



Town of James Island, Regular Town Council Meeting
October 15, 2020; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

VIRTUAL MEETING, SEE DETAILS BELOW

Notice of this meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

The Town invites the public to provide comments prior to its Town Council meeting. For residents wishing to address Council virtually, you will be limited to three (3) minutes and must sign in to speak prior to the meeting by noon on Thursday, October 15 by emailing your name and contact information to info@jamesislandsc.us. You may also send in your comments ahead of the meeting by emailing to info@jamesislandsc.us, or mail to P.O. Box 12240, Charleston, SC 29422 or placed inside the drop box outside of Town Hall at 1122 Dills Bluff Rd.

1. Public Comment

2. Consent Agenda:

a. Minutes: September 17, 2020 Regular Town Council Meeting

b. Minutes: October 1, 2020 Special Town Council Meeting

3. Information Reports:

a. Finance Report

b. Administrator's Report

- Annual Department Report

c. Public Works Report

d. Island Sheriffs' Patrol Report

4. Requests for Approval:

- Request to lower speed limit from 30 to 25 on Oceanview Rd.
- Award of RFP #5-2020- Grant Writing Services
- JIACC HVAC Options
- 2020 Community Service Grant Awards

5. Committee Reports:
 - Land Use Committee
 - Nomination to Planning Commission
 - Environment and Beautification Committee
 - Children’s Committee
 - Public Safety Committee
 - History Committee
 - Rethink Folly Road
 - Drainage Committee
 - Business Development Committee
 - Trees Advisory Committee
 - James Island Intergovernmental Council

6. Proclamations and Resolution:

7. Emergency Ordinances:

Emergency Ordinance: E-07-2020 Providing for Required Face Coverings in Public Places due to the COVID-19 Virus and Exceptions Thereto

8. Ordinances up for Second/Final Reading:

9. Ordinances up for First Reading:

10. New Business:

Requests for Reports and Public Hearing (Councilwoman Mignano)

11. Executive Session: The Town Council will/may enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina. Upon returning to Open Session, Council may act on matters discussed in Executive Session.

12. Return to Regular Session:

13. Announcements/Closing Comments:

14. Adjournment

This Town Council meeting will be live-streamed on the Town’s YouTube channel, link found at:
<http://www.iamesislandsc.us/videos-and-meeting-archive>

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81336367235?pwd=TmdLZmVtTGhHTDljRHpOMnpMTlpSdz09>

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Webinar ID: 813 3636 7235

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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, Thursday, September 17, 2020 by Zoom. Councilmembers present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey, presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, Finance Director, Merrell Roe, Public Works Director, Mark Johnson, Island Sheriff's Patrol, Sgt. Shawn James, Deputy Christopher King, 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. Information was provided to the public for participation.

Public Comment: Mayor Woolsey asked those speaking on the agenda item for Climate Emergency Mobilization to offer brief comments due to the number of people signed up to speak. Members of the public spoke verbally via Zoom and some offered emails as attachment.

Support: Emails provided attached.

Olivia Bueno

Dr. Stewart Weinberg, Ph.D.

Steve Gilbert

Jen Wright

Bobbie Lyon

Hanna Noel-Bouchard

Mary Bryan

Opposition: Emails provided attached

Margaret Bobo

Diane Shields

Joe Walters

Jim Bobo

Matt Whisnant

Maintained for the record: *64 emails in support. *23 emails in opposition, in addition to a list of 20 signatures in opposition.

Small Business Loan Assistance Program: Lauren Gellatly spoke in favor of the Town passing the Resolution for Small Business Loan Assistance Program.

Consent Agenda:

Minutes: August 20, 2020 Regular Town Council Meeting and September 3, 2020 Special Town Council Meeting:

Motion to approve the Consent Agenda was made by Councilwoman Mignano, seconded by Councilman Mullinax.

VOTE

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes

Mayor Woolsey

yes

Passed unanimous

Information Reports:

Finance Report: Written report provided with overview by Ms. Roe, Finance Director. Councilman Milliken asked about the \$9,000 admin fee re: JIPSD Tax Relief and Mrs. Kellahan said it shows on the report, but it would not be spent.

Administrator's Report: Mrs. Kellahan added that the Community Services Grant has been advertised on the Town's website and on social media. Applications due October 2. Bids for Grant Writing Services due next week.

Annual Department Report: Deferred to October's meeting without objection.

Public Works Report: Overview provided by Mr. Johnson. Councilwoman Mignano spoke that she is looking forward to a class that she, Mr. Johnson, and Councilman Mullinax will do to educate citizens on low impact practices. She asked about the driveway apron repair at 1062 Renwood Dr. and Mr. Johnson said the request is four (4) weeks with the County. She also asked about the Godber ditch and Mr. Johnson said the County has not given a date, but the project would be done. Councilman Milliken asked the status of the sidewalk from Seaside to Winborn and Mr. Johnson said it is in the permitting stage.

Island Sheriff's Patrol Report: Sgt. James gave the crime statistics and the Island Sheriff's Patrol reports. He congratulated Deputy Chris King on a huge drug bust that he made. Deputy King reported that August has been a busy month responding to complaints on Ft. Johnson Rd. He spoke briefly about the drug arrest. Councilwoman Mignano thanked both for their hard work.

Requests for Approval:

Small Business Loan Assistance Program: Mrs. Kellahan presented the Loan Assistance Program for the Town. She said it is modeled after the City of Goose Creek's "Kickstart the Creek". The Town is proposing to provide low-interest working capital loans to small businesses that have been negatively impacted by COVID-19. The Town would work in partnership with the Charleston Local Development Corporation (LDC). She has discussed this with the Chair of the Business Development Committee, Councilman Boles, and he has communicated it with the members. Mayor Woolsey asked for a motion in favor. Councilman Milliken moved, seconded by Councilwoman Mignano. Cindy Rourk, representing the LDC, gave an overview of the program and answered questions.

Councilman Boles said the Town is proposing to fund an initial amount of \$100,000. He asked if businesses do not apply, could the money be returned to the Town without a penalty. Ms. Rourk answered that option would be up to the Town. She said the Town could put a time on when funds are deployed. She shared that Goose Creek and non-profit Lamcey had received federal funds and set it up as a perpetual revolving loan that stayed in the fund. If the Town sees this as a temporary solution, it could agree on the length of time the LDC deploy funds; when it is returned, or when the principal is repaid. The LDC is willing to work with the Town on options.

Councilman Boles asked if the Town could start with a lesser amount to see if there is interest in the program and if there are interests, we could add to the fund. Ms. Rourk said yes again referring to Goose Creek's program. Ms. Rourk said the goal of the LDC is job creation and retention and they would work with the Town on our interpretation. She asked the Town to help publicize the program.

Mayor Woolsey asked Mrs. Kellahan the likelihood if the Town contributes \$100,000 if that money could be returned as a part of a federal program. Mrs. Kellahan said the guidelines have not been released for the second rounds of COVID-19 funding relief through the SC Cares Act. She said there is a possibility as there is a provision for reimbursement assistance for small businesses and assistance for planned expenses, but the criteria have not been published.

Councilman Boles moved to amend the motion for the Town to provide \$25,000 as an initial startup; if that amount has not been applied for in six months, that it is returned to the Town. He said if businesses apply before then funds could be added; seconded by Councilman Milliken.

Councilman Boles said the program is a good idea and credited Mrs. Kellahan for seeking out this opportunity for our local businesses. He has reached out to his committee about the program but has not gotten any feedback, but it doesn't mean it is not a positive thing. Since the program is not yet known he does not want to allocate \$100,000 to start it up. He would like to see businesses apply or we could discuss other options with the LDC.

Mayor Woolsey summarized the amendment is to fund \$25,000 for six months and monies not lent would be returned to the Town; or in six months Council could make a decision to add monies to the fund. Mayor Woolsey asked Ms. Rourke that if the funds are not lent in six months if it could be returned to the Town. She said yes and explained that the LDC is a CDFI (Certified Community Development Financial Institute) that focuses on economic development and job creation. She said during this pandemic their funds have been in great demand. Also, they are an SBA micro-lender and funding is used for advisory services for businesses.

Councilwoman Mignano asked if we allocated \$25,000 and the need is great, what is the procedure to fund additional monies. She commented that the program is good but does not want a procedural issue to hold it up. Mayor Woolsey said this could be done at a regular or a special meeting.

Vote on Amendment

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	no

Amendment passed 4-1

Vote on Main Motion as Amended

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Tree Work on Dills Bluff at Boardwalk and on Camp Road: Councilman Milliken said the work is for trees on Dills Bluff and along the boardwalk on Camp Rd. The proposal was submitted by Natural Directions for \$3,900 to remove vines, prune, and fertilize. Motion in favor by Councilman Milliken, seconded by Councilman Mullinax.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Drainage Study of Woodhaven Subdivision: Mrs. Kellahan reported this request stems from flooding that caused a large sinkhole on Highwood Circle. She said the Woodhaven infrastructure is in dire need of a drainage assessment and this study is a first step towards that. Cost is \$10,000 by Stantec. Motion in favor by Councilman Boles, seconded by Councilman Milliken.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

JIACC Design Fee Amendment – Construction Admin & MEP Services: Mrs. Kellahan said Jennifer Charzewski with Liollo is on the call to answer questions. Mrs. Kellahan informed Council that the HVAC in the JI Arts and Cultural Center has stopped working and needs to be evaluated to get it working. Motion in favor by Councilman Milliken, seconded by Councilman Mullinax.

