

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. in Council Chambers, 1122 Dills Bluff Road, James Island, SC on Thursday, June 20, 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, Douglas Sparling, Facilities Maintenance Technician (for PW Director, Mark Johnson), Sgt. Shawn James, Island Sheriff’s Patrol, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order and led Council in prayer, followed by 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.

Presentation by VC3: Council heard a presentation by Dustin Tucker about the Town renewing its IT Contract through VC3 for Managed Security and Installation of a Modern Office Advantage System. The new contract includes moving to a Modern Office Advantage (MOA) system. This would eliminate the Town’s needs for an in-house server, enabling the Town to respond and communicate more efficiently during a weather event. The initial set-up fee is \$8,994.09 and the reoccurring monthly fee is \$2,037.50. The Town will also be getting all-new CPU’s as well with this migration. With the contract renewal, the Town is also approving a Managed Systems Work Order that will increase security and protect against theft, spam, security breaches, etc. The monthly cost will be \$1,180.83 and the initial set-up fee is \$2,450.00. The contract period will be for 3 years, and the total initial set-up charge is 11,031.59. The reoccurring monthly charge, which will be \$3,218.33, is an approximate \$300 savings over our prior contract since we are paying the initial set-up charges up front and not financing them over the life of the contract.

Councilman Milliken commented on new technology, that the cloud is where information is stored but has this system been beta tested. Mr. Tucker confirmed that it has been beta tested through Microsoft Azure for threats and protection from them.

Public Comments:

Kathy Woolsey, James Island PSD Vice-Chair, 961 Mooring Dr: Commissioner Woolsey stated that at a Ways and Means Committee meeting, the PSD decided not to fund street signs. She said this had been the responsibility of the PSD for many years, and last year \$2,500 was spent. This year \$5,000 was budgeted and the PSD voted not to fund it. She is glad that the Town has offered to take this over. This is for street signs installation and maintenance. As a private citizen, Mrs. Woolsey asked that the background of the sign be the color “blue” as the Town’s logo.

Inez Brown-Crouch, James Island PSD Commissioner, 1149 Mariner Dr: Commissioner Brown-Crouch thanked the Town for taking over installing and maintaining street signs. She said the \$5,000 is a small amount, but it will help the citizens. She encouraged the Town to continue to do good work.

Julie Wiater Ransel, 1046 Grand Concourse: commented that she has attended meetings, asked questions, but have not had them answered. She is unsure if her questions would be answered tonight or just recorded. Ms. Ransel said she lives on Grand Concourse and this is the third year that she has been contacting people about the parking in front of her house. In 2018, she received a note from Mark Johnson (Town Public Works Director) that the Town would be installing “No Parking” signs on Grand Concourse, like the ones on Foxcroft, but this has not happened. She complained that students at the High School parks on both sides of the street and with the traffic, barely one car could pass through. Mrs. Ransel said she contacted Mayor Woolsey about this and was told that there is a problem with having “No Parking” signs; that the Town’s legal department said the Island Sheriff’s Patrol could not issue tickets even if the signs were posted. The Island Sheriff’s Patrol are off-duty Deputies and they cannot enforce this. Mrs. Ransel said this is confusing and if the Island Sheriff’s Patrol cannot enforce this, what other laws cannot be enforced by them. In addition to the problem with parking, there are ruts in her yard after heavy rains. She talked about the

hazards of cars parked on both sides of the street and asked Council if the “no parking” signs would be posted, and how it would be enforced. She pleaded that the Town not wait until this becomes an issue where someone gets hurt.

Consent Agenda:

- a. Minutes of May 16, 2019 Regular Town Council Meeting: Motion to approve was made by Councilman Milliken, seconded by Councilman Mullinax, and passed unanimously.

Information Reports:

- a. Finance Report: Finance Director, Merrell Roe, gave an overview of the written report provided to Council. She commented on the franchise fee received from Comcast, reimbursement from Homestead Exemption, new stop signs purchase and the April Hospitality Tax.
- b. Administrator Report: Town Administrator, Ashley Kellahan, gave an overview of the written report provided to Council. She added that the bids received for the Pinckney Park Pavilion and Jordan St. traffic calming would be brought before Council at its July meeting for a recommendation to award.
- c. Public Works Report: Town Administrator, Ashley Kellahan announced that Public Works Director, Mark Johnson, was attending a conference to renew his Stormwater certification. She reviewed the written report that was provided to Council and commented that Douglas Sparling, Facilities Maintenance Technician is present to answer questions.

Councilman Blank asked Mr. Sparling if there were serious flooding in the areas that are prone to flood during the recent rains. Mr. Sparling said he visited the areas that typically floods and they were not problematic. Councilman Blank thanked the Public Works staff for their hard work and for making improvements in those areas.

