

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 6:39 p.m. on April 25, 2022, 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, Alan Laughlin, Kathy Woolsey, Meredith Poston, Brenda Grant, and Susan Milliken.

Also present were: Kyle Michel, Michel Law Firm; Chip Bruorton, District Attorney; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara White, Administrative Services Manager; Ed Kilcullen, Director of Finance; Joanne Tucker, Revenue Collections Manager; Steve Aden, Director of Fleet Services; Walter Desmond, Director of Solid Waste Services; Chris Seabolt, Fire Chief; Tom Glick, Deputy Fire Chief; Shawn Engelman, Deputy Fire Chief for Administration & JIPSD Safety; David Hoffman, Director of Wastewater Services; David Major, Facilities Maintenance Specialist and Charlie Carmody, CBRE Realtor (arrived at 6:52 pm).

Ms. Clifford called the meeting to order.

- 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. Introduction of New Firefighters
 - A. Chief Glick introduced the new Firefighters as: John Esposito, Charles Tant, Barrett Holley, Jamal Frazier, Sean Nolan and Christopher Ellington.
- 5. **Ms. Milliken made a motion to move the executive session agenda item after agenda item #8 [Resolution No. 22-03 Wastewater Collection System Use and Rate Resolution] on the agenda, seconded by Ms. Poston. A roll call vote was taken and the motion failed 3 to 4 as follows:**

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

- 6. 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 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 | |

7. Michel Law Firm Contract Renewal
- A. Mr. Michel gave an update on the status of ARPA (American Rescue Plan Allocation) funding.
Ms. Milliken moved to approve Michel Law Firm's contract renewal, seconded by Ms. Clifford.
A roll call vote was taken and the motion carried unanimously.
8. Ordinance No. 2022-01 Repealing Ordinances No. 2021-02 and 2021-06 Wastewater Collection System Use and Rate Ordinance – 2nd and Final Reading
- A. **Ms. Clifford moved to adopt the 2nd and final reading of Ordinance No. 2022-01 repealing Ordinances No. 2021-02 and 2021-06. Ms. BrownCrouch seconded the motion. 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 | |
9. Resolution No. 22-03 Wastewater Collection System Use and Rate Resolution
- A. **Ms. Clifford moved to adopt Resolution No. 22-03 Wastewater Collection System Use and Rate Resolution, seconded by Mr. Laughlin. A roll call vote was taken and the motion carried 5 to 2 as followed.**
- | | | |
|-----------------|-----|-----|
| Ms. BrownCrouch | Aye | |
| Ms. Clifford | Aye | |
| Ms. Grant | | Nay |
| Mr. Laughlin | Aye | |
| Ms. Milliken | | Nay |
| Ms. Poston | Aye | |
| Ms. Woolsey | Aye | |
10. Proposed Wastewater Collection System Proposed Budget for 2022-2023
- A. Mr. Schaeffer explained that there was a proposal by Ms. Milliken to reduce the Wastewater-Admin budget by \$500,000 to reduce the amount of rate increase imposed by the resolution. Ms. Milliken explained that the agenda topic is moot because the new rate ordinance was just passed.
11. Resolution No. 22-04 FY23 Annual Budget Resolution
- A. **Ms. Clifford moved to adopt Resolution No. 22-04 FY23 Annual Budget Resolution, seconded by Ms. Milliken. 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 | |

12. Proposed Folly Beach Contract for Wastewater Transportation

A. **Ms. Clifford moved to approve the Folly Beach contract for wastewater transportation, 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 | |

13. Proposed Folly Beach Contract for Wastewater Maintenance

A. **Ms. Milliken moved to approve the Folly Beach contract for wastewater maintenance, seconded by Ms. Poston. A roll call vote taken and the motion carried unanimously.**

14. Fire Department Interlocal Agreement for Automatic Aid

A. **Ms. Clifford moved to approve the Fire Department’s Interlocal agreement for automatic aid, seconded by Ms. Poston. A roll call vote was taken and the motion carried unanimously.**

