

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on May 20, 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, Sandi Engelman, Marilyn Clifford, Eugene Platt, Meredith Poston and Kathy Woolsey.

Also present were: Helen McFadden, Parliamentarian; Bill Hancock, Auditor; Caroline Cleveland, Attorney (arrived at 7:29 p.m.) James Game, CFO; Tamara White, Administrative Coordinator; Chris Seabolt, Fire Chief; Tom Glick Deputy Fire Chief; Lisa Kluczinsky, Human Resources Director; Steve Aden; Director of Fleet Services, Walter Desmond, Director of Solid Waste Services; Jeff Cohen, Assistant Director of Wastewater Services; David Major, Facilities Maintenance Specialist and Officer Alan Ali, Charleston County Sheriff's Office.

Mr. Laughlin called the meeting to order.

Mr. Laughlin led the invocation, 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. Elizabeth Singleton, 1833 N. Grimball Road, shared that public notices are advertised for free in the newspaper and expressed disappointment for the proposed budget.
 - B. Joanne Dixon, 414 Carol Street, stated that the newsletter is irrelevant to most and is the perfect opportunity to put out interesting information.
 - C. Robert Schurmeier, 706 Creekside Drive, shared that he was given the honor as Honorary Commissioner #8 by the Commission and is the reason he does not get up and announce himself. He went on to say that he thought the budget was all worked out and now sees amendments and changes and asked why it was not done in the beginning.
4. FOIA, Commission Rules of Procedure and Parliamentary Rules and Procedures
 - A. Mr. Laughlin stated that he had concerns about their meeting procedures and asked Ms. McFadden to speak on the issue. Ms. McFadden stated that she looked at all the agendas and minutes since January of this year and noted:
 - The Commission can take every action reflected in the minutes but in many instances, they have not exercised the appropriate procedure pursuant to the SC Freedom of Information Act (FOIA) and stressed that they must act in strict compliance with SC FOIA. In many instances, the agenda did not give the public any notice of some of the motions adopted and is a violation of the statute.
 - Some of the items adopted by motion need to be done by an ordinance and therefore, must be done with two readings. For example, the Rules of Procedure were adopted as an ordinance and for permanent change in the rules, the actual ordinance needs to be changed.

- Solid work has been done in committee meetings, but it should be done at a full Commission meeting. The committee recommends to the full Commission what action it wants to take but it appears that many things have not been done past the committee level and been voted on in a scheduled meeting and appear on the agenda.
 - The statutory requirements in Title 6 state that you must have a 15-day notice before the adoption of the budget and a 10-day notice before adopting a millage increase. Further discussion followed about proper parliamentary procedures.
5. Motion to Approve Minutes
- A. **Mr. Platt moved to approve the Regular Commission meeting minutes of April 22, 2019, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.** Ms. BrownCrouch stated that when she asked when Mr. Wise would respond to the Chief's request, Mr. Wise stated that he would do it the next day; however, he did not do it until the following day and that created a problem.
- B. **Ms. BrownCrouch moved to approve the Fire & Emergency Prep meeting minutes of April 29, 2019, seconded by Ms. Engelman. A roll call vote was taken, and the motion carried unanimously.**
- C. **Mr. Platt moved to approve the Revenues & Expenditures Workshop meeting minutes of May 6, 2019, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
- D. **Mr. Platt moved to approve the Ways & Means Committee meeting minutes of May 13, 2019, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
6. April 2019 JIPSD Management Report
- A. Mr. Game reported that the numbers are line and spending has been reduced. Discussion followed.
7. Resolution No. 19-04 Approving Financing Terms to Replace Solid Waste Unit 0885
- A. **Ms. Woolsey moved to approve the financing for the replacement of the, seconded by Ms. Clifford.** Discussion followed. **Mr. Platt moved to amend the motion to change the funding from a finance to a rainy-day fund. A roll call vote was taken, and the motion carried unanimously.** Mr. Laughlin explained that the motion for the finance purchase of the front-end loader has been changed from financed to coming straight out of the rainy-day fund. **A roll call vote was taken (for the original motion), and the motion carried unanimously.**
8. Ordinance No. 2019-001 Wastewater Collection System Use and Rate Ordinance
- A. **Ms. Woolsey moved to adopt Ordinance No. 2019-001 Wastewater Collection System Use and Rate Ordinance, seconded by Ms. Poston.** Discussion followed. Mr. Hancock explained the reason for accumulating excess cash by stating that the District has revenue bonds and they have to maintain certain ratios and fund sinking funds by generating cash in the system. He went on to say that the rate study professional's projections allow them to meet the debt service covenant and the covenant of filling up the debt service reserve fund that are required by the bond covenant. Mr. Hancock also said when giving thought to changing rates, he strongly encouraged they rerun the numbers to make sure that the new projections do not put them in peril. Discussion followed about the proposed rates.

Mr. Laughlin moved to refer Wastewater Ordinance No. 2019-001 to the Wastewater Committee for review before the next regular meeting, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 5 to 2 as follows:

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

- B. Ms. Clifford moved to enter into recess at 8:32 p.m. for 10 minutes, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously. The Commission returned to regular session at 8:43 p.m.
 - C. Mr. Laughlin moved to reconsider to reverse the referral the of Ordinance 2019-001, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.
 - D. Ms. Woolsey moved to adopt Ordinance No. 2019-001 Wastewater Collection System Use and Rate Ordinance, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.
9. Ordinance No. 2019-002 to Adopt a Budget for the Fiscal Year July 1, 2019, through June 30, 2020
- A. Ms. Woolsey moved to approve Ordinance No. 2019-002 to adopt a budget for fiscal year July 1, 2019, through June 30, 2020, seconded by Ms. Clifford. Ms. Woolsey attempted to present nine amendments to the budget. Mr. Laughlin suggested to defer the amendments to the Ways & Means Committee for discussion and asked that they be withdrawn. Discussion followed. Ms. Woolsey moved to amend the 2020 budget to reduce the bond millage by 2 mils and to reduce future capital leases and the current year surplus in the debt service fund to zero, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried 4 to 3 as follows:

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

- B. Ms. Woolsey moved to amend the 2020 budget to reduce the operating millage by 1 mil and reduce the \$268,000 in increased funding of other post-employment benefits to zero. Ms. Engelman moved to adjourn, seconded by Mr. Laughlin. The motion failed 2 to 5 as follows:

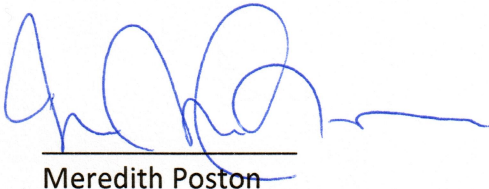
Ms. BrownCrouch	Nay
Ms. Clifford	Nay
Ms. Engelman	Aye
Mr. Laughlin	Aye
Mr. Platt	Nay
Ms. Poston	Nay
Ms. Woolsey	Nay

10. Executive Session

- A. Ms. Clifford moved to enter into executive session to receive legal advice, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.
 - B. The Commission entered into executive session at 9:14 p.m.
 - C. The Commission returned to regular session at 10:11 p.m.
 - D. Mr. Laughlin stated that no action was taken in executive session and he would discuss with Administration the advice they received.
11. Ms. Woolsey moved to enter into recess until May 21, 2019, @ 7 p.m., seconded by Ms. Clifford. A roll call vote was taken, and the motion carried 4 to 2 as follows:

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

12. Mr. Laughlin adjourned the meeting at 10:15 p.m.



Meredith Poston
Secretary
MP/TW