
A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:04 p.m. on January 22, 2024, 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: Chip Bruorton, District Attorney; Dave Schaeffer, District Manager; Joanne Tucker, Administration Manager; Tom Glick, Fire Chief; Steve Aden, Director of Fleet Services; Joe Marcinkus, Director of Wastewater Services; Ed Kilcullen, Director of Finance; Anna Mae Van Dyke, Accountant; Walter Desmond, Director of Solid Waste Services; Brook Lyon, Mayor of the Town of James Island; Troy Mullinax, James Island Town Councilman; Gary Bailey, Love, Bailey and Associates; Wes Linker, Technical Programs Manager for Charleston County Public Works; John Martin, Charleston County Public Works; Kyle Michel, JIPSD Lobbyist, and Charleston County Officer McKinnon.

Commissioner 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. Election of James Island Public District Commission Officers
 - A. The election resulted in the following: Commissioner Clifford was elected Chair, Commissioner Grant was elected Vice Chair and Commissioner Ladson was elected Secretary
4. Discuss Commissioner Decorum
 - A. Attorney Chip Bruorton discussed proper Commission Decorum stating that the Rules of Debate should be followed as per Roberts Rules of Order. A handout was presented to the Commissioners.
5. Oral and Written Petitions

Public Comment Rule 22: Purpose of Public Comment. Public comment is for the purpose of permitting the public to address the Commission; not to debate or berate the Commission or its employees. No person, including the Commissioners and any person having the floor, shall be permitted to enter into any discussion, either directly or through a member of the Commission during this period. No question shall be asked of a Commissioner or staff person for the purpose of eliciting a response during this portion of the meeting. All matters will be recorded, and the Commission will determine if the citizen shall receive a direct response at a later time.

 - John Peters, 1301 Hampshire Road, requests the JIPSD to reconsider the sale of the Dills Bluff property and use it for a better purpose. He also asked that the JIPSD sell to the Town of James Island. Mr. Peters states that we are short on park space. His last request was that the JIPSD do their due diligence and have an Environmental Impact Assessment conducted to assess how development would impact this land, the environment, and James Island.
 - Wendy Teel, 1290 Hampshire Road, stated that she was opposed to a three-story storage unit being built on this property (large footprint buildings and homes). She feels there would be problems with trash, flooding and a disruption to the neighborhood. She requested that the JIPSD find another way.

- Melissa Luby, 1330 Whitehouse Boulevard, was concerned about the fate of the Grand Trees on the Dills Bluff property. She explained how construction on the property would ultimately affect the root systems in the trees. Her request was the JIPSD withdraw from the sales contract the PSD has with K.T. Properties
- Sandrine Camporro, 1262 Hampshire Road, expressed that she is opposed to the Marsh Walk Village development—concerned about flood control, the trees, crime and encroachments. As far as commercial property, she is opposed to more storage buildings and the drainage issue. Urged the JIPSD to back out of the sale of the property.
- William Cribbs, 795 Brown Drive, is in opposition to the Marsh Walk project stating that the property does not need to be developed, nor do we need more storage facilities. He also mentioned concerns about drainage issues.
- Barbara Hutchison, 727 Waterloo St, appeared before the Commission to discuss a high sewer bill due to a running toilet. She would like some assistance and if denied, she would like to make a formal appeal.

6. Consent Agenda

A. **Commissioner Milliken moved to approve the consent agendas (both Administrative and Regular meetings), seconded by Commissioner Clifford. A roll call vote was taken, and the motion carried unanimously.**

7. Presentation of the JIPSD FY23 Audited Financial Statements – Love, Bailey & Associates

A. Gary Bailey led the Commission through the Audited Financial Statements highlighting gains and losses in each department of the District. He stated there were no findings and the District had good controls and processes. He also stated there were no abnormal expenses; however, we have all been hit with inflation, fuel increases and the rising costs of labor. The audit was issued an unmodified opinion.

