



Town of James Island, Regular Town Council Meeting
September 16, 2021; 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 by noon on Thursday, September 16, 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, 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. Roll Call
2. Public Comment
3. Consent Agenda:
 - a. Minutes: August 19, Regular Town Council Meeting
4. Presentation of Annual Report
5. Information Reports:
 - a. Finance Report
 - b. Administrator's Report
 - c. Public Works Report
 - JI Creek Water Quality Testing Data
 - d. Island Sheriffs' Patrol Report
6. Requests for Approval by Staff:
 - Award of Lobbying Services
 - Landscaping Maintenance for Camp & Folly Intersection
 - Installation Cost for Radar Speed Signs for Lighthouse & Ft. Johnson

- ☐ Scope and Fee for Woodhaven Drainage Improvements
- ☐ Brantley Park Signage
- ☐ Legal Fees for Drainage Easement Work

7. Action Items

- a. TOJI Funding of Water Quality Testing
- b. Research of use of American Recovery Act Funds for Homeowner Drainage Relief

8. Committee Reports:

- Land Use Committee
- Environment and Beautification Committee
- Children's Committee
- Public Safety Committee
- History Committee
 - Appointment to History Council
- Rethink Folly Road
- Drainage Committee
- Business Development Committee
- Trees Advisory Committee
- James Island Intergovernmental Council

9. Proclamations and Resolutions:

Proclamation: Recognizing October 2021, as Breast Cancer Awareness Month

Resolution #2021-1 : Authorizing the Exercise of Eminent Domain for the Purpose of the Greenhill Community Drainage Improvements Project

10. Ordinances up for Second/Final Reading:

Ordinance #2021-06: Regulations on Routine Inspection and Maintenance of Private Septic Tank Systems

Ordinance #2021-07: Amending the Fiscal Year 2021-2022 Annual Budget

11. Ordinances up for First Reading:

12. New Business:

13. 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.

14. Return to Regular Session:

15. Announcements/Closing Comments:

16. Adjournment

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85406574138?pwd=VkZCZFJlcEVnSHZjbCtjYzBvVk5wZz09>

Passcode: 730322

This meeting will also be live-streamed and available for public view via the Town's YouTube channel:

<https://www.youtube.com/channel/UCm9sFR-ivmaAT3wyHdAYZqw/>

The Town of James Island held its regularly scheduled meeting at 7:01 p.m. at the James Island Town Hall, 1122 Dills Bluff Rd., James Island, SC on Thursday, August 19, 2021. Councilmembers present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, Island Sheriff's Patrol, Lt. Shawn James, JIACC Development Coordinator, Caroline Self, and Town Clerk, Frances Simmons. A quorum was present to conduct business. Media: Live 5 News.

Opening Exercises: Councilman Boles welcomed all and asked Deacon Roper, First Baptist Church, to open in prayer, followed by the Pledge of Allegiance.

Public Hearing on Ordinance #2021-03: Ordinance Increasing Compensation of the Mayor: The following person spoke:

Mary Ann Henry, 825 W. Madison Ave., Mrs. Henry stated that she is not opposed to raising the salary of the Mayor to \$48,000, but it is vitally important that it is a full-time position; not a contractor or a marketing rep. but someone who would give their heart and soul to James Island. The job of Mayor should be advertised; especially to women and people of color because until the last election only white men ran. We need a Council that represents the people and marketed for a fresh perspective and diversity in the Town.

Public Hearing Closed at 7:06 p.m. Emails received: Mrs. Beverly Keith, in opposition, and Mrs. Lauren Gellatly, in favor. Copies attached.

Public Comment: None

Presentation of Awards and Recognition to JI Charter High School Athletic Program and Coaches: Mayor Woolsey read a resolution on behalf of Council recognizing JI Charter High School Athletic Department on their State Championship, 2020/2021 4AAAA win. Awards were presented to Head Coaches:

Girls Cross Country (Coach Lee)
Girls Track (Coaches Eshelman and White)
Girls Soccer (Coach Cohn)
Boys Soccer (Coach Robinson)
Baseball (lower state – Coach Spivey)

Mayor Woolsey recognized Jeremy Holland, Athletic Director, on this outstanding victory.

Consent Agenda:

Minutes of July 15 Regular Town Council Meeting: Councilman Milliken moved to approve the minutes with a correction on page 4, under Resolution #2021-08.... *amended motion that he made was to add two council seats, but in 2025 having four-year terms.* Minutes passed with the correction.

Information Reports:

Finance Report: Town Administrator, Mrs. Kellahan presented an overview of July's revenue and expenditures. She added that the annual audit should be completed by September.

Administrator's Report: Mrs. Kellahan gave an overview and update on the solar panels. She stated that we will solicit RFQs for the design specifications. The consultant will look at our facilities and determine the best locations and our return investment. This information will be brought before Council before a final decision. Councilman Milliken said he likes the idea of doing a Solar Panel Study and choosing a vendor to do multiple things, perhaps also putting in bus stops as a part of the Rethink Folly Road project.

Memo on JIACC: Mrs. Kellahan introduced Caroline Self, Development Coordinator. Mrs. Self gave an overview of upcoming programs/events she has planned at the Art Center. Invitations to the Grand Opening on September 13 has been sent out. She noted that exhibits by Artist, Mary Edna Fraser, will be on display as well as exhibits by Jonathan Green, during the MOJA Arts Festival Sept. 30 – Oct. 10. Mrs. Kellahan added that Mrs. Self is already accomplishing great things which includes a State Museum travel exhibit coming soon. Mrs. Self was welcomed by Council.

Public Works Report: Mrs. Kellahan gave an overview of the Public Works Report and answered questions from Councilmembers Mignano and Mullinax.

Island Sheriffs' Patrol Report: Lt. James gave an updated crime report noting cases that are solved and those pending. Councilman Boles asked the status of the license plate recognition and Mrs. Kellahan replied that the encroachment permit is being processed.

Requests for Approval by Staff:

Contract Extension with Toole Design: Mrs. Kellahan presented a request to extend the contract with Toole Design. We are in the third year of the contract and funding have been appropriated for consulting services for 20/21 but delayed due to COVID. The request is to extend the three year contract by six months. Motion by Councilman Milliken, seconded by Mayor Woolsey and passed unanimously.

Dills Bluff Sidewalk, Final Phase Scope and Fee Surveying and Design: Mrs. Kellahan presented a fee proposal from JLA (Johnson, Laschober & Assoc) for planning, design, implementation, and services for the construction of the sidewalk along Dills Bluff from Winborn Dr. to Northshore to continue along Northshore to Harbor View Rd. Cost is \$27,250. Motion by Councilman Boles, seconded by Councilman Mullinax.

Councilman Milliken asked which side of the road the sidewalk would be, and Mrs. Kellahan said that would be determined by the survey. He asked, depending on which side it is, could we ask that as many grand trees as possible be preserved and Mrs. Kellahan said yes. Councilwoman Mignano asked what the Council presentation costs included, and Mrs. Kellahan said staff time, property changes, and the conceptual design dependent upon which side of the road it is on. Councilman Boles said the sidewalk on the west stops at Seaside, and it seems you would have to cross over to the other side because of the trees. He asked if the plan is to turn down Ft. Sumter; not Northshore. Mayor Woolsey responded that the conceptual plan does have the sidewalk going down Ft. Sumter and this was an error by the engineer. Councilman Milliken said he would recuse himself from voting on this matter because he lives on Fort Sumter Drive, and it is in the plan Council is voting on. Motion passed. Councilman Milliken recused. (copy of recusal attached).

Nabors Drive Sidewalk, Scope & Fee Surveying & Design: Mrs. Kellahan presented the fee proposal from JLA for planning, design, implementation, and services for construction of the sidewalk along Regatta Rd. from Grand Concourse to Nabors Drive at \$25,500. Motion by Councilman Milliken, seconded by Councilwoman Mignano. Mrs. Kellahan said that the City would hopefully be contributing to the construction cost, not the design. Councilman Milliken asked if the City contributed, if a memorandum of understanding between the Town and the City would be done. Mrs. Kellahan answered yes.

Councilman Boles referred to the aerial view of Nabors Drive and asked if the sidewalk stops at Nabors? Mayor Woolsey said the sidewalk runs from Regatta to Quail. There was discussion that if the sidewalk ends at Quail the proposal needed to be amended to end it there. Mrs. Kellahan said the overview shows where the sidewalk runs and it is correct, but she will make this correction before the contract is executed. Councilwoman Mignano noted that the wording in the overview does not match the picture and Mayor Woolsey asked that the contract be modified. Motion passed unanimously.

Brantley Park Phase I – Revised Plan and Cost: Mrs. Kellahan gave the update requested by Council at its May meeting for the Site Plan to be revised to remove the parking spaces except one handicapped space and remove the roadside drainage infrastructure. She said these changes have been made and the concrete surfaces were changed to permeable, and the dock will remain until the new permit with OCRM is secured. The amended bid for approval is \$90,214. Motion by Councilman Milliken, seconded by Councilman Mullinax. There was discussion about barricading the dock to avoid access to it. Councilman Milliken asked if the pathway could be changed to prevent easy access. Councilman Boles talked about the trails and Mrs. Kellahan said the contractor would make the trails curved so there is no access to the dock. Mayor Woolsey also mentioned the use 2x4's as a barricade. Motion passed; Councilman Boles voted no.

Purchase of Town Holiday Decorations: Mrs. Kellahan presented the Carolina Branch holiday decoration from Mosca Design for approval. The cost is \$15,734. She said a survey was put to the public and the results came in for the Carolina Branch. Motion by Councilwoman Mignano, seconded by Councilman Milliken and passed unanimously.

Irrigation Meter for Pinckney Park: Mrs. Kellahan presented for approval an irrigation account for Pinckney Park @\$3,936. Motion by Councilman Mullinax, seconded by Councilman Milliken. Councilman Milliken asked if staff had looked into drilling a well and Mrs. Kellahan said one is there, but it has sandy soil and often gets clogged, so we need an irrigation meter as a back-up. Motion passed unanimously.

Janitorial Services for JIACC: Mrs. Kellahan presented for approval a bid from Zeb's Quality Service to provide janitorial services to the JIACC. Zeb's provided a revised bid of \$850.00 a month because of its long time service to the Town. They also clean the Town Hall and Pinckney Park. Motion by Councilman Boles, seconded by Councilwoman Mignano and passed unanimously.

Committee Reports:

Land Use Committee: Councilwoman Mignano reported that the Planning Commission met on August 12 and had an interesting discussion on 5G Small Cell Wireless Communication.

Request to Approve Repair Care Work Study Program: Councilwoman Mignano presented for approval a request for a work study program as an extension of the Repair Care Program. The program would offer valuable repair skills to students in helping to complete small repairs to eligible homes in the community. Preliminary budget estimate is \$8,000 and the costs would be funded from the Repair Care Program. Motion by Councilwoman Mignano, seconded by Councilman Mullinax and passed unanimously.

Environment and Beautification Committee: Councilman Milliken announced the James Island Pride Adopt a Highway Litter Pickup on Saturday, September 4 from 9-11 a.m. Additional pickups are: October 23, November 6, and January 15. James Island Pride meets the third Thursday of the month at 5:30 p.m. Future meetings will be on Zoom. For further information Councilman Milliken or Chair Amy Ball may be contacted. An update was given on Helping Hands. Volunteers are needed and should contact Chair Stan Kozikowski, (860) 847-0544. The committee takes care of yards for individuals that cannot do it themselves.

Children's Committee: No report.

Public Safety Committee: Councilman Mullinax moved for the appointment of Gresham Meggett to the Neighborhood Council representing Oceanview. He complimented Leigh Ohlandt, the former representative who resigned. Motion by Councilman Mullinax, seconded by Councilman Milliken and passed unanimously. Councilman Mullinax announced the Neighborhood Council would meet on Thursday, August 26 at 7 p.m.

