

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 6:35 p.m. on October 25, 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, Kathy Woolsey, Brenda Grant, Alan Laughlin, and Susan Milliken.

Absent from the meeting was the following Commissioner: Meredith Poston (ill)

Also present were: Chip Bruorton, District Attorney; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara White, Administrative Services Manager; Jeff Cohen, Assistant Director of Wastewater Services; Tom Glick, Deputy Fire Chief; Ed Kilcullen, Director of Finance; Stephanie Boatwright, Administrative Assistant II; David Major, Facilities Maintenance Specialist; Charles Carmody, CBRE Realtors; and Officer Owens, Charleston County Sheriff's Office.

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. Oral and Written Petitions – none
4. Consent Agenda
 - A. **Mr. Laughlin moved to approve the consent agenda, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
5. Ordinance Amending Use and Rate Ordinance No. 2021-02 to Update Definitions, Operational Processes and Rates – 2nd and Final Reading
 - A. **Ms. Clifford moved to approve Ordinance Amending Use and Rate Ordinance No. 2021-02 to Update Definitions, Operational Processes and Rates – 2nd and Final Reading, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried 5 to 1 as follows:**

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

6. Ordinance Rescinding 2019-003 Commission Rules of Procedure – First Reading
 - A. **Ms. Clifford moved to approved Ordinance Rescinding 2019-003 Commission Rules of Procedure, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
7. Upcoming Commission Meeting Schedule for the Remainder of 2021 and all of 2022
 - A. Mr. Schaeffer stated that the Regular Commission Meetings are scheduled on the 4th Monday of the month except in November and December of 2021 and 2022. The 2nd and 3rd Ways and Means Committee Meetings scheduled are associated with the FY23 Budget.
8. September District Management Report
 - A. Mr. Schaeffer reported:
 - DHEC’s key Statewide indicators show a downward trend over the last 30 days in the rate of cases per 100,000 individuals, rate of tests per 100,000 individuals, percent of positive cases, and deaths by report date. We are not out of the woods with the pandemic, and I urge anybody that has not been vaccinated to please reconsider.
 - There is a Litter Forum hosed by James Island Pride on Wednesday, November 10, 2021, at 6 pm here at James Island Town Hall. I appreciate Commissioner Laughlin and Chair Clifford for attending the District’s 4th and final 2021 Adopt-A-Highway Cleanup on Saturday, October 23, 2021. The next opportunity for District’s Adopt-A-Highway participation is in the first quarter of 2022 and I’ll keep you posted when we have the date.
 - We are already a quarter of the year into FY22, and I wanted to provide the Commission with some insights into the YTD Budget versus the Actual detail of the Revenues and Expenditures. The General Fund Revenues are heavily dependent on the collection of property taxes. Tax bills should have been received by now in the mail from Charleston County with the due date of Tuesday, January 18, 2022. The Fund Balance of the General Fund is the cushion for FY22 Operations and Services to be delivered to residents based on revenue collected from previous fiscal years. It is important that the District maintains the health of the Fund Balance for the General Fund. The Proprietary Fund (Wastewater Fund – 02) does not have this type of timing issue since the bills go out monthly and revenues are collected more consistently in equal cycles.
 - I received two questions from the Commission about the Proposed Redeployment of FY22 Budget Resources back into the District staff. 83 District employees are impacted by the proposed increases to their base wages. 76 employees are receiving a 10% increase and 7 employees are receiving a 4% increase. October 26, 2020, there was a vote on the \$1,000 Thank you Pay for Working Under Duress Conditions item number five on the regular meeting agenda.
9. Committee and JIPSD Representative Reports
 - A. Mr. Schaeffer discussed the Ways and Means Committee Meeting on October 18, 2021, which provided an overview of the proposed Capital Items for the FY23 Budget. The 2nd and 3rd Ways and Means Committee Meeting is scheduled for Feb 14, 2021, and March 14, 2021.
10. Correspondence and/or Newspaper Articles
 - A. Ms. Clifford discussed to the three newspaper articles.
11. Oral and Written Petitions – none

12. Executive Session

- A. **Ms. Clifford moved to enter into executive session to discuss the Purchase agreement and Ordinance for the Sale of TMS numbers 4251200185 and 4251200298, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
- B. **The Commission entered into executive session at 7:06 p.m.**
- C. **The Commission returned to regular session at 7:21 p.m. No action was taken.**

13. Purchase Agreement for TMS# 425-12-00-185 and 425-12-00-298

- A. **Ms. Clifford moved to approve the Purchase Agreement for TMS# 425-12-00-185, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**

14. Ordinance for the Sale of TMS# 425-12-00-185 and 425-12-00-298 – First Reading

- A. **Ms. Clifford moved to approve the Ordinance for the sale of TMS# 425-12-00-185 – First Reading, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
- B. Mr. Schaeffer read into the record the Ordinance for the property sale of 6.52 Acres located at Dills Bluff Road, Charleston, SC 29412 as:

WHEREAS, An Ordinance of the James Island Public Service District (JIPSD) Commission for the property sale of 1.27 acres at Dills Bluff Road, Charleston County (TMS# 425-06-00-298) and 5.25 acres at Dills Bluff Road, Charleston County (TMS# 425-12-00-185), Charleston, SC 29412, for an amount of Two Million Four Hundred Fifty Thousand Dollars (\$2,450,000) to Dan Ryan Builders South Carolina, LLC; 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 contracted for real estate services with CBRE, Inc. for the property mentioned above at the Regular Commission Meeting on March 22, 2021; and

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

NOW, THEREFORE, BE IT ORDERED AND ORDAINED by the James Island Public Service District Commission, in a meeting duly assembled this 25th day of October 2021;

Effective Date. This Ordinance shall become effective on Second Reading.

15. **Ms. Clifford moved to adjourn the meeting, seconded by Ms. Woolsey. A roll call vote was taken, and the motion carried unanimously.**
16. Ms. Clifford adjourned the meeting at 7:26 p.m.



Kathy Woolsey
Secretary
KW/SB