8. Staff Recommendations

A. Approve MOA with Charleston County associated with the Carol Street Utility Relocation Project – Wes Linker, Technical Programs Manager, Charleston County Public Works. **Commissioner Milliken made a motion to approve. The motion was seconded by Commissioner Clifford. Discussion followed. A roll call vote was taken, and the motion carried unanimously.**

B. Approve MOA with Charleston County associated with the Traffic Control Utility Relocation Project at Fort Johnson and Camp Road – John Martin, Construction Project Manager, Charleston County Public Works. **Commissioner Clifford made a motion to approve. The motion was seconded by Commissioner Woolsey. Discussion followed. A roll call vote was taken, and the motion failed 3 to 4 as follows:**

Commissioner BrownCrouch	Aye	
Commissioner Cantrell		Nay
Commissioner Clifford	Aye	
Commissioner Grant		Nay
Commissioner Ladson		Nay
Commissioner Milliken		Nay
Commissioner Woolsey	Aye	

C. Motion to approve MOA with Charleston County associated with the Traffic Control Utility Relocation project at Fort Johnson Road and Secessionville Road—John Martin, Construction

Project Manager, Charleston County Public Works. **Commissioner Milliken made a motion to approve. The motion was seconded by Commissioner Clifford. A roll call vote was taken and the motion carried unanimously.**

- D. Authorize District Manager to execute proposed contract with Spartan Fire for the Enforcer PUC Pumper including \$500,000 pre-payment terms – Dave Schaeffer, JIPSD District Manager. **Commissioner Milliken made a motion to defer the authorization of the District Manager to execute the proposed contract with Spartan Fire for the Enforcer PUC Pumper including \$500,000 pre-payment terms until the July 2024 meeting. This motion was seconded by Commissioner Grant. Discussion followed. A roll call vote was taken, and the motion failed 1 to 6 as follows:**

Commissioner BrownCrouch	Nay
Commissioner Cantrell	Nay
Commissioner Clifford	Nay
Commissioner Grant	Nay
Commissioner Ladson	Nay
Commissioner Milliken	Aye
Commissioner Woolsey	Nay

- E. Authorize District Manager to execute proposed contract with Spartan Fire for the Enforcer PUC Pumper including \$500,000 pre-payment terms – Dave Schaeffer, JIPSD District Manager. **Commissioner Clifford made a motion to approve. This was seconded by Commissioner Woolsey. A roll call vote was taken, and the motion carried 5 to 2 as follows:**

Commissioner BrownCrouch	Aye
Commissioner Cantrell	Aye
Commissioner Clifford	Aye
Commissioner Grant	Nay
Commissioner Ladson	Aye
Commissioner Milliken	Nay
Commissioner Woolsey	Aye

- F. Approve Resolution to reimburse up to \$750,000 for the Enforcer PUC Pumper – Dave Schaeffer, JIPSD District Manager. **Commissioner Clifford made a motion to approve. This was seconded by Commissioner BrownCrouch. A roll call vote was taken, and the motion carried 5 to 2 as follows:**

Commissioner BrownCrouch	Aye
Commissioner Cantrell	Aye
Commissioner Clifford	Aye
Commissioner Grant	Nay
Commissioner Ladson	Aye
Commissioner Milliken	Nay
Commissioner Woolsey	Aye

9. District Management Update from the Ad Hoc Meeting held January 22, 2024 at 6:30pm

Members of the JIPSD Commission and Town Council will remember that this process starts with the Town's Annual Budget Process. The JIPSD is provided with the figure from the Town based on the Projected LOST Funds Figures. The most recent figure was \$1.285 million for FY23-24; \$1.271 million for FY22-23; \$1.069 million for FY21-22. I wanted to provide you with the prior annual budget figures as well as the most recent annual notice signed by the JIPSD and the Town. With the JIPSD Ways and Means Discussions scheduled over the next two months, I wanted to provide you with a packet of the supporting documentation with the figures from the past several years year. If members of either governing body have any questions, we have subject matter experts to get you answers – please don't hesitate to reach out to me directly. If I can't give you an answer off the top of my head, I can certainly get you an answer about the Annual Cost Share Agreement.

10. January District Manager Report

We have a lot going on with the District right now, and I am happy to report another excellent JIPSD Team Building Event last Wednesday the 17 January here in the bay of Fire Station #1. Carla has posted the pictures and we haven't heard the end of it that Chief Glick was on the winning team. This was a great event that benefited James Island Outreach and we got to interact with Mr. Matt Whipple – Client Advocate and Jeff Gordon is the Executive Director of James Island Outreach. Outback Teambuilding did another fantastic job coordinating the event and it's always great to have employees from different departments interacting in this way. Thank you to Commissioners Woolsey and Cantrell for participating in this event.