Councilwoman Mignano asked what the HVAC renovation would entail. Ms. Charzewski said the intent after speaking with Mrs. Kellahan and in discussions with Council was to try to address the concerns about the failing and aged equipment, primarily the air handler and condenser. She said the idea was to try to replace the equipment without wholesale gutting and redoing all of the ductwork and lights. There is now a General Contractor doing some other work and RMF Engineering could work with them to put a price together to review with the mechanical subcontractor. She said this would give the Town the ability to move forward with implementing that work. If that could be done, we could move into the construction documents for bidding and permitting and depending upon the cost, either bid it out separately or make it a part of the prime contractor's work.

Councilwoman Mignano asked if the \$16,500 expenditure is to evaluate the HVAC or to repair what we have. Ms. Charzewski said it is the cost for engineering, construction, and the permitting documents. The Town and County will need to go through permitting because this is a new scope in the project. Councilwoman Mignano asked if there is a plan to patch up the unit to get it working because with humidity and no AC it causes mold. Ms. Charzewski explained the schematic design cost of \$8,300 to develop the approach and to look into the feasibility of how to address this. It is not only replacing the entire unit, but also the components. They would work with the mechanical subcontractor and mechanical engineer to develop the most feasible approach for the system to function.

Councilman Boles spoke that the cost to replace the HVAC system seemed high and asked if we had checked with HVAC companies about costs. Ms. Charzewski explained \$12,800 is separate from the HVAC. It is for contract administration services for the remainder of the interior renovation, but the other components are directly related to HVAC, engineering, and design, permitting and bidding. Ms. Charzewski said some of the fees includes roof and architectural work to get to the units for the repairs. Mrs. Kellahan said if we award the contract to the apparent low bidder it may be something that could be done as a change order or it might be something more substantial needing to bid separately. Councilwoman Mignano asked if anyone had compared repair of the unit vs. the design costs. Mrs. Kellahan said her understanding is if we could replace the unit there is the potential that the fees towards the MEP would not be needed. Mrs. Charzewski explained that the system we now have uses the R-22 refrigerant and contractors that looked at it cannot tie into it.

Councilman Milliken voiced concerns about the Cultural Center and if we have to put in new HVAC that would be an enormous expense. He is unsure if we have enough money in the budget to handle that as well as the other renovations we plan to do. He wonders if it is a good idea now to examine the HVAC aspects and make a determination before moving forward with the rest. Mayor Woolsey said what we are considering is looking at the HVAC to hire an outside engineering firm to give us what we hope is a definitive answer. Councilwoman Mignano asked if no other companies were able to patch up the system. She is concerned with spending tens of thousands on assessing the HVAC system. To her, it is either

fixable or it is not. Mayor Woolsey said we need to move forward and if we get information that the unit has to be replaced it would come back to Council.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Award of Bid for James Island Arts & Cultural Center: Mrs. Kellahan reported that great bids were received for the project. Ten bids were received, and the apparent low bidder is Lockridge Builders, \$74,800. Mrs. Kellahan recommended approving Lockridge Builders as the qualified low bidder. Liollo has done the due diligence and approved Alternatives 1 and 2. Alternative 1 freshens the back space and Alternate 2 removes the paneling in the front and patches those walls. Motion in favor by Councilman Boles, seconded by Councilman Milliken.

Councilman Milliken said he would like to know the outcome of the HVAC before additional monies are put towards the renovation. He thinks this would be a practical way to proceed and to find out whether or not we will have a functional system before working on the building. Mayor Woolsey asked Ms. Charzewski if we fail to approve the bid, would we have to rebid, or could we approve the bid later. Ms. Charzewski said the bid form requires a contractor to say their prices are valid for 90 calendar days so the first step would be to post a Notice of Intent to award the bid. Depending upon the Town's procurement policy, there is typically a two-week period that other bidders see the intention to award the contract. She said getting ten bids is shocking and it shows the level of interest in the construction market. Mayor Woolsey asked if troubling news is received about the HVAC system what are our obligations to the contractor. Ms. Charzewski made correction that bids are good for 60 days. She said until the Notice to Proceed is given nothing is owed to the contractor. Mayor Woolsey agreed the bid was good and reiterated that if Council approves the bid tonight, we would not be obligated to move forward until we issue a Notice to Proceed. Mayor Woolsey asked what happens if we do not issue a notice in 60 days and Ms. Charzewski said she is unsure if the Town would have to rebid but costs in construction material could increase. She said it is important to know that the contractor's license limit is \$200,000 per job and depending on the HVAC costs they may be able to add it to the contract or it may have to be done separately; either way it can be done.

Mayor Woolsey said it seems our best approach is to approve a good bid, but we cannot move forward until we have better information about the expense of the HVAC. He asked Ms. Charzewski if a decision could be made at the October Council meeting which was confirmed. Councilman Boles asked if there is harm in deferring a decision to October's meeting because we may have the information we need by then. Mrs. Charzewski said we would lose time because posting the intent to award is not locking into a contract; it is the next step in the procurement process that allows the protest period to happen for other contractors. She said a good amount of work goes into preparing the contract and gathering insurance and in that sense, we want it to be a good faith effort. She said the contractor could be told upfront that we do not want to issue a notice to proceed until a determination of the mechanical scope is done.

Mayor Woolsey said the best situation is to award the contract, but we would need to look at the total costs of the HVAC and the renovations. He said in the long run the HVAC was going to give out but, in some ways, it is better now than later. He thanked Councilman Milliken for his foresight about this last summer. Councilman Milliken asked if we needed the advice of legal counsel or is Council comfortable moving forward having a general knowledge. Mayor Woolsey expressed confidence in our architects and Mr. Wilson said he is willing to look into it, but he does not anticipate it being beyond the ability of Council as it was explained

Vote

Councilman Boles	yes
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Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Brantley Park Existing Dock Inspection and Structural Evaluation: Chris Haynes and John Orvin with Davis & Floyd addressed Council. Mr. Haynes informed Council that they have been working on the Brantley Park project for permitting through the City to get it open to the public. He said an item in the scope of design was a structural evaluation of the existing dock. He said when they looked at the dock, they hoped it would only need aesthetic improvements. When it was inspected by the structural engineer the depth of the piles was an issue. Mr. Orvin explained to Council that the dock was originally constructed for residential use and now that it would be a public park there are additional considerations. He explained for a commercial dock the live load capacity should be 100 pounds per square feet to be safe for public use. He said the railings do not meet code and the structure's capacity does not meet code for commercial use. There is also an issue with the piles that are a few feet into the mud. Mayor Woolsey commented that he was at the site when the inspection was done had concerns about the piles.

Motion in favor by Mayor Woolsey, seconded by Councilman Milliken. Mrs. Kellahan explained the request is to approve construction design, permitting, and additional survey in the waterway @ \$34,400. She said a plus would be if we would be able to design something in a better location that did not straddle the property lines and design a floating dock for kayaking and another watercraft. Mayor Woolsey asked about an estimated cost and Mr. Orvin gave a rough estimate of \$200,000. Councilman Milliken asked about the City's contribution and Mayor Woolsey said he has asked Councilwoman Jackson for her support, but there is no guarantee. Councilwoman Mignano talked of the future goal of having Brantley Park a bus stop and has a problem spending \$200,000 on a dock and no parking. She said this is on dead end street on a busy and dangerous curve on Folly Road. Mayor Woolsey replied that we are in the process of constructing a sidewalk on Folly Road from the park to the parking lot on Santee Street. He said most of the parking will be on Santee Street and limited parking at the park. Councilwoman Mignano voiced concern about spending a lot of money on property that is owned by the City and she would be okay taking the dock out since it does not meet code for public use. Councilman Boles agreed that if the dock is dangerous then we need to get rid of it or protect the public from getting to it. Mrs. Kellahan said if we were able to get a dock that is well designed with public input and permitted, we would be able to seek grant funding and would have a plan to present to the City for matching. Councilman Milliken had questions about the cost of replacing the dock, survey and permitting cost but is not ready to vote for the dock until knowing what kind of buy-in we would get from the City.

Councilman Boles said he looked at the Memorandum Of Understanding (MOU) and it says the Town is responsible for all improvements and maintenance, so he does not anticipate the City kicking in anything. Mayor Woolsey said he did not agree. He said if we were to demand that the City kick in something there is no chance. If the City Councilperson representing the Town want this done and offers support for it, it could happen. However, we have no claim to say that the City must share all costs that we undertake. Councilman Boles pointed out that the MOU says the City is the sole owner; we pay more but have no ownership. Mayor Woolsey said the MOU allows us to manage the park. It is a joint park and we paid the bulk of it but have the authority on how it is run.

