

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

Also present were: Robert Wise, JIPSD Administrator; James Game, CFO; David Hoffman, Director of Wastewater Services; Chris Seabolt, Fire Chief; Tom Glick Deputy Fire Chief; Joanne Tucker, Customer Service Supervisor; Stephanie Boatwright, Customer Service Representative; David Major, Facilities Maintenance Specialist; Chip Bruorton, Attorney; Tim Muller, Attorney; Dinos Liollo, Liollo Architecture; Sarah Glass, Liollo Architecture; Allison Dawson, Liollo Architecture; Chris Spac, SouthCon Building Group; Mark Long, SouthCon Building Group; John Bouvette, SouthCon Building Group; Thomas Rode, Attorney; and Rachel Hill, Accounting Specialist/Accounts Payable.

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. Introduction of New Associate – Robert Wise, Administrator
  - A. James Game, CFO, introduced Stephanie Boatwright, the new Customer Service Representative.
4. Introduction Attorneys Chip Bruorton and Tim Muller, Rosen|Hagood
  - A. Mr. Laughlin introduced Chip Bruorton and Tim Muller, attorneys with Rosen|Hagood. Mr. Bruorton and Mr. Muller spoke to their professional background.
5. Motion to Approve the District Attorneys Engagement Letter
  - A. **Mr. Laughlin moved to approve the District's attorneys' engagement letter, seconded by Ms. Clifford.** Discussion relating to the terms of the agreement followed. **Mr. Laughlin withdrew the motion.**
  - B. **Mr. Laughlin moved to approve the District's attorneys' engagement letter, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

<b>Ms. BrownCrouch</b>	<b>Aye</b>	
<b>Ms. Clifford</b>	<b>Aye</b>	
<b>Ms. Engelman</b>	<b>Aye</b>	
<b>Mr. Laughlin</b>	<b>Aye</b>	
<b>Mr. Platt</b>		<b>Nay</b>
<b>Ms. Poston</b>	<b>Aye</b>	
<b>Ms. Woolsey</b>	<b>Aye</b>	
6. Oral and Written Petitions
  - A. Bill Woolsey, 961 Mooring Drive, stated he spoke to Mr. C.D. Rhodes (Attorney with Pope Flynn Group) and Mr. Woolsey would like the JIPSD to make haste on their decision regarding the cost share agreement in order to be on the tax bills this October. He also shared that the Town of James Island passed a resolution to maintain street signs within the Town's jurisdiction.

## 7. Motion to Approve Minutes

- A. **Ms. Woolsey moved to approved all the meeting minutes listed on the meeting agenda (*Special Budget Meeting – June 3, 2019; Special Commission Meeting – June 17, 2019; Special Budget Meeting – June 17, 2019; Administrative Committee Meeting – June 24, 2019; Public Hearing – June 24, 2019; Regular Commission Meeting – June 24, 2019*), seconded by Ms.**

**Poston.** Discussion followed. A roll call vote was taken, and the motion carried as follows:

<b>Ms. BrownCrouch</b>	<b>Aye</b>	
<b>Ms. Clifford</b>	<b>Aye</b>	
<b>Ms. Engelman</b>		<b>Nay</b>
<b>Mr. Laughlin</b>	<b>Aye</b>	
<b>Mr. Platt</b>		<b>Abstain</b>
<b>Ms. Poston</b>	<b>Aye</b>	
<b>Ms. Woolsey</b>	<b>Aye</b>	

## 8. New Fire Station 1 Update – Dinos Liollo, Principal – Liollo Architecture

- A. Mr. Wise introduced Dinos Liollo, Principal of Liollo Architecture. Mr. Liollo introduced members of his team and members present from SouthCon Building Group. Mr. Liollo gave a presentation regarding the status of the new Fire Station 1.

