

A Regular Meeting of the James Island Public Service District (JIPSD) Commission was held at 6:44 p.m. on April 28, 2025, at James Island Fire Station #1, located at 1108 Folly Road, James Island, South Carolina.

Present at the meeting were the following members: Paul Cantrell, Chair, who presided; Inez BrownCrouch (arrived at 7:04 p.m.), Marilyn Clifford, Brenda Grant, Shelby Ivery, Ronald Ladson, and Eugene Platt.

Also present were Tim Muller, District Attorney; Ashley Kellahan, District Manager; Tamara Robinson, Assistant District Manager; Ed Kilcullen, Director of Finance; Star Ross, Director of Human Resources; Joanne Tucker, Administration Manager; Mark Davis, Fire Chief; Shawn Engelman, Deputy Fire Chief of Administration & JIPSD Safety Director; Kendra Smith, Director of Wastewater Services; Walter Desmond, Director of Solid Waste Services; James Reindollar, Lead Vehicle Maintenance Mechanic; Tynetta White, Executive Assistant; and Charleston County Sheriff's Officer Colt Arrington.

Chair Cantrell 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. Consent Agenda

Commissioner Clifford made a motion to approve the minutes of the March 24, 2025, Regular Commission meeting and the March 24, 2025, Wastewater Committee meeting. The motion was seconded by Commissioner Ivery. A roll call vote was taken, and the motion was carried unanimously.

Staff Recommendations:

5. Engineering Task Order 25-1, Sewer, Sewer to Isolated Unincorporated Areas. **Commissioner Clifford made a motion to approve. The motion was seconded by Commissioner Grant. G. Robert George, District Engineer, stated that this project would provide sewer service to approximately 12 septic properties. Funding for this project will require a loan application to the USDA. The construction cost estimate of this project is \$600,000. Discussion followed. A roll call vote was taken, and the motion was carried unanimously.**

6. Engineering Task Order 25-2, Signal Point Solid Waste Vehicle Parking Area Site Renovation Project. **Commissioner Clifford made a motion to approve. The motion was seconded by Commissioner Ladson. Mrs. Kellahan stated that the District has engaged G. Robert George to survey and design a conceptual plan for the parking facilities improvements. Mr. George added that the Signal Point property is within the City of Charleston and is subject to stormwater management guidelines. Services will include the redesign of the southeastern corners of the Signal Point site, below grade stormwater detention storage, and an oil water separator to remove oil and grease from the stormwater before retention and final discharge into the storm drainage facilities. Discussion followed. A roll call vote was taken, and the motion was carried unanimously.**

7. Adoption of FY26 Budget and Resolution – Final Reading. **Commissioner Clifford made a motion to approve. The motion was seconded by Commissioner BrownCrouch. Discussion followed. A roll call vote was taken, and the motion was carried 5-2.**

Commissioner BrownCrouch	Aye	
Commissioner Cantrell	Aye	
Commissioner Clifford	Aye	
Commissioner Grant		Nay
Commissioner Ivery	Aye	
Commissioner Ladson	Aye	
Commissioner Platt		Nay

Informational Items

8. Phase 1 PS-33 Force Main Capacity Upgrade/Bypass Project - None.

9. Discussion of Impact Fees for New Construction. Mrs. Kellahan stated that Commissioner Platt inquired about the possibility of the District looking at impact fees to offset all the new construction and development. The response was that the District is not able to place impact fees for general fund services. The SC Development Impact Fee Act only applies to cities and counties. There is an exemption for Special Purpose Districts regarding water and sewer, and the District currently has an impact fee for sewer. The District currently has within the FY26 Budget, the cost to do an impact fee study for wastewater to ensure that it is as comprehensive as it could be. Commissioner Platt stated that it may be prudent for the Commission to contact Representative Wetmore for support.

10. District Management Report – Ashley Kellahan, reported the following:

- **Signal Point Complex Improvements** – New camera and access control installation has been installed. Exterior painting is underway. Coast Architects is working on task order for Signal Point renovations.
- **Procurement** – Held two bid openings, one for groundskeeping at the pump stations and one for Subsurface Utility Locates. Evaluation Committees will review each and plan to request awards at May's meeting.
- **Clarks Point SCIIP Project** –Work continues. The 3rd Construction Notice was mailed to residents. Mesa Land Services have begun building relationships with homeowners and have been communicating regularly with travel updates, etc. We are looking to install electronic signage to help with service delivery.
- **USDA Funding Update** – We held a virtual meeting with the USDA staff and G. Robert George, Lawrence Flynn, and Kyle Michel were in attendance as well. It was a very productive meeting, and we have a path forward to submitting three separate applications, one for a solid waste lay down yard, one for a Resiliency project to floodproof pump stations, and one to extend sewer to isolated parts of the island.