History Committee: Mayor Woolsey announced that long time committee member, Inez Brown-Crouch resigned, and he will appoint a replacement soon.

Rethink Folly Road: Mayor Woolsey announced the Rethink Folly Road Steering Committee meeting on Wednesday August 25 @ 3:30 p.m.

Drainage Committee: Councilman Mullinax announced that the Drainage Committee meeting on Tuesday, August 31 @ 3 p.m.

Business Development Committee: Councilman Boles reported that the committee met on August 10 and discussed tax relief opportunities for small businesses. A meeting will be held in September and others were encouraged to attend.

Trees Advisory Committee: Councilman Milliken announced that the committee did not meet in August but will resume September 14 @ 4:30 p.m.

Request to Approve Tree Survey Program: Councilman Milliken moved for approval of a Tree Survey Program. This program will map the urban forestry of James Island by cataloging location, tree species and the quality of the trees. He complimented the former interns for completing most of Ft. Johnson Road. Councilman Milliken requested \$8,000 for the next fiscal year and for this to be an on-going program. Motion seconded by Councilman Mullinax and passed unanimously.

James Island Intergovernmental Council: Mayor Woolsey reported that the JIIC met in July and discussed road projects on James Island and an update on water quality.

Proclamations and Resolutions:

Resolution #2021-08: Resolution Calling for a Referendum to Increase Town Council from Four to Six Members: Councilman Mullinax moved to approve, seconded by Councilman Milliken. Councilman Mullinax said this was discussed in detail last month and has been bounced around since 2012. He said there are many municipalities in the area with less population than the Town but has more members on their Councils. He mentioned Councilman Milliken's amendment from the last meeting to add two council seats in 2025 with four-year terms and he would like to amend the resolution that a referendum be included on the ballot for the 2023 election with two additional two seats filled in 2025 with four-year terms. There was some discussion about staggering terms and Councilman Boles stated that "b" in the resolution is correct because some members would be elected every two years if terms are staggered. Councilman Boles moved to amend Councilman Mullinax's amendment to leave "b", as written, and strike that some members would be elected every four years. Amended motion seconded by Councilman Milliken. Mayor Woolsey gave a brief explanation of referendums as stated in state law and afterward, the motion to amend the amendment passed unanimously. The main motion passed unanimously.

Resolution #2021-09: A Resolution Calling for Face Coverings in Public Indoor Areas: Motion by Councilman Milliken, seconded by Councilman Boles. Councilman Milliken spoke in favor of the resolution stating that we are seeing a spike in COVID again and it is a different disease from the last time. He said this variant should give everyone pause and is something that needs to be respected; and a good way to respect it is to ensure that we're not spreading the disease. The best way to do that, he said, is through masking and hand washing, and it makes sense to do what we can to prevent this. Further, he thinks we need to continue this behavior until the disease is under control and at this point there are too many people who have not been vaccinated. Mayor Woolsey made reference to the resolution and about how this is already a policy at Town Hall and is not in support of it. Councilwoman Mignano asked about an expiration date to the resolution and Mayor Woolsey explained that this is not an emergency ordinance so it would

not expire, and Council would have to rescind it. Councilman Milliken offered that it would be for a reasonable length of time until the numbers support it and guidance from DHEC is received.

Mayor Woolsey said the policy at Town Hall for some time was that vaccinated persons were no longer required to wear a mask and non-vaccinated persons had to wear them inside while around others. He said about a week ago, the policy was changed to require both vaccinated and unvaccinated persons to wear masks that comes into Town Hall as well as staff. The question surfaced if staff are required to wear masks while in their office and Mrs. Kellahan said no; not in their personal offices; Councilman Milliken said the resolution pertains to public areas in Town buildings because it is used by outside groups as well. Councilman Milliken said it is important to protect staff and the people using the Town's facilities by using as much precaution as necessary. Motion passed. Councilwoman Mignano and Mayor Woolsey voted no.

Resolution #2021-10: ISP Officer of the First and Second Quarter: Mayor Woolsey and Council recognized Deputy Jacob Brueckner as the ISP Officer for the first and second quarter. Lt. James accepted the resolution and award on his behalf.

Ordinances up for Second Reading:

Ordinance #2021-03: Ordinance Increasing Compensation of the Mayor: Motion by Councilman Boles, seconded by Councilwoman Mignano. Councilman Boles spoke in favor that the compensation may draw others who are interested in running for mayor. He said the public comment earlier was good. In looking at the compensation survey, it is in line with other town mayors, and if we get someone who doesn't want to be compensated, they could give the money back to the Town. Councilwoman Mignano seconded and then moved to amend the motion for a compensation of \$36,000, Councilman Milliken seconded. Mayor Woolsey spoke that \$48,000 was substantial, \$36,000 is better; however, \$17,000 or \$18,000 is reasonable for a part-time mayor for James Island given inflation. Mayor Woolsey stated that the compensation survey sent by the Town Administrator clearly showed that \$48,000 was not in-line with other municipalities like ours in size and budget pay their Mayor and that it would make the James Island Mayor the third-highest paid Mayor behind the City of Charleston and North Charleston. He described some of the duties he performs, and although he spends a lot of time doing other things at Pinckney Park and landscaping at the Town's facilities, the job could be done in 5-hours a week. He said many people on James Island would be willing to do it for 5 hours a week. Additionally, we have a full-time administrator, which the City of Charleston and North Charleston does not have. Councilman Boles went on to say that the compensation would be a draw to attract others. Councilman Milliken complemented the Mayor stating that he is selling himself short. He said we would not have a Town without Mayor Woolsey and he does other things such as working at the parks and interacts with other municipalities on a regular basis as well as members of the community. He said all of those duties cannot be done in 5 hours a week and the Mayor should be proud of what he has accomplished and is doing a good job. He hopes the next person would do half as much that the Mayor does. As discussion continued Councilman Boles spoke of projects that a full-time mayor could accomplish, one example was the Subway property. Councilwoman Mignano spoke in favor of raising the salary saying the Mayor position has many other agencies and jurisdictions it is responsible in dealing with. After further discussion, the amended motion passed, Councilwoman Mignano, Councilman Boles and Councilman Milliken voted yes to \$36,000; Mayor Woolsey and Councilman Mullinax voted no.

Councilman Mullinax brought forth an amendment to place the compensation to a referendum to be voted on in 2023. He said that he posted the resolution on Next Door and 150 responses were received with only with 11 in favor. He said we should leave it to the people to decide on the compensation i.e., \$48,000; \$36,000 or \$20,000. Mayor Woolsey seconded. After the discussion, the amendment was withdrawn without objection.

Councilman Mullinax put forth another amendment that the Mayor's compensation be placed on a referendum ballot in 2027; seconded by Mayor Woolsey. Mayor Woolsey, and Councilman Mullinax voted yes; Councilmembers Boles, Milliken, and Mignano voted no. Failed.

The Ordinance as Amended for \$36,000 compensation in November 2023: Councilmembers Boles, Mignano, and Milliken voted yes; Councilman Mullinax and Mayor Woolsey voted no. Passed.

Ordinance #2021-05: Ordinance Amending the Town of James Island's Rules of Procedure Regarding Agendas: Motion by Councilman Milliken, seconded by Councilman Boles and passed unanimously.

Ordinances up for First Reading:

Ordinance #2021-06: Regulations on Routine Inspection and Maintenance of Private Septic Tank Systems: Motion by Councilman Milliken, seconded by Councilwoman Mignano. The ordinance adopts Chapter 91.03 for privately owned sewer systems. Councilman Milliken asked if funds from the American Rescue Plan could be used for baseline inspections as this may be an onerous expense for people with septic to help them fix systems that are not working. Staff responded that perhaps they could be.

Ordinance#2021-07: Ordinance Amending the Fiscal Year 2021-2022 Annual Budget: Motion by Councilwoman Mignano, seconded by Councilman Milliken. Mrs. Kellahan presented an amendment to the budget to include funding from the American Rescue Plan. Councilman Milliken said he hopes that we can use some of the funds as an element of public engagement for the septic/sewer system to include education. Motion passed unanimously.

New Business:

Request to Advertise for Town Attorney: Councilman Boles moved to request and spoke in support of advertising for the Town Attorney, seconded by Councilwoman Mignano. Councilmembers Boles and Mignano voted yes; Councilmembers Milliken, Mullinax and Mayor Woolsey voted no. Request failed.

Executive Session: Councilman Milliken moved to enter into an executive session in accordance with 30-4-70(a) Code of Laws of South Carolina to discuss a legal matter regarding the JI Arts and Cultural Center. Councilmembers Mignano, Milliken, Mullinax and Mayor Woolsey voted yes; Councilmembers Boles voted no. The motion passed and Council entered at 8:55 p.m. Council returned to open session at 9:22 p.m. Mayor Woolsey announced that no votes were taken during the executive session.

Announcements/Closing Comments:

Councilman Boles thanked the staff and encouraged everyone to stay safe

Councilman Milliken reminded everyone of the Adopt-A-Highway Litter Pickup on Saturday, September 4 from 9-11 a.m.

Mayor Woolsey encouraged everyone to get vaccinated. Only 75% of James Islanders have been vaccinated.

Adjournment: There being no further business to come before the body, the meeting adjourned at 9:25 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk

Frances Simmons

in-favor

From: Lauren Gellatly <lauren.gellatly@gmail.com>
Sent: Wednesday, August 18, 2021 4:20 PM
To: Daniel Boles; Cynthia Mignano; Garrett Milliken; Darren Troy Mullinax; Bill Woolsey
Cc: Frances Simmons; Ashley Kellahan
Subject: Please increase compensation for Mayor at next term

Good afternoon Council and Mayor,

I urge you to vote in favor of the ordinance to increase compensation for the Town's Mayor beginning the next mayoral term.

Increasing the salary of that position will help attract more candidates and more diverse candidates, reflecting the James Island community. Younger people, women, and minorities are less likely to run for office because the time commitments and relatively low compensation make it nearly impossible.

\$48K is actually very low to be the Mayor of a town. At the current rate of \$15K, that position is only realistic for a tiny segment of financially well off people with jobs that allow them the flexibility to devote enormous amounts of time to public service.

And it seems fair to do this for the next mayoral term.

Please pass the pay increase so that more people can participate in this opportunity for elected office.

Thank you for your leadership and public service,

Lauren Gellatly
Briarfield Ave

opposition

Frances Simmons

From: Beverly Keith <bkkeith@knology.net>
Sent: Saturday, August 14, 2021 11:27 PM
To: Frances Simmons
Subject: Proposed Salary Increase of Mayor

August 13, 2021

To: The Town of James Island

Re: The Proposed Salary Increase of the Mayor

Dear Sir or Madam,

We have been residents of James Island for 53 years and reside in the Town. Please record our opposition to raising the annual salary of the Mayor from \$15,000 to 48,000. We are firmly against this proposed increase in salary.

Sincerely,

Beverly K. Keith

Willis J. Keith

1149 Cottage Rd.

Charleston, SC 29412

843-795-6865 Home

bkkeith@knology.net

Town of James Island

RECUSAL STATEMENT

Member Name: GARRETT MILLIKEN

Meeting Date: 8.19.21

Agenda Item: Section: 7 Number: b

Topic: DILLS BLUFF SIDEWALK, FINAL PHASE SCOPE & FEE, . . .

The Ethics Act, SC Code §8-13-700, provides that no public official may knowingly use his office to obtain an economic interest for himself, a family member of his immediate family, an individual with whom he is associated, or a business with which he is associated. No public official may make, participate in making, or influence a governmental decision in which he or any such person or business has an economic interest. Failure to recuse oneself from an issue in which there is or may be conflict of interest is the sole responsibility of the council member (1991 Op. Atty. Gen. No. 91-37). A written statement describing the matter requiring action and the nature of potential conflict of interest is required.