Mr. Wilson said we have five years to complete construction once a permit is granted. Councilman Boles encouraged everyone to vote 'no on this item because he does not see putting money into the park now as a wise use. Councilwoman Mignano said she most heartedly would like to keep the park passive until Folly Road is developed. She doesn't think it makes sense for Council to invest money to permit or build the dock until there is adequate access. Councilman Milliken said it would be in the best interest of everyone to do something about the present dock if it is structurally unsound. He does not know if we should take it out, but we need to do something to keep people from getting injured on it. He also thinks that given what we have found out about the HVAC system and future expenses we may need to allocate funds towards that and delay this request to later. Councilman Mullinax agreed in light of hearing about the unexpected costs at the Cultural Center.

Vote

Councilman Boles	no
Councilwoman Mignano	no
Councilman Milliken	no
Councilman Mullinax	no
Mayor Woolsey	yes

Motion Failed

Repair Care- Roof Replacement Cost Share: Mayor Woolsey moved to add this item to the agenda, seconded by Councilman Milliken seconded.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Mrs. Kellahan requested approval of \$10,500 to repair the roof of a veteran’s home on Greenhill Road. This expense would be cost shared with the Repair Care Program. Motion in favor by Councilman Milliken, seconded by Councilwoman Mignano. Councilman Milliken asked the process for people to apply and Mrs. Kellahan responded there is an application process and we have people on a waiting list.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Committee Reports

Land Use Committee: Councilwoman Mignano reported that she and Councilman Mullinax met with Mark Johnson last week regarding stormwater drainage. She, Councilman Mullinax, and Mr. Johnson will be teaching residents about low impact development practices that they can do (i.e., rain barrels).

Environment and Beautification Committee: Councilman Milliken reported that the James Island Pride held a litter pickup held on September 12 on Harbor View Rd. 9 volunteers collected 24 bags of trash. The next adopt-a-highway litter pickup will be Sat. October 24, 9-11 a.m. Supplies picked up at Town Hall. Social distancing.

Children’s Committee: No Report.

Public Safety Committee: Councilman Mullinax announced having a hybrid meeting on Thursday, September 24 @ 7p.m. He hopes to talk about issues he discussed with Mr. Johnson.

History Committee: Mayor Woolsey reported that the History Council met on September 1 and discussed plans for upcoming events: Civil War, Revolutionary War, and activities for Black History Month. Committee Member Inez Brown-Crouch has been selected to serve on the committee for a history display at the James Island Cultural Arts Center.

Rethink Folly Road Committee: No Report.

Drainage Committee: Next meeting scheduled for the fall. Date and time to be determined.

Business Development Committee: Councilman Boles announced that he has been keeping in touch with members by emailing them information. He shared his email address for those needing to reach him.

Trees Advisory Committee: Councilman Milliken said the committee met on September 8 and discussed resources for planting trees. A list of those trees will be placed on the Town's website. A tree of the month sign will be developed and awarded to citizens that plants exemplary trees.

James Island Intergovernmental Council: Next meeting is scheduled October 21.

Proclamations and Resolutions:

Breast Cancer Awareness Month, October 2020: Motion in favor by Councilman Milliken, Councilman Mullinax seconded. Councilman Milliken spoke in favor of this proclamation to increase public knowledge and the importance of early detection of breast cancer.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Resolution #2020-12: Climate Emergency Mobilization: Motion in favor by Councilman Milliken, Councilman Mullinax seconded. Councilwoman Mignano said she supports protecting the environment and the climate, but after reading the Resolution has questions about how it would be implemented before she could vote responsibly. She asked about things such as a regenerative agriculture system and greenhouse gas emissions. She said as a Town we are addressing issues about drainage, flooding, and indigenous trees being planted on people's properties but need more information.

Councilman Milliken said the Resolution is not designed to specifically come up with specific solutions to the issues. It is recognizing that there is a problem and finding solutions. He said it is important that we begin to recognize that we have a climate issue and the issues that we face is not one the Town can do alone. He said if enough people begin to do what we need to do, we could reverse the carbon emission issue. However, this would take a massive mobilization effort by all citizens to change the way our environment is being abused. He said the Resolution asks us to come up with a Plan on how we can lower our carbon footprint. He said if a Resolution is passed by other communities (and many have) it would be wonderful because the more people onboard practicing lowering the carbon footprint the more likely we will be able to turnaround a horrible trend towards global warming. He further commented that if we do nothing other species on the planet will die; that we have to come up with innovative ways to do things by having a Plan. He said the Resolution is not about raising taxes or hiring someone that hasn't been budgeted. The position could be done with volunteers. He pointed that we should not wring our hands and worry about things that are out of control because we can control the kinds of things that would go into a Plan.

Councilman Boles responded to some of the comments made during public comments. He said climate control can be a polarizing topic by people who do not believe it. He commented that the Resolution is far from being the new green deal and see it as a call to gather information. He said the preambles are longer than the call to action but whereas clauses are statements of intent. Councilman Boles said he is a proponent of small government because it touches the lives of the people more so than the federal government. He asked everyone to re-read the Resolution because it says nothing about adding taxes or a cost to anyone. He commented that a Resolution is a statement, it is not an ordinance and asked members of Council to vote in favor. Councilman Boles added that after other comments are made, he would like to offer a point of order for an amendment. He would like to share it and asked to take a step down to figure out how to do it.

Mayor Woolsey stated that Councilman Milliken sent a substitutive version of the Resolution and asked him if that is the version he moved for or was it for the original in the meeting packet. He said the substitutive version was not made available to the public and that is what they spoke on during Public Comments. Councilman Milliken said the motion was for the amended version he supplied. Mayor Woolsey said the version that the public saw was there would be no fossil fuel in 10 years, meaning no backyard grills, gasoline cars, or motorboats would be allowed. He said in the substitutive version there is no 10-year date but one day in theory it would run out if used at the same rate, though it is unlikely that would happen. He said that was removed and it greatly improved the Resolution.

Mayor Woolsey spoke to Councilman Boles' comment that he said the Resolution is nothing like the new green deal, but in the original version there is a 10-year phase out fossil fuel and zero net greenhouse gases, a key element in the new green deal. He expressed concern about the language "a call for emergency" and is concerned about declaring this as an emergency. Mayor Woolsey explained what a state of emergency is and when an emergency is declared checks and balances and individual rights goes away. He is also concerned because the Town cannot declare an emergency by a Resolution. Another concern is when he sees climate mobilization, he sees this as the new green deal. Mayor Woolsey said he appreciates that some things were removed from the Resolution, but Council is being asked to sign onto this movement that is not a unique document. This is a call of a movement to demand a rapid change in our economy and that is the new green deal. He said we need to look at the Resolution more carefully and rather than modifying a boilerplate document we should start from the beginning and come up with a plan that we all can agree on that shares our concerns with the environment. Mayor Woolsey said there is a lot of work to do on the Resolution and moved to defer consideration to the December 17 Council meeting for more public input rather than having of a small number of people that supports it that do not live in the Town. Councilwoman Mignano seconded.

Councilman Milliken called for point of order because a motion was already on the floor. Mayor Woolsey said a motion to defer is always in order and over-ruled the point of order. Councilman Boles asked the purpose of the deferral and Mayor Woolsey said to review the language and gather more public input. Councilman Milliken said the Resolution is not onerous and it is important to move forward because this is an emergency climate situation that needs addressing. Mayor Woolsey said it is not an emergency that has to be passed right away. Councilman Boles voiced concern that he had an amendment to share but was unable to bring it forth. Councilwoman Mignano expressed concerns about having concrete solutions in order to put people's concerns at ease. Councilman Milliken said the word "emergency" could be removed and he thanked those who helped put it together. As discussion continued Councilman Boles questioned being able to put forth his amendment and challenged the ruling of the Chair. Mayor Woolsey said a majority 'no vote would consider Councilman Boles' request.

Challenge Ruling of Chair

Councilman Boles	no
Councilwoman Mignano	yes
Councilman Milliken	no
Councilman Mullinax	yes
Mayor Woolsey	yes

Failed

Vote on Motion to Defer

Councilman Boles	no
Councilwoman Mignano	yes
Councilman Milliken	no
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed: Deferred to December 17

Resolution #2020-13: Resolution for Former PC&BZA Members: Motion in favor by Councilman Milliken, seconded by Councilwoman Mignano. Mayor Woolsey thanked long time members of the Planning Commission David Bevon and Lyndy Palmer, and BZA Jason Gregorie for their years of service to the Town. An event will be planned to show our appreciation in the near future.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Resolution #2020-14: Resolution Regarding Drainage Conditions in Belle Terre: Motion in favor by Councilman Mullinax, seconded by Councilwoman Mignano. Councilman Mullinax spoke that the Resolution supports improving the drainage conditions in the Belle Terre community that has an adverse effect on properties along Schooner Road in Lighthouse Point. The Resolution speaks of significant flooding of water originating in the Belle Terre wetlands. Councilman Milliken asked why can't the Belle Terre HOA be sued for causing water onto our residents. Councilman Mullinax said he thought about that, but he wanted to give the HOA 30 days. Councilwoman Mignano said she was heartened by the Resolution and spoke of being good neighbors.

