

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 6:36 p.m. on March 27, 2023, at James Island Town Hall located at 1122 Dills Bluff Road, James Island, South Carolina.

Present at the meeting were the following members: Kathy Woolsey, Chair, who presided; Inez BrownCrouch, Paul Cantrell, Marilyn Clifford, Brenda Grant, Ronald Ladson and Susan Milliken.

Also present were: Charlie Carmody, Realtor, CBRE Realty; Steve Coe, Rosenblum Coe Architects; Ryan Lewis, Rosenblum Coe Architects; Chip Bruorton, District Attorney; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara White, Assistant District Manager; Joanne Tucker, Administration Manager; Tom Glick, Fire Chief; Brad Smiley, Deputy Fire Chief; Shawn Engelman, Deputy Fire Chief for Administration & JIPSD Safety; Steve Aden, Director of Fleet Services; Joe Marcinkus, Director of Wastewater Services; Ed Kilcullen, Director of Finance; Walter Desmond, Director of Solid Waste Services; David Major, Facilities Maintenance Specialist and Officer Colburn, Charleston County Sheriff's Office.

Ms. Woolsey 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. **Ms. Milliken moved to move agenda item number 11 (Appeal to the Commission by Peregrine Point HOA) after item number 5 on the agenda, seconded by Mr. Ladson. A roll call vote was taken and the motion carried unanimously.**
5. Employee Introductions
  - A. Mr. Kilcullen introduced the Customer Service team as: David Holbert, Mindy Mazurek and Sandra McNay.
  - B. Chief Glick introduced the newest Firefighters as: Thomas Goggins, Mason Balach and Nikolas Scaglione.
6. Consent Agenda
  - A. **Ms. Woolsey moved to approve the consent agenda as amended, by accepting the changes to the minute of the Special Meeting of January 3, 2023, seconded by Ms. Clifford. A roll call vote was taken, and the motion carried unanimously.**
7. Appeal to the Commission by Peregrine Point HOA
  - A. Mr. Schaeffer introduced the appeal process in Section 4.9 of Resolution No. 22-08 Wastewater Collection System Use and Rate Resolution. The determination letter from the District Manager was provided to the Peregrine Point HOA and then Kay Smith and the Peregrine Point HOA wanted to appeal the final decision of the District Manager. Legal advice associated with the appeal will be obtained in executive session.

- B. Kay Smith stated that they are paying for something that they cannot get, each individual unit is being billed for a 2-inch meter. For each individual unit, that comes to \$144 a month for the base rate. If they had a ¾-inch meter they would be charged \$22 per month. Ms. Smith said there is no way that the volume of water from a 2-inch meter can be pumped into a ¾-inch meter. She believes that there is probably evidence in the JIPSD records that the JIPSD approved the sewer that went into the second building and there is probably more evidence there that JIPSD had a role of being involved in the approval process for various things in the second building, although she could be wrong about that. She further stated that JIPSD should have known that they had 2 buildings not just 1 building and doesn't think anyone knew about this until she called and asked for some clarity on the sewer bills. Ms. Smith shared copies of a bill from 2019 and said that it is really difficult to determine how many units are there because is there only one address given, and moreover, the bill is not broken down by unit or base rate and for many years they were charged less but they had no way of knowing that they were charged less. For the sake of others, she thinks that the bills should have greater clarity and more of a breakdown of what people are being charged for. Her other idea is that we should not waste our resources and they are being asked to replace something that is perfectly usable and does not, in and of itself, need to be replaced. There is only one meter and the charges are excessive for residential use. Ms. Smith said that Mr. Schaeffer has been a real good resource for them as they consider what they might be forced into doing. Discussion followed.
- 8. Approve the Subsurface Utility Engineering (SUE) Services Proposal from ESP Associates, Inc.
  - A. Mr. Schaeffer reported that JIPSD and Charleston Water Systems successfully diverted wastewater flow from James Island to Plum Island. **Ms. Milliken moved to approve the Subsurface Utility Engineering (SUE) Services Proposal from ESP Associates, Inc, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion carried unanimously.**
- 9. Authorize the District Manager to Execute the AQUIP Letter for the Camera Van Financial Commitment
  - A. **Ms. BrownCrouch moved to authorize the District Manager to execute the AQUIP letter for the camera van, seconded by Ms. Milliken. A roll call vote was taken and the motion carried unanimously.**
- 10. Approve Ordinance Repealing Procurement Ordinance and Approve the Procurement Resolution
  - A. **Ms. Clifford moved to repeal the Procurement Ordinance and approve the Procurement Resolution, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion carried 6 to 1 as follows:**

Ms. BrownCrouch	Aye	
Mr. Cantrell	Aye	
Ms. Clifford	Aye	
Ms. Grant	Aye	
Mr. Ladson	Aye	
Ms. Milliken		Nay
Ms. Woolsey	Aye	