Justification to Recuse:

Professionally employed by or under contract with principal

Owns or has vested interest in principal or property

Other: OWNS PROPERTY ON FT. SUMTER DR. & THIS MAY RESULT IN INCREASED VALUE OF SAID PROPERTY

Date: 8.20.21 Member: Garrett Milliken

Approved by Parliamentarian: Frances W. Annunzio
Town Clerk 8/19/21

Town of James Island

% FY Complete 17%

Monthly Budget Report

Fiscal Year 2021-22

1st Quarter		4th Quarter	TOTAL	BUDGET
July	August	June		

GENERAL FUND REVENUE

Accommodations Tax				-	25,000
Brokers & Insurance Tax				-	952,000
Building Permit Fees		884		884	11,000
Business Licenses	8,456	8,067		16,523	375,000
Contributions/Donations-Park				-	
Grant Reimbursement				-	
Franchise Fees	135,813			135,813	332,500
Interest Income	29			29	500
Alcohol Licenses -LOP				-	10,000
Local Assessment Fees				-	2,000
Local Option Sales Tax (PTCF)	117,540			117,540	1,100,050
Local Option Sales Tax (rev)	46,346			46,346	442,000
Miscellaneous	1			1	500
Planning & Zoning Fees	1,586	2,140		3,726	12,500
State Aid to Subdivisions				-	273,228
Telecommunications				-	17,000
Homestead Exemption Tax Receipts				-	50,000
Facility Rentals	302	606		908	5,400
Storm water Fees	900	700		1,600	
	310,074	11,696	Total	321,770	3,608,678
			% of Budget		9%

ADMINISTRATION

Salaries	31,627	21,068	52,696	289,306
Benefits, Taxes & Fees	12,966	8,742	21,709	107,562
Copier	330	337	667	5,500
Supplies	104	478	583	7,000
Postage		314	314	6,000
Information Services	412	4,398	4,809	67,800
MASC Membership			-	5,500
Insurance	15,216		15,216	48,615
Legal & Professional Services		660	660	69,000
Town Codification		1,493	1,493	1,400
Advertising			-	5,000
Audit	4,000		4,000	15,500
Mileage Reimbursement	27	30	57	800
Employee Training & Wellness		540	540	3,800
Dues and Subscriptions	60		60	1,500
Training & Travel			-	2,000
Grant Writing Services		500	500	16,000
Employee Appreciation	22	25	47	800
Mobile Devices	118	171	289	2,620
Credit card (Square)	116	180	296	
Bank Charges (Payroll Expenses)	309	319	628	2,000
	65,308	39,254	Total	104,563
			% of Budget	16%

ELECTED OFFICIALS

Salaries	5,654	3,769	9,423	50,000
Benefit, Taxes & Fees	6,464	4,328	10,793	49,000
Mayor Expense	60		60	1,000
Council Expense			-	2,000
Mobile Devices	38	38	76	500
	12,216	8,136	Total	20,352
			% of Budget	20%

GENERAL OPERATIONS

Salaries	39,468	27,807	67,275	393,157
Benefits, Taxes & Fees	13,969	10,093	24,062	139,500
			91,337	532,657
			% of Budget	17%

PLANNING

Supplies			-	600
Advertising			-	1,500
Mileage Reimbursement			-	200
Dues and Subscriptions			-	715
Training & Travel			-	1,000
Mobile Devices	(109)	(59)	(168)	660
Equipment/Software	178	199	377	1,960
Uniform / PPE			-	500
Planning Commission		150	150	4,000
Board of Zoning Appeals	150	50	200	4,000
	218	340	Total 559	15,135
			% of Budget	4%

BUILDING INSPECTION

Mileage Reimbursement			-	500
Community Outreach			-	250
Mobile Devices	50	41	91	780
Supplies			-	600
Equipment / Software			-	300
Uniform / PPE			-	250
Dues & Subscriptions			-	800
Travel & Training			-	1,400
	50	41	Total 91	4,880
			% of Budget	2%

PUBLIC WORKS

Mileage Reimbursement			-	300
Training & Travel			-	1,925
Public Outreach			-	500
Projects		770	770	120,000
Signage	69	1,616	1,685	8,000
Mobile Devices	6	132	138	1,345
Uniform / PPE			-	700
Supplies	136	252	388	8,000
Emergency Management	492	552	1,044	25,000
Dues and Subscriptions		225	225	425
Asset Management	25,000	39	25,039	35,000
Tree Maintenance and Care			-	20,000
Groundskeeping	9,453	118	9,571	70,000
	35,156	3,705	Total	38,861
			% of Budget	13%

CODES & SAFETY

Mileage Reimbursement			-	100
Equipment			-	900
Radio Contract		342	342	1,400
Training			-	500
Supplies			-	250
Uniform / PPE			-	250
ISP Dedicated Officer Annual Expense			-	64,830
ISP Programs & Supplies	30	665	695	15,000
ISP Salaries	13,174	15,570	28,744	188,955
Benefits, Taxes & Fees-ISP	3,545	4,172	7,717	56,270
Unsafe Buildings Demolition			-	10,000
Overgrown Lot Clearing		9,950	9,950	2,000
Animal Control			-	500
Crime Watch Materials			-	250
Mobile Devices	30	30	59	360
Membership/Dues			-	250
	16,779	30,728	Total	47,506
			% of Budget	14%

PARKS & RECREATION

JIRC Contribution			-	4,750
Park Maintenance	1,170	4,868	6,038	12,000
Special Events			-	5,000
Youth Sports Program			-	14,725
		4,868	Total	
			6,038	36,475
			% of Budget	17%

FACILITIES & EQUIPMENT

Utilities		3,476	3,476	42,000
Security Monitoring	76	91	167	1,000
Janitorial	587	550	1,137	7,920
Equipment / Furniture			-	5,700
Facilities Maintenance			-	6,500
Vehicle Maintenance Expense	339	427	766	6,500
Fees and Taxes			-	
Generator Maintenance		1,566	1,566	2,410
Street Lights		12,983	12,983	154,000
	1,002	19,093	Total	
			20,095	226,030
			% of Budget	9%

COMMUNITY SERVICES

Repair Care Program		500	500	35,000
Teen Cert Program			-	500
Drainage Council			-	500
History Council		618	618	3,780
Neighborhood Council		34	34	3,750
Childrens Council			-	500
Business Development Council			-	3,500
James Island Pride			-	3,500
Helping Hands	375		375	500
Tree Council			-	3,500
Community Service Contributions			-	30,000
		1,152	Total	
			1,527	85,030
			% of Budget	2%

CAPITAL PROJECTS

<u>INFRASTRUCTURE</u>			-	
Dills Bluff Sidewalk Phase III			-	174,570
Dills Bluff Sidewalk, Phase IV			-	28,000
Lighthouse Point & Ft. Johnson Intersection			-	38,000
Lighthouse Point Blvd Sidewalk and Drainage Phase I			-	55,000
Regatta Road Sidewalk			-	133,500
Town Hall Solar Panels			-	100,000
Capital Improvement Projects			-	25,000
Secessionville to Ft. Johnson Sidewalk Connector			-	13,000
Nabors Phase I			-	25,500
Underground Power Lines			-	60,636
Traffic Calming Projects			-	30,000
		Total	-	683,206
		% of Budget		0%
<u>Capital Equipment</u>				
LPR Camera - HBVR			-	24,510
<u>PARK IMPROVEMENTS</u>				
Pinckney Park			-	14,030
Park Projects			-	69,000
<u>DRAINAGE PROJECTS</u>				
Greenhill/Honey Hill Drainage Phase I-II			-	261,000
Lighthouse Pt. Sdwalk & Drainage Phase 1			-	55,000
Oceanview Stonepost Drainage Basin -I-II	3728		3,728	59,000
Drainage Outflow Valve Devices			-	48,000
Drainage Improvement Projects			-	150,000
James Island Creek Basin Drainage Improvements			-	145,500
Highwood Circle Drainage Improvements			-	29,600
Quail Run Drainage Improvements			-	35,000
Highland Ave Drainage Improvements			-	90,975
		Total	3,728	874,075
		% of Budget		0%

JIPSD FIRE & SOLID WASTE SERVICES

JIPSD Tax Relief	89,000	89,000	178,000	1,068,000
Auditor Expense			-	5,000
			Total	178,000
			% of Budget	17%

HOSPITALITY TAX

Hospitality Tax Revenue	58,426		58,426	540,000
Hospitality Tax Transfer In			-	210,600
TOTAL			Total 58,426	750,600
			% of Budget	0
<u>GENERAL</u>				
The Town Market			-	2,975
Rethink Folly Phase I-III, Staff Cost-Sharing			-	20,000
Santee Street Public Parking Lot	14,400		14,400	28,200
James Island Arts & Cultural Center	1,339	6,584	7,923	105,200
Promotional Grants			-	20,000
Public Safety of Tourism Areas	5,583	6,802	12,385	108,101
Camp and Folly Landscaping Maintenance			-	5,400
Community Events	2,000		2,000	5,000
Total Non-Capital Expense			Total 36,708	294,876
			% of Budget	12%
<u>PROJECTS</u>				
Camp/Folly Bus Shelter			-	25,000
Wayfinding Signage			-	12,000
Folly Road Beautification			-	10,000
Brantley Park		4,156	4,156	234,837
James Island Arts & Cultural Center	365	76,263	76,628	200,000
James Island Arts and Cultural Center Solar Panels			-	100,000
Ft. Johnson			-	100,000
Decorative Banners			-	8,400
Park Projects			-	23,000
Intersection Improvement at Camp/Dills Bluff			-	55,200
1248 Camp Center-Civil & Landscape			-	150,000
Folly Road Multi Use Path Wilton-Ft. Johnson			-	42,000
Other Tourism-Related Projects			-	50,000
			Total	1,010,437
	21,687	95,805	% of Budget	212,626
				0%

TREE MITIGATION FUND

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

ADMINISTRATOR'S REPORT

Sep-21

ADMIN NOTES

- 1) Discussed Festival of Lights Traffic Study recap and implementation with CCPRC - **See attached Memo**
- 2) Participated on behalf of the Town in the BCDCOG / Chamber Regional Recovery and Resilience Plan meeting for public sector rep.
- 3) Environmental review was held with Chas County for Repair Care matching grant funds received
- 4) JIACC - project closeout with contractor and design team. JI History panels installed prior to 9/13 Grand Opening event - 1st Rotating exhibit installed
- 5) Received 3 proposals for Lobbying Services - Evaluation Committee narrowed down and interviewed 2 firms.
- 6) Have received and submitted Towns request to State for American Recovery Funds

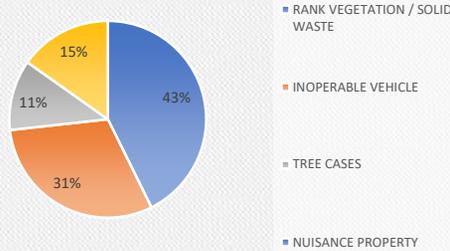
Business Licenses	55
*29 of those processed at Town hall	
Code Enforcement Cases	
TOTAL CASES	724
ABATED	678
INVESTIGATION CONTINUING	46
RANK VEGETATION / SOLID WASTE	177
INOPERABLE VEHICLE	127
TREE CASES	48
NUISANCE PROPERTY	63

Building Permits & Inspections		Permits	Inspections
Current Month		97	202
Building		20	95
Electrical		27	36
Plumbing		10	27
Mechanical		8	19
Gas		15	24
Pool		-	-
Roofing		3	-
Fire System		-	1
Sign		-	-
Trades		14	-
Manufactured Home		-	-
Previous Month		109	127