Vote

Councilman Boles	yes
Councilwoman Mignano	yes
Councilman Milliken	yes
Councilman Mullinax	yes
Mayor Woolsey	yes

Passed unanimously

Resolution #2020-15: Resolution for MASC Hometown Economic Development Grant: Motion to add the item to the agenda was made by Councilman Milliken, seconded by Councilman Mullinax. Mrs. Kellahan requested approval for a match of \$3,750 (15%) to support the Town's application for a \$25,000 Hometown Economic Development Grant. This grant and local matching funds will be used for the James Island Arts and Cultural Center. Motion in favor by Councilman Milliken, seconded by Councilman Boles.

Vote

Councilman Boles yes
Councilwoman Mignano yes
Councilman Milliken yes
Councilman Mullinax yes
Mayor Woolsey yes

Passed unanimously

Emergency Ordinances:

E-03-2020 Emergency Ordinance Pertaining to Electronic Meetings: Amended to Expire September 19: Superseded by Ordinance #2020-10 for Electronic Meetings.

Ordinances up for Second/Final Reading: None

Ordinances up for First Reading: None

New Business: Hazard Mitigation Plan (HMP) Council Notification: Provided as information. This information will be placed on the Town's website.

Executive Session: Mayor Woolsey asked for a motion to enter into an executive session at 10:13 p.m. for discussion of contractual matters. Motion was made by Mayor Woolsey, seconded by Councilman Milliken.

Vote

Councilman Boles yes
Councilwoman Mignano yes
Councilman Milliken yes
Councilman Mullinax yes
Mayor Woolsey yes

Passed unanimously

*Due to technical difficulties with Zoom the Executive Session was not held.

Return to Regular Session:

Announcements/Closing Comments: Councilman Milliken confirmed that Resolution #2020-12: Climate Emergency Mobilization would return to the agenda for the December 17 meeting. A process for public input will be established. Councilman Boles asked everyone to read Roberts Rules of Order and the oath they took when they were sworn to office.

Adjournment: There being no further business to come before the body, the meeting adjourned at 10:24 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk

Town of James Island
Special Meeting

The Town of James Island held a Special Meeting on Thursday, October 1, 2020 at 7:00 p.m. by Zoom at the Town Hall, 1122 Dills Bluff Road, James Island, SC. The following Councilmembers were present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, and Town Clerk, Frances Simmons. A quorum was present to conduct business.

In compliance with the Freedom of Information Act and the requirements of the Town of James Island, members of the public were provided a link and information for the proceedings of the meeting.

Mayor Woolsey called the Special Meeting to order and Town Clerk Simmons called the roll.

Public Comment: No member of the public signed in or sent in comments.

The purpose of the Special Meeting is to adopt a millage roll back. South Carolina law requires Counties to reassess property values every five years. Charleston County completed its reassessment this summer. South Carolina law also requires local governments to rollback their millage, so their new millage is equal to the amount of revenue raised from property taxes the previous year.

Adopt “Rollback Millage” due to Reassessment: Mayor Woolsey moved to adopt Resolution 2020-16 to Rollback the Town’s Millage to 17.9; a decrease of 2.1 mils from the current 20 mills; Councilman Mullinax seconded for discussion.

Councilman Boles moved for an executive session for advice from the Town Attorney before voting; Councilman Milliken seconded.

Vote for Executive Session

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	No

Passed

Return to Regular Session: Council returned to regular session. Mayor Woolsey announced that no votes were taken during the Executive Session.

Council engaged in lengthy discussion regarding the rollback. Councilwoman Mignano addressed what the Town of Mt. Pleasant did regarding its rollback. Mayor Woolsey explained that Mt. Pleasant has a debt millage and the Town has an Operating Budget. Mayor Woolsey explained that the Auditor’s office notified the Town that its rollback is 17.9; 2.1 mils below the previous millage of 20. He said this millage would raise as much property tax revenue for the Town with the new assessments as the previous 20 mils. Councilwoman Mignano said some municipalities chose not to rollback and use that money for other

projects and thought the Town could do the same to address drainage issues. Mayor Woolsey explained the rollback is a state law and the Town is required to comply. Councilwoman Mignano spoke about changing the millage to 18.9 instead of 17.9 for drainage projects. Councilman Milliken spoke of having better communication and this was rapidly thrown on Council. He asked the opinion of many others who said ‘no and at this point he cannot vote for it.

Mayor Woolsey explained for the budget we passed in June; we would collect the same amount of money. The bills to our citizens would be the same and there would be a credit against the billed amount. The credit is equaled to the billed amount and is zeroed. If we continue to follow that policy, we will not get revenue this year to spend on anything. He commented it is not on the agenda to adjust the credit or to change funding in the budget, but to roll back the millage. Councilwoman Mignano said since the millage has to be addressed tonight, if it were changed a mil above, could that be discussed at the October Council meeting. Mayor Woolsey said in order to get more money the tax credit has to be reduced on the tax bills that goes out in two weeks. Councilwoman Mignano said she did not want to speak for anyone but would be happy to have another meeting to get the budget taken care of so people’s yards that are soaked, and ditches overrunning could be fixed rather than waiting on other entities. Mayor Woolsey said the deadline was Wednesday and the Town was given an additional day, so we have passed the deadline. He said it is Council’s responsibility to pass a millage. If we continue with a budget that zeros out the millage it would not give us any more money and trying to fix the tax credit would not be a mil that is identified to anything. He said we cannot adjust the tax credit in such a way that a mil is identified to some purpose, that would require a capital improvements program funded by debt. He said the tax credit cannot be done where everyone pays a mil (i.e., 18.9 and 1 mil for drainage is not possible). Councilman Milliken asked why, and Mayor Woolsey answered because it is proportional to the appraised value of the property, not an assessment. Mayor Woolsey spoke against raising a property tax and asked Councilwoman Mignano to offer a dollar amount of how much property tax she wants the Town to collect. He said a millage is required but to do the tax credit a dollar amount would be needed. Councilwoman Mignano offered a percentage of 10%. Mayor Woolsey said 10% would not be for everyone; it would vary being heavier on businesses and vehicles and lower on homeowners. He said this is not easy because it is not proportional.

Councilman Milliken moved to amend the motion for a millage of 18.9, Councilwoman Mignano seconded. Councilman Milliken said we would still be compliant with the rollback and this would be positive, perhaps work out options related to credit and be able to use money for other things such as drainage projects. Mayor Woolsey said it would mean in the future we could not increase much because we would’ve already done it. In reply Councilman Milliken said he does not want to do anything to jeopardize action the Town takes in the future regarding other millage and 1% does not seem onerous to interfere with future plans we might have. Mayor Woolsey commented that next year the possible increase in property tax that Council could approve would be 1% than otherwise. Councilman Mullinax asked if Council approves the 18.9 millage, would taxes increase on the bills going out. Mayor Woolsey said the amount before the credit would increase so it would show on the tax bill how much would be paid before the credit but depends on what we do with the credit which no decision has been made on. He said he assumed a member of Council would amend the Resolution to include that and if it happens the property tax would increase and residents would write checks to the Treasurer for the Town and some of the money would come to the Town.

Vote on Amendment 18.9 Millage

Councilman Boles	No
Councilwoman Mignano	Yes
Councilman Milliken	Yes

Councilman Mullinax	Yes
Mayor Woolsey	No

Passed

Mayor Woolsey announced that the millage has been reduced by less and the net result is that it would increase taxes. However, we still have the policy of a tax credit that zeros out property tax, so our people do not pay property tax. Councilman Boles said he keeps hearing that taxes would increase, and his understanding is the County sets the tax and we have a policy to pay it down so it is not true to say the vote will raise taxes. Mayor Woolsey disagreed stating that if we did not have a tax credit at all then this would result in the people on James Island paying more to the Town than they did before. Because we have a credit if we continue to zero it out it has no effect on what they pay. They would continue to pay nothing, and we would not collect from them. In order to be clear Councilman Boles said the Town is not raising taxes. Council is voting to roll back the millage which may affect the amount the Town zeros out under our budget policy; Councilman Milliken agreed that the rollback is being lessened, not increasing taxes.

