

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. at the Town Hall, 1122 Dills Bluff Road, James Island, SC on Thursday, June 18, 2020. The following Councilmembers were present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey, who presided. Also, Town Administrator, Ashley Kellahan, Public Works Director, Mark Johnson, Island Sheriffs Patrol, Sgt. Shawn James, Town Attorney, Bonum S. Wilson, and Town Clerk, Frances Simmons. A quorum was present to conduct business.

This meeting was held in compliance with the Freedom of Information Act and the requirements of the Town of James Island.

Opening Exercises: Mayor Woolsey called the meeting to order. Councilwoman Mignano led Council in prayer and followed with the Pledge of Allegiance.

Public Hearing: Ordinance #2020-05: Draft FY 2020-2021 Annual Budget for the Town of James Island: Mayor Woolsey opened the Public Hearing. No one signed in to speak and the hearing was closed.

A point of order was called to add Public Comments to the agenda inadvertently left off of the agenda.

Public Comments: Mark Teseniar, 467 Ft. Johnson Road. Mr. Teseniar said he lives adjacent to Pinckney Park. He thanked Council for their service and the work done at Pinckney Park. He said in opening of the Pavilion, he would like to see it open three (3) days a week; nature trails; and benches and picnic tables scattered throughout the park. Since he lives next to the Park, lights out at night with a motion sensor would be good.

Consent Agenda:

Minutes of May 21, 2020 Regular Town Council Meeting: Councilman Milliken moved for approval of the Consent Agenda correcting an error under the Environment and Beautification Committee Report to reflect there were five (5) volunteers. Councilman Mullinax seconded and the motion passed with the correction.

Information Reports:

- a. Finance Report: Town Administrator, Ashley Kellahan, gave an overview of the Finance Report provided to Council. She added that salaries/fringes on the report highlighted are estimates due to a glitch in QuickBooks. Corrections, if any, will be made on next month's report.
- b. Administrator's Report: Mrs. Kellahan reviewed the Administrator's Report adding that invitations for bids have gone out for auditing services for the Town. Bids are due back by June 26. Councilman Boles has agreed to serve on the Evaluation Committee for selection of a firm. Councilman Milliken asked about the number of permits issued in May for tree removals (20). Both Mrs. Kellahan and Mr. Johnson explained that people preparing for hurricane season want to take out trees that pose a danger to their property.
- c. Public Works Report: Public Works Director, Mark Johnson gave an overview of the Public Works Report. He also gave an update on the Supplemental Stormwater manual standards tracking with the Town, City, and County. Councilwoman Mignano asked about

the number of drainage easements needed for Seaside and Honeyhill. Mrs. Kellahan answered 19 were received; 14 remains; for a total of 33. Councilman Milliken asked about training for GeothinQ for the Tree Advisory program. Mr. Johnson will coordinate the training.

- d. Island Sheriffs' Patrol Report: Sgt. James reviewed the Island Sheriffs' Patrol Report and gave the crime statistics. He announced that Deputy Christopher King has been selected as the full-time Deputy for the Town, working 8:30-4:30 Monday – Friday.

Requests for Approval:

Concrete Slab for Pinckney Park Storage Shed: Mrs. Kellahan announced that three (3) estimates were received and recommended the award to Luis Concrete; low estimate of \$10,820. Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax. Mrs. Kellahan answered Councilwoman Mignano question about the slab and afterward the motion passed unanimously.

Amended: Pinckney Park Rental Guidelines and Agreement: Mrs. Kellahan gave an overview of the guidelines for renting the Pavilion at Pinckney Park. She noted that the guidelines were mostly modeled after the shelter at James Island County Park. The hours of operation and general use by the public was discussed. Motion to adopt was made by Councilman Milliken, seconded by Councilwoman Mignano. Councilman Milliken asked that golf carts, ATVs and dirt bikes not be allowed on the trails. Oyster shells (from oyster roasts) must be disposed of after the event and signage posted to inform people. Councilman Milliken said he did not like the idea of alcohol use and asked that alcohol not be permitted. Councilman Milliken moved to amend the motion to prohibit the use of alcohol; Councilman Mullinax seconded. The amended motion failed.

Councilman Milliken further asked to consider use of the Pavilion on Monday, Wednesday, and Friday, and every other weekend to allow others use of the space. Councilman Milliken moved for the rental of the Pavilion to three (3) days a week: Monday, Wednesday, and Friday and every other weekend; Councilman Mullinax seconded. Councilwoman Mignano discussed options for flexible use. Councilwoman Mignano moved to amend Councilman Milliken's motion to restrict reservations to five (5) a week during weekdays. Councilman Milliken seconded and it passed. This amended motion substitutes Councilman Milliken's. Main motion passed with the amendment.

Holiday Festival of Lights Sponsorship Renewal: Mrs. Kellahan presented for approval a two-year sponsorship for the Holiday Festival of Lights. Motion in favor was made by Councilman Mullinax, seconded by Councilwoman Mignano, and passed unanimously.