Code Enforcement - Case Status



Code Enforcement - Case Type

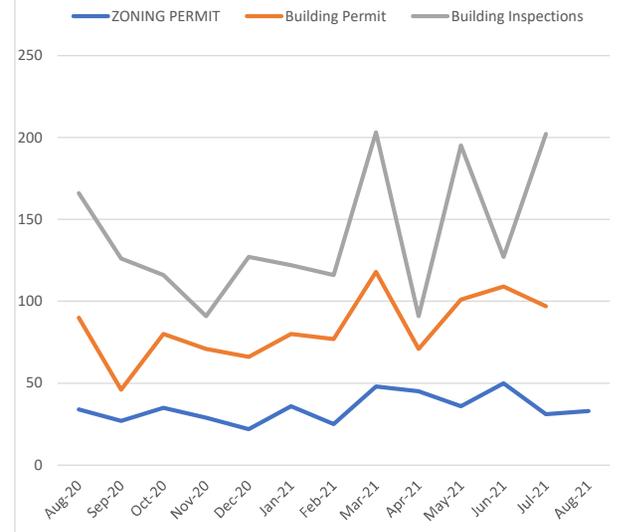


PERMIT TYPE	Aug-21
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	1
EXEMPT PLATS	
FIREWORK STAND	
HOME OCCUPATION	3
LSPR	
NON-EXEMPT PLAT	
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	17
REZONING	
SPR	
SIGN PERMIT	-
SITE PLAN REVIEW	
SPECIAL EVENT	-
SPECIAL EXCEPTION	
TEMPORARY ZONING	1
TREE REMOVAL	7
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	4
TOTAL	33

PUBLIC WORKS NOTES

- 1) There were 2 new requests for service in August. 1 was drainage related. Staff has responded to all requests.
 - 2) Staff held the monthly meeting of stormwater managers.
 - 3) Staff has been monitoring the Lighthouse Blvd. Drainage and sidewalk project.
 - 4) Staff met with SCDOT and slip lining contractor on Dills Bluff at Fort Sumter.
 - 5) Staff participated in IGA meeting between County and City for division of road maintenance in mixed jurisdiction neighborhoods.
 - 6) Staff participated in "Flooding 411" webinar series from Clemson Extension.
 - 7) Staff participated in County debris contract refresher meeting.
 - 8) Staff participated in the Drainage Committee meeting.
 - 9) Staff hired new Thomas McArthur who has started with the Town in the role of Fac. Maintenance and Douglas Sparling has been reclassified to Field Operations
- Staff cleaned 6 signs in April and installed 2 new STOP signs and used 8 bags of pothole patch on 4 potholes.
Staff cut vegetation on right of way to improve driver vision in various locations.

PERMITS - 13 MONTH HISTORY





Town of James Island

Memo

To: Mayor and Town Council
From: Ashley Kellahan, TA
Date: Sept. 10, 2021
Re: Recap of Holiday Festival of Light Traffic Study

The traffic study that the Town and CCPRC jointly funded last year proved to be very useful in measuring counts and traffic flow and offered unique suggestions for CCPRC to consider. Below are a few of the things CCPRC plans to implement in the immediate and near future:

2021:

- Revise ticket entry pricing by introducing discounted pricing on lower attendance nights versus the nights with traditionally higher visitation
- Provide a discount for advanced online ticket purchases versus night of ticket purchases
- Marketing team is working on various media mediums to educate visitors on peak visitation nights and promote helpful hints to keep traffic flowing
- Facility staff will work with the Sheriff's Office and the Town of James Island on an overall management plan to see what improvements/adjustments are needed prior to the festival start date
- Contact the City of Charleston to see if we can adjust the left turn signal at the Camp/Folly Road intersection during the festival
- Staff continue to research opportunities to improve signage (i.e. display for wait times on Riverland Drive, traffic routing, how to get ready before the gate, etc.).
- After the festival concludes, we plan to host a wrap-up meeting with the Town of James Island, Sheriff's Office, and CCPRC Staff to evaluate the strategies that were successful and/or needs to be corrected for the following year

2022-2024

- Staff plans to increase gate entry efficiency by transitioning the Gold Pass to online ticketing or allow Gold Pass holders to visit for free on non-peak visitation days or "Value Days".
- Plan to implement a Fast Pass Lane. Staff are currently investigating ways to implement additional gates near the Palmetto Trees or provide offsite parking via the property near the current Senior Center.

2025 and beyond

- If online ticketing adoption proves successful, CCPRC may be in position to transition to reservations and online ticketing only admission to allow capacities on the festival for each night.

Charleston Water System 03122021 - MST.pdf

Charleston Water System 05262021 - MST.pdf

CharlestonCo_JICreekGrabSampling_Scope_Final.pdf

0212628_08032021_Wet.pdf

0212977_08312021_Dry.pdf

Laboratory Comments

Submitter: Charleston Water System

Report Generated: March 12, 2021

Non-Detect Results

In sample(s) classified as non-detect, the host-associated fecal gene biomarker(s) was either not detected in test replicates, one replicate was detected at a cycle threshold greater than 35 and the other was not, or one replicate was detected at a cycle threshold less than 35 and the other was not after repeated analysis.

Detected Results

In sample(s) classified as detected, the host-associated fecal gene biomarker(s) was detected in both test replicates suggesting that the host's fecal contamination is present in the sample(s). Copy number measurements reported are relative, not absolute, quantification.

Detected Not Quantified (DNQ) Results

In sample(s) classified as Detected Not Quantified (DNQ), the host-associated fecal biomarker was detected in both test replicates but in quantities below the limit of quantification. This result indicates that fecal indicators associated with the respective host was present in the sample(s) but in low concentrations.

Fecal Reference Samples

The client is encouraged to submit fecal samples from suspected sources in the surrounding area in order to gain a better understanding of the concentration of the host-associated biomarker with the regional population. A more precise interpretation would be available to the client with the submittal of such baseline samples.

Result Interpretations

The presence of the biomarker does not signify the presence or absence of that form of fecal pollution conclusively. The most reliable way to accurately test for contamination is to combine genetic testing with scientifically sound and adequate study design appropriate for the water quality questions to be answered or issues to be resolved.

Additional Testing

A portion of all samples has been frozen and will be archived for 3 months. The client is encouraged to perform additional tests on the sample(s) for other hosts suspected of contributing to the fecal contamination.

Limitation of Damages – Repayment of Service Price

It is agreed that in the event of breach of any warranty or breach of contract, or negligence of Source Molecular Corporation, as well as its agents or representatives, the liability of the company shall be limited to the repayment, to the purchaser (submitter), of the individual analysis price paid by him/her to Source Molecular Corp. The company shall not be liable for any damages, either direct or consequential. Source Molecular Corp. provides analytical services on a PRIME CONTRACT BASIS ONLY. Terms are available upon request. The sample(s) cited in this report may be used for research purposes after an archiving period of 3 months from the date of this report. Research includes, but is not limited to internal validation studies and peer-reviewed research publications. Anonymity of the sample(s), including the exact geographic location will be maintained by assigning an arbitrary internal reference. These anonymous samples will only be grouped by state / province of origin for research purposes. The client must contact Source Molecular in writing within 10 days from the date of this report if he/she does not wish for their submitted sample(s) to be used for any type of future research.

DNA Analytical Method Explanation

Water Samples: Each submitted water sample is filtered through 0.45 micron membrane filter(s). Each filter is placed in a separate, sterile 2ml disposable tube containing a unique mix of beads and lysis buffer. The sample is homogenized for 1min and the DNA extracted using the Generite DNA-EZ ST1 extraction kit (GeneRite, NJ), as per manufacturer's protocol. Deviations to these procedures may occur at the client's request.

Non-Water Samples: Each non-water sample submitted by the client is processed as per internal laboratory extraction procedures. An extracted DNA sample is proceed directly to PCR analysis. Details available upon request.

Amplifications to detect the target gene biomarker were run on an Applied Biosystems StepOnePlus real-time thermal cycler (Applied Biosystems, Foster City, CA) in a final reaction volume of 20ul sample extract, forward primer, reverse primer, probe and an optimized buffer. All assays are run in duplicate. Quantification is achieved by extrapolating target gene copy numbers from a standard curve generated from serial dilutions of known gene copy numbers.

For quality control purposes, a positive control and a negative control, were run alongside the sample(s) to ensure a properly functioning reaction and reveal any false negatives or false positives.

Laboratory Comments

Submitter: Charleston Water System

Report Generated: May 26, 2021

Non-Detect Results

In sample(s) classified as non-detect, the host-associated fecal gene biomarker(s) was either not detected in test replicates, one replicate was detected at a cycle threshold greater than 35 and the other was not, or one replicate was detected at a cycle threshold less than 35 and the other was not after repeated analysis.

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Result Interpretations

The presence of the biomarker does not signify the presence or absence of that form of fecal pollution conclusively. The most reliable way to accurately test for contamination is to combine genetic testing with scientifically sound and adequate study design appropriate for the water quality questions to be answered or issues to be resolved.

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Non-Water Samples: Each non-water sample submitted by the client is processed as per internal laboratory extraction procedures. An extracted DNA sample is proceed directly to PCR analysis. Details available upon request.

Amplifications to detect the target gene biomarker were run on an Applied Biosystems StepOnePlus real-time thermal cycler (Applied Biosystems, Foster City, CA) in a final reaction volume of 20ul sample extract, forward primer, reverse primer, probe and an optimized buffer. All assays are run in duplicate. Quantification is achieved by extrapolating target gene copy numbers from a standard curve generated from serial dilutions of known gene copy numbers.

For quality control purposes, a positive control and a negative control, were run alongside the sample(s) to ensure a properly functioning reaction and reveal any false negatives or false positives.

Scope of Services

James Island Creek Grab Sampling

Project Understanding

The State of South Carolina National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges from Regulated Small Municipal Separate Storm Sewer Systems (SMS4), SCR030000 requires Charleston County, the City of Charleston, and the Town of James Island, as permittees, to implement a monitoring plan to measure pollutant levels within a Total Maximum Daily Load (TMDL) watershed. The permit requires monitoring to be conducted beginning not more than 18 months after the TMDL effective date, which was January 2020 for the James Island Creek TMDL. The permittees would like to implement a grab sampling effort within the watershed to assess the water quality.

To begin collecting data within the James Island Creek watershed, the permittees would like to collect seasonal wet weather grab samples at two locations (JIC1 and JIC2), monthly dry weather samples, and optional additional sampling and testing. Every effort will be taken to collect samples during an ebb tide to capture stormwater runoff; this may be limited by laboratory business hours. This project includes the collection of the grab samples, laboratory analysis for *enterococcus*, and associated reporting for a 12 month period.

Task 1 – Compliance (Wet Weather) Sampling

To maintain permit compliance, the permittees need to sample at least once per season (e.g. winter, spring, summer, and fall) during a wet weather event. This task includes the collection of manual grab samples once per season during a wet weather event at both monitoring locations. A wet weather event is characterized by a storm event that produces at least 0.25 inches of rain, following an antecedent dry period of at least 72 hours of no rainfall. These wet weather samples will be collected during or within the twelve (12) hours following the end of the rain event.

At a minimum, samples will be analyzed for the pollutant of concern in the James Island Creek TMDL, *enterococcus*. This task will require coordination during a potential approaching storm and guidance on the spacing of grab sampling during the storm event. Four (4) samples per storm event per location will be spaced at a collection interval based upon the anticipated duration of storm water runoff, but the period of time for collection during each event will be heavily influenced by inclement or dangerous weather conditions, daily tidal cycles, pollutant holding times, and/or laboratory business hours. The grab samples must be analyzed by a state certified lab for *enterococcus*, which is Trident Laboratory in Ladson, SC. Bacteria sample results will be sent to the County no later than one week after Woolpert receives the results from the laboratory.