## 9. Motion to Approve Fire Station 1 Contractor SouthCon Building Group, LLC

- A. **Mr. Laughlin moved to approve the Fire Station 1 contractor, SouthCon Building Group, LLC, seconded by Ms. Engelman.** Discussion relating to the amount budgeted for the project followed. **Mr. Laughlin revised his motion to say he moved to approve the Fire Station 1 contractor, SouthCon Building Group, LLC, and to allow the District Administrator to spend up to \$6,100,000 on the project, seconded by Ms. Engelman.** A roll call vote was taken, and the motion carried 6 to 1 as follows:

<b>Ms. BrownCrouch</b>	<b>Aye</b>	
<b>Ms. Clifford</b>		<b>Nay</b>
<b>Ms. Engelman</b>	<b>Aye</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>	

## 10. Use of Dills Bluff Property for JIPSD Headquarters Complex – Alan Laughlin, Chair

- A. Mr. Laughlin gave each commissioner a packet discussing a facilities assessment study the JIPSD had conducted in 2012 and reviewed the findings. He went on to discuss the Dills Bluff Road properties and how the location was a good fit for a new headquarters. Mr. Laughlin then gave each commissioner a copy of a letter from James Game, CFO, discussing the existing buildings' maintenance costs incurred to date. Discussion followed. **Mr. Laughlin moved to defer agenda items 11, 12 and 13 until the Regular Meeting of August 26, 2019, in order to survey the residents in the vicinity of the Dills Bluff Road properties to see if they are amenable to having JIPSD move there, seconded by Ms. Poston.** Discussion followed. A roll call vote was taken, and the motion carried 5 to 2 as follows:

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

11. Motion to Approve Ordinance for the Sale of TMS 4251200298 (approximately 1.27 acres on Dills Bluff Road) ***Deferred until August 26, 2019***
12. Motion to Approve Ordinance for the Sale of TMS 4251200185 (approximately 5.25 acres on Dills Bluff Road) ***Deferred until August 26, 2019***
13. Motion to Approve Ordinance for the Sale of TMS 3340000052 (approximately .3 acres on Folly Road) ***Deferred until August 26, 2019***
14. Motion to Approve Resolution for the Provision of Street Sign Installation and Maintenance
  - A. **Ms. Woolsey moved to approve the resolution for the provision of street sign installation and maintenance, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried 5 to 2 as follows:**

Ms. BrownCrouch	Aye
Ms. Clifford	Aye
Ms. Engelman	Nay
Mr. Laughlin	Aye
Mr. Platt	Nay
Ms. Poston	Aye
Ms. Woolsey	Aye
15. Motion to Approve Resolution for Financing Pump Station 2 Capacity Upgrade Phase 3 Project
  - A. **Ms. Woolsey moved to approve the resolution for the financing of Pump Station 2 Capacity Upgrade Phase 3 project, seconded by Ms. Poston. Discussion followed. A roll call vote was taken, and the motion carried unanimously.**
16. Motion to Approve SCBA Compressor and Fill-Station Emergency Purchase
  - A. **Ms. Woolsey moved to approve the SCBA compressor and fill-station for emergency purchase, seconded by Ms. Clifford. Discussion followed. A roll call vote was taken, and the motion carried unanimously.**
17. May and June 2019 JIPSD Management Reports
  - A. Mr. Wise presented the May and June 2019 management reports. Mr. Wise asked Mr. Game, CFO, to discuss the audit. Ms. BrownCrouch asked for a monthly report showing the budget and actual expenses per the auditor's recommendation.
18. Committee and JIPSD Representative Reports
  - A. Town of James Island Liaison – Alan Laughlin, Chair
    - Mr. Laughlin reviewed his liaison report from his meeting with the Town of James Island Mayor on July 12, 2019.
    - Mr. Laughlin gave each commissioner a copy of an email from Mr. Hancock discussing an update on the cost share agreement with the Town of James Island.
19. Correspondence and/or Newspaper Articles
  - A. Mr. Laughlin pointed out the response from the Public Information Team to Ms. Woolsey's request to handle social media internally. The Public Information Team will transition to handling the social media for the JIPSD over the next couple of months and an external social media manager will no longer be used.

## 20. Oral and Written Petitions

- A. Bill Woolsey, 961 Mooring Drive, stated he looks forward to getting the cost sharing agreement between the JIPSD and the Town of James Island passed promptly.

## 21. Executive Session

- A. **Mr. Laughlin moved to enter into executive session to receive legal advice regarding personnel action, seconded by Ms. Engelman. A roll call vote was taken, and the motion carried 5 to 2 as follows:**

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

- B. The Commission entered into executive session at 8:41 p.m.  
C. The commission returned to regular session at 9:12 p.m.  
D. Mr. Laughlin stated that no action was taken in executive session.

22. Mr. Laughlin adjourned the meeting at 9:13 p.m.



Meredith Poston  
Secretary  
MP/RH