Councilwoman Mignano moved to further amend the Resolution to reduce the sum of the tax credit by 5% for drainage. Mrs. Kellahan was asked to provide the amount of tax credit that is in the budget. Councilman Milliken spoke of the importance of doing this but asked if it was in order as it was not advertised, and he does not want it to be a disservice to the public to go beyond what was published. Mayor Woolsey responded that it would be too late if not done now. No second was given to the motion and it failed. Mrs. Kellahan provided the amount of tax credit, however, since no second was offered to the motion this was information. Councilman Mullinax asked if an amendment was needed to be sure no one receives an increase on their October tax bill and Mayor Woolsey answered him. In further discussions Councilwoman Mignano asked if tax credit reductions could be addressed in October because it is something that needs more public opinion. Mayor Woolsey said that it could be but is not necessary if we do not reduce the amount of the credit there is no need to revise the budget. He said when plans for the budget comes forth next year if Council wants to provide a minimum credit or one that is higher but not sufficient to zero the property tax it can be done and the result would be more money next fiscal year to spend on the projects Council feels are appropriate. Councilman Mullinax said having these kinds of discussions at a budget workshop would be helpful to do especially since the process begins in February.

Councilwoman Mignano recapped that if the millage is left at 17.9 money would still be available to designate for drainage. She voiced understanding that the 17.9 had to be rolled back to the citizens and we had opportunity between 20 and 17.9. If it is zeroed out until the next budget year, then it would not impact the citizens until the budget is changed. Mayor Woolsey explained that if we continue to write a credit so that property taxes are zeroed, the property tax would remain zero and no money would be collected. Next year, if we reduce the amount of the credit, we could have more money for projects and citizens would begin to pay a property tax.

Vote Resolution 2020-16 from Millage 20 to 18.9

Councilman Boles	No
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	No
Mayor Woolsey	No

Failed

Mayor Woolsey moved that Council reconsider and return to the original millage of 17.9 and Councilman Boles seconded.

Councilman Boles said this is more of a topic to take up at a special meeting. He is voting with the Mayor but feels that Council does not need these kinds of things brought up at the last second having hour and a half meeting off the cuff. He doubts anyone from the public is aware of this as it would be discussed at a regular meeting. When talking about public funds it is an important issue that needs public participation and he doesn't think we got it this time.

Mayor Woolsey said he agreed and understands that we are obligated to undertake this process. The proposal that he made had no fundamental change and some members of Council wanted to develop new policies tonight which is not the right thing to do. He said if we wanted to raise taxes to address drainage the time to have brought that up was last February and we didn't; we kept the policy the same and provided a 100% credit. If we want to change the policy, the time would be during the next budget process. He further commented the millage of 17.9 could have been changed in June if we wanted to address drainage projects and if we want to address that it in the future it can be done next year. He believes the Town should keep its policy of not collecting property taxes but if the majority of Council wants to because they believe it is important to get money for drainage it can be done. He said major policy decisions at this point is not a good idea, but he did not consider what he proposed as a major policy decision.

Councilwoman Mignano stated that if she knew in June the length of time it takes to get drainage projects accomplished, even small ones, she would have brought it up then. But now that we're working on the rollback in the future, she will get public input for discussion during the next budget process.

Councilman Milliken spoke that a part of the problem with the process is not understanding it. He is not an economist and had a hard time learning about the issues and the resources were not very transparent. He said there is a lot of learning and he still does not understand all of the nuances, but he is elected to try to do it. He said in the future he doesn't know if we need to have workshops about these things to understand our options and have a clearer understanding of the law associated with it but need the equipment to make good policy decisions and that comes from the Mayor and staff and that would be helpful moving forward.

Mayor Woolsey reiterated his motion to the floor to revert from the millage of 18.9 to 17.9. There was no further discussion.

Vote for Millage 17.9

Councilman Boles	Yes
Councilwoman Mignano	No
Councilman Milliken	No
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Passed

Vote on Resolution 2020-16 as Amended

Councilman Boles	Yes
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Councilwoman Mignano	No
Councilman Milliken	No
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Passed

Executive Session: Mayor Woolsey moved for a motion to enter into an Executive Session in accordance with 30-4-70 (a) Code of laws of South Carolina for discussion of contractual matters relating to Dominion Energy. There was no second. Motion failed.

Respectfully submitted:

Frances Simmons
Town Clerk

DRAFT

Town of James Island

% FY Complete 25%

Monthly Budget Report

Fiscal Year 2020-21

1st Quarter

4th Quarter

July

August

September

June

TOTAL

BUDGET

GENERAL FUND REVENUE

Accommodations Tax					-	25,000
Brokers & Insurance Tax			3,879		3,879	720,000
Building Permit Fees		1,137	1,662		2,799	10,000
Business Licenses	1,594	24,761	29,279		55,634	312,000
Grant Reimbursement					-	
Franchise Fees	133,428				133,428	315,000
Interest Income	28	71			99	550
Alcohol Licenses -LOP					-	10,000
Local Assessment Fees					-	1,000
Local Option Sales Tax (PTCF)			194,281		194,281	953,640
Local Option Sales Tax (rev)			78,761		78,761	385,050
Miscellaneous		2,149	29		2,178	500
Planning & Zoning Fees	1,146	701	1,442		3,289	12,000
Stormwater Fees		200	500		700	
State Aid to Subdivisions		-			-	273,228
Telecommunications					-	20,000
Tree Mitigation					-	1,000
Facility Rental Fees					-	8,000
Homestead Exemption					-	48,000
	136,195	29,019	309,834	Total	475,049	3,094,968
				% of Budget		15%

ADMINISTRATION

Salaries	30,418	20,114	20,158		70,690	282,040
Benefits, Taxes & Fees	11,379	7,546	7,557		26,482	106,800
Copier	325	586	330		1,241	5,500
Supplies	102	288	194		584	7,000
Postage	214	17	1,756		1,986	6,000
Information Services	4,337	3,899	2,672		10,908	60,200
MASC Membership					-	5,500
Insurance	16,533				16,533	40,000
Legal & Professional Services		930	4,288		5,218	40,000
Town Codification		110			110	2,000
Advertising					-	5,000
Audit					-	16,000
Mileage Reimbursement		29	29		58	800
Bonding					-	700
Employee Training & Wellness		270	405		675	3,800
Dues and Subscriptions					-	1,500
Training & Travel					-	2,000
Grant Writing Services						13,000
Employee Appreciation	52				52	800
Mobile Devices	55	212	341		609	2,300
Credit card (Square)	78	113	82		273	
Bank Charges (Payroll Expenses)	250	900	(404)		746	2,000
	63,743	35,014	37,408	Total	136,165	602,940
				% of Budget		23%

ELECTED OFFICIALS

Salaries	5,654	3,769	3,769		13,192	50,000
Benefits, Taxes & Fees	5,186	3,457	3,457		12,101	46,960
Mayor Expense					-	1,000
Council Expense					-	2,000
Mobile Devices		10	59		69	2,100
	10,840	7,237	7,285	Total	25,362	102,060
				% of Budget		25%

GENERAL OPERATIONS

Salaries	38,158	25,439	25,439	89,036	360,022
Benefits, Taxes & Fees	13,655	9,103	9,104	31,862	137,350
				120,898	497,372
			% of Budget		24%

PLANNING

Supplies		93			93	600
Advertising					-	1,500
Mileage Reimbursement					-	200
Dues and Subscriptions					-	1,040
Training & Travel		20			20	1,000
Mobile Devices	27	31	50		108	660
Equipment/Software						2,800
Uniform / PPE					-	500
Planning Commission	250		276		526	4,000
Board of Zoning Appeals	200	200			400	4,000
	477	344	326	Total	1,148	16,300
				% of Budget		7%

BUILDING INSPECTION

Mileage Reimbursement					-	500
Community Outreach					-	250
Mobile Devices	65	66	60		191	780
Supplies					-	600
Equipment / Software					-	300
Uniform / PPE					-	250
Dues & Subscriptions			90		90	800
Travel & Training		605			605	1,400
	65	671	150	Total	886	4,880
				% of Budget		18%

PUBLIC WORKS

Mileage Reimbursement					-	300
Training & Travel					-	1,925
Public Outreach						500
Projects	3,555	8,219	39		11,813	145,000
Mobile Devices	86	94	99		279	1,345
Uniform / PPE					-	700
Supplies	643	201	565		1,410	12,200

Emergency Management	351	1,021	302		1,674	25,000
Dues and Subscriptions		218			218	425
Asset Management		26,235			26,235	50,000
Tree Maintenance and Care						20,000
Groundskeeping	4,222	5,357	418		9,998	61,000
	8,857	41,345	1,425	Total	51,627	318,395
				% of Budget		16%

CODES & SAFETY

Mileage Reimbursement				-	100
Equipment				-	900
Radio Contract	342			342	1,400
Training				-	500
Supplies	828			828	250
Uniform / PPE				-	250
ISP Dedicated Officer Annual Expense					59,840
ISP Programs & Supplies	40	795		835	14,220
ISP Salaries	20,805	17,145	17,588	55,538	204,880
Deputy Benefits, Taxes & Fees	5,616	4,615	4,738	14,969	59,660
Unsafe Buildings Demolition				-	20,000
Overgrown Lot Clearing				-	8,000
Animal Control				-	500
Crime Watch Materials				-	250
Mobile Devices	56	59		115	
Membership/Dues					250
	26,421	23,027	23,179	Total 72,627	371,000
				% of Budget	20%