15. March District Management Report

A. Mr. Schaeffer reported that:

- The District had another successful Adopt-A-Highway Event on Saturday, April 9, 2022 and the next opportunity to participate is Saturday, June 11, 2022. We meet at 8 am on the corner of Folly Rd and Fort Johnson Rd. I appreciate everybody’s efforts to keep the island clean.
- The District’s Team Building Event was rescheduled for Thursday, April 28, 2022 at 1:00 pm at Fire Station #1. I appreciate the participation of the Commissioners with the Charity Bike Build. Please let me know if something comes up between now and this Thursday, but the plan is to have 6 Commissioners participate in this event with Staff for a worthy cause benefiting James Island Outreach. The District is limited to 40 JIPSD Participants, so please let me know if you cannot attend and we’ll make arrangements with District staff to attend this event. We will be splitting up into 8 different Teams with each Team consisting of 5 Members to build a bike for a great cause. I very much look forward to this Team Building Event later this week where the theme is “We’re All On the Same Team.”
- The monthly financial package is reporting through 9 months or Three-Quarters of the way through FY22 = July 2021 through March 2022. The % Target in the far-right Column will compare against 75%.
- Total Actual FY22 General Fund Expenditures through March 2022 were \$6,398,601.20; that’s 72.84% or just slightly less than the 75% target through 9 months of FY22. I am working with the Finance Department and Department Heads to determine if a FY22 Budget Amendment is needed. If a FY22 Budget Amendment is determined to be necessary, Members of the Commission can expect this FY22 Budget Amendment to be modeled after Ordinance No. 2021-04 = the Amendment approved to the FY21 Budget last June 2021 (with first reading last May as well). Commissioners will remember where \$350,000 of additional appropriations were added to the FY21 Wastewater Budget to cover the increased Treatment Costs paid to CWS.

- I am very happy to report that the City of Charleston disbursed over \$1.8 million to the District associated with property tax payments for Tax Districts 3-5 and 3-6 during FY22. Again, this is the concept where the District needs to have enough in General Fund Balance to cover operating expenditures as the property tax disbursements are received much later in the Fiscal Year. The City of Charleston's disbursement was received this month in April of 2022, so the Commission will see that revenue reflected in the Financial Reports next month – through April 2022 or 10 months through where the target is 83.3%. This disbursement from the City will significantly bolster the General Fund Revenue reported next month through April 2022 – for lines 01-000-401.02 Real Property 3-5 and 01-000-401.04 Real Property 3-6. The City's recent disbursement of over \$1.8 million was the largest remaining chunk of revenue outstanding for the General Fund.
- Upcoming meetings: Intergovernmental Agreement meeting at 7 pm on Wednesday, April 27, 2022; JI Creek Task Force Zoom meeting at 4 pm on Thursday, April 28, 2022.

16. Committee and JIPSD Representative Reports – none.

17. Correspondence and/or Newspaper Articles

- A. Discussion followed about packet contents. Chief Seabolt reported on the fire incident that destroyed the historic Mosquito Beach Hotel.

18. Oral and Written Petitions – none

19. Executive Session

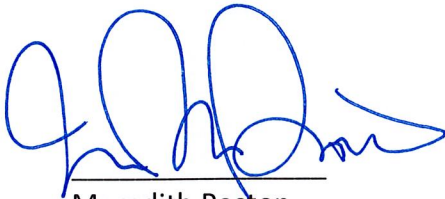
- A. **Ms. Clifford moved to enter into executive session to discuss real estate and technology services, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**

B. **The Commission entered into executive session at 7:50 p.m.**

C. **The Commission returned to regular session at 8:19 p.m. No action was taken.**

15. **Ms. Clifford moved to adjourn the meeting, seconded by Ms. Poston. A roll call vote was taken, and the motion carried unanimously.**

16. Ms. Clifford adjourned the meeting at 8:20 p.m.



Meredith Poston
Secretary
MP/TW