **Ms. Clifford moved to create an ad-hoc committee to include Ms. Clifford, Ms. Poston, Ms. Woolsey and Mr. Laughlin to gather information and report back to the Commission, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**

14. Committee and JIPSD Representative Reports

- A. Mr. Laughlin reported on the changes made to the Rules of Procedure. **Mr. Laughlin moved to amend Ordinance 2016-004 (Rules of Procedure) Article I Rule 9, to read: The officers of the commission shall be a Chair, a Vice Chair and a Secretary, elected annually for a one year term. The election for officers of the Commission shall be by open ballot at the first meeting of the new calendar year to serve for one year and until their successors are elected. Their term of office shall begin at the time of their election.** Discussion followed. **Ms. Woolsey moved to amend the motion to separate the main motion from the note and vote on it separately, seconded by Ms. BrownCrouch.** Discussion followed. **Mr. Laughlin moved to amend Article I Rule 9 of the Rules of Procedure to read: The election for officers of the Commission shall be by open ballot at the first meeting of the new calendar year to serve for one year and until their successors are elected. Their term of office shall begin at the time of their election. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Nay
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

Mr. Platt indicated that he voted aye with the fair understanding that Ms. Engelman would be allowed to complete her term in June.

- B. **Ms. Clifford moved to amend Ordinance 2016-004 (Rules of Procedure) Article II Rule 22 to read: The published agenda of the Commission shall provide for two periods of public comment, one at the beginning of the meeting and one after all business has been conducted, during which the Commission will receive the comments of members of the public. Each person who wishes to be recognized during this period must enter his or her name and address on a list maintained by the Commission Clerk to be recognized and when recognized shall state his/her name in audible voice. Each person recognized during this period shall limit his/her address to no more than three (3) timed minutes unless additional time is granted by the Commission. All remarks shall be addressed to the Commission as a body and not to any member thereof. A roll call vote was taken, and the motion carried unanimously.**
- C. Ms. Engelman departed the meeting at 8:38 p.m. Ms. Woolsey read the following excerpt from Rule 17 (f) of the Rules of Procedure: "All votes shall be taken by roll call. Upon any roll call there shall be no statements by any member voting, and he shall vote yes or no. After all members have voted, a member may give a brief statement to explain his vote to be included in the minutes." Ms. Woolsey expressed to Mr. Platt that he is out of order when he talks during voting and that he is to vote and then afterwards explain why he voted his way. Ms. Woolsey presided over the meeting.
15. Motion to Approve Attorney RFQ
- A. **Ms. BrownCrouch moved to approve the attorney RFQ, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**
16. Vetting the Parliamentary Attorney and Specialty Attorneys
- A. Mr. Laughlin explained that the Administrative Committee prefers to continue using the existing parliamentary and specialty attorneys Caroline Cleveland, Helen McFadden and Ian O'Shea.

17. Unfinished Business

- A. **Mr. Laughlin moved to suspend the Rules of Procedure to have an answer to the unfinished business of what Mr. Kernodle is doing as far as the City.** Mr. Wise stated that he emailed the latest update to the Commission. Ms. Woolsey stated that she would like to make an appointment with the Mayor Tecklenburg, and take along Ms. Gladden, to talk about the issue.
- B. Ms. BrownCrouch requested to place on the next agenda a motion to have department heads attend all regular meetings to tell them what is going on.
- C. **Mr. Laughlin moved to suspend the Rules of Procedure to conduct new business of electing the Chair.** Ms. Poston moved to elect all three new officers based off the suspension of the rules, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously as follows:

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Absent
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

- D. Mr. Wise led the election of officers. **Ms. Clifford moved to nominate Alan Laughlin as Chair, seconded by Ms. Poston.** A roll call vote was taken, and the motion carried unanimously as follows:

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Absent
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

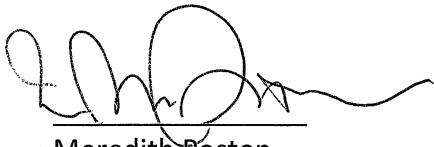
- E. **Ms. Poston moved to nominate Ms. Woolsey as Vice Chair, seconded by Ms. BrownCrouch.** A roll call vote was taken, and the motion carried unanimously as follows:

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Absent
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

- F. **Ms. BrownCrouch moved to nominate Meredith Poston as Secretary, seconded by Mr. Laughlin.** A roll call vote was taken, and the motion carried unanimously as follows:

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman		Absent
Mr. Laughlin	Aye	
Mr. Platt	Aye	
Ms. Poston	Aye	
Ms. Woolsey	Aye	

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- G. Mr. Laughlin presided over the meeting and opened the floor for the second Oral and Written Petitions comment period.
18. New Business – none
19. Correspondence and/or Newspaper Article
- A. Discussion followed about packet correspondence.
20. Oral and Written Petitions
- A. Bill Woolsey, 961 Mooring Drive, thanked the Commission for voting in favor of the two issues that were so important to the Town.
- B. Becky McSwain, 488 E. Wimbledon Drive, encouraged the Commission to seek legal advice before answering on denying someone the right to tie-in.
- C. Franny Henty, 615 Flint Street, spoke about stormwater issues and thanked the PSD for getting help with completing the Wambaw study.
21. **Ms. Woolsey moved to adjourn, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
22. Ms. Woolsey adjourned the meeting at 8:55 p.m.



Meredith Poston
Secretary
MP/TW