

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. in Council Chambers, 1122 Dills Bluff Rd., James Island, SC on Thursday, September 19, 2019. The following members of Council were present: Leonard Blank, Mayor Pro-Tem, Garrett Milliken, Joshua P. Stokes, Darren "Troy" Mullinax, and Mayor Bill Woolsey, presided. Also, Ashley Kellahan, Town Administrator, Bonum S. Wilson, Town Attorney, Merrell Roe, Finance Director, Mark Johnson, Public Works Director, James Hackett, Code Enforcement Officer/Liaison & Safety for Emergency Management, Sgt. Shawn James, Island Sheriff's Patrol, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order, led Council in prayer and followed with the Pledge of Allegiance. FOIA: this meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

Public Comments:

Julius Pettigrew, 1596 Fort Johnson Road, spoke to Council about the name of his road, which, when he purchased the land, he named it "Julius Pettigrew" Rd. It is now called Witter Street and he does not know how and when that change came about. He told Council that he has the paperwork, maps, and had the property surveyed under the name of Julius Pettigrew Rd. A road sign for Julius Pettigrew Rd. was also placed on the property. During dialogue with the Mayor, it was gathered that Mr. Pettigrew would like for the Town to change the name back to Julius Pettigrew Rd. Mayor Woolsey asked Mr. Pettigrew to schedule an appointment with Mrs. Crane, the Planning Director, to determine the procedure and if it could be done.

Consent Agenda:

- a. Minutes of August 15, 2019 Regular Town Council Meeting: Motion to approve by Councilman Stokes, seconded by Councilman Mullinax. Passed unanimously.

Information Reports:

- a. Finance Report: Merrell Roe, Finance Director, gave an overview of the Finance Report commenting on miscellaneous income from the sale of the generator, employee payroll, Rethink Folly Rd. expenditure, display sponsorship for Christmas lights, drainage projects, and Public Works signage.
- b. Administrator's Report: Ashley Kellahan, Town Administrator, reviewed the written report provided. She met with Data Maxx and is looking to work with them for collection compliance of the Town's business licenses. The Town has moved forward with the migration process with VC3. Mrs. Kellahan reviewed changes needed to the streetscape lighting at Camp/Dills project, and finalized plans for additional lighting for safety concerns in the Grace Triangle community. Mrs. Kellahan answered Councilman Stokes question regarding the timeframe for the street scape lighting project, that infracture work is scheduled to begin in six weeks, and Councilman Milliken was informed that lighting should have no effects on the marsh.

Annual Report: Mrs. Kellahan presented the Town's 2018-19 Annual Report that documents the activities of staff for the previous year and sets goals and objectives for the upcoming year as well as the Town's financial objectives. Mrs. Kellahan asked Council to offer comments, if any, before the report is posted on the website.

Emergency Plan Update: Mr. Hackett presented the update to the Town's Comprehensive Emergency Plan. He noted that the Plan was first developed in 2015 and is updated annually. Exercises are done annually to test the aspects of the plan. He shared that Charleston County made changes in the OPGON levels from five OPGON levels to three. Mr. Hackett said the Town's MEOC team was streamlined and tasks were reassigned to better enhance the Town's communication efforts. The MEOC consists of an away team (Town Administrator, Town Clerk, and Code Enforcement) to Greenwood, SC for communication efforts and an operations team

(Mayor, Public Works, Finance, and Facilities) that stays at Town Hall and carries out activities such as sandbag distribution and damage assessment. Mr. Hackett complimented John Porcelli for doing a good job with traffic control during the sandbag distribution and everyone that worked during the Hurricane Dorian event. A hot-wash meeting was held to discuss how improvements could be made to the Plan. Over 21,000 sandbags were distributed.

Mayor Woolsey recognized Helping Hands Chair, Stan Kozikowski, for his volunteer efforts with traffic control during the sandbag distribution. Stan was presented the "Golden Whistle" award.