PARKS & RECREATION

JIRC Contribution		300		300	4,750
Pinckney Park		1,308			
Park Maintenance	870	522		1,392	14,500
Special Events				-	5,000
Youth Sports Program				-	14,725
	870	2,130	Total	1,692	38,975
			% of Budget		4%

FACILITIES & EQUIPMENT

Utilities		2,806	2,572	5,378	34,000
Security Monitoring	76	226		302	1,000
Janitorial		1,275	848	2,123	9,420
Equipment / Furniture	296	583	592	1,471	5,700

Facilities Maintenance	421	379	609		1,409	6,500
Vehicle Maintenance Expense	242	562	215		1,019	6,500
Generator Maintenance					-	1,000
Street Lights		10,472	10,598		21,070	149,000
	1,035	16,303	15,434	Total	32,772	213,120
				% of Budget		15%

COMMUNITY SERVICES

Repair Care Program				-	35,000
Teen Cert Program				-	500
Drainage Council				-	500
History Council				-	3,780
Neighborhood Council	350			350	3,750
Children's Council				-	500
Business Development Council				-	3,500
Tree Council	200			200	5,000
Community Service Contributions				-	30,000
	200	350	-	Total 550	82,530
				% of Budget	1%

CAPITAL PROJECTS

<u>INFRASTRUCTURE</u>					
Dills Bluff Sidewalk, Phase III & IV		2628		2,628	179,720
Lighthouse Point & Ft. Johnson Intersection				-	38,000
Lighthouse Point Blvd Sidewalk and Drainage Phase I				-	55,000
Regatta Road Sidewalk		1100		1,100	26,500
Town Hall Sidewalks to Hillman and to Camp				-	93,000
Capital Improvement Projects				-	25,000
Traffic Calming Projects	104975			104,975	135,000
<u>Capital Equipment</u>					
ISP - Dedicated Deputy Initial Expense				-	75,741
Public Works Equipment				-	48,625
<u>PARK IMPROVEMENTS</u>					
Pinckney Park	1210	23624	7291	32,124	50,000
Brantley Park					14,910
<u>DRAINAGE PROJECTS</u>					
Greenhill/Honey Hill Drainage Phase I				-	157,110
Lighthouse Pt. Sdwalk & Drainage Phase 1				-	55,000
Oceanview Stonepost Drainage Basin -I-II			13180	13,180	32,900

Hazard Mitigation Project	420752		3356	424,108	150,000
Drainage Outflow Valve Devices					48,000
Drainage Improvement Projects	22938			22,938	42,938
James Island Creek Basin Drainage Improvements					32,000
Highwood Circle Drainage Improvements					35,000
Highland Ave Drainage Improvements		13300		13,300	159,750
	444,900	141,899	27,554	614,353	1,454,194
			% of Budget		42%

JIPSD FIRE & SOLID WASTE SERVICES

JIPSD Tax Relief	75,000	75,000	75,000	225,000	900,000
Admin Expense					9,000
Auditor Expense					5,000
	75,000	75,000	75,000		914,000

HOSPITALITY TAX

Hospitality Tax Revenue			47,565		47,565	375,000
Hospitality Tax Transfer In					-	330,610
TOTAL						705,610
<u>GENERAL</u>						
The Town Market						2,975
Guide to Historic James Island					-	10,000
Rethink Folly Phase I-III, Staff Cost-Sharing					-	20,000
Santee Street Public Parking Lot	13,800				13,800	32,000
James Island Arts & Cultural Center OPS		322	331		654	51,320
Promotional Grants					-	20,000
Folly Road Public Safety					-	6,650
Camp and Folly Landscaping Maintenance					-	9,600
Community Events					-	5,000
Total Non-Capital Expense					-	157,545
<u>PROJECTS</u>						
Camp/Folly Landscaping					-	30,000
Folly Road Beautification					-	10,000
Pinckney Park Pavilion	403		15		418	
Brantley Park		1,255			1,255	185,692
James Island Arts & Cultural Center		4,850	22,745		27,595	232,068
Undergrounding Power Lines					-	142,000
Ft. Johnson					-	100,000
Folly Road Multi Use Path Wilton-Ft. Johnson					-	42,000
Other Tourism-Related Projects					-	50,000
	14,203	6,427	23,091	% of Budget	43,721	1,106,850
						4%

TREE MITIGATION FUND

Tree Mitigation revenue					1,392	500
Tree Mitigation expense					-	500
	-	-	-	Total	1,392	

JAMES ISLAND PRIDE

James Island Pride revenue/donations	426	3,500
Jsmes Island Pride expense	-	
Helping Hands Donations	423	
Helping Hands Expense		
Total		-

ADMINISTRATOR'S REPORT

Oct-20

ADMIN NOTES

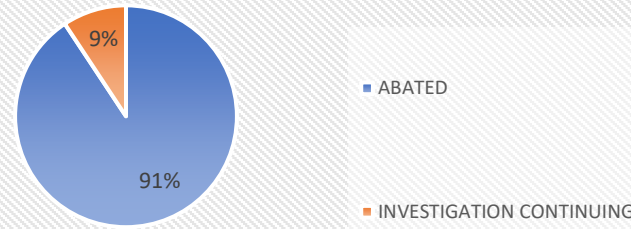
- 1) DataMax current collections- \$16k, \$11k outstanding
- 2) Love Bailey, Town Auditing firm, was in office last week of Sept. and should have draft of financial statement to Town staff in a few weeks.
- 3) Find attached latest Dominion tree trimming report
- 4) Town has processed first reimbursement to FEMA for Hazard Mitigation Property, will receive approximate \$330k reimbursed to the Town
- 5) Online forms for Jumpstart James Island have been built and are available on Town's website
- 6) Currently facilitating the Technical subcommittee for the Water Quality taskforce and staff will be presenting MOU and proposed cost sharing agreement to full committee for review and approval
- 7) Meeting with residents to discuss drainage easements re: Oceanview Phase II

Business Licenses	65
*54 of those processed at Town hall	
Code Enforcement Cases	
TOTAL CASES	642
ABATED	579
INVESTIGATION CONTINUING	63
RANK VEGETATION / SOLID WASTE	159
INOPERABLE VEHICLE	116
TREE CASES	44
NUISANCE PROPERTY	58

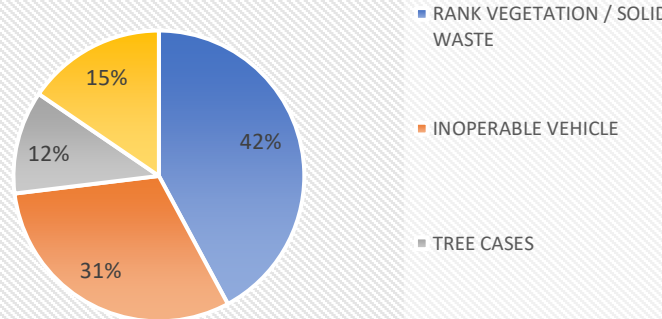
#8 new cases

Building Permits & Inspections	Permits	Inspections
	46	126
Building	12	59
Electrical	10	28
Plumbing	-	18
Mechanical	3	10
Gas	4	11
Pool	-	
Roofing	7	
Fire System	-	0
Sign	-	
Trades	10	
Manufactured Home	-	
Previous Month	90	166

Code Enforcement - Case Status



Code Enforcement - Case Type

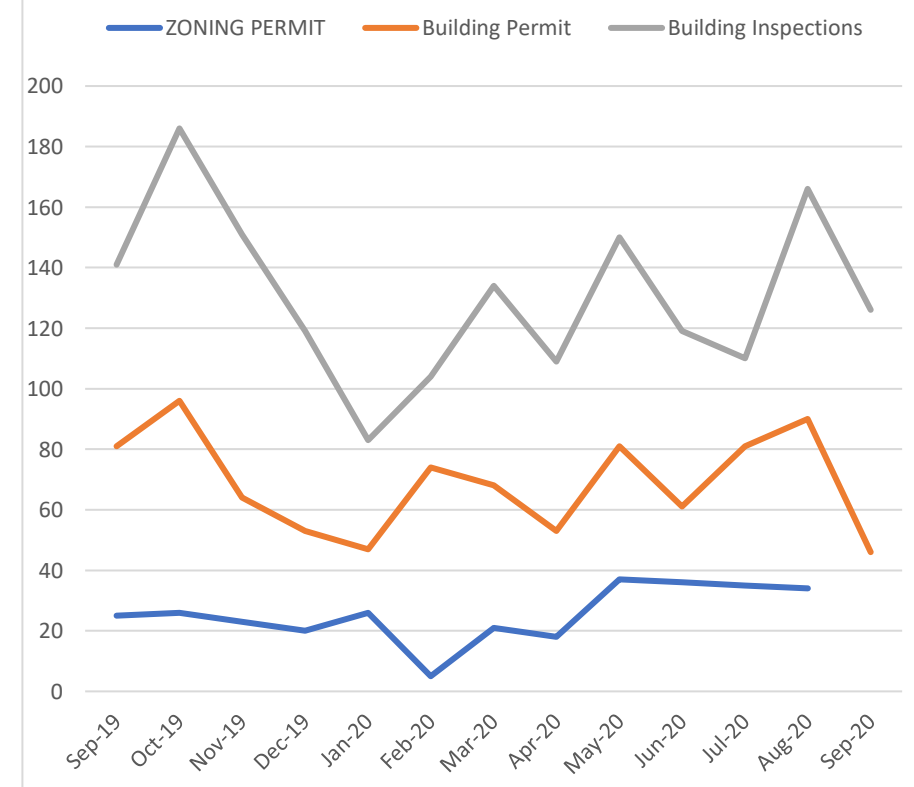


PERMIT TYPE	Sep-20
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	
EXEMPT PLATS	
FIREWORK STAND	
HOME OCCUPATION	7
LSPR	
NON-EXEMPT PLAT	
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	16
REZONING	
SPR	
SIGN PERMIT	-
SITE PLAN REVIEW	
SPECIAL EVENT	
SPECIAL EXCEPTION	
TEMPORARY ZONING	-
TREE REMOVAL	1
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	3
TOTAL	27