Task 1 Deliverables:

- Raw laboratory data

Task 1 Fee Estimate

Task	Fee (NTE)
Manual Grab Samples and Wet Weather Monitoring	\$6,000
Reimbursables (Lab fees, mileage, etc.)	\$4,000
TOTAL FEE (annually)	\$10,000

Task 2 – Additional (Dry Weather) Sampling

This task includes the collection of dry weather manual grab samples once a month at both monitoring locations. This effort is not required for permit compliance but would provide important information about the background bacteria concentrations in the watershed at varying tidal conditions. Dry weather is characterized by an antecedent dry period of at least 72 hours of no rainfall prior to sampling (conditions where less than 0.1 inches of rain has fallen in a 72-hour period may be used to ensure monthly sampling). Woolpert will collect up to four (4) dry weather samples in a single day, at varying tidal conditions to the extent possible. The flow conditions, weather conditions, and ebb or flow of the tide will be documented at the time of sampling. At a minimum, samples will be analyzed for the pollutant of concern in the James Island Creek TMDL, *enterococcus*. The grab samples will be analyzed by Trident Laboratory in Ladson, SC. Bacteria sample results will be sent to the County no later than one week after Woolpert receives the results from the laboratory.

Task 2 Deliverables:

- Raw laboratory data

Task 2 Fee Estimate

Task	Fee (NTE)
Manual Grab Samples and Dry Weather Monitoring	\$11,500
Reimbursables (Lab fees, mileage, etc.)	\$8,000
TOTAL FEE (annually)	\$19,500

Task 3 – Optional Sampling: Alternative Location

Permittees may decide to collect additional grab samples to supplement the grab samples included in Task 1 and Task 2. An additional site has been identified at 715 Jim Isle Drive that has dock access to Simpson Creek near the confluence with James Island Creek. This task will include the collection of eight (8) samples at this additional location during a sampling event covered in Task 1 or Task 2, at the direction of the permittees. Prior to each wet or dry sampling event, Woolpert will notify the permittees of the intent to sample. If the permittees would like a sample collected at this additional location, the permittees should notify Woolpert at that time.

In addition, this task includes the collection of six (6) samples on four (4) days not included in Tasks 1 or 2. This may include days where abnormal conditions are observed, in response to an observed or suspected illicit discharge, or during an additional wet weather event. These six (6) samples can be collected at any one of the three locations indicated in this scope, or at an additional location as access is allowed to meet specific needs.

The flow conditions, weather conditions, and ebb or flow of the tide will be documented at the time of sampling. These samples will be collected as directed by the permittees to Woolpert and will be collected on a per sample basis. At a minimum, the samples will be analyzed for the pollutant of concern in the James Island Creek TMDL, *enterococcus*. The grab samples will be analyzed by Trident Laboratory in Ladson, SC. Bacteria sample results will be sent to the County no later than one week after Woolpert receives the results from the laboratory.

Task 3 Deliverables:

- Raw laboratory data

Task 3 Fee Estimate

Task	Fee (NTE)
Manual Grab Samples and Wet Weather Monitoring	\$5,500
Reimbursables (Lab fees, mileage, etc.)	\$2,500
TOTAL FEE (annually)	\$8,000

*Fee covers collection of sample, lab analysis cost, and all other incidental costs

Task 4 – Optional Sampling: Microbial Source Tracking (MST)

In an effort to better understand the potential contributing sources of bacteria within the James Island Creek watershed and to identify appropriate methods of reducing bacteria within these watersheds (and other receiving waters in the future), the permittees may want to conduct microbial source tracking (MST). This approach would remove some of the uncertainty associated with the measurement of indicator bacteria, by identifying DNA from various warm-blooded animals such as humans and domestic and wild animals that are present within manual grab samples. Woolpert will collect samples for MST analysis at the direction of the permittees and will use Source Molecular laboratory in Miami, FL to perform the quantitative polymerase chain reaction analysis for each source and each sample is analyzed for 4 sources (human, dog, bird, and ruminant). This task will include the analysis of four (4) samples collected under Tasks 1 through 3 for MST, at the direction of the permittees. Woolpert will recommend samples for MST analysis.

Task 4 Deliverables:

- Raw laboratory data

Task 4 Fee Estimate

Task	Fee*
MST Sample Analysis, Each sample (4 samples, 4 sources per)	\$4,400

*Fee covers collection of sample, lab analysis cost, and all other incidental costs

Task 5 – Reporting

Woolpert will evaluate the laboratory results and compare these to the field notes taken during the sampling event. When applicable, Woolpert will also compare these results to available rainfall, tide, and flow data at nearby stations. This data will be summarized in a quarterly memo submitted to the permittees.

Task 5 Deliverables:

- Quarterly memo (4)

Task 5 Fee Estimate

Task	Fee (NTE)
Quarterly Memos (4)	\$8,000

Schedule

Woolpert will complete this work within thirteen (13) months following the issuance of the PO.

REIMBURSABLE EXPENSES

Reimbursable expenses are direct expenses (no markup) including but not limited to the following: travel, laboratory analysis costs, equipment, shipping and copying.

Compensation

Actual billing will be on an hourly rate, as per the attached rate schedule, not to exceed \$49,900.

Woolpert Labor Category	Hourly Rate
Project Principal	\$250.00
Project Director	\$215.00
Discipline Leader	\$210.00
Senior Project Manager	\$190.00
Senior Technical Specialist	\$185.00
Senior Engineer/ Project Manager	\$165.00
GIS Professional	\$130.00
Engineer	\$125.00
Phase Manager	\$115.00
Senior Environmental Scientist	\$95.00
EIT	\$95.00
Business Manager	\$90.00
Environmental Scientist	\$85.00
Senior Field Technician	\$85.00
Field Technician	\$80.00
Administrative Support	\$75.00



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 09:36
Collected By: ST
Sample Matrix: SW
1 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256873
Project Name: Charleston Co
Location: Riley

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	320	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

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e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 10:07
Collected By: ST
Sample Matrix: SW
2 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256874
Project Name: Charleston Co
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	90	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



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Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 10:33
Collected By: ST
Sample Matrix: SW
3 of 8

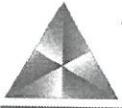
Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256875
Project Name: Charleston Co
Location: Riley

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	10	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 11:02
Collected By: ST
Sample Matrix: SW
4 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256876
Project Name: Charleston Co
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
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Sample Type: Grab

Enterococcus	SM 9230D (2007)	60	MPN/100 ml	08/03/21 15:30	MBL
--------------	-----------------	----	------------	----------------	-----

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

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e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 12:15
Collected By: ST
Sample Matrix: SW
5 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256877
Project Name: Charleston Co
Location: Riley

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	380	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

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e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 12:30
Collected By: ST
Sample Matrix: SW
6 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256878
Project Name: Charleston Co
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	50	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO. 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456
Telephone (843) 871-4999 Δ Fax (843) 875-2266
e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 13:56
Collected By: ST
Sample Matrix: SW
7 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256879
Project Name: Charleston Co
Location: Riley

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	90	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 08/05/21

Sampled: 08/03/21 14:20
Collected By: ST
Sample Matrix: SW
8 of 8

Received: 08/03/21 15:18
Received By: MDS

Sample Id: 0212628
Sample Number(s): 256880
Project Name: Charleston Co
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	20	MPN/100 ml	08/03/21 15:30	MBL

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



RIDENT LABS SERVICES, INC.
ANALYTICAL LABORATORY
Soil, Water, Wastewater & Industrial Chemical Analysis

CHAIN OF CUSTODY FORM
9104 Canvas Lane Δ Ladson, South Carolina 29456

PAGE _____ Telephone (843) 871-4999 Δ Fax (843) 875-2266
e-mail: tis@tridentlabs.com

Send Results To:		Company / Department	
JACOB BURKEY		JACOB BURKEY	
Street	City	Street	City
4900 O'HEAR AVE, SUITE 202	NORTH CHARLESTON		
State	Phone Number	State	Phone Number
SC	843.216.0401	JACOB.BURKEY@WOODPERT.COM	
Zip Code	E-Mail	Zip Code	E-Mail
29405			

SAMPLE CUSTODY INFORMATION

Retinquished By (Signature)	Date	Time	Retinquished By (Signature)	Date	Time
<i>[Signature]</i>	8/3/21	15:18			
Received By (Signature)	Date	Time	Received In Lab By (Signature)	Date	Time
<i>[Signature]</i>				8/3	15:18

Project Name: Charleston County
 Laboratory Set Number: 212628
 Purchase Order Number: 81361 Year: 2021
 Please Print Initials: ST

Bottle ID	Analysis Required	Date	Time	Location	Metric	Preservative	# of Cont.	P/G	Comments	Laboratory Sample ID Number
1	ENT	8/3	9:36	RILEY	SW		1	P	BRACKISH	250873
2	ENT	8/3	10:07	HARBOR VIEW BRIDGE	SW		1	P	" "	0874
3	ENT	8/3	10:33	RILEY	SW		1	P	" "	0875
4	ENT	8/3	11:02	HARBOR VIEW BRIDGE	SW		1	P	" "	0876
5	ENT	8/3	12:15	RILEY	SW		1	P	" "	0877
6	ENT	8/3	12:30	HARBOR VIEW BRIDGE	SW		1	P	" "	0878
7	ENT	8/3	13:56	RILEY	SW		1	P	" "	0879
8	ENT	8/3	14:20	HARBOR VIEW BRIDGE	SW		1	P	" "	0880

FIELD ANALYSIS DATA

DATE	TIME	pH (S.U.)	DO (mg/l)	TRC (mg/l)	TEMP. (C)	FLOW (MGD)	COND. (umho)	ELEV. (ft)	OTHER:	LOCATION/COMMENT	pH CHECK	COMPOSITE SAMPLER
												START DATE/TIME/TEMP (C)
												END DATE/TIME/TEMP (C)

Signature: _____
 Meter Serial #: _____
 D.O.: _____
 P.H.: _____
 CI: _____

Transport Temp (C) In: ICE 2° Lab Receipt Temp (C): ICE 1°
 Non Flag: _____

Storage Date / Time / Temp (C) In: _____ Storage Date / Time / Temp (C) Out: _____

Preservative Abbreviations: Sulfuric Acid - HS Nitric Acid - HN Hydrochloric Acid - HC Sodium Hydroxide - OH Zinc Acetate/Sod. Hyd. - ZAOH Sodium Thiosulfate - NS Plastic - P Glass - G
 Matrix Abbreviations: Drinking Water - DW Ground Water - GW Quality Control - QC Solid/Hazard - SH Storm Water - SW Waste Water - WW Sludge - SLD Surface Water - SFW Natural Swim Water - NSW

Trident Labs, Inc. Chain of Custody Discrepancy Report

Chain of Custody # 212628

Discrepancies Noted

- Incomplete collection Information-Circle the discrepancies
- | Date | Time | Analysis
Required | Matrix | Location |
|------|------|----------------------|--------|----------|
|------|------|----------------------|--------|----------|
- No collector's signature
- Incorrect preservatives for _____
- Incorrect sample container for _____
- No sample provided for _____
- Broken containers for _____
- Incorrect transport temperature
- No Chain of Custody provided with samples
- pH checked at Log In out of limit. pH adjusted to _____
- Other _____
- _____
- _____

Corrective Action

Client Notified By _____

Date _____

Time _____

Contact _____

Corrective Action Taken



No discrepancies noted



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tis@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 09:29
Collected By: CLIENT
Sample Matrix: SW
1 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257741
Project Name: (None)
Location: Riley Road

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
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Sample Type: Grab

Enterococcus	SM 9230D (2007)	1110	MPN/100 ml	08/31/21 15:00	SMJ
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LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tis@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

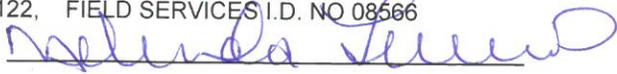
Sampled: 08/31/21 09:52
Collected By: CLIENT
Sample Matrix: SW
2 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257742
Project Name: (None)
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	< 10	MPN/100 ml	08/31/21 15:00	SMJ

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY: 



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tis@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 10:45
Collected By: CLIENT
Sample Matrix: SW
3 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257743
Project Name: (None)
Location: Riley Road

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	580	MPN/100 ml	08/31/21 15:00	SMJ

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456
Telephone (843) 871-4999 Δ Fax (843) 875-2266
e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 11:04
Collected By: CLIENT
Sample Matrix: SW
4 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257744
Project Name: (None)
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	10	MPN/100 ml	08/31/21 15:00	SMJ

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 11:44
Collected By: CLIENT
Sample Matrix: SW
5 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257745
Project Name: (None)
Location: Riley Road

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
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Sample Type: Grab

Enterococcus	SM 9230D (2007)	470	MPN/100 ml	08/31/21 15:00	SMJ
--------------	-----------------	-----	------------	----------------	-----

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 12:03
Collected By: CLIENT
Sample Matrix: SW
6 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257746
Project Name: (None)
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	< 10	MPN/100 ml	08/31/21 15:00	SMJ

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266

e-mail: tis@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 13:30
Collected By: CLIENT
Sample Matrix: SW
7 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257747
Project Name: (None)
Location: Riley Road

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	250	MPN/100 ml	08/31/21 15:00	SMJ

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY: *Melinda Lunn*



TRIDENT LABS SERVICES, INC.