Tennent Street Outfall Device: Mrs. Kellahan presented for approval a replacement tide flex backflow device for Tennent Street. This device was installed years ago and is no longer functional. A \$8,615 quote was received from Red Valve Company for the replacement. Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax. Mr. Johnson answered Councilman Milliken's question about the location of a ditch on the attached drawing. Motion passed unanimously.

Speed Hump Installation Contract: Mrs. Kellahan reported that three (3) bids were received on June 9 for the installation of 17 speed humps with the associated signage. The low bid was received from Truluck Roadway Services for \$104,975. Speed Humps will be installed in Clearview, Eastwood, Stiles Drive, Jerdone, and Schooner Road. Motion in favor was made by Councilman Mullinax, seconded by Councilwoman Mignano and passed 4-1; Councilman Boles voted 'no.

Committee Reports:

Land Use Committee: No report.

Environment and Beautification Committee: Councilman Milliken reported that a gorilla litter pickup was held on Saturday, May 30 on Riverland Drive. Seven (7) volunteers participated and picked up 23 bags of litter. He thanked Sgt. James for helping with traffic control. An Adopt-A-Highway litter pick up will be held on Saturday, June 20 from 8-10 a.m. Volunteers are to meet at the Town Hall for assignments. Supplies will be place on the porch. Social distancing will be adhered and masks are recommended.

Children's Committee: No report.

Public Safety Committee: No report.

History Committee: Mayor Woolsey announced that the History Council met on June 2 for its regularly scheduled meeting. Nominations to History Council: Mayor Woolsey moved for the nomination of Inez Brown-Crouch to serve on the History Council; Councilman Mullinax seconded and passed unanimously. Councilman Milliken asked that appointment terms are added on the website.

Rethink Folly Road Committee: No report.

Drainage Committee: No report.

Business Development Committee: Councilman Boles announced he is working with Mrs. Kellahan on developing a spreadsheet of James Island businesses and hopes to have a meeting soon.

Trees Advisory Committee: Councilman Milliken said the Trees Advisory Council met on June 9. James Island has earned recognition as a 2019 Tree City USA. The Tree City USA Program is sponsored by the Arbor Day Foundation in partnership with the US Forest Service and the National Association of State Foresters. He thanked Mrs. Kellahan, Mrs. Crane (Planning Director), and the Trees Advisory Council for their support in the application process. A celebration will be held in with the annual Arbor Day recognition in December. The Trees Advisory Council is working on information resources for planting trees. A program will be developed to award citizens that have exemplary trees (such as yard of the month).

James Island Intergovernmental Council: Mayor Woolsey announced that an in-person meeting will be held on July 22 at 7 p.m. at Town Hall.

Proclamations and Resolutions:

Amending Resolution# 2019-22: Correcting Name to Tree Advisory Council and Add Two At-large Members: Councilman Milliken said this Resolution corrects the name to Tree Advisory Council from “Tree Advisory Committee”; it also adds two At-large members appointed by the Chair. Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax, and passed unanimously.

Emergency Ordinances:

E-01-2020 Pertaining to Electronic Meetings: Superseded by E-03-2020 Amended to Expire June 18: Councilman Milliken moved to extend the Emergency Ordinance to July 16 due to the number of COVID-19 cases still increasing. He said it is better to err on the side of caution and go back to having electronic meetings. Councilman Boles seconded. Councilman Boles asked the possibility of having Councilmembers at the Town Hall via Zoom. Mayor Woolsey said that would be challenging because of the feedback with everyone on that platform using their computers. Councilman Boles moved to amend the motion to include attendance at meetings by the electronic of choice. Mayor Woolsey noted that this option is in the Ordinance and the motion was withdrawn. Motion to extend Emergency Ordinance E-3-2020 to July 16 passed unanimously.

E-02-2020 Pertaining to Hospitality, Plastics, Playground Equipment, Water Fountains, Restrooms. Amended to Expire June 18: Councilman Milliken moved to extend the Emergency Ordinance to July 16 for determination; Councilman Mullinax seconded. Mayor Woolsey spoke that it is time to collect Hospitality Taxes. He said the County has begun collections and the City has begun regulating plastic use. He is not in favor of extending the Ordinance. Councilwoman Mignano spoke in favor of using the playgrounds and restrooms with increased sanitation options available to the public. Mrs. Kellahan spoke in favor of collecting Town Hospitality Taxes. She said most of our businesses are remitting and concerned that those that are not would be further behind. Councilmen Milliken and Boles voted yes for the extension; Councilmembers Mignano, Mullinax, and Mayor Woolsey voted ‘no. Motion to extend Emergency Ordinance E-02-2020 failed. As of June 19 the Town’s park facilities are open to the public.

E-05-2020 Acceptance of Applications Requiring Public Hearings: Expired June 15. No action taken.