PUBLIC WORKS NOTES

- 1) There were 15 new requests for service in September, 14 were drainage related. Staff has responded to all requests.
- 2) Staff participated in the Third Quarter Virtual SCASM meeting.
- 3) Staff took the First Baptist Church Leadership Committee on a tour of the Dills Bluff Sidewalk Project and resolved concerns.
- 4) The monthly stormwater managers meeting was held by teleconference.
- 5) Staff participated in meetings of the Technical Subcommittee and Citizen's Engagement Subcommittee of the James Island Creek Water Quality Task Force.
- 6) Staff participated in a virtual class on Resiliency that the College of Charleston Graduate School is giving.
- 7) Blue Tide Construction installed new sidewalk on Dills Bluff Road from the Town Hall to Camp Road.
- 8) As part of the resurfacing project, Chas County Transportation is employing PavTech to do pavement rejuvenation on roads not yet at the point to resurface - its a thin spray laid down that helps prevent further deterioration
Staff cleaned 10 signs in June and installed 2 new STOP sign and 8 new street name signs. Staff filled 4 potholes with 8 bags of material.

PERMITS - 13 MONTH HISTORY



Ashley Kellahan

From: chris gerards <chriscmgerards@gmail.com>
Sent: Friday, September 25, 2020 8:11 AM
To: Ashley Kellahan; Mark Johnson
Subject: Pruning by Dominion

Good morning Ashley,

I met with Clay from Dominion and Josh from Lewis Tree to discuss pruning done this past month. We inspected trees on Ocean View ave and Julia St and then I went to Ronald Lane to inspect work done there. Here are some of my takeaways:

- I found work to be of spotty quality, ranging from good to very poor.
- The crew that was working when I visited, left noticeable stubs and non-viable limbs.
- New members of the crew had made very poor cuts that are impossible to fix.
- Although some limbs had been completely stripped of leaves, Clay argued against removing them since they had been previously pruned by the DOT.
- Trees that should be removed entirely, were left.

Conclusion:

Dominion and Lewis tree are either unable or unwilling to commit to performing consistent, quality work.

During our conversations it became clear that Lewis is unwilling to remove large leaders and entire trees because of their inability to dispose of large wood easily.

Turnover of technicians and supervisors has reduced the quality of the work.

Constant supervision and accountability of Dominion supervisors and Lewis Tree is needed going forward until work is back up to the quality as described and agreed upon in the "Agreement".

I am sending you some photos that show the work I inspected this wednesday and an updated list of trees that need mitigation.

Sincerely Yours,
Chris Gerards

--

Chris CM Gerards
BCMA #SO-1165BM
LegacyTrees www.plantyourlegacytree.com
www.thetrilliontreeinitiative.com
Happiness through Trees:
Chris Gerards at TedXCreativeCoast; <https://www.youtube.com/watch?v=WSniDCSeJM0>

Ashley Kellahan

From: chris gerards <chriscmgerards@gmail.com>
Sent: Friday, September 25, 2020 8:14 AM
To: Ashley Kellahan; Mark Johnson
Subject: Fwd: Dominion pruning

----- Forwarded message -----

From: chris gerards <chriscmgerards@gmail.com>
Date: Thu, Sep 24, 2020 at 6:16 PM
Subject: Dominion pruning
To: chris gerards <chriscmgerards@gmail.com>

Hi Ashley,

these are photos of work done by Lewis Tree on Ocean View Ave and Ronald Ln.



Ashley Kellahan

From: chris gerards <chriscmgerards@gmail.com>
Sent: Friday, October 2, 2020 3:37 PM
To: Ashley Kellahan; Mark Johnson
Subject: Inspection of work done by Lewis Tree for Dominion
Attachments: Town of James Island invoice # 9302020.pdf

Hi Ashley,

this past Wednesday I inspected the work done by Lewis tree on Ocean View Rd. I found three crews working there, in the same area where I left them a week ago.

I found the work to be poorly done, with little regard for the standards that the Town of James Island is looking for.

If this sounds a little down cast, it is meant to be.

We have been explaining our tree pruning standards for almost a year now, with some results, but still far from what is desired.

For instance;



Here is a magnolia with large stubs and badly finished cuts.



a poor cut on a live oak,



and here are the skeletal remains of a magnolia tree.

Can I suggest a meeting next week to discuss the way forward?

Thanks!

Chris

--

Chris CM Gerards

BCMA #SO-1165BM

LegacyTrees www.plantyourlegacytree.com

www.thetrilliontreeinitiative.com

Happiness through Trees:

Chris Gerards at TedXCreativeCoast; <https://www.youtube.com/watch?v=WSniDCSeJM0>



Jennifer Hightower
Economic Development & Local Government Manager
2392 W. Aviation Avenue
North Charleston, SC 29406
jennifer.hightower@dominionenergy.com
Office: 843-576-8661 / Mobile: 843-214-0085

Ms. Ashley Kellahan, Administrator
Town of James Island
1122 Dills Bluff Road
James Island, South Carolina 29414

October 1, 2020

RE: Town of James Island Tree Protection Agreement - Pruning Communication, October 2020

Dear Ms. Kellahan,

In accordance with our Tree Protection Agreement, our utility pruning project updates are as follows:

3.2.1 Company Designee Contact Information (same as previous)

- Mark Branham: 843.576.8280, mark.branham@dominionenergy.com
- Clay Chaplin: 843.576.8212, clay.chaplin@dominionenergy.com

3.2.2 Dates of Notification

- Please remember our projects are trimmed by sections and not all property owners will receive notification at the same time
- Notification will be via postcard or email depending on the customer's communication preference

2020 Project

- Section A: Notification sent on January 8, 2020 to property owners, work is in progress
- Section B: Notification sent on March 3, 2020 to property owners; work is in progress
- Section J: Notification sent on April 1, 2020 to property owners; work is in progress
- Section C: Notification sent on April 30, 2020 to property owners; work is in progress
- Section D: Notification sent on May 25, 2020 to property owners, work is in progress
- Section E: Notification sent on June 23, 2020 to property owners, work is in progress

3.2.3 Dates of Press Releases

- January 6, 2020 – media advisory re: Public Workshop on 1/8/2020

3.2.4 Resident Communication

- Example postcard notification is attached, titled "DESC tree notification"

3.2.5 Smaller Map for Pruning in Specific Locations

- 2020 Project Map Section F33: see attached, "F33-James_Island"
 - Town of James Island municipal boundary map: see attached, "2020_Municipality_Maps_Town of James Island"
 - Section A Map: see attached, "James Island Project F33 Section A"
 - Section B Map: see attached, "James Island Project F33 Section B"
 - Section C Map: see attached, "James Island Project F33 Section C"
 - Section D Map: see attached, "James Island Project F33 Section D"
 - Section E Map: see attached, "James Island Project F33 Section E"
 - Section J Map: see attached, "James Island Project F33 Section J"



3.2.6 Approximate Timeframes

- 2020 Project: James Island (general) – commenced Feb. 3, 2020, expected completion May 31, 2021

3.2.7 Dates of Public Meetings

- January 8, 2020; Public Workshop at James Island Town Hall to review 2020 trimming project

Please contact us with any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read "JH", written over a light blue circular stamp.

