

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on April 22, 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: Alan Laughlin, Chair, who presided; Inez BrownCrouch, Marilyn Clifford, Eugene Platt, Meredith Poston and Kathy Woolsey.

Absent from the meeting was the following member: Sandi Engelman (ill).

Also present were: Sam Howell, Bond Attorney; Daryll Parker, Wildan Financials; Robert Wise, Administrator; James Game, Interim CFO; Tamara White, Administrative Coordinator; Chris Seabolt, Fire Chief; Tom Glick Deputy Fire Chief; David Hoffman, Director of Wastewater Services; Jeff Cohen, Assistant Director of Wastewater Services; David Major, Facilities Maintenance Specialist and Officer Aaron Scruggs, Charleston County Sheriff's Office.

Mr. Laughlin 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, asked the Commission to consider and approve the modified memorandum of agreement.
  - B. M. Chris Seabolt, 391 Culver Avenue, stated that he is still suffering from a back injury from a couple years ago. He went on to say that he asked Mr. Wise to change the fire department position descriptions to remove the firefighting and job-related physical ability test from the Fire Chiefs' because they do not fight fires but are Administrators and Command Officers. He stated that Mr. Wise has not responded to his email and thought that they should know that he and Chief Glick are on FMLA for light duty for medical reasons and will be put out on FMLA on May 6<sup>th</sup> and May 9<sup>th</sup>. He then asked that the issue be placed on an agenda to be addressed in a meeting.
4. Approval of Minutes
  - A. **Ms. BrownCrouch moved to approve the Administrative Committee meeting minutes of March 25, 2019, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
  - B. **Ms. BrownCrouch moved to approve the Regular Commission meeting minutes of March 25, 2019, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.**
  - C. **Ms. BrownCrouch moved to approve the Capital Improvement Plan Workshop meeting minutes of April 8, 2019, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.**

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- D. **Mr. Platt moved to approve the Special Commission meeting minutes of April 8, 2019, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.**
- E. **Ms. BrownCrouch moved to approve the Ways & Means Committee meeting minutes of April 11, 2019, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
5. March 2019 JIPSD Management Report
- A. Mr. Wise gave an update on the Pump Station #2 force main and capacity upgrade project.
- B. Mr. Wise reviewed the budget calendar and the financials.
- C. Chief Seabolt reported that the department collected a little over a thousand dollars for the Carolina Children's Charity.
- D. Ms. Woolsey reported that someone ran into the street sign at the entrance of Lighthouse Point.
6. SRF Loan Fourth Supplemental Resolution Approving Pump Station #2 Force Main Diversion and Capacity Upgrade
- A. Mr. Howell explained the purpose for the resolution. **Ms. BrownCrouch moved to approve the Fourth Supplemental Resolution approving the financing of the improvement, construction, and equipping of certain sewer collection and transportation facilities in the James Island Public Service District through the borrowing of not exceeding \$6,799,649.00, and capitalized interest, if any, from the State water pollution control revolving fund. Ms. Poston seconded the motion. A roll call vote was taken, and the motion carried unanimously.**
7. Wastewater Rate Study Presentation
- A. Mr. Parker presented the Wastewater Rate Study (presentation material provided).
8. Motion to Reschedule May 27, 2019, Regular Commission Meeting to May 20, 2019
- A. **Ms. Clifford moved to reschedule the May 27, 2019, Regular Commission meeting to May 20, 2019, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**
9. Committee and JIPSD Representative Reports
- A. Mr. Laughlin explained that he would like to reopen the bids for general attorney to receive more than the three inquiries they received from the first bid. **Mr. Laughlin moved to reopen the bidding process for General Attorney, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 5 to 1 as follows:**
- |                        |            |               |
|------------------------|------------|---------------|
| <b>Ms. BrownCrouch</b> | <b>Nay</b> |               |
| <b>Ms. Clifford</b>    | <b>Aye</b> |               |
| <b>Ms. Engelman</b>    |            | <b>Absent</b> |
| <b>Mr. Laughlin</b>    | <b>Aye</b> |               |
| <b>Mr. Platt</b>       | <b>Aye</b> |               |
| <b>Ms. Poston</b>      | <b>Aye</b> |               |
| <b>Ms. Woolsey</b>     | <b>Aye</b> |               |
- B. Mr. Laughlin spoke to the Capital Improvement Plan workshop held on April 8, 2019. Discussion followed.
- C. Mr. Laughlin commented that the memorandum of understanding is non-binding and since they have approval on it, he will sign it and if it looks like there is going to be a problem, they can cancel it.

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10. Unfinished Business

- A. Ms. Woolsey suggested to Ms. BrownCrouch to hold a Fire & Emergency Prep committee meeting to address the situation with the Fire Chief. Ms. BrownCrouch asked Mr. Wise when he would respond. Mr. Wise stated that he just received the request at 4 o'clock today and has not had a chance to respond. He went on to say that it is inappropriate to discuss personnel matters in public and he would send a response the next day.

## 11. New Business – none

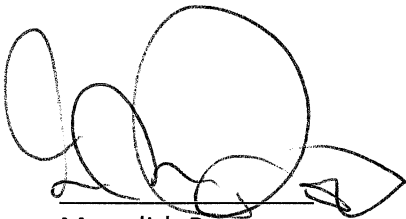
## 12. Correspondence and/or Newspaper Article

- A. Mr. Laughlin announced that everyone is invited to attend the Taste of James Island (April 27 @ 11:00 am - 3:00 pm) and the James Island Hurricane Expo.

## 13. Oral and Written Petitions – none

14. **Ms. Woolsey moved to adjourn, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**

## 15. Mr. Laughlin adjourned the meeting at 8:48 p.m.

A handwritten signature in black ink, appearing to read 'Meredith Poston', with a large, stylized loop at the end.

Meredith Poston  
Secretary  
MP/TW