Ordinances up for Second/Final Reading:

Ordinance#2020-06: Draft FY 2020-2021 Annual Budget for the Town of James Island: Motion for adoption of the budget was made by Councilman Mullinax, seconded by Councilman Milliken. Councilman Milliken asked the difference in total expenditures in May’s draft budget vs. this version; to which Mrs. Kellahan responded that the additional savings shown in the revised draft budget are \$157,620, and the difference of \$25,679 is reflected in the increase of that amount in the transfer from the unencumbered fund balance. Councilman Boles had several questions regarding the Cost Sharing with the James Island PSD and Mayor Woolsey gave explanation that the expenditures are used for the general fund for fire protection and solid waste services. Councilman Boles asked the City’s share and whether the Town is on an equal footing cost wise to which Mayor Woolsey explained. Councilwoman Mignano asked that the Repair Care Program not decrease because it helps our citizens. She then moved to amend the budget to add \$10,000 to Repair Care taken from the Fund Balance. Councilman Mullinax seconded, and passed

unanimously. Mrs. Kellahan answered Councilman Milliken's questions regarding hospitality tax revenue; transfer amount of \$330,610, Santee Street Parking expenditure, and staff cost sharing for Rethink Folly. After discussion, the motion to approve the FY 2020-2021 Annual Budget passed unanimously as amended.

Ordinances up for First Reading:

Ordinance# 2020-07 Approving Agreement and Cost Share with the James Island PSD: Mayor Woolsey introduced the Ordinance commenting that Attorney Pope Flynn recommends that each year the Town pass an Ordinance for its cost share with the James Island PSD to authorize tax credits for fire services and solid waste. Under the Ordinance, the annual cost share for this fiscal year is \$900,000 and an annual administrative fee of 1% of the amount of the annual cost share of \$9,000. Motion in favor was made by Councilman Mullinax, seconded by Mayor Woolsey. Councilman Boles asked if the 1% administrative fee had to be paid and Mayor Woolsey explained that if it is not, the Ordinance would have to be amended. As discussion ensued Councilman Boles spoke regarding disposing of the fee and moved to amend the Ordinance that the 1% administrative not be paid. Councilman Milliken seconded. Mayor Woolsey explained the deadline involved in passage of the Ordinance and suggested that Councilman Boles speak with PSD Chair Engelman about the concerns he has with the administrative fee. Mayor Woolsey further explained that the cost sharing agreement benefits the citizens of the Town, not the PSD. He asked that the Ordinance not be amended. Mayor Wooley also said he would speak with Chief Seabolt and share the concerns brought forth. Councilman Milliken asked if Council could defer a decision until the Mayor speaks with Chief Seabolt. He then moved to defer, seconded by Councilman Boles. Mayor Woolsey said the benefits our citizens receive are far worth the 1% fee. He said if the Ordinance is deferred the first reading would be in July, the second in August, then to the PSD for their ordinance and two readings and we would pass the deadline. Councilman Mullinax expressed similar concerns to pass first reading tonight. After discussion, the motion to defer passed with Councilmembers Boles, Mignano, and Milliken voting yes; Councilman Mullinax and Mayor Woolsey voted 'no.

Ordinance #2020-08: An Ordinance to Establish Rental Fees for Pinckney Park Pavilion: Mrs. Kellahan spoke in regard to refunding deposits. She said refunds would be difficult to enforce since staff does not work on weekends and not be able to inspect the Pavilion before and after events. Councilwoman Mignano suggested taking before/after pictures as an option. Mayor Woolsey moved to amend the Ordinance to delete the refundable deposit and charge a flat fee of \$150.00; Councilman Boles seconded, and the Ordinance passed unanimously as amended. Councilman Milliken was informed that the appropriate forms contain legal language that covers damages. A public hearing will be held at the July Council meeting.

Ordinance #2020-09: An Ordinance to Establish Stormwater Fees: Motion in favor was made by Councilman Milliken, seconded by Councilwoman Mignano. Mrs. Kellahan gave an overview of the fees and that the Ordinance mirrors that of Charleston County. Motion passed unanimously. A public hearing will be held at the July Council meeting.

New Business: None

Executive Session: Not needed.

Announcements/Closing Comments: Councilman Milliken commented about the empty wall space in Council Chambers and asked to place on the July Council agenda request for a photo display of former Mayors and members of Council.

Mayor Woolsey brought up the cost sharing agreement with the PSD. He said with Council's deferral, it means a First Reading in July; the second in August, then to the PSD for their readings and our deadline would be missed. He said passing the First Reading and then making changes at the Second Reading could be done before it is brought before the PSD. Councilman Boles and Mayor Woolsey again discussed the 1% administrative fee. Councilman Boles noted that \$9,000 could clean a lot of ditches. Mayor Woolsey told Councilman Boles that he wished he brought questions and concerns about the fee before tonight's meeting. After further discussion, Councilman Boles offered that a motion be made to reconsider the deferral. Mayor Woolsey moved to reconsider the decision to defer First Reading of Ordinance #2020-07; Councilman Mullinax seconded. Councilman Boles retracted his vote to add to the Mayor's for First Reading. Motion to reconsider passed; Councilman Milliken voted 'no. First Reading of Ordinance 2020-07 passed; Councilman Milliken voted 'no. Mayor Woolsey thanked Councilman Boles for reconsidering.

Adjournment: There being no further business to come before the body, the meeting adjourned at 8:45 p.m.

Respectfully submitted:

Frances Simmons  
Town Clerk