ANALYTICAL LABORATORY

Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456
Telephone (843) 871-4999 Δ Fax (843) 875-2266
e-mail: tls@tridentlabs.com

REPORT OF ANALYSIS

Woolpert Inc.
4900 O'Hear Ave
North Charleston, SC 29405

Report Date: 09/02/21

Sampled: 08/31/21 13:53
Collected By: CLIENT
Sample Matrix: SW
8 of 8

Received: 08/31/21 14:38
Received By: MDS

Sample Id: 0212977
Sample Number(s): 257748
Project Name: (None)
Location: Harbor View Bridge

ANALYSIS	METHOD	RESULT	UNITS	DATE/TIME	ANALYST
Sample Type: Grab					
Enterococcus	SM 9230D (2007)	< 10	MPN/100 ml	08/31/21 15:00	SMJ

LABORATORY I.D. NO. 10122, FIELD SERVICES I.D. NO 08566

REPORT APPROVED BY:



DENT LABS SERVICES, INC.

ANALYTICAL LABORATORY
Soil, Water, Wastewater & Industrial Chemical Analysis

9104 Canvas Lane Δ Ladson, South Carolina 29456

Telephone (843) 871-4999 Δ Fax (843) 875-2266
e-mail: tis@tridentlabs.com

PAGE _____ OF _____

Send Results To:		Company / Department	
Jacob Buskey		Woolpert	
Street	City	Company / Department	City
Jacob Buskey	Woolpert	Jacob Burkey	Woolpert
State	E-Mail	Street	City
Zip Code	Jacob.Burkey@woolpert.com	Jacob.Burkey@woolpert.com	Woolpert
Phone Number		Phone Number	
		Zip Code	

SAMPLE CUSTODY INFORMATION

Retinquished By (Signature)	Date	Time	Retinquished By (Signature)	Date	Time
<i>Lauren Roof</i>	8/31/21	14:38			
Received By (Signature)	Date	Time	Received In Lab By (Signature)	Date	Time
			MDS	8/31	1438

SAMPLE COLLECTION DATA Collected By: Lauren Roof Signature

Project Name: _____ Laboratory Set Number: 212977

Purchase Order Number: 82224 Year: _____ TAT Requested: _____

Please Print Initials: LR

Boite ID	Analysis Required	Date	Time	Location	duo	Matrix	Preservative # of Cont	P / G	Comments	Laboratory Sample ID Number
1	ENT	8/31/21	9:29	Riley Road	X	SW	1	P	Brackish	75774
2	ENT	8/31/21	9:52	Harbor View Bridge	X	SW	1	P	Brackish	7742
3	ENT	8/31/21	10:45	Riley Road	X	SW	1	P	Brackish	7743
4	ENT	8/31/21	11:04	Harbor View Bridge	X	SW	1	P	Brackish	7744
5	ENT	8/31/21	11:44	Riley Road	X	SW	1	P	Brackish	7745
6	ENT	8/31/21	12:03	Harbor View Bridge	X	SW	1	P	Brackish	7740
7	ENT	8/31/21	13:30	Riley Road	X	SW	1	P	Brackish	7747
8	ENT	8/31/21	13:53	Harbor View Bridge	X	SW	1	P	Brackish	7748

FIELD ANALYSIS DATA Signature: _____

Performed By: _____ Meter Serial #: _____

DATE	TIME	PH (S.U.)	DO (mg/l)	TRC (mg/l)	TEMP. (C)	COND. (umho)	ELEV. (ft)	OTHER:	LOCATION/COMMENT	PH CHECK	COMPOSITE SAMPLER
											START DATE/TIME/TEMP (C)
											END DATE/TIME/TEMP (C)

Storage Date / Time / Temp (C) In: _____ Lab Receipt Temp (C) In: ICE

Storage Date / Time / Temp (C) Out: _____ Lab Receipt Temp (C) Out: ICE

Notes: _____

Preservative Abbreviations: Sulfuric Acid - HS Nitric Acid - HN Hydrochloric Acid - HC Sodium Hydroxide - OH Zinc Acetate/Sod. Hyd. - ZAOH Sodium Thiosulfate - NS Plastic - P Glass - G
 Matrix Abbreviations: Drinking Water - DW Ground Water - GW Quality Control - QC Solid/Hazard - SH Solid/Solid - SS Storm Water - SW Waste Water - WW Sludge - SLD Surface Water - SWF Natural Swim Water - NSW

Trident Labs, Inc. Chain of Custody Discrepancy Report

Chain of Custody # 212977

Discrepancies Noted

- Incomplete collection Information-Circle the discrepancies
Date Time Analysis Matrix Location
 Required
- No collector's signature
- Incorrect preservatives for _____
- Incorrect sample container for _____
- No sample provided for _____
- Broken containers for _____
- Incorrect transport temperature
- No Chain of Custody provided with samples
- pH checked at Log In out of limit. pH adjusted to _____
- Other _____

Corrective Action

Client Notified By _____
Date _____
Time _____
Contact _____

Corrective Action Taken

No discrepancies noted



Scope of Work

SC-EST 21-65

Fort Johnson Rd Radar Sign Install

James Island, SC

Dear Mr. Johnson,

We are pleased to submit our proposal for the Fort Johnson Rd Radar Sign Install, according to the following Scope of Work:

SCOPE OF WORK

Equipment Locations

- **Fort Johnson Rd Near Lighthouse Rd EB** – Install Meter service and riser on existing service pole. Pull service wire to Meter. Install 2” conduit from Meter/Disconnect to splice box location. Install quazite box. Install 2” conduit from quazite box to radar sign foundation location and stub up. Install sign foundation with supplied rebar cage and anchor bolts. Install pole and base assembly. Mount Radar sign and install wiring from sign enclosure to disconnect mounted on pole.
- **Fort Johnson Rd Near Lighthouse Rd WB** – Install Meter service and riser on existing service pole. Pull service wire to Meter. Install 2” conduit from Meter/Disconnect to splice box location. Install quazite box. Install 2” conduit from quazite box to radar sign foundation location and stub up. Install sign foundation with supplied rebar cage and anchor bolts. Install pole and base assembly. Mount Radar sign and install wiring from sign enclosure to disconnect mounted on pole.

The price to perform this installation is:

LUMP SUM

\$7,044 (Seven Thousand Forty Four Dollars).

(Taxes included in price shown above)

It is important to note that this proposal is based on the following:

1. Dominion must allow Sierras to mount service on selected poles.
2. All radar sign, pole, base and foundation equipment to be provided by others
3. Any grading and reseeding to be performed by others
4. Prices are firm for 30 days, and assume parties can agree on contract language, and sign a mutually agreed contract and terms.
5. Standard General Liability Insurance coverage is included in these prices. Any project or company specific requirements in addition to those stated in standard policies are not included in these prices.
6. Bonding is not included in these prices.

Thank you very much for the opportunity.

Michael Crosby
Project Manager
Sierras Construction LLC
Work : 843-875-1500
Cell: 843-670-7675



Stantec Consulting Services Inc.
4969 Centre Pointe Drive Suite 200, North Charleston SC 29418-6952

04 March 2021

Ashley Kellahan

Town Administrator
Town of James Island
1122 Dills Bluff Road
James Island, South Carolina 29412

Dear Mrs. Kellahan,

Reference: Woodhaven Subdivision Drainage Improvements

Stantec Consulting Services Inc. (Stantec) is pleased to submit this proposal to the Town of James Island (Client) for preparing construction plans for the drainage improvements in the Woodhaven subdivision. This letter proposal is based on the drainage assessment performed by Stantec on February 2, 2021. It has been formatted to describe the scope of services offered and fees.

SCOPE OF SERVICES

Task 1 – Survey

Stantec will use Cornerstone as our subconsultant for the existing conditions survey. The survey will be performed according to the location shown in the attached survey limits map and will include the following:

- Existing property lines (full boundary survey not required)
- All trees including crape myrtles and other landscape trees (size and material)
- Drainage pipes (size, material and inverts) and drainage structures (size, material, top elevations, weir elevations and pipe elevations) inclusive of the next upstream and downstream pipe/structure from the survey limits
- Utilities (sewer manholes with top elevations, sewer pipe inverts, hydrants, valves, pedestals, etc. and any markings by SC811)
- Ground shots to depict site topography at 1-foot contours (roadway shots every 25 feet to include centerline, edge of pavement, face of curb and back of curb)

All horizontal information will be tied to State Plane Coordinates and vertical information will be based on NAVD88 datum.

The survey deliverables are to include an Autocad drawing of the survey with a ground surface comprised of 3D triangles and a text file with all survey points in PNEZD format.

04 March 2021

Ashley Kellahan

Page 2 of 6

Reference: Woodhaven Subdivision Drainage Improvements

Task 2 – Wetland Delineation

Stantec will delineate Waters of the US at the outfall of the two existing 24” pipes east of Shortwood Street and include the following:

1. Using available GIS data, we will assemble and review applicable and available information (e.g., aerial photographs, soil classifications and soil survey maps, United States Geological Survey (USGS) topographic maps, National Wetland Inventory (NWI) data, National Hydrography Dataset (NHD), vegetation type, etc.).
2. A field delineation shall be performed in accordance with the “1987 United States Army Corps of Engineers (USACE) Wetland Delineation Manual” and the “Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region Version 2.0” (November 2010).
3. Stream and Wetland boundaries shall be flagged at sufficient intervals to accurately map the boundaries, including perennial, intermittent and ephemeral streams.
4. The study corridors will be assessed for potential threatened and endangered species habitat (required for future 404 permitting).
5. Streams will be rated using the latest Natural Resources Conservation Service (NRCS) Stream Assessment procedures and findings recorded on the latest stream identification form where applicable.
6. GPS points of each flag will be recorded using a handheld GPS capable of horizontal sub-meter accuracy. No vertical elevation data will be recorded.

After field work is completed and if wetlands/streams are identified, we will prepare a Preliminary Jurisdictional Determination (PJD) package for the project study area. This complete PJD package will include:

- Cover letter
- Site maps (NWI, USGS topographic maps and aerial photographs)
- Wetland and Upland data forms
- Photo log
- Map of delineated streams and wetlands
- Other suitable supporting information for submittal to the USACE for verification of the flagged wetland boundaries

If requested by the USACE project manager, Stantec personnel will accompany the USACE project manager on a site visit once the field delineation is complete and the PJD package has been submitted. Stantec will make any changes necessary at the request of the USACE prior to the final approval of the PJD.

