

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

Also present were: Tim Muller, District Attorney; Chip Bruorton, District Attorney; Sam Howle, Bond Attorney; Dinos Liollo, Principal, Liollo Architecture; Jennifer Charzewski, AIA, LEED AP, Liollo Architecture; Sarah Glass, Liollo Architecture; Alison Dawson, Liollo Architecture; G. Robert George, Professional Engineer, G. Robert George & Associates, Inc.; Mark Johnson, Town of James Island; Chris Seabolt, Interim District Manager/Fire Chief; Tamara White, Administrative Coordinator; James Game, CFO; David Hoffman, Director of Wastewater Services; Tom Glick Deputy Fire Chief; Shawn Engelman, Deputy Chief of Administration and JIPSD Safety; Lisa Klucinsky, Human Resources Director; Walter Desmond, Director of Solid Waste Services; Amanda Spivey, Wastewater Administrative Assistant; 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 – none
4. Consent Agenda
 - A. **Ms. Clifford moved to approve the consent agenda with corrections, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
5. Fire Station 1 Headquarters Update – Liollo Architecture
 - A. Ms. Charzewski gave a presentation on the status of Fire Station 1 Headquarters. A question and answer discussion followed.
6. Motion to Adopt the Fifth Supplemental Resolution Financing Pump Station #2 Upgrade and Conversion
 - A. **Mr. Laughlin moved to adopt the Fifth Supplemental Resolution for the financing of Pump Station #2 upgrade and conversion, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
7. Motion to Award Pump Station #2, Phase 3 Upgrade/Conversion Project to MLJ, Inc.
 - A. **Mr. Laughlin moved to award Pump Station #2, Phase 3 Upgrade/Conversion project to MLJ, Inc., seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
8. August 2019 JIPSD Management Report
 - A. Chief Seabolt presented the management report.
 - B. Mr. Game spoke to Charleston Water's rate increase.
 - C. Mr. Desmond and Mr. Johnson spoke to the pet waste stations project partnership with the Town.

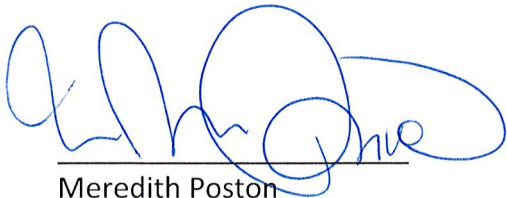
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- D. The Commission will hold a Special meeting at 7 p.m. on November 13, 2019. The Commission also rescheduled its December 23, 2019, regular meeting to December 16, 2019, at 7 p.m.
- E. Chief Seabolt presented the management team's last two years of strategic plans to the Commission and encouraged the Commission Committee Chairs to meet with their respective department heads.
- F. The Commission agreed to continue having an officer on duty, along with fire and emergency personnel, at every meeting.
- G. Ms. BrownCrouch acknowledge Deputy Chief Engelman for doing an excellent job with the Community Service Event. Ms. Engelman said that she would like the Commission to acknowledge the band director for the high school's performance.
9. Committee and JIPSD Representative Reports
- A. Wastewater Committee – Ms. Woolsey reported on the October 16th meeting.
- B. SC Association off Special Purpose District Conference – Mr. Laughlin reported on the conference.
10. Correspondence and/or Newspaper Articles – none
11. Oral and Written Petitions
12. Election or Reorganization of Commission Officers
- A. Mr. Platt stated that he is not interested in serving any longer as the BCD Council of Governments representative.
- B. **Ms. BrownCrouch moved to suspend the Rules of Procedure, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 6 to 1 as follows:**
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|------------------------|------------|------------|
| Ms. BrownCrouch | Aye | |
| Ms. Clifford | Aye | |
| Ms. Engelman | Aye | |
| Mr. Laughlin | | Nay |
| Mr. Platt | Aye | |
| Ms. Poston | Aye | |
| Ms. Woolsey | Aye | |
- C. **Ms. Clifford moved to reinstate Ms. Engelman as Chair, 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 | Aye | |
| Mr. Laughlin | | Nay |
| Mr. Platt | Aye | |
| Ms. Poston | Aye | |
| Ms. Woolsey | Aye | |
- D. Ms. Engelman stated that Ms. Poston, Ms. BrownCrouch, Ms. Clifford and Mr. Platt will co-chair the Administrative Committee with Ms. Woolsey as the ex-officio. She also designated Ms. BrownCrouch as the Town of James Island Liaison, Ms. Clifford as the City of Folly Beach Liaison and Ms. Woolsey as the City of Charleston Liaison. Discussion followed.

13. Executive Session

- A. **Ms. Woolsey moved to enter into executive session to discuss a personnel matter, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 5 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Engelman	Aye	
Mr. Laughlin		Nay
Mr. Platt		Absent (away during voting)
Ms. Poston	Aye	
Ms. Woolsey	Aye	

- B. The commission entered into executive session at 9:19 p.m.
C. The commission returned to regular session at 9:40 p.m.
D. **Ms. Clifford moved to reinstate the Rules of Procedure, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**
E. **Ms. Engelman moved to offer Chief Seabolt a 4% merit increase pay, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
F. **Ms. Clifford moved to extend Chief Seabolt's Interim District Manager/Fire Chief tenure for 6 months from December 31, 2019 forward, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**
14. **Ms. Woolsey moved to adjourn, seconded by Ms. Poston. A roll call vote was taken and the motion carried 6 to 1 with a nay vote from Mr. Platt.**
15. Ms. Engelman adjourned the meeting at 9:43 p.m.



Meredith Poston
Secretary
MP/TW