
A Wastewater Committee meeting of the James Island Public Service District (JIPSD) Commission was held at 6:31 p.m. on May 22, 2023, at James Island Fire Station 1 located at 1108 Folly Road, James Island, South Carolina.

Present at the meeting were the following members: Brenda Grant, Chair, who presided; Paul Cantrell, Marilyn Clifford, and Kathy Woolsey, ex-officio.

Also present were: Ronald Ladson, Commissioner; Susan Milliken, Commissioner; Inez BrownCrouch Commissioner; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara White, Assistant District Manager; Joanne Tucker, Administration Manager; Ed Kilcullen, Director of Finance; Walter Desmond, Director of Solid Waste Services; Steve Aden, Director of Fleet Services; Joe Marcinkus, Director of Wastewater Services; Tom Glick, Fire Chief, Shawn Engelman, Deputy Fire Chief for Administration & JIPSD Safety and Officer Colburn, Charleston County Sheriff's Office.

Ms. Grant 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. Seeking a Motion to Approve the SCIIP Grant Agreement be Considered for Approval by the JIPSD Commission at the Regular Meeting 22 May 2023
 - A. Ms. Clifford moved to recommend the full Commission approve the SCIIP grant agreement to be considered for approval at the regular meeting on May 22, 2023, seconded by Mr. Cantrell. A roll call vote was taken and the motion carried unanimously.
4. Seeking a Motion to Approve the Engineering Task Order be Considered for Approval by the JIPSD Commission at the Regular Meeting 22 May 2023
 - A. Ms. Clifford moved to recommend the full Commission approve the engineering task order to be considered for approval at the regular meeting on May 22, 2023, seconded by Ms. Grant. A roll call vote was taken and the motion carried unanimously.
5. Review of Leak Adjustment Policy
 - A. Mr. Schaeffer referenced the packet handout related to leak adjustments. He explained that Section 4.4 of the Wastewater Collection System Use and Rate Resolution addresses the District's practices for leak adjustments and also referenced the policies of surrounding utilities. Discussion followed.
6. Discuss Changes to the Leak Adjustment Policy
 - A. The Committee further discussed changes to the policy.

7. Discuss Correspondence to be Sent to All Customers that Will be Affected by the Sewer Expansion
 - A. Mr. Schaeffer stated that on May 31, 2023, the District staff will attend the SCIIP Project Management Workshop in Columbia, SC. This is a group session for all SCIIP Grant Awardee Entities and the District then has an individual training session scheduled with the SCIIP Grant Coordinator on June 7, 2023. He recommended that the initial communication to the affected property owners not be postmarked until after the District has the ability to obtain all the necessary clarifications from the SCIIP Grant Coordinator. JIPSD has also been coordinating the communication efforts with CWS to ensure both entities are on the same page with similar letters going to the correct property owners – JIPSD sewer customers, CWS sewer customers and potential future customers on properties that are currently vacant land.
8. Discuss how the additional state funds will be allocated within the District if approved and received
 - A. Mr. Schaeffer stated that Kyle Michel is very hopeful that the \$250,000 earmark survives the Conference Committee comprised of both the House and the Senate – and then survives the ability for the Governor to veto. We are in the same position we were last year with the earmark. However, it's a much different scenario this year due to the large awards provided to utility providers. Very similar to last year, the JIPSD will be required to submit supporting documentation associated with the justification for the proposed earmark dated May 25, 2022.
9. Wastewater Project Updates and Plan for the Next Wastewater Committee Meeting Monday 5 June 2023 at 6:30pm at Fire Station #1 – 1108 Folly Road
 - A. Mr. Schaeffer stated that AQUIP will begin the group demonstration of the Camera Van and the VAC Truck.
10. Ms. Grant adjourned the meeting at 7:05 p.m.



Brenda Grant
Chair
BG/TW