- d. Island Sheriffs’ Patrol: Sgt. James reviewed the monthly Island Sheriffs’ Patrol report and provided an update on the crime statistics.

Mayor Woolsey addressed the “no parking” issue raised during the Public Comment and thanked Sgt. James for speaking with Mrs. Ransel personally, and for clarifying some mistakes that he may have made. He asked Sgt. James to explain, for the benefit of Council, that if the Town installs “No Parking” signs, could the Island Sheriffs’ Patrol Deputies issue tickets. Sgt. James said this is being addressed by the County attorney. He explained that the law is, as long as one vehicle can get through a street. If a fire truck comes through, people would have to wait on the other side. He said the law says you can park on the side of a road anywhere; but you cannot block a driveway. You can block a trashcan or a mailbox. You cannot park within 30 feet of a stop sign or within 50 feet of a fire hydrant. Sgt. James said another problem is that the deputies do not have parking tickets and they would have to wait on a person to ticket them. He said no state agency has tickets. Grand Concourse is in the County and if “No Parking” signs were installed, students and homeowners would be ticketed for parking in front of a house. He said this has been an on-going problem for two-years. He has had meetings with the High School, the Post Office, and others but this has not been resolved. Mayor Woolsey thanked Sgt. James and said there may be other questions when the Ordinance is discussed. Sgt. James said that he, the County Attorney, and Captain Woods would be meeting to address what can and cannot be enforced by the Island Sheriffs’ Patrol. Sgt. James answered Councilman Blank’s question about ingress/egress requirements on a street and he explained civil vs. criminal offenses. Councilman Milliken asked Sgt. James if he had opportunity to review the Ordinance and Sgt. James said it would have to be reviewed by the County Attorney.

Requests for Approval:

Renewal of IT Contract with VC-3 for Managed Security and Installation of Modern Office Advantage Systems: Mrs. Kellahan recommended the services of VC-3 for a three (3) year contract. She complimented VC-3, because there was no down time when we moved into Town Hall. The staff moved on a Friday and was up and running on Monday. Motion in favor was made by Councilman Blank, seconded by Councilman Milliken. Councilman Milliken asked if this went through a bidding process and Mrs. Kellahan said no, because we had a current contract with them and other municipalities' contract with them. Motion passed unanimously.

Request to Move July Town Council Meeting to July 25: Mrs. Kellahan made a request to move the July 18 Town Council Meeting to July 25. The Municipal Assn. of SC Annual Meeting falls on a Council meeting every other year. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.

Traffic Calming Plan for Clearview/Eastwood: Mrs. Kellahan presented a fee proposal from Johnson, Laschober & Associates (JLA) for planning, design, and permitting for Traffic Calming devices in the Eastwood/Clearview neighborhoods. Clearview, Beauregard, Sterling, Swanson, and Wildwood has had in-house traffic studies performed by Public Works Director, Mark Johnson. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.

Drainage Improvements to Highland Avenue: Mrs. Kellahan presented a proposal from Stantec to provide drainage analysis and recommendations for improvements along Highland Avenue. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken. No discussion. Motion passed unanimously.

Contract with James Island PSD (JIPSD) to Provide for Vehicle Maintenance: Mr. Sparling presented a request for the James Island PSD to perform maintenance to the Town's three (3) municipal vehicles. Mr. Sparling noted that this would be convenient and more cost-effective rather than a dealership. Oil changes, tire rotations, and basic repairs would be performed at \$65.00 per hour and the actual costs for materials. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.

Committee Reports:

Land Use Committee: No report

Environment and Beautification Committee: Councilman Milliken announced the James Island Pride "Gorilla" pick-up on Saturday, July 27; participants are asked to meet at Town Hall at 9 a.m. The Adopt-a-Highway litter pickup will be held on September 14. James Island Pride will be participating the Folly Beach Sweep on September 21. Helping Hands is in need of volunteers. Helping Hands is a committee of volunteers that cleans individuals' yards who are unable to themselves. Organizations and groups are encouraged to volunteer, Stan Kozikowski, Chairman at (860) 847-0544.

Children's Commission: Councilman Stokes announced that no meetings were held in May or June as they closed out the school year. The next meeting is scheduled July 11 at 5 p.m. to gear up for the new school year.

Public Safety Committee: Councilman Mullinax announced that the committee would not meet in June, as plans are underway for National Night Out in August.

History Commission: Mrs. Kellahan presented the final draft of the Guide to the Historic James Island Booklet. She noted that the Booklet had gone through eight (8) drafts. She recognized Inez Brown-Crouch,

JIPSD Commissioner, and member of the History Commission for her work on the Booklet as well as Brockington Associates. Councilman Milliken commented that on Page 4, “*Welcome to Our Town*” the picture of the drawbridge is in the City, and he would like to see a picture of something in the Town. Mayor Woolsey agreed. They both commented that the Booklet was nicely done. Mayor Woolsey asked Council for approval of the draft. Motion in favor was made by Councilman Blank, seconded by Councilman Mullinax and passed unanimously.