Reference: Woodhaven Subdivision Drainage Improvements

Task 3 – Construction Plans

Using the survey developed in task 1, Stantec will prepare construction plans for the project. Drawings will be prepared using MicroStation on 24" x 36" paper. The following elements will be included:

- Cover Sheet
- Existing Conditions
- Sediment, Erosion Control & Tree Removal Plan
- Grading & Drainage Plan
- Details

Stantec will coordinate project development with all utilities that may be affected. Stantec will initiate early coordination with all utility companies that are located within the project limits. Coordination will include, but will not be limited to, contacting each utility company to advise the company of the proposed project, providing preliminary plans to the utility company, obtaining copies of as-built plans for the existing utility facilities (if available), and determining the companies' requirements for the relocation of their facilities.

Stantec will perform an analysis of the existing and proposed drainage conditions for the project. It will follow guidelines established in Charleston County's *Permitting Standards and Procedures Manual*. A report will be prepared summarizing the hydrologic and hydraulic design and include all design calculations.

Stantec will attend one preliminary plan submittal meeting with the Town of James Island and we will address any comments from the Town.

Stantec will prepare permit documents and submit upon client approval to Charleston County. Stantec will respond to any comments made by the permitting agencies and revise the plans as necessary.

Based upon the final quantities, an opinion of probable construction cost will be prepared.

Task 4 – Wetland Permitting

If Waters of the US are identified in the project study area and preliminary plans deem impacts unavoidable, Stantec environmental staff will prepare and submit a 404/401 permit package. This scope assumes that a NWP #3 will be utilized. The permitting process includes the following components:

1. A review of the alignment with the project team would be conducted to determine avoidance and minimization measures, estimates of stream and wetland impacts, and construction methods. For this project, it is assumed that a NWP (#3 or #14) will be required. The threshold for a NWP is 0.5 acre of freshwater wetlands or 300 linear feet of cumulative stream impacts.
2. Each NWP submittal would require the following supporting documentation:
 - a. PJD (listed above)
 - b. Threatened and endangered species biological assessment / Informal coordination with the United States Fish and Wildlife Service (USFWS) conducted concurrently with PJD fieldwork
 - c. Informal Coordination with State Historic Preservation Office (SHPO)
 - d. Alternatives Analysis

04 March 2021

Ashley Kellahan

Page 4 of 6

Reference: Woodhaven Subdivision Drainage Improvements

- e. Purpose and Need
 - f. Avoidance and Minimization
 - g. Construction methods
 - h. Permit drawings prepared by Stantec
3. We will submit a complete NWP package on behalf of the client and meet with USACE staff, if necessary.

Task 5 – Bidding and Construction Administration

Stantec will assist with bidding the project and the services will include:

- Prepare bid package
- Prepare a bid tabulation showing the bid item and quantity. The contractor will include prices for the unit cost and total cost.
- Issue electronic plans and specifications to contractors
- Lead a pre-bid meeting (if necessary)
- Respond to bidder's questions
- Prepare a summary bid tabulation showing details for each contractor's bids with a bid total
- Make a recommendation for award to the Client
- Verify contractor's insurance and licensing
- Assist the Client with preparation of an AIA Contract
- Obtain Certificate of Insurance information from selected contractor prior to award

Stantec will perform Construction Administration for the project and the services will include:

- Attend Pre-Construction meeting with the Client and contractor
- Conduct bi-weekly on-site construction progress meetings to observe construction progress
- Review shop drawings / submittals
- Respond to Request for Information (RFI)
- Review contractor pay applications
- Review as-builts
- Submit Notice of Termination (NOT) to SCDHEC

Reference: Woodhaven Subdivision Drainage Improvements

ASSUMPTIONS

- The biological assessment (BA) field survey is to determine if habitat is present for the identified endangered species within the area. This scope of work and cost does not include presence absence surveys. No formal consultation with the USFWS is anticipated nor included in the scope.
- No formal consultation with the USFWS or National Marine Fisheries Service (NMFS) is anticipated.
- Freshwater impacts are estimated to be within the threshold for permitting under a NWP. Should an Individual Permit be required, this will be considered an additional service.
- No mitigation is proposed for the projected impacts. Should mitigation be required, a mitigation plan is not included within this scope and will be considered an additional service.
- Purchase of wetland/stream mitigation credits or other wetland fees will be paid by the Client.
- Freshwater wetland and tidal marsh delineations will be conducted during the same field visit.
- It is assumed the PJD and NWP would be submitted at the same time as a Pre-Construction Notification (PCN). This reduces coordination and review time for the USACE.

EXCLUSIONS

The following items are not included in this scope, but can be offered as additional services:

- Arborist services
- Landscape architecture
- Geotechnical engineering
- Utility relocation design
- SCDOT Certified Inspection Services

04 March 2021

Ashley Kellahan

Page 6 of 6

Reference: Woodhaven Subdivision Drainage Improvements

PROPOSED FEE

Stantec will perform the services as a task order under our Master Services Agreement with the Town for the following lump sum fees:

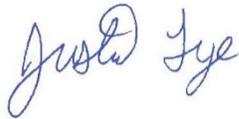
Task	Fee
1 – Survey	\$6,000.00
2 – Wetland Delineation	\$2,200.00
3 – Construction Plans	\$9,800.00
4 – Wetland Permitting	\$4,800.00
5 – Bidding and Construction Administration	\$6,800.00
Project Total	\$29,600.00

ACCEPTANCE

We appreciate the opportunity to offer these services to the Town of James Island and look forward to working with you on this project. Your signature below will serve as our notice to proceed. If you have any questions, please call me at (843) 740-6347.

Regards,

Stantec Consulting Services Inc.



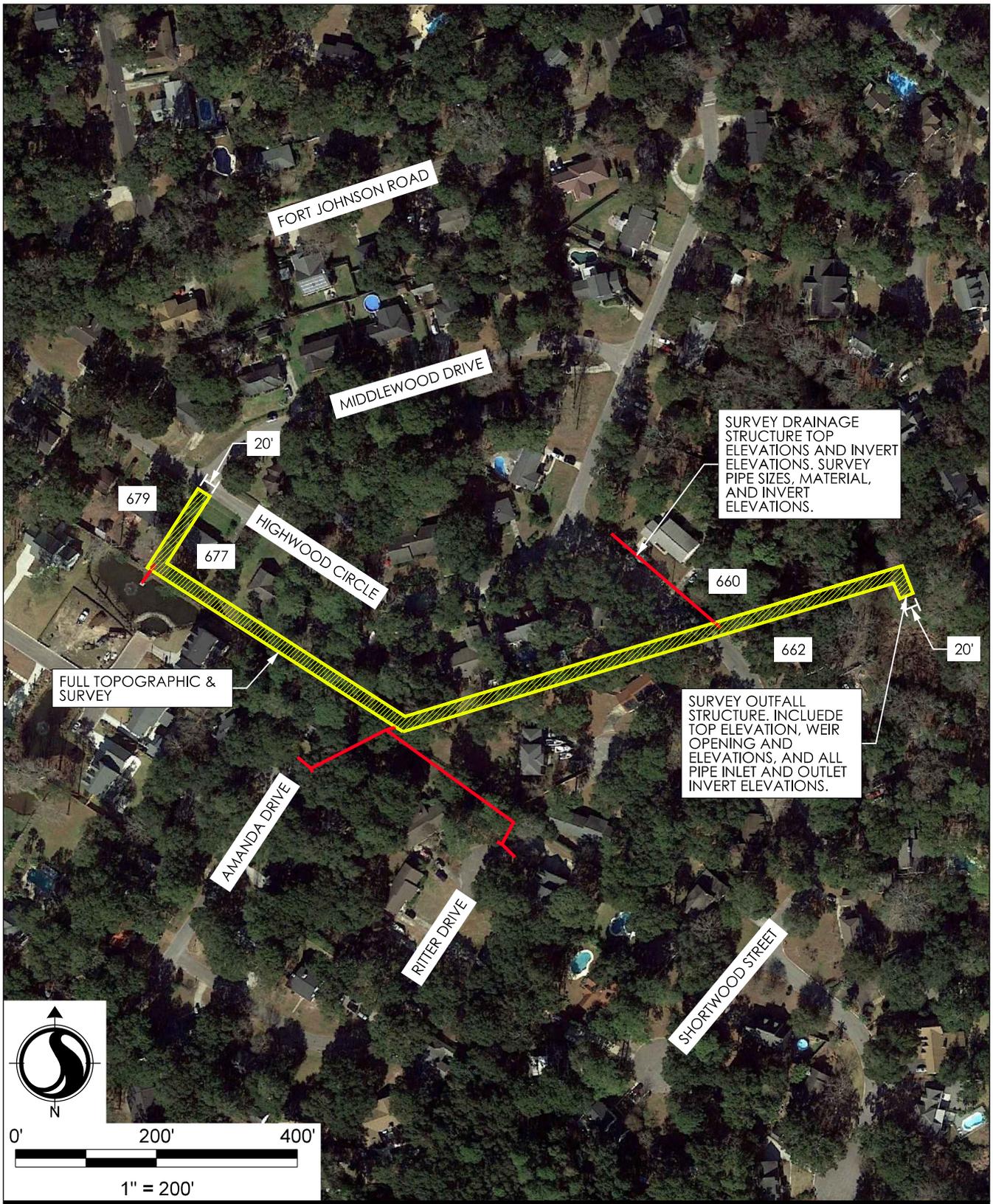
Justin Tye P.E., PTOE
Transportation Engineer
Phone: (843) 740-6347
justin.tye@stantec.com

Approved by (Please Print)

Signature

Attachment: Survey Limits

jkt v:\1710\business_development\transportation\proposals\james island - woodhaven subdivision\20210304_woodhaven_drainage_proposal.docx



4969 Centre Pointe Drive, Suite 200
 North Charleston, SC 29418
 www.stantec.com

Client/Project:
 TOWN OF JAMES ISLAND
 WOODHAVEN SUBDIVISION
 DRAINAGE IMPROVEMENTS

Figure No.
 1.0

Title
 SURVEY LIMITS



ARTIE HORNE
2000-B WAPPOO DR.
CHARLESTON, SC 29412
843-762-4454

Quote 5865
08-04-2021

Town of James Island
Camp Road
James Island, SC 29412

Town Administrator
Brantley Park
2 sided routed 1/4" solid aluminum sign
stained wood background 40"x60", 5" T and G boards
installed to aluminum posts
signs @ 30" x 48" x 1"
\$5,280.00

2 sided custom aluminum frame
with 1/4" routed leaves on top and bottom
3" aluminum posts with cast aluminum bases and tops
powder coated satin black
concrete installation on posts
\$4,200.00

sub total-\$9,480.00
tax \$400.00
total \$9,880.00

* City of Charleston has committed to funding 50% of cost

Signature
SIGNS

ARTIE HORNE
2000-B WAPPOO DR.
CHARLESTON, SC 29412
843-762-4454



Park in Partnership with The Town of James Island & The City of Charleston
Park purchased with funds from the Greenbelt portion of the Transportation Sales Tax

ATTORNEY - CLIENT CONTRACT

Bradley A. Mitchell, Esquire
5 Ashdale Drive
Charleston, South Carolina 29407

The undersigned, **Town of James Island**, hereinafter "Client," does hereby retain and employ Bradley A. Mitchell, hereinafter "Attorney," to provide legal services regarding eminent domain actions, **specifically for Tracts 6, 10, 18, and 35 of the Greenhill Drainage Project.**

In consideration for the legal services to be rendered to Client, Client understands Attorney Brad Mitchell may provide legal professional services to Client. **For such legal professional services, Client agrees to be billed at a rate of \$200 per hour for any work performed by Brad Mitchell, and \$95 per hour for any paralegal work.** Client also agrees to pay any and all reasonable and customary expenses incurred including, without limitation, fees for mail and photocopying costs, phone charges, long distance telephone, telecopier charges, and mileage at the IRS approved rate. Client hereby consents in writing pursuant to the S.C. Rules of Professional Conduct that Attorney may associate or be associated by any other licensed attorney and split the attorney's fee according to their own arrangement.