- **Grant Consulting** – We have had two meetings over the past month. We held a comprehensive needs assessment so our consultants could focus on the appropriate funding opportunities. They compiled a report overviewing 12 grants/foundations. We are working to narrow that list down and see what is feasible, and what we could potentially do in-house, and which ones we may ask them to pursue.
- **Networking** – Attended the April 23rd Intergovernmental Meeting and provided a JIPSD staff report. Attended the Town of James Island's Grand Opening of Mill Point Park.
- **Looking Ahead** – May Commission meeting will move up one week to 5/19/2025 due to the Memorial Day Holiday.

11. Financial & Department Reports – Department Directors

A. Ed Kilcullen, Director of Finance, reported on the District's finances at the period ending 03/31/2025; 75 % of the fiscal year. He introduced Stephanie Alexander as the new accountant in the Finance Department.

B. Kendra Smith, Director of Wastewater Services, stated that the notice to award the Phase 6 project was given to Bio-Nomics Services Inc. The Harbor View Road force main project is ongoing, and N. Shore Drive is currently open to traffic. The Clark's Point project is progressing, and the Wastewater department has hired Mesa Land Services to help with public relations associated with this project by publishing correspondence. There will also be weekly updates for residents regarding the project. Sign boards will also be posted in the neighborhood.

C. Mark Davis, Fire Chief, said there were 227 calls for service in the month of March. The bathroom remodel at Fire Station #4 is about 95% complete. He, along with the Charleston Fire Department, attended the Intergovernmental meeting to discuss the reengagement of the James Island Emergency Preparedness Committee. Special thanks to Shawn Engelman and crew at JIPSD Fire Department for being awarded the "Fire Safe South Carolina Community" designation. Fire Departments are awarded this designation for their engagement with the community through fire prevention, training, and public messaging. Chief Davis introduced new employee, Langston Nichols who recently moved from Columbia, SC.

D. Star Ross, Director of Human Resources, updated the Commission on the District's employee engagement activity. There were 45 participants and employees shared lots of fun and laughs. In conjunction with the activity there was a food drive with the James Island Outreach where food was donated. She attended training with the South Carolina Human Affairs Commission and the State Accident Fund. She will attend James Island Charter High School's, Wellness and Prevention Event to continue the message that there are good jobs on the Island and people do not need to move.

E. James Reindollar, Lead Fleet Mechanic, informed the Commission on the Signal Point fuel tanks. May 5th is the scheduled date for the removal of the old fuel tanks. The new fuel tanks should be set up within 2-4 weeks afterwards.

F. Walter Desmond, Director of Solid Waste, stated that the department was fully automated with garbage collection. He asked the Commissioners to remind the constituents to watch what is put in the carts, prepare yards for hurricane season and check the District's website for rules and regulations. They can also call the office with any questions.

12. Committee and JIPSD Representative Reports - None

13. Correspondence and/or Newspaper Articles. Two articles were provided to the Commission regarding the Cost Share Agreement.

14. Oral and Written Petitions

Nathan Johnson, 862 Seafarer Way, said he has been employed with the District for 45 years and has been involved in many of the District's projects since 1979. He does not agree with what the Town of James Island did and a lot of the constituents in his neighborhood feel the same. They work for the taxpayers, and the constituents will not forget about the decision that was made with local sales tax money. Our voices will be heard at the ballot box.

15. Executive Session

A. Legal Review of Street Lighting Franchise.

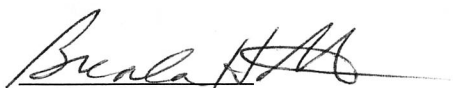
Commissioner Clifford made a motion to enter an Executive Session at 7:48 p.m. The motion was seconded by Commissioner BrownCrouch. A roll call vote was taken, and the motion was carried 6-1.

Commissioner BrownCrouch	Aye	
Commissioner Cantrell	Aye	
Commissioner Clifford	Aye	
Commissioner Grant	Aye	
Commissioner Ivery	Aye	
Commissioner Ladson	Aye	
Commissioner Platt		Nay

The Commission returned to Regular session at 8:14 p.m. No action was taken in the Executive Session.

16. Adjournment

Commissioner Ladson made a motion to adjourn the meeting at 8:14 p.m. The motion was seconded by Commissioner Platt. A roll call vote was taken, and the motion was carried unanimously.



Brenda Grant
Secretary
BG/TW