

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on November 20, 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: Paul Cantrell, Commissioner; Ronald Ladson, Commissioner; Susan Milliken, Commissioner; 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; Shawn Engleman, Deputy Fire Chief for Administration & JIPSD Safety; Steve Aden, Director of Fleet Services; Kevin LaVaughn, Assistant Director of Wastewater Services and Charleston County 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. Oral and Written Petitions
 - A. John Peters, 1301 Hampshire Road, stated to improve and enrich what we have as an island. He went on to ask the Commission not to sell its 6.52 acres on Dills Bluff Road.
4. Consent Agenda
 - A. **Ms. BrownCrouch moved to approve the consent agenda, seconded by Ms. Milliken. A roll call vote was taken and the motion carried unanimously.**
5. Staff Recommendations
 - A. Approve Employee Policy Manual – Topic deferred.
6. Discuss Request for Commissioners' Feedback on FY25 Strategic Initiatives – Mr. Schaeffer spoke to the FY25 initiative rankings provided by the Commission.
7. November District Management Report
 - A. Mr. Schaeffer referenced packet detail information and reported the following:
 - The legislative reception at the aquarium will be on January 4, 2024
 - Teambuilding Event at Fire Station #1 benefiting James Island Outreach will be held on January 17, 2024
 - We had a very successful Annual Employee Appreciation Event to acknowledge some well deserving and long-tenured JIPSD employees. The next event is scheduled for November 14, 2024
 - 2024 Calendar dates for meeting and events
 - Financial update provided on the general fund
8. Committee and JIPSD Representative Reports – none
9. Correspondence and/or Newspaper Articles – none
10. Oral and Written Petitions - none

11. Executive Session

- A. **Ms. Clifford moved to enter into executive session to receive legal advice associated with the purchase of property for TMS# 454-09-00-018, TMS# 426-09-00-021 and process of Wastewater utility bill appeal for TMS: 427-01-00-012. Mr. Cantrell seconded the motion. A roll call vote was taken and the motion carried unanimously.**
- B. The Commission entered into executive session at 7:25 pm.
- C. The Commission exited executive session at 8:20 pm. No action was taken.
12. Discussion of Process for Wastewater Utility Bill Appeal for TMS 427-01-00-012 - **Ms. Woolsey moved to defer the last item on the agenda, seconded by Ms. Clifford. A roll call vote was taken. 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		Abstain
Ms. Woolsey	Aye	

13. Ms. Woolsey adjourned the meeting at 8:23 pm.



Ronald Ladson
Secretary
RL/TR