

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on April 26, 2021, at James Island Town Hall located at 1122 Dills Bluff Road, James Island, South Carolina.

Present at the meeting were the following members: Marilyn Clifford, Chair, who presided; Inez BrownCrouch, Brenda Grant, Meredith Poston, Alan Laughlin, Susan Milliken and Kathy Woolsey.

Also present were: Chip Bruorton, District Attorney; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara White, Administrative Services Manager; Chris Seabolt, Fire Chief; David Hoffman, Director of Wastewater Services; Ed Kilcullen, Director of Finance; Steve Aden, Director of Fleet Services; Walter Desmond, Director of Solid Waste Services; Tom Glick, Deputy Fire Chief; Joanne Tucker, Customer Revenue Manager; Lisa Kluczinsky, Director of Human Resources; Jim Driscoll, CPA Consultant; Stephanie Boatwright, Administrative Assistant; David Major, Facilities Maintenance Specialist and Lawrence Flynn, District Bond Attorney; Charles Carmody, CBRE Realtors; and Joe Purze, CBRE Realtors.

Ms. Clifford called the meeting to order.

Ms. Woolsey 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. BrownCrouch moved to approve the consent agenda, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**
5. March District Management Report
 - A. Mr. Schaeffer reported:
 - All South Carolinians age 16-plus are now eligible for the COVID-19 vaccines.
 - I have been working with Ed and Joanne and the team at the Admin Building to make preparations to open the District's lobby back to the public on June 1st. This is obviously a fluid situation and we're trying to keep an eye on the number of COVID cases. Please keep in mind that we will be watching for spikes in COVID cases as we move towards the target of June 1st. The District would have to modify lobby operations by restricting the number of people in the lobby at a time and have everybody that is waiting to be helped outside of the lobby. The District would have a hand sanitizer station within the lobby and will be working on posting signage for all the customers to be aware of the modifications to lobby operations. The District's drop-box operations will remain ongoing, and payments will continue to be made both over the phone, online, and customers will also be able to enroll in the Auto-Pay Program as well.
 - I'd like to thank Commissioner Laughlin for attending the District's Adopt-A-Highway Cleanup Event on March 27th. I was very pleased to see such a large participation from District employees and many hands made light work. The next opportunity to participate in

the Adopt-A-Highway clean-up will be June 12th; we meet in the church parking lot at 8 am on the corner of Fort Johnson and Folly Road – I very much appreciate all of those helping to make our James Island community look better.

- Tonight is the fourth meeting in three-straight Mondays for Commissioners; I want to thank the Commissioners for their willingness to meet on Monday nights for Committee meetings. These meetings have produced very effective discussion and the Commission is seeing some of the District work product resulting from these discussions tonight.
- May 3rd at 6:30 pm the Fire & Emergency Prep Committee meets at Fire Station #2 located at 853 Harborview Road. Chief Seabolt was able to spend time with Fire Committee Chair Grant and take her on a tour of all four stations.
- Old Fire Station #1 was built in 1961; Fire Station #2 was built in 1964 and has undergone significant renovations twice (the station is well past its useful life at 57 years old); Fire Station #3 was built in 1996 and is 25 years old, now the District's 2nd newest Fire Station; Fire Station #4 was built in 1981 – at 40 years old that is twice the useful life of a metal building. These metal buildings are constructed to last 20 years. As the Commission is well aware, there are significant financial challenges to building fire stations and we'll be working on the District's plan to address the necessary capital investments moving forward.
- I remain hopeful that the Commission will see recommendations at the May 24th Regular Commission meeting for both the Auditing Services and Financial Advisor RFP. In addition to those two potential action items and if the Commission moves forward with the First Readings of the three ordinances on the agenda this evening, the District will be advertising Public Hearing Notices for 6:00 pm prior to next month's regularly scheduled Commission meeting May 24th at 7:00 pm. The Public Hearing may be just slightly different than what the Commission has typically done in the past. Based on guidance from the legal team, the Commission does not have to schedule three separate public hearings. Instead, the District can advertise for all three public hearings to start at 6:00 pm. The Public is welcomed to provide feedback on all three topics: the District's FY22 Budget, the Wastewater Rate and Use Ordinance, as well as the Potential Sale of Old Fire Station #1.

6. Ordinance No. 2021-01 FY22 Budget Ordinance – 1st Reading

- A. **Ms. Clifford moved to approve Ordinance No. 2021-01 FY22 Budget Ordinance 1st Reading, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Grant	Aye	
Mr. Laughlin	Aye	
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