- c. Public Works Report: Mark Johnson, Public Works Director, gave an overview that included information that the Santee St. drainage project is currently in the permitting stage with SC DOT. Highland drainage improvements engineering work is currently underway. Traffic Calming meetings were held for residents of Eastwood, Clearview and Stiles Dr. to discuss concepts for traffic calming in those neighborhoods. Dills Bluff Sidewalk, Phase II (Boardwalk) is still under construction.
- d. Island Sheriff's Patrol Report: Sgt. James reviewed the Island Sheriff's Patrol report and the monthly crime statistics, including the ongoing investigation of the recent crime on Jeffrey Rd. He shared with Council that there have been no complaints regarding parking on Grand Concourse. Sgt. James informed Council that with the amount of debris on James Island from Hurricane Dorian, James Island would be number one on the County's debris removal.

Requests for Approval:

Oceanview- Stone Post Drainage Easement Engineering Work, Phase II: Mrs. Kellahan made a request for Phase II for the Oceanview-Stone Post drainage easement project. The total cost of the project is \$89,900; however, for this fiscal year, we will move forward on the first two phases, data collection \$20,100 and drainage study, \$14,900. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax and passed unanimously.

Davis & Floyd Proposal letter for Brantley Park: Mrs. Kellahan presented an update from Davis & Floyd for engineering cost for the design of Brantley Park, \$34,830. The proposal includes inspection and evaluation of the existing dock; civic engineering and landscape architectural design, representation at the City's Technical Review Committee, (TRC) and Design Review Board (DRB); full permitting of the proposed design through the City's DHEC, OCRM and SCDOT and engineering services during construction. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken. Councilman Stokes asked if the City is responsible for any of these costs; and Mayor Woolsey said no, that the Town would be responsible for i.e., beautification. The City contributed to the purchase of the property by using their share of Greenbelt funds. Motion passed unanimously.

Remove and Replace fallen trees/stumps along Dills Bluff Rd: Councilman Milliken reported that a lot of trees were destroyed during Hurricane Dorian and those trees needs to be replaced and the stumps left behind needs to be grinded. He said this effort would help to beautify the area especially along Camp and Dills Bluff Rds. Councilman Blank mentioned that a lot of those trees are in the right-of-way and Councilman Stokes asked if the request is for staff to obtain an estimate and report back to Council. The request was put forth in a motion by Councilman Milliken for the staff to investigate hiring a company to take care of the fallen grand trees and grind and remove the stumps. Councilman Mullinax seconded, and passed unanimously.

### Committee Reports

Land Use Committee: Councilman Blank reported that he attended a meeting with Planning Director, Kristen Crane, and County Arborist, Sally Brooks, about two very large and dangerous Water Oak trees within the DOT right-of-way near Camp and Dills Bluff Rd. He said one of the trees hangs over the road and he fears it could come down and cause serious damage or injury. Councilman Blank recommended the Town send a letter to the SC DOT and stress the urgency in taking the trees down and replaced them by planting others. Councilman Milliken agreed and stated that this needs to be addressed in our Tree Ordinance because it does present a danger. Councilman Milliken said to Councilman Blank that if the Land Use Committee takes this matter up, he would like to attend that meeting. Councilman Blank made the recommendation that staff investigate and follow-up.

Environment and Beautification Committee: Councilman Milliken reported on the September 7 Adopt-a-Highway litter pickup. 12 volunteers collected 23 bags of litter from the roadways. Councilman Milliken stressed the need for additional volunteers. The next Adopt-a-Highway litter pickup is Saturday, November 2. Councilmembers are always invited to join the pickup efforts.

Children's Commission: Councilman Stokes announced that plans are moving forward for the Lights On National Event to be held in conjunction with the Kaleidoscope After School Program. The event is scheduled on Thursday, October 24 and will include a Halloween theme. Kids are encouraged to wear costumes.

Public Safety Committee: Councilman Mullinax announced that the Neighborhood Council meeting would be held on Thursday, September 26 at 7 p.m. Councilman Mullinax thanked everyone involved in the hurricane event including Mayor, Council, volunteers, and staff. Everyone did a great job and went beyond the call of duty showing leadership and expertise.

History Commission: Mayor Woolsey announced that the History Booklet should be arriving soon for the History Commission to review.

Rethink Folly Road: Mayor Woolsey announced the next meeting on Wednesday, September 25 at 3:30 p.m. The Toole Design Group will give an update on the status of Rethink Folly Road.