- B. Mr. Flynn explained the capital lease resolution. Discussion followed. **Ms. Clifford moved to approve the Capital Lease Resolution authorizing a lease purchase financing in an amount not exceeding \$3,400,000 and other related matters, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion carried 6 to 1 as follows:**

<b>Ms. BrownCrouch</b>	<b>Aye</b>	
<b>Mr. Cantrell</b>	<b>Aye</b>	
<b>Ms. Clifford</b>	<b>Aye</b>	
<b>Ms. Grant</b>	<b>Aye</b>	
<b>Mr. Ladson</b>	<b>Aye</b>	
<b>Ms. Milliken</b>		<b>Nay</b>
<b>Ms. Woolsey</b>	<b>Aye</b>	

11. Presentation by Rosenblum Coe Architects (RCA) for Fire Station #2
- A. Mr. Coe provided an update on the proposed station project and shared that he would help to evaluate the Construction Manager at Risk qualification requests.
12. Update on Force Main Relocation Project for Pump Station #18
- A. Mr. Marcinkus gave an update on the Pump Station #18 project that is now estimated at \$35,000 and explained the District will have better access to its property in the existing location, along with the force main now being located within the District's easement where it bares low risk. Discussion followed.
- B. The Commission entered into a recess at 7:54 pm and returned to regular session at 8:01 pm.
13. Update on the Intergovernmental Paving Project on Plymouth Avenue in front of Fire Station #3
- A. Mr. Schaeffer referred to the MOA with Charleston County to participate in the multijurisdictional paving project on Plymouth Avenue in front of Fire Station #3. Discussion followed.
14. February District Management Report
- A. Mr. Schaeffer reported:
- The general fund revenue is 70%, above the target. The total general fund expenditures is just below target at 64%.
  - April 17<sup>th</sup> at 6:30 is the Community meeting at Fire Station #2 followed by the Fire Committee meeting. The meeting will be held at 853 Harbor View Road. The public hearing and regular meetings are scheduled for April 24<sup>th</sup> beginning at 6:30 pm.
  - The RIA intends to move very quickly from when the Senate approves and additional \$586,000,000 to fund the SCIIP Grant projects.
15. Committee and JIPSD Representative Reports – none
16. Correspondence and/or Newspaper Articles – none
17. Oral and Written Petitions
- A. Henrietta Martin, 1005 Seaside Lane, explained that she has a tenant at this address and is concerned about sewer bills totaling \$2,149 for 2 months for the residence and asked for special consideration from the Commission.
- B. Nathan Johnson, 862 Seafarer Way, suggested the Commission get in touch with Habitat for Humanity regarding the building that may be demolished, asked who will control the traffic light in the area of Fire Station #2 and does not agree with the reassessed property taxes.

## 18. Executive Session

- A. **Ms. Clifford moved to enter into executive session to discuss the purchase agreement and the Ordinance for the Sale of Property TMS# 425-12-00-298 and TMS# 425-12-00-185, to receive legal advice associated with the appeal from Peregrine Point HOA, and to receive legal advice associated with the purchase of Property TMS# 454-09-00-018. Ms. BrownCrouch seconded the motion. A roll call vote was taken, and the motion unanimously.**
  - B. **The Commission entered executive session at 8:17 pm.**
  - C. **The Commission exited executive session at 8:54 pm. No action was taken.**
  - D. **Ms. Milliken left the meeting at 8:54 pm.**
19. **Mr. Cantrell moved to approve the amended Purchase Agreement for TMS# 425-12-00-298 and TMS# 425-12-00-185, seconded by Ms. Clifford. A roll call vote was taken and the motion carried unanimously. Ms. Milliken was absent for the vote.**
  20. **Mr. Ladson moved to approve the second reading of the Ordinance for the sale of TMS# 425-12-00-298 and TMS# 425-12-00-185, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion carried unanimously. Ms. Milliken was absent for the vote.**
  21. **Ms. Clifford moved that legal counsel assist Ms. Woolsey in preparing a response to the Peregrine Point HOA appeal, seconded by Ms. Woolsey. A roll call vote was taken and the motion carried unanimously. Ms. Milliken was absent for the vote.**
  22. **Ms. Clifford moved to authorize the District Manager to negotiate a good faith offer for the purchase of property TMS# 454-09-00-018, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion carried unanimously. Ms. Milliken was absent for the vote.**
  23. **Ms. Grant moved to adjourn the meeting, seconded by Ms. BrownCrouch. A roll call vote was taken, and the motion carried unanimously.**
  24. **Ms. Woolsey adjourned the meeting at 8:59 p.m.**



Ronald Ladson  
Secretary  
RL/TW