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7. Ordinance No. 2021-02 Wastewater Collection System Use and Rate Ordinance – 1st Reading
- A. Mr. Schaeffer stated that the District’s 2019 Rate Study performed by Wildan was updated to reflect the skyrocketing treatment costs being paid to Plum Island. Based on the update to the 2019 Rate Study, Wildan recommended that the District implement a 9.5% increase to current rates. These modifications have been reflected on pages 19 and 20 of the Ordinance within Appendix A. The only other language changed was associated with references to the Director of Finance instead of the formerly referenced CFO. Commissioners will also note the proposed elimination of the residential cap.
- B. **Ms. Clifford moved to approve Ordinance No. 2021-02 FY22 Wastewater Collection System Use and Rate Ordinance – 1st Reading, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried 5 to 2 as follows:**
- | | | |
|-----------------|-----|-----|
| Ms. BrownCrouch | Aye | |
| Ms. Clifford | Aye | |
| Ms. Grant | | Nay |
| Mr. Laughlin | Aye | |
| Ms. Milliken | | Nay |
| Ms. Poston | Aye | |
| Ms. Woolsey | Aye | |
8. Resolution No. 2021-002 Approving Financing for Vehicles and Equipment
- A. Section 4 of the Resolution replaced the previously passed Resolution 21-001. Mr. Flynn explained the concept of Resolutions of Intent associated with future Capital Lease Agreements so members of the Commission could gain a better understanding of what to expect to be incorporated into the District’s Future Capital Leasing Agreements.
- B. **Ms. Clifford moved to approve Resolution No. 21-002 Approving Financing for Vehicles and Equipment, seconded by Ms. Grant. A roll call vote was taken, and the motion carried unanimously.**
9. Listing of 0.3 Acre Folly Road Property
- A. **Ms. Clifford moved to approve the Listing of the 0.3 Acre Folly Road Property, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 6 to 1 as follows:**
- | | | |
|-----------------|-----|-----|
| Ms. BrownCrouch | Aye | |
| Ms. Clifford | Aye | |
| Ms. Grant | Aye | |
| Mr. Laughlin | Aye | |
| Ms. Milliken | | Nay |
| Ms. Poston | Aye | |
| Ms. Woolsey | Aye | |

10. Change to Solid Waste Construction & Demolition and Bulk Item Pickup Allowance

- A. **Ms. Clifford moved to accept the changes to the Solid Waste Construction & Demolition and Bulk Item pickup allowance, seconded by Ms. Grant. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Grant	Aye	
Mr. Laughlin	Aye	
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

11. Committee and JIPSD Representative Reports

- A. Ms. Clifford spoke about the concern of representation of the unincorporated parts of James Island. A special committee was formed for the Town and annexation for relief of taxes. Ms. Clifford nominated Ms. Grant, Ms. Brown Crouch and Ms. Poston. Ms. Poston will be the chair of this committee.

12. Correspondence and/or Newspaper Articles – none

13. Oral and Written Petitions

- A. Ricky Prioleau, 1110 Williams Road, shared a concern he had with the Wastewater Use and Rate Ordinance billing section concerning late fees and the nonpayment fee.

14. Executive Session

- A. **Ms. Milliken moved to enter into executive session to discuss the sale of the Old Fire Station #1 Located at 1622 Camp Road, seconded by Clifford. A roll call vote was taken, and the motion carried unanimously.**
- B. **The Commission entered into executive session at 8:05 p.m.**
- C. **The Commission returned to regular session at 8:28 p.m.**

15. Purchase and Sale Agreement of Old Fire Station #1 Located at 1622 Camp Road

- A. **Ms. Clifford moved to execute and ratify the sale of Old Fire Station #1 Located at 1622 Camp Road, 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. Grant	Aye	
Mr. Laughlin	Aye	
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

16. Ordinance No. 2021-03 Sale Agreement of Old Fire Station #1 Located at 1622 Camp Road – 1st Reading

A. **Ms. Clifford moved to approve the Purchase and Sale Agreement of Old Fire Station #1 Located at 1622 Camp Road, seconded by Ms. Poston. A roll call vote was taken, and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Ms. Clifford	Aye	
Ms. Grant	Aye	
Mr. Laughlin	Aye	
Ms. Milliken		Nay
Ms. Poston	Aye	
Ms. Woolsey	Aye	

B. Mr. Schaeffer read into the record Ordinance No. 2021-03 Sale Agreement of Old Fire Station #1 Located at 1622 Camp Road as:

AN ORDINANCE FOR THE SALE OF PROPERTY LOCATED AT 1622 CAMP RD, CHARLESTON, SC 29412

WHEREAS, the James Island Public Service District (the "District") is the owner of approximately 1.012 acres located at 1622 Camp Road, Charleston, South Carolina, 29412 a/k/a Charleston County TMS # 425-06-00-096 (the "Property"); and

WHEREAS, the District's Commission is empowered with the ability to sell and dispose of any real property owned by the District under the District's enabling Act, Act No. 498 of the Acts and Joint Resolutions of the General Assembly of the State of South Carolina, regular Session of 1961, as amended, and South Carolina law; and

WHEREAS, the District contracted for real estate services with CBRE, Inc. for the offering for sale of the Property at the Regular Commission meeting of March 22nd, 2021; and

WHEREAS, the District has complied with Article IX of its Procurement Ordinance No. 2014-002, Section 9-901, Real Property Transactions; and

WHEREAS, the District Commission has received an offer and proposed Purchase and Sale Agreement, dated April 26, 2021, for sale of the Property for an amount of One Million Three Hundred Ten Thousand and 0/100 Dollars to 507 N Coast, LLC ("Agreement"); and

WHEREAS, the District Commission intends to sell the Property in accordance with the terms and conditions of the Agreement; and

WHEREAS, should conflicts arrive between this and any preceding ordinances or resolutions, this ordinance shall prevail with respect to the conflicting sections.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED by the James Island Public Service District Commission, in a meeting duly assembled this 24th day of May 2021, that the

District authorizes the sale of the Property in accordance with the terms and conditions of the Agreement.

Effective Date. This Ordinance shall become effective on May 24, 2021.

17. **Ms. BrownCrouch moved to adjourn the meeting, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.**
18. Ms. Clifford adjourned the meeting at 8:36 p.m.



Kathy Woolsey
Secretary
KW/SB