

A regular meeting of the James Island Public Service District (JIPSD) Commission was held at 7:00 p.m. on May 20, 2024, at James Island Fire Station #1 located at 1108 Folly Road, James Island, South Carolina.

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

Also present were Tim Muller, District Attorney; Tamara Robinson, Acting District Manager; Joanne Tucker, Administration Manager; Tom Glick, Fire Chief; Shawn Engleman, Deputy Fire Chief of Administration and JIPSD Safety; Brad Smiley, Deputy Fire Chief of Operations; Steve Aden, Director of Fleet Services; Kendra Smith, Director of Wastewater Services; Kevin Lavaughn, Assistant Director of Wastewater Services; Ed Kilcullen, Director of Finance; Walter Desmond, Director of Solid Waste Services and Tynetta White, Executive Assistant.

Chair Clifford called the meeting to order at 7:02 p.m. A moment of silence was held for James Island Elementary School teacher Ms. Walker, who was called home to be with the Lord. Chair Clifford said that Ms. Walker left a lasting impression on the children she taught, and she could never be replaced. An invocation was given followed by the Pledge of Allegiance. The Star-Spangled Banner was sung by Chair Clifford.

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. Consent Agenda

Chair Clifford moved to approve the following minutes: Ways and Means, March 11, 2024; Public Hearing Meeting, April 22, 2024; Regular Commission Meeting, April 22, 2024, and Wastewater Committee Meeting, May 6, 2024. The motion was seconded by Commissioner BrownCrouch. A roll call vote was taken, and the motion was carried unanimously.

Informational Items:

5. *Fire Station #2 Status Update*, Chief Glick, said that on May 2, 2024, a meeting was held with senior staff, Steve Coe Architects, and J. Davis Construction firms to discuss pricing on Fire Station #2. There were some numbers that needed to be worked on to come within the budget and they are running new numbers and should have a pricing update at the meeting taking place at the end of July. There were minor changes made to the plans that are being worked into the design phase. There may be a meeting in June with pre-pricing but with permitting taking up to 20 weeks, it may be November before construction begins.
6. *Proposed Updates to FY25 Draft Budget and FY25 Budget Resolution*, Mr. Kilcullen stated that the last time he presented the budget to Commissioners, it included raises for employees in the excess of the increase in tax revenue for the general fund which is not sustainable. Adjustments were made so that every employee can be eligible for a 3.2% average merit increase and a 3% Cost of Living Adjustment (COLA). For the sake of transparency, he went over one-time transactions that are incurring in both the general and wastewater funds through the fund balance. He explained that these transactions

include marketing, fire truck repairs, remodeling of bathrooms at Fire Station #4, purchase of an inflatable education house, purchase of a fuel tank that will serve the entire district's fleet, purchase of radios, repair of roof leaks at the solid waste building, and an automatic side loader. All repairs total \$896,000. A similar situation where the fund balance would be used is in the wastewater fund. There is the local match for the ARPA project (sewer expansion in Clark's Point-\$18,000), marketing materials, addressing concerns for identity and communication, County relocation projects which mandated the moving of sewer lines, purchase of a vacuum truck, radios, fuel tanks, replacement of a generator, pump replacements, and pump station #23 renovation. These expenditures total \$1,273,000. The wastewater fund balance total is \$8,100,000. Mr. Kilcullen repeated that these are one-time purchases. Discussion followed.

7. *Proposed Updates to Resolution No. 23-05 Wastewater Collection System Use and Rate*, Mr. Kilcullen stated that this item has not had any changes since the last meeting. The results of the rate study were fees increased to 7.5 percent. He thanked the Commissioners for their consideration for the removal of the drop box outside the office as it is a safety hazard. Commissioner Cantrell brought to the attention of the Commissioners a typo on page 21, "Transportation Impact Fee" under FY27. The fee reads \$15.70 and should be \$1,570.00. He also questioned whether the "Unauthorized Use/Tampering Fee" was too low. Commissioner Milliken asked if it was decided what the "Credit Card Convenience Fee" would be. Mr. Kilcullen answered that the fee would be \$1.50 and would not go into effect until January.
8. *District Manager's Report*, Ms. Robinson introduced Tynetta White as the new Executive Assistant in the Administrative Department and Kendra Smith as Director of Wastewater Services. She thanked everyone that supported the Adopt a Highway pickup on Saturday, May 18th and reminded all that the office would be closed Monday, May 27th in honor of the Memorial Day holiday and Wednesday, June 19th in observance of Juneteenth National Independence Day. After the Memorial Day holiday, the Wastewater department will return to the operating hours of Monday through Thursday, 7 a.m. to 5 p.m. This change will better support the department's operational needs and the organization's structure. The DM search team met Wednesday, May 15th and reviewed applications and discussed the next steps for onboarding the new District Manager. This matter will be discussed further in Executive Session. Commissioner Woolsey expressed that she is opposed to the Wastewater Department being on call on the weekend and feels that there needs to be a team on the island in case of emergencies.
9. Committee and JIPSD Representative Reports
 - A. **Wastewater Committee Update and Recommendation – May 6, 2024, Commissioner Woolsey made a motion to drop Up on the Hill Road from the sewer expansion project, seconded by Commissioner Clifford. Motion carried unanimously.**

Commissioner Woolsey made a motion to drop Oak Point from the sewer expansion project, seconded by Commissioner Clifford. Commissioner Cantrell stated that he thinks it is too early to eliminate Oak Point from the project. He mentioned that Bob George is still working on this matter, and the Town has sent letters to the residents in this community. Commissioner Brown Crouch feels that we should not force sewer on people that do not want it. Commissioner Ladson agreed and said that residents had adequate time to respond. Commissioner Milliken stated that Oak Point is not the same as Up on the Hill Road because it involves several Town residents. The Town residents are in a different situation because the Town has received earmarked funds from

the State to pay the costs for the grinder pumps. Part of the difference between the Up on the Hill community is that they are unincorporated Charleston County residents who did not receive the earmarked funds to help them pay for the grinder pumps or to abandon their septic tanks. We are still working with the Town of James Island residents in the Oak Point community. Additionally, the location at Ellis Creek has had the worst pollution for the past 10 years in Charleston County. This location started this process, the study, and the EPA warning to clean the creek. She urged all Commissioners to keep the Oak Point project in the grant. Commissioner Woolsey said that Oak Point is where she really wanted to see the sewer expansion project. The residents do not want this and will fight it and she feels the money could be allocated elsewhere. She is disappointed but does not feel the District needs to have its engineers tied up on a project that is not going to go through. **A roll call vote was taken, and the motion failed 3-3 as follows.**

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

Commissioner Clifford made a motion to revisit the motion to drop Oak Point from the sewer expansion project at the June meeting, giving the one month proposed by Commissioner Cantrell for the responding parties in the Oak Point community to respond, seconded by Commissioner Milliken. A roll call vote was taken, and the motion was carried unanimously.

10. Oral and Written Petitions – None.

11. Executive Session associated with the following:

A. Commissioner Clifford made a motion to enter executive session at 7:36 p.m., to discuss negotiations and/or receipt of legal advice concerning purchase agreement for TMS #425-12-00-298 and TMS #425-12-00-185 and the District Manager search. Commissioner Cantrell seconded the motion and the motion carried unanimously.

B. No action was taken in Executive Session.

12. Adjournment:

Chair Clifford made a motion to adjourn the meeting at 8:02 p.m., and Commissioner Milliken seconded. Motion carried unanimously.

Ronald Ladson
Secretary
RL/TW