Jennifer Hightower

cc: Mark Branham & Clay Chaplin



Town of James Island

Memo

To: Mayor and Town Council
From: Ashley Kellahan, TA
Date: October 6, 2020
Re: RFP #5-2020 – Grant Writing Services

- Town is seeking to procure several grant consultants to assist in seeking funding in several areas. Those areas include drainage improvements, hazard mitigation, funding for the arts and cultural center and law enforcement, etc.
- Town advertised the above-referenced solicitation with proposals being due on Sept. 25th. A total of 5 proposals were received. They were:
 - Global Partners for Fathers and Families, LLC
 - Lathan Consulting Corp
 - Thomas & Hutton
 - The Ferguson Group
 - RS3 Planning Collaborative, LLC
- The evaluation committee (myself, Mayor Woolsey and Councilman Mullinax) reviewed and scored the proposals. The evaluation criteria consisted of the following:
 - Professional & management capabilities
 - References
 - Availability and proximity of qualified professional staff
 - Fee
 - Ability to prepare concise / meaningful proposal
- The evaluation committee is recommending the following firms for award:
 - Global Partners for Fathers and Families, LLC
 - Lathan Consulting Corp
 - Thomas & Hutton

Community Assistance Program 2020-2021
Applications

Organization	Contact	Phone	Email	Mission / Reason for Request	Prior Year Received	20-21 Request	Staff Recommendation
James Island Exchange	Trey McMillan	843 790-8118	trey@dunesinsurance.com	Tourney Registration to support JICHS Scholarship & Outreach	500	500	500
James Island Mentoring Group	Roynell & Tammy Barclay	843 425-2711	tammyqueenskitchen@gmail.com	Mentoring Program for Youth	2,000	2,500	2,000
James Island Outreach	Traci Greer	873 762-3653	jioutreach@yahoo.com	Local Food Pantry Operation	4,000	2,000	2,000
Barrier Island Free Med. Clinic	Brenda Falls	843 266-9800	brenda.falls@gmail.com/bfalls@bifmc.org	Local Medical Clinic Operation	2,000	2,000	2,000
Pet Helpers	Melissa Susko	843 795-8090	msusko@pethelpers.org	Per Services for Spay and Neuter	2,000	2,000	2,000
James Island Band Backers	Cindy Graack		clgraack@gmail.com	Band Expenses with new COVID protocols	3,500	5,000	3,500
Concerned Citizens of Sol Legare	Bill Wilder	843 276-8707	wild7930@bellsouth.net	General Repairs to Sea Shore Farmers Lodge	2,500	2,500	2,500
Race for Achievement	Dominique Gray		dominiquegray@gmail.com	TyWanza Sanders Scholarship Program	1,500	2,000	1,500
Emmanuel Baptist	Rosalee Spehar	843 795-0939	emmanuelbap16266@bellsouth.net	Food Pantry	2,000	2,000	2,000
Lowcountry Comm. Crisis Chaplain	Rev. Rob Dewey	843 693-2718	dewey5@comcast.net	Service/Support to Chaplains	1,500	1,500	1,500
Opportunity Calls Everyone (OCE)	Denise Ladson-Johnson	843 534-9376	deniseladson77@gmail.com	Mentoring Program for Youth	2,000	2,000	2,000
Assn. of Blind/Visually Impaired, SC	Anne Smith Reid	843 212-3040	areid@abvisc.org	Service to blind/visually impaired adults	500	2,000	500
Dee Norton Advocacy Ctr.	Kathy Quinones	843-723-3600	kquinoes@deenortoncenter.org	Child Advocacy Support	2,000	2,000	500
Waves for Women	Erin Jones	843 367-1044	scwaves4women@gmail.com	Non-profit therapeutic surf prog./women	1,500	2,500	1,500
Our Lady of Mercy	Emory Trouche	843 559-4109	emory.trouche@olmoutreach.org	Support basic needs to Sea Islands	2,000	2,000	2,000
JI Arts	Dana Ellis		info@jiarts.org	Support of JI Art Auction which benefits local art teachers	3,500		3,500
True Vine Tabernacle	William German III, Pastor	843 276-5117	truevine08@yahoo.com	Food Pantry	-	2,000	2,000
Backpack Buddies	Allison Hubbard	843 452-1347	ahubbard@jamesislandpc.org	Food Serv. children/families during Covid	-	2,000	2,000

	Budgeted Amount	Total Request	Total Recommendation
Community Assistance Funds	30,000	36,500	25,750
* Hospitality - Promotional Grants	20,000		7,750
	50,000	36,500	33,500

*Recommending we award request for Seashore Farmers Lodge, JI Arts, and half of Band Backers (because of local tournaments) from hospitality

EMERGENCY ORDINANCE PROVIDING FOR REQUIRED FACE COVERINGS IN PUBLIC PLACES DUE TO THE COVID-19 VIRUS, AND EXCEPTIONS THERETO

WHEREAS, the 2019 Novel Coronavirus ("COVID- 19") is a respiratory disease that can result in serious illness or death by the SARSCoV-2 virus, which is a new strain of coronavirus previously unidentified in humans and which can spread from person to person; and

WHEREAS, the Centers for Disease Control and Prevention has warned of the serious public health threat posed by COVID-19 globally and in the United States; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary declared a public health emergency in the United States for COVID-19 under Section 391 of the Public Health Service Act; and

WHEREAS, on March 13, 2020, the Governor of the State of South Carolina (the "State") issued Executive Order 2020-08, declaring a State of Emergency based on a determination that the COVID-19 poses an actual or imminent public health emergency for the State; and WHEREAS, the Governor of the State has subsequently declared a continuing State of Emergency in subsequent Executive Orders, including Executive Order 2020-42 on June 26, 2020;

WHEREAS, on March 17, 2020, Mayor Woolsey declared a state of emergency in the Town of James Island; and

WHEREAS, the James Island is experiencing a dramatic increase in the number of identified new COVID-19 cases, and as of July 4, 2020 the South Carolina Department of Health and Environmental Control ("DHEC") reported the total number of reported cases in South Carolina is 44,715, the number of confirmed deaths is 813, the number of reported cases in Charleston County is 5,650 and the number of current cases on James Island in zip code 29412 is 350; and

WHEREAS, if COVID-19 cases continue to increase the demand for medical facilities may exceed locally available resources and the private and public sector workforce may be negatively impacted by absenteeism; and

WHEREAS, health authorities, including the CDC and DHEC have recommended the use of face coverings as a means of preventing the spread of COVID- 19; and

WHEREAS, S.C. Code Ann. §5-7-250 empowers Council to enact emergency ordinances affecting life, health, safety, or property; and

WHEREAS, James Island Town Council has determined, based on the recommendations of public health authorities, an emergency exists, and responsive to a serious threat to the public health, safety, and welfare of its citizens, that it would serve the public interest to require that individuals wear face coverings in certain situations and locations within the boundaries of the Town of James Island.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF JAMES ISLAND:

Section 1 Emergency Ordinance E – 06 -2020 is hereby repealed.

Section 2. Required Face Coverings. All persons who are present within the Town of James Island are required to wear an appropriate face covering any time they are in contact with other persons who are not household members in indoor public places and indoor businesses where it is not possible to maintain a six-foot distance from others or where social distancing is not or cannot be being practiced. This includes the following:

- A. While entering or inside any retail, restaurant, office or other business location;**
- B. While entering or inside any government building or facility under the jurisdiction of the Town;**

All business and organizations within the Town of James Island are required to comply with this Ordinance, which is applicable to patrons and employees.

Section 3. Exemptions. Face Coverings shall not be required:

- A. In outdoor or unenclosed areas where six-foot social distancing can be maintained;**
- B. for those who cannot wear a face covering for medical reasons;**
- C. for children under five years old, provided that adults accompanying children age two to five shall use reasonable efforts to cause those children to wear Face Coverings where six-foot social distancing is not possible or observed;**
- D. for patrons of restaurants or similar locations while seated and dining or drinking, or while standing and maintaining a six-foot social distance;**
- E. In private offices;**
- F. In settings where it is not practical or feasible to use a face covering;**
- G. for public safety employees when it is not practical to wear a face covering.**
- H. For persons traveling in their own vehicles.**

Section 4. Enforcement.

1) A Uniform Ordinance Summons for violations of this Face Covering Ordinance shall be written only to businesses or organizations that fail to attempt to enforce the Face Covering requirements. Operators of businesses and organizations are entitled to rely on their customers or patrons statements about whether they are exempted from the Face Covering requirements, and businesses and organizations do not violate this Ordinance if they rely on such statements.

2) This Face Covering Ordinance may not be enforced criminally against individual persons, but if a worker, customer, or patron of a business or organization fails and refuses, without good cause or good excuse, to leave immediately upon being ordered or requested to do so by the person in possession of the property or his agent or representative, such person may be charged with a violation of S.C. Code § 16-11-620 ("Entering premises after warning or refusing to leave on request").

Section 5. Expiration of Ordinance. This Ordinance shall expire automatically as of the sixty-first day following the date of enactment, unless sooner terminated by Town Council.

Section 5. Effective Date and Time. This Emergency Ordinance shall take effect upon approval.

Done in Council, duly assembled this 3rd day of September, 2020.



Bill Woolsey
Mayor

Attest:



Frances Simmons
Town Clerk

This Emergency Ordinance was extended at the September 3, 2020 Town Council Meeting which was duly assembled and is slated to expire October 15, 2020, by affirmative vote of two-thirds of the members of Council present.