Drainage Committee: Councilman Stokes announced the next meeting on October 9 at 3 p.m. following the Stormwater Manager's meeting.

### Proclamations and Resolutions

Resolution #2019-16: Intent to Participate in MASC SCMIRF Property and Liability Insurance: Mrs. Kellahan said she has been wanting to change in the Town's tort liability insurance for some time. She presented a Resolution of Intent to participate in the MASC SCMIRF insurance. SCMIRF provides for property and casualty coverage including tort liability. This coverage would replace the Insurance Reserve Fund. Mrs. Kellahan said the rate is comparable and a plus is that municipalities that lease space in its facility can offer it to the community at a much reasonable rate. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken and passed unanimously.

Resolution #2019-17: October, Breast Cancer Awareness Month: Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax and passed unanimously.

Resolution #2019-18: MASC Hometown Economic Grant: Brantley Park: Mrs. Kellahan presented a Resolution to apply for a local match through the MASC Hometown Economic Development Grant Program for improvements to the newly acquired Brantley Park. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken and passed unanimously.

Resolution #2019-19: Request for Grant Writer for Town Services: Councilman Mullinax stated that having a Grant Writer for the Town is something that has interest him for a while. He said this was also suggested by a Neighborhood Council member and that the Mayor thought it was a good idea. Councilman Mullinax talked about resources grants could provide for funding various projects, such as improvements to the former library, sidewalks, and other projects so that taxes would not have to be increased. Councilman Mullinax made a request to hire a Grant Writer on a part-time basis. He said there are also state funds that the Town could apply for. Motion in favor was made by Councilman Mullinax, seconded by Councilman Milliken. Councilman Blank commented that we should exercise caution with this because at one time the Town had a Grant Writer and grants were never written. Mayor Woolsey said that grants were written, but the Town did not receive any. Both Councilman Mullinax and Milliken stated that it is a good idea with oversight of the position, and the additional funding could be beneficial to the Town. Mayor Woolsey said the Town Administrator writes grants and it is not realistic for her to do them all. Councilman Stokes suggested that staff look into the feasibility and Mayor Woolsey recommended that more specific funding be provided to Council. Motion passed unanimously.

Ordinances up for Second/Final Reading:

Ordinance #2019-07: An Ordinance to Amend Chapter 150 of the Town Building Regulations to include Fire Prevention and Protection: Mayor Woolsey stated that Charleston County Council postponed approval to January for some additional changes. He said in keeping our Ordinances consistent with the County he motioned to postpone Ordinance #2019-07 to January, 2020. Councilman Stokes seconded and the motion passed unanimously.

Ordinance #2019-08: An Ordinance Replacing Chapter 151 of the Town Regulations Concerning Flood Damage Prevention and Protection: Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. Mrs. Kellahan reported that some changes were made by the County since their first reading. The changes are outlined in "red" (provided to Council) and is mandated by the NFIP and DNR and the national codes. Mrs. Kellahan stated that the change to historic preservation refers to historic structures.

Mayor Woolsey moved to amend the motion to approve the flood ordinance with only the mandatory NFIP/DNR required changes, the International Code Council required changes, and the two recommended changes from the Building Services Department staff from Article II, Section 9-10, page 7, regarding the historic preservation classification, and from Article V, Section 9-42, page 22, regarding stem wall limit; Councilman Stokes seconded.

Councilman Blank stated for the record that he is opposed to the section that states air conditioning ducts must be above flood level. He said that is ridiculous; that duct work is not a structural part of the house and he disagrees with this portion. He asked that the record reflect his opposition to that part. Mayor Woolsey called for the vote on the main motion and it passed unanimously. He then called for the vote on the amended motion and it passed unanimously.

New Business:

Advertising Election: Councilman Milliken asked what the Town plans to do to promote the November 5 election. He said it would be good to see an improved voter turnout from the past election where the turnout was 16%. Councilman Blank agreed and in light of the new voting machines that will be used for the election. Mayor Woolsey said the Town would promote the election through social media and Mrs. Kellahan said that she and the Town Clerk attended a seminar at the Board of Elections and Voter

Registration and would post information received from them about the new voting machines on social media.

Executive Session: Not needed

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:58 p.m.

Respectfully Submitted:



Frances Simmons  
Town Clerk