Booklet Printing Quote: Mrs. Kellahan stated that we received two quotes for printing the Booklet. The low quote was received from Print Ninja for \$5,995 for 7,000 copies. Mrs. Kellahan confirmed that the Booklet would be full-color and include a cover. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax and passed unanimously.

Rethink Folly Road Committee Report: Mayor Woolsey reported that the Committee met this month and received a report on the proposed improvements for the crosswalks at George Griffiths. The current plan is to run the sidewalk on the east side of Folly Road from the Camp Road project sidewalk all the way to Wilton. The engineers are looking at options for making the future crosswalk where it will cross at George Griffiths more safe and visible. The Committee was also introduced to the Toole Design Group, the Program Management Firm for Rethink Folly Road.

Drainage Committee: Councilman Stokes announced that the Drainage Committee would meet on July 10 at 3:00 p.m. at the Town Hall. The date was moved up so that State Legislators on the committee could attend since they are out of session.

Proclamations and Resolutions:

Resolution #2019-12: Resolution Regarding the Installation and Maintenance of Street Signs: Mayor Woolsey asked Council’s approval to begin installing street signs and to approve the agreement with the James Island PSD. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. Councilman Milliken asked if the Resolution applies to the parts of James Island in unincorporated Charleston County. Mayor Woolsey said the policy would only pertain to the Town and not areas that the PSD or the City may have serviced previously. Motion passed unanimously.

Resolution #2019-13: Authorization to Purchase Brantley Park. Mrs. Kellahan announced that the Town’s Greenbelt application had been approved for the purchase of Brantley Park with the City of Charleston. The Town’s Greenbelt funding is \$238,000; and, an additional \$39,000 is being requested from the FY 2019 Hospitality Budget to complete the Town’s portion of the purchase. The City of Charleston’s portion of Greenbelt is \$235,000. Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax. Mrs. Kellahan answered Councilman Stokes’ questions about some costs regarding the purchase. Motion passed unanimously.

Ordinances up for Second/Final Reading: None

Ordinances up for First Reading:

Ordinance #2019-03: An Ordinance to Amend Chapter 70: Traffic Regulations: Mrs. Kellahan explained that the Ordinance is for the Town to have parking enforcement that would not involve the County Sheriffs’ Office. She said we talked with the County at length about some enforcements and understand it is not an option. She said we looked at other alternatives because we did not want to develop a parking ticket program in the Town for one street that has problems; but it is getting worse. The Ordinance not only address blocking driveways, it also addresses mailboxes, service deliveries, and garbage pickups. Mr. Wilson, the Town Attorney, has reviewed the Ordinance and approved the language. A motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. Councilman Blank commented that the problem is not with “one neighborhood”, he said it is all over the island with landscapers parking and blocking

driveways. Mayor Woolsey said the Ordinance would be enforced in the Town; however, some parts of the Ordinance are very general but he hopes not every neighborhood would want to have “No Parking” signs. Mayor Woolsey said we would be able to place tickets on windshields. The Island Sheriffs’ Patrol cannot do that. They would have to catch the person or see when they park illegally. Our parking program would enforce the ordinances that most municipalities use and would be enforced by placing a ticket on a windshield. We plan to have the tickets paid at Town Hall and have an administrative appeal process so in the end, it could also be appealed in Magistrate Court if someone wants to go that far. Mayor Woolsey said the Code Enforcement Officer would issue tickets. If we had a major program we could cover the entire Town, but we are unable to do that level of enforcement. Councilman Milliken asked if we would develop criteria for placing “No Parking” signs. He wonders if we need to hire a Public Safety Officer with the authority to place tickets on cars. He noted that an Ordinance is needed, but a criteria needs to be in place. Mayor Woolsey said he agreed and shared a situation on Grand Concourse with a PSD garbage truck that broke two of our inlets that costed \$1,500. He said we would develop criterion for placing “No Parking” signs. He noted the fines in our Ordinance is up to \$500. Councilman Milliken added that he would like to see a criteria added as part of the Ordinance or as a reference. Mayor Woolsey said changes could be made at the Second Reading. He said there are no plans at this time to hire a Public Safety Officer. Councilman Stokes noted that some of these services are outsourced. After discussion, Mayor Woolsey called for the vote and the motion passed. Councilman Milliken voted no.

New Business: None

Executive Session: Not needed

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:53 p.m.

Respectfully submitted:
Frances Simmons
Town Clerk