Unless otherwise agreed in writing, all fees, costs and expenses must be paid in full within 30 days of the date of any bill. Any fees deposited in trust and not expended will be refunded to you at the conclusion of our representation, after deducting all fees and expenses owed to the firm.

Client may discharge Attorney at any time, provided that Attorney shall be entitled to payment for all work performed prior to the discharge and shall further be entitled to reimbursement of any expenses, charges or costs that Attorney may have advanced or incurred on Client's behalf during the course of the representation.

I want you to be satisfied with the services I provide. Should you at any time become dissatisfied with any aspect of the legal services rendered by me or my staff, you agree to promptly notify me in writing of such dissatisfaction in order to afford me an opportunity to resolve the complaint to your satisfaction.

Client understands, as these matter progress, Attorney may determine that pursuing the matter further would not be beneficial to either Client or Attorney, or that circumstances have developed which hinder continued effective representation. Client will therefore authorize Attorney to withdraw at anytime by sending written notice to Client's last known address. In such event, Attorney shall be entitled to payment for all work performed prior to the withdrawal and shall be further entitled to reimbursement of any expenses, charges or costs that Attorney may have advanced or incurred on Client's behalf during the course of the representation.

This agreement constitutes the only agreement between Client and Attorney regarding the terms of Attorney's representation and the payment of fees. This agreement supersedes any prior understanding or written or oral agreement between the parties. It may not be amended except in a writing executed by all parties. This Agreement shall be construed in accordance with the laws of the State of South Carolina. Venue for any action involving or arising out of this contract shall be in Charleston County, South Carolina. The invalidity or unenforceability of any provision shall not affect any other provision.

TOWN OF JAMES ISLAND

By: Ashley R. Kellahan
Its: Administrator

Bradley A. Mitchell, Esquire

Signed this _____ day of September 2021 in Charleston County, South Carolina.

ESTIMATES \$3k – \$5k per parcel

Town of James Island
A Proclamation to Observe Breast Cancer Awareness Month
October 2021

WHEREAS, October 2021 marks 36 years that National Breast Cancer Awareness Month has educated women about early breast cancer detection; and

WHEREAS, National Breast Cancer Awareness Month is dedicated to increasing public knowledge about the importance of early detection of breast cancer; and

WHEREAS, breast cancer is the most commonly diagnosed cancer in women and is the second leading cause of the cancer death among women; and

WHEREAS, the American Cancer Society estimates that about 12.4% of American woman will develop breast cancer during their lifetimes; and

WHEREAS, approximately 255,000 new cases of invasive breast cancer will be diagnosed in women this year; and

WHEREAS, this year about 42,000 women will die from breast cancer; and

WHEREAS, through research and advocacy, significant advances have been made in the fight against breast cancer, including significant decreases in mortality; and

WHEREAS, the more than 2.8 million breast cancer survivors living in the United States today are a testament to courage, as well as to the importance of promoting awareness about breast cancer, providing information, funding research, following recommended screening guidelines and offering treatment to those who are affected.

NOW, THEREFORE, be it proclaimed that the Town Council of the Town of James Island, South Carolina does hereby recognize the month of October 2021 as Breast Cancer Awareness Month and ask all residents to join in this worthwhile cause, to celebrate successes and memorialize lost battles.

Enacted this the 16th day of September, 2021.

Bill Woolsey, Mayor

Garrett Milliken, Councilman

Darren "Troy" Mullinax, Mayor Pro-Tem

Dan Boles, Councilman

Cynthia Mignano, Councilwoman

ATTEST

Frances Simmons, Town Clerk _____

AUTHORIZING THE EXERCISE OF EMINENT DOMAIN TO ACQUIRE TITLE TO OR INTEREST IN REAL PROPERTY FOR THE PURPOSE OF THE GREENHILL COMMUNITY DRAINAGE IMPROVEMENTS PROJECT

WHEREAS, the Town of James Island (“Town”) intends to improve stormwater drainage in and around the Greenhill community in the town through the Greenhill Community Drainage Improvement project (“Project”); and

WHEREAS, the plans for the drainage improvements are shown on the technical drawings entitled “Greenhill Community Drainage Improvements” by Stantec with a Project No. of 171001991, and any amendments; (“Plans”); and

WHEREAS, the Plans depict, *inter alia*, the existing drainage, the proposed drainage improvements, and the privately-owned portions or properties that the Town seeks to acquire an easement interest in to complete the Project; and

WHEREAS, said Plans are subject to refinement and revision as additional design efforts and investigations are undertaken regarding the project’s components, including but not limited to drainage structures; and

WHEREAS, the acquisition of an easement interest on the privately-owned properties will be accomplished in accordance with the eminent domain laws of the State of South Carolina; and

WHEREAS, it is in the best interests of the citizens of the Town to acquire an easement interest in the privately-owned properties in order to complete the Project; and

WHEREAS, public purposes, health, welfare, and safety, will be served by acquiring the properties and completing the Project; and

WHEREAS, the properties acquired will be for a public use, including but not limited to, the improvement of stormwater drainage in the Town of James Island, more specifically, in the Greenhill community.

NOW, THEREFORE, BE IT RESOLVED BY THE JAMES ISLAND TOWN COUNCIL THAT as a result of the findings set forth above, the James Island Town Council hereby authorizes and directs the following:

Town of James Island Council hereby authorizes the exercise of eminent domain to acquire an easement interest in the privately-owned properties described below, and as shown on the above-described Plans, as the same may be refined or revised from time to time, for the Project. Council expressly authorizes the acquisition of the parcels identified below, in whole or in part, as the needs of the Project so require: TMS#s #: 428-07-00-127 (Tract 6), 428-07-00-008 (Tract 18), 428-07-00-020 (Tract 10), and TMS 428-08-00-004 (Tract 35).

Adopted this _____ day of September 2021.

Bill Woolsey, Mayor

ATTEST

Frances Simmons, Town Clerk

ORDINANCE #2021-06

REGULATIONS ON ROUTINE INSPECTION AND MAINTENANCE OF PRIVATE SEPTIC TANK SYSTEMS

WHEREAS, the Town of James Island desires to promote public safety and ensure the general welfare of the community and all its citizens.

NOW, THEREFORE, BE IT ORDAINED, the Council of the Town of James Island adopts:

CHAPTER 91.03 PRIVATELY OWNED SEWERAGE SYSTEMS (SEPTIC TANKS AND SEPTIC TANK SYSTEMS)

- A) This subsection of Chapter 91 is to be applied and interpreted, and supplements but does not supplant, those statutes, code sections, ordinances and administrative regulations currently in effect, or which may be put into effect, by the James Island Public Service District (JIPSD) and South Carolina Department of Health and Environmental Control (SCDHEC), and any successor governmental entity as such may relate to sewage and waste disposal.
- B) Definitions:
- 1) “Baseline Inspection” means a thorough evaluation of an operating private sewage system to determine whether the system is functioning as designed, is not exhibiting signs of failure, and is being operated properly. A pump out of the system is required for a baseline inspection to properly examine the interior of the tank and to check for leaks from the house or saturated conditions in the drainfield. All inspections and pump outs must be performed by inspectors and pumpers with valid SCDHEC licenses.
 - 2) “Building Drain” means the sewer or sewers within a building used to convey sewage and/or industrial waste to building sewers or laterals, and in this ordinance shall relate to the point of connection to the building sewer or laterals.
 - 3) “Building Sewer Lateral” means the extension of the building drain from the building to the public sewer or other place of disposal.
 - 4) “Drainfield” means a system of trenches or beds, or other such seepage systems approved by SCDHEC, designed to disperse septic tank effluent into the soil for treatment.
 - 5) “Failed System” means any private sewage system or sewer to a public sewer that does not adequately convey, treat and dispose of sewage that consequently creates a public or private nuisance or threat to public health and/or environmental quality, as evidenced by, but not limited to, one or more of the following conditions:

- a. Failure to accept sewage;
 - b. Discharge of sewage to a basement, subsurface drain, surface drain or surface water unless expressly permitted by SCDHEC;
 - c. Sewage rising to the surface of the ground over or near any part of a private sewage system or seeping down-grade from the drainfield at any change in grade, bank or road cut;
 - d. Any deterioration or damage to any private sewage system that would preclude adequate treatment and disposal of wastewater (for example, damage from a vehicle driven over the drainfield or septic tank);
 - e. A septic tank that is not constructed to be watertight (such as a bottomless tank) as required to hold wastewater for primary treatment prior to discharging to a drainfield;
 - f. The presence of a grease trap to which kitchen waste is discharged and which is not connected to the septic tank or drainfield;
 - g. Exposure, reduction, or elimination of the drainfield area or holding tank through erosion;
 - h. Repeated and prolonged inundation by floodwaters resulting in leakage of sewage;
 - i. Water quality testing of adjacent and nearby waters that reveals a private sewage system as the source of contamination.
- 6) “Good Operating Condition” means a state in which the private system, upon inspection, is determined to function in a sanitary manner, prohibits the discharge of untreated or partially treated sewage onto the ground surface, into surface water, or into groundwater, and allows building plumbing to discharge properly.
 - 7) “Grease Trap” means an interceptor tank used to trap grease and oils from kitchen waste. If the tank is not plumbed so that the remaining liquid enters the septic tank or a drainfield, it is in violation of this chapter and chapter 91.02.
 - 8) “Improved Property” means any property located within the corporate limits of the Town of James Island upon which there is erected a structure or structures intended for continuous or periodic habitation, occupancy or use by human beings or animals and from which structure or structures sewage and/or industrial waste shall be, or may be, discharged and accepted by the JIPSD at any time.
 - 9) “Licensed Inspector” means an individual who has been approved by SCDHEC to inspect private sewage systems.
 - 10) “Owner” means any person vested with ownership, legal or equitable, sole or partial, of any improved property.
 - 11) “Person” means any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity, or their legal representatives, agents or assigns. The masculine gender shall include the feminine, the singular shall include the plural,

where indicated by the context.

- 12) “Premises Accessible to the Sewerage System” means any improved property when the public sewer abuts, bounds or is adjacent to such improved property.
- 13) “Private Sewerage System” means a septic tank and its associated septic and lateral lines, pipes, vault, and drainfield located in whole or in part on private property intended to be used for the conveyance, storage, treatment, or disposal of sewerage, whether an on-site disposal system or engineered specialized on-site sewage system.
- 14) “Proof of Inspection” means a written, whether electronic or physical, dated statement which include the name, address and findings of a licensed inspector having performed an inspection under such licenses.
- 15) “Public Sewer” means a sewer in which all owners of abutting properties have equal rights and is controlled by public authority. It shall also include sewer within or without the Town limits, which serve one or more persons and discharge into the JIPSD sewerage system.
- 16) “Sanitary Sewer” means a sewer which carries sewage and/or authorized industrial wastes and to which storm, surface and ground waters are not intentionally admitted.
- 17) “Septic Tank” means a watertight receptacle that receives the discharge of sewage from a building sewer and is designed and constructed to permit the deposition of settled solids, the digestion of the matter deposited and the discharge of the liquid portion into a leaching system (such as a drainfield).
- 18) “Sewage” means wastewater, or any substance that contains any of the waste products or excretions of other discharge from the bodies of human beings or animals.
- 19) “Sewer” means a pipe conduit for carrying sewage, industrial waste or storm or surface water.
- 20) “Sewerage System or Sewerage Facility” means all facilities owned and/or operated by JIPSD, which are used for collecting, pumping, transporting, treating, and disposing of sewage and industