

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 6:45 p.m. on September 25, 2023, at James Island Fire Station 1 located at 1108 Folly 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, Susan Milliken and Ronald Ladson.

Also present were: Chirstian Machesky, J Davis Construction; Chip Bruorton, District Attorney; Tim Muller, District Attorney; Dave Schaeffer, District Manager; Tamara Robinson, Assistant District Manager; Joanne Tucker, Administration Manager; Tom Glick, Fire Chief; Brad Smiley, Deputy Fire Chief; Steve Aden, Director of Fleet Services; Joe Marcinkus, Director of Wastewater Services; Ed Kilcullen, Director of Finance and Charleston County Sheriff's Officer Trainum.

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. Mr. Desmond introduced Azo Middleton, Vehicle Operator (Solid Waste) and Mr. Marcinkus introduced Brian Lloyd, Pump Station Technician (Wastewater).
4. Oral and Written Petitions
  - A. Brook Lyon, 669 Port Circle, stated that she is running for Mayor for the Town of James Island, spoke to the sale of the Dills Bluff property and suggested that the District find ways to terminate the real estate contract.
  - B. Melissa Luby, 1330 Whitehouse Boulevard, suggested that the Dills Bluff property be used as a park.
  - C. Casey Buchanan, 1022 Yorktown Drive, suggested that the Dills Bluff property be used for the benefit of the public and suggested that the District terminate their contract with Kyle Taylor.
  - D. Johns Peters, 1301 Hampshire Road, offered his support to help facilitate what the neighbors want. He went on to thank the Fire Department for their community outreach and the dedication of the employees, stated the social media manager is doing an excellent job and stated that Mr. Schaeffer handled the wastewater community meeting well.
  - E. Melanie Millar, 731 Clipper Street, spoke to the sale of the Dills Bluff property and asked the commission to consider what the community needs.
  - F. Wendy Teel, 1290 Hampshire Road, stated that she is opposed to high density zoning development and prefers something to benefit the community.
  - G. Sandrine Camporro, 1262 Hampshire Road, expressed that she is opposed to the development of the Dills Bluff property.
  - H. Melanie Jones, 1551 Chandler Street, (written comment submitted via JIPSD website) This is for the meeting tonight about the development on Dills Bluff Rd near camp. KT properties trying to purchase. I am against this development. It's too much crammed into 6.5 acres. Why not 12 homes and no businesses. We already have too many empty business buildings. Please rethink this. It is not wanted. Not to mention the flooding. Cutting the trees is detrimental to this area.

The trees keep the temps down, filter the air and soak up the water. Mayor Woosley may think the signatures that we have are not enough, but it is mostly neighbors that will be impacted. Although if it stays as is that will be 40 plus cars. Driveways and streets are too small to handle, not to mention Folly road. We do not need any more traffics on Folly Rd! Please save James Isl.

5. Consent Agenda

- A. **Ms. Woolsey moved to approve the consent agenda, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion failed.**

6. Administrative Committee Recommendation

- A. Approve Updates to the Procurement Resolution – **Ms. BrownCrouch moved to approve the updates to the Procurement Resolution; Seconded by Ms. Clifford. Roll call vote was taken, and the motion carried 6 to 1, with a nay vote from Ms. Milliken.**

7. Staff Recommendations

- A. Approve J Davis Construction Manager At Risk Contract – **Ms. Clifford moved to approve the J Davis Construction Manager At Risk contract, seconded by Ms. BrownCrouch. A roll call vote was taken and the motion failed 2 to 5 as follows:**

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

8. September District Management Report

- A. Mr. Schaeffer reported the following:

- I wanted to provide you with an update on the Sale of the Dills Bluff Properties. Members of the Commission will remember that the Town Planning Commission deferred a decision on Kyle Taylor's request for a zoning amendment on Thursday 10 August 2023 Meeting; based on TOJI Staff Recommendations to approve the requested zoning amendment, the TOJI Planning Commission recommended approval to the Town Council at the Meeting Thursday 14 September 2023. The Town Council considered the Zoning Amendment based on the recommendation of the Planning Commission last Thursday 21 September 2023. Due to a lack of a second, the Mayor's Motion to approve the Planning Commission's recommendation to approve the zoning amendment failed last week. Tim and Chip have been in contact with the Town's Attorney and Kyle Taylor's Attornies. Based on the discussion of the procedures on the vote last week, the JIPSD has agreed to extend the time frame of the current contract by 30 days before another \$25,000 deposit is required by Kyle Taylor. This will allow Kyle Taylor to see if there is any way to salvage the deal with the JIPSD through resolution with the Town. Tim and Chip can chime into this part if I've missed anything – we have also spoken with Charlie Carmody with CBRE before agreeing to this 30 day extension.
- I'm happy to report more public engagement on the JIPSD Social Media Platform – most recent Employee Spotlight was Kevin LaVaughn – Assistant Director of Wastewater Services. I know the Commissioners previously got a demo of the new Wastewater Camera Van, and Crew Chief Egan provided a virtual demon of the camera crawler that roles through the

Wastewater Pipes. Carla's most recent post today showed the Supervisory Control and Data Acquisition a.k.a. SCADA Screens from the JIPSD's Signal Point Complex.

- I sent the Commissioners Carla's Report for Social Media Stats since she has taken over. You won't see such amazing jumps in future months, but Carla has hit the ground running and helped to revitalize the JIPSD Social Media Platforms. Steve Aden's photography of the Rainbow coming out of the Solid Waste Truck Exhaust went viral for the JIPSD Standards – it got 14 likes and that was the most likes for all of Carla's posts in the month of August 2023 – Steve gets a gold star for the calm before the storm photo.
- We have a tentative plan for the SSES Phase #5 Rehabilitation of Manholes for the Wastewater System:
 

( ) Bid Advertisement	Sunday, November 6, 2023
( ) Bid Opening	Thursday, December 7, 2023
( ) Contract Execution	Thursday, January 11, 2024
( ) Notice to Proceed	Monday, February 26, 2024
( ) Start of Construction	Monday, March 11, 2024 (180 days)
( ) DHEC Permit to Operate	Thursday, August 23, 2024
( ) Project Completion	Friday, September 7, 2024
- After the G.O. Bond Resolution for Fire Station #2 was approved by the Commission last month, I am happy to report that we close on the G.O. Bonds this Thursday 28 September 2023. With JDavis Construction now on board, we have assembled the project team to turn Fire Station #2 into a reality. Much more information in the months to come on a Groundbreaking Ceremony at 853 Harborview Road.
- I have been in contact with all of the Candidates that filed for the Town of James Island Election Tuesday 7 November 2023 – 3 Candidates for 1 Mayor Position and 6 Candidates for 4 Seats Town Council. Of the 5 total seats, we know there will be a change at the Mayor Seat because Mayor Woolsey is not running again. Same this with Councilman Milliken, he is not running again for Town Council. So we know at least 2 of the 5 elected officials will change during the upcoming election. Current Town Councilmembers Boles, Mignano, and Mullinax have filed as candidates for reelection. The Town also has a Referendum on the ballot and the language asks this question:
  - "Shall the Town of James Island change its number of members of Council from four to six with the two additional positions filled at the next municipal election in November 2025?"
  - With the Two Responses "Yes" or "No"
- The Audit Team of Love Bailey and Associates is still on schedule to be onsite next week starting Monday 2 October 2024 – to hopefully present the Audited Financials at the November or December Regular Commission Meetings – more information to come.
- In conjunction with the South Carolina City and County Management Association, Francis Marion University, Coastal Carolina University, and the Darla Moore Foundation, I was accepted to attend the Local Government Leadership Institute starting next Wed 4 October through Friday 6 October in Lake City. I go back for two-day sessions in November 2023, February 2024, March 2024, and a final one day session in April 2024. Tamara attended the Local Government Leadership Institute and you'll be happy to know that Spencer Wetmore teaches the training session on Ethics next Thursday 5 October – so I'm looking forward to that.

