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A Ways & Means Committee meeting of the James Island Public Service District (JIPSD) Commission was held at 6:30 p.m. on March 8, 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; Brenda Grant, Inez BrownCrouch, Meredith Poston, Alan Laughlin, Susan Milliken and Kathy Woolsey.

Also present were: Chip Bruorton, District Attorney; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Jim Driscoll, CPA Consultant; Chris Seabolt, Fire Chief; Tamara White, Administrative Services Manager; Ed Kilcullen, Director of Finance; David Hoffman, Director of Wastewater Services; Walter Desmond, Director of Solid Waste Services; Shawn Engelman, Deputy Fire Chief for Administration & JIPSD Safety; Steve Aden, Director of Fleet Services; Tom Glick, Deputy Fire Chief; Lisa Kluczinsky, Director of Human Resources and David Major, Facilities Maintenance Specialist.

Ms. Clifford called the meeting to order.

Ms. Clifford 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 to the FY21-22 Budget Process
  - A. Mr. Schaeffer reported that the District has received two checks from Folly Beach – the first check was for \$150,000 and that covered the property tax payments that were put into escrow. The second check was for \$165,000 and that was for the most recent property tax bill. With the help of Tim Mueller, Chip Bruorton, Chief Seabolt and Jim Driscoll, the District was able to collect the property tax payments from the City of Folly Beach. He further reported that the District has issued an RFP for Professional Real Estate Services to establish a contractual relationship and get the old Fire Station #1 listed to be sold.
  - B. Mr. Schaeffer spoke to the components of FY19, FY20 and FY21 budget ordinances and presented an in-depth perspective of the District's financial situation (handouts provided). He pointed out that the District has had to figure out how to continue to provide the critical services to the residents of James Island with 27 fewer full-time employees. Ms. Kluczinsky spoke further to the reduction of full-time employees over the last five years.
4. Year To Date FY20-21 Budget vs. Actual
  - A. Mr. Schaeffer spoke to the FY20-21 budget versus actual numbers (handouts provided) and pointed out that the General Fund operating millage is slightly less than it needs to be. He went on to say that the amount of annual millage levied for the General Fund has not kept up with inflation and the cost of maintaining the critical services the District provides.

## 5. FY21-22 Budget Highlights

A. Mr. Schaeffer explained that he would like to incorporate a 4 mill increase to the General Fund operating millage making up for lost time and keeping the District treading water. The request for a 4 mill increase to the General Fund operating millage for FY22 cannot be caveatted that the District will be able to roll back the 4 mill increase in FY23 and beyond. He further stated that if a 4 mill increase will not happen for next year FY22's General Fund Operating budget, he would urge the Commission to make changes to the language in Section 8(b) of the Annual Budget Ordinance that currently states "Funds derived from the sale of property shall be placed in the Capital Projects Fund, and these funds shall be expended only for capital outlays after specific resolution of the Commission." If a 4 mill increase will not be entertained to supplement the District's General Fund Operating Millage, he asked the Commission to change that language of the Budget Ordinance to state that the proceeds from the sale of property could be used to offset the annual General Fund deficit. This one-time revenue source would help fill the FY22 General Fund Deficit temporarily. In summary, he stated that the District and its residents cannot afford to continue the practice of not implementing solutions. Those solutions cost money and the District no longer has the ability to create cost savings by eliminating more full-time positions without reducing the services the District provides to its residents.

## 6. Update on Fire Station #1

A. Mr. Schaeffer gave a brief update on the new fire station.

## 7. Update on Upcoming Solid Waste Committee Meeting Topics

A. Mr. Desmond gave a brief update on the Solid Waste operations.

## 8. Update on Wastewater Committee Meeting Topics

A. Mr. Hoffman gave a brief update on the Wastewater operations.

## 9. Executive Session – none

10. **Ms. Woolsey moved to adjourn, seconded by Ms. Poston.**

11. Ms. Clifford adjourned the meeting at 8:17 p.m.



Marilyn Clifford

Chair

MC/TW