I am happy to report that we had a successful event at the Aquarium for the Chamber's Legislative Reception – we were able to express our gratitude to the decisionmakers in Columbia helping the JIPSD – thanks to Commissioners Clifford and BrownCrouch for attending with the JIPSD Staff.

In very similar efforts, I am happy to report that Tamara and I had another successful opportunity in Columbia last Thursday 18 January at the SCSPD Annual Legislative Breakfast – this event has grown in attendance, and we were able to have successful interactions with the Decision-makers in Columbia as they come into session.

Joanne is flying solo tonight because I'm happy to report that Tamara is Training in Columbia this week with the Government Finance Officers Association. I'm in Lake City attending training next Thursday and Friday through the South Carolina City and County Management Association. I will be sure to continue to share the training materials and presentations as they are provided to us.

The SCSPD Leadership Conference is scheduled for Thursday 16 May 2024 is Blythewood – please let both Tamara and I know if you are interested in attending so we can get our group registered. Thank you to Commissioner Cantrell for attending with us last year – I'll be sure to send out the agenda as SCSPD sends it out.

We have some extra meetings over the next several months and I appreciate your willingness to meet and discuss the JIPSD business more frequently over the first quarter of 2024:

Next Wednesday 31 January 2024 = JI Intergovernmental Council 7pm at Town Hall – Commissioner Clifford is the Chair of the Intergovernmental Council for 2024.

Monday 12 February is the next Ways & Means Committee Meeting 6:30pm here at Fire Station #1 to discuss the FY25 Annual Budget Resolution with all of the supporting documentation.

The Regular JIPSD Commission Meeting 7pm Fire Station #1 two weeks later on Monday 26 February 2024

Another Ways & Means Committee Meeting two weeks later 6:30pm Monday 11 March 2024 here at Fire Station #1

The Regular JIPSD Commission Meeting 7pm Fire Station #1 two weeks later on Monday 25 March 2024

JIPSD Staff is diligently working to compile the supporting documentation associated with these Meetings and we look forward to incorporating the FY25 Strategic Initiatives ranked and prioritized by the Commission.

Finally, the JIPSD will observe the President’s Day Holiday on Monday 19 February 2024. Solid Waste Collection will resume on Tuesday 20 February and run through Friday 23 February – with the collection schedule pushed back 1 day; so the normal Mondays Route will begin Tuesday 20 February and the normal Thursday route will happen on Friday 23 February 2024.

- 11. Committee and JIPSD Representative Reports – none
- 12. Correspondence and/or Newspaper Articles – none
- 13. Oral and Written Petitions – none

14. Executive Session

- A. **Commissioner Milliken made a motion to enter into executive session to discuss negotiations relating to a real estate contractual matter regarding properties with the TMS# 4251200185 and TMS# 4251200298 (6.52 acres) on Dills Bluff Road and to discuss a personnel matter involving a present and former JIPSD employee. Commissioner Grant seconded the motion. A roll call vote was taken and the motion failed due to the lack of a 2/3 vote:**

Commissioner BrownCrouch	Nay
Commissioner Cantrell	Aye
Commissioner Clifford	Nay
Commissioner Grant	Aye
Commissioner Ladson	Aye
Commissioner Milliken	Aye
Commissioner Woolsey	Nay

B. **Commissioner Clifford made a motion to adjourn the meeting. Commissioner Woolsey seconded the motion. A roll call vote was taken, and the motion failed 2 to 4 as follows:**

Commissioner BrownCrouch		Absent
Commissioner Cantrell		Nay
Commissioner Clifford	Aye	
Commissioner Grant		Nay
Commissioner Ladson		Nay
Commissioner Milliken		Nay
Commissioner Woolsey	Aye	

C. **Commissioner Woolsey made a motion to enter into executive session to discuss personnel matters. Commissioner Clifford seconded the motion. A roll call vote was taken, and the motion carried 4 to 2 as follows:**

Commissioner BrownCrouch		Absent
Commissioner Cantrell	Aye	
Commissioner Clifford	Aye	
Commissioner Grant		Nay
Commissioner Ladson	Aye	
Commissioner Milliken		Nay
Commissioner Woolsey	Aye	

15. Adjournment:

- Chair Clifford adjourned the meeting at 8:54 pm (Chair Clifford made the motion and Commissioner Milliken seconded. Roll call vote was unanimous.)



Ronald Ladson
Secretary
RL/JHT