- Also in October, Thursday 19 October and Friday 20 October, the SC Association of Special Purpose District will hold the Annual Conference in Myrtle Beach – Secretary Ladson will be joining Tamara and I at the Conference next month.
- The end of October – Saturday 28 October 2023 – from 10am – 1pm at Lowe’s will be the JIPSD Fire Expo – we’re changing it up this year for a Saturday to hopefully get more exposure to the residents. Please save that date and more information to come. I have a whole list of upcoming dates to provide you hard copies.
- The District went through the Strategic Planning Process at the end of 2022 and established Strategic Priorities – we’ve been giving the Commission updates on the progress of the FY24 Implementation Plan on these Strategic Initiatives. I am working with the Department Heads to compile the most pressing needs for FY25 and this will culminate at the Ways and Means Committee Meeting Monday 13 November 2023 when the Department Heads will provide you with Memos and Price Tags for the big ticket Items associated with FY25. As usual, FY25 Budget Discussion will continue through the first half of next year. Unfortunately, the lead times are not getting better with Pierce and they’re stating 36 – 48 months lead time to get an Engine – even longer for a Ladder or a Tiller and we thought 2 years was bad when we signed up the last time – now it could be double the lead time. JIPSD purchased two Fire Trucks back in 2018 and Fire Engines typically last 10 years for the District. At this point, we’re looking at having to order next year in FY25 to have a prayer at replacing a 10-year-old engine in FY28 or FY29 – it could take even longer if the supply chain issues don’t get better.
- I was talking with Steve and our current fuel tanks and fuel software system have been with the District longer than Steve – and he’s been with the District over 25 years now. The District’s VAC Truck is over 14 years old it has lasted beyond its normal useful life – getting parts and accessories for vehicles this old continues to be an issue – the lead time on a VAC Truck is nowhere near a Fire Truck, but we will be baking this into FY25 Capital Items. Planning to replace a 10 Year Old Fire Truck, a 14 year old VAC Truck, and Replacing Fuel Tanks that are probably closer to 30 years old = these items I’m describing are not Wants – these are all Examples of Needs for the JIPSD to operate. Some of the Strategic Initiatives include SLS preparing an Actionable Diversity Recruitment Plan – and the District will likely need to budget appropriately to ensure we are implementing this strategic initiative. The Diversity Recruitment Plan may necessitate a formal Salary Study; however, we cannot commit to completing a salary study during FY25 unless the Commission is committed to dedicating available millage to make needed market adjustments. Completing a Salary Study and then not making the required increases or adjustments is what lowered employee morale last time, so we will need to have a better strategy for FY25 and beyond. Much more information to come but I wanted to plant the seed on some of the Strategic Initiatives for FY25.

9. Committee and JIPSD Representative Reports – none

10. Correspondence and/or Newspaper Articles – none

11. Oral and Written Petitions - none

12. **Ms. Milliken moved to add real estate transactions to the executive session discussions; seconded by Mr. Cantrell. A roll call vote was taken. The motion carried 6 to 1, with a Nay vote from Ms. Grant.**
13. **Executive Session**
  - A. **Ms. Woolsey moved to enter into executive session to discuss real estate transactions and receive legal advice associated with a personnel matter, seconded by Ms. Clifford. A roll call vote was taken and the motion carried unanimously.**
  - B. The Commission entered into executive session at 7:47 pm.
  - C. The Commission exited executive session at 8:37pm. No action was taken.
14. **Ms. Woolsey moved to reconsider the J Davis Construction Manager at Risk Contract; seconded by Ms. Clifford. A roll call vote was taken. The motion carried 6 to 1, with a Nay vote from Ms. Milliken.**
15. **Ms. Woolsey moved to approve the J Davis Construction Manager at Risk Contract; seconded by Ms. Clifford. A roll call vote was taken. The motion carried 6 to 1, with a Nay vote from Ms. Milliken.**
16. Ms. Woolsey adjourned the meeting at 8:45 pm.



Ronald Ladson  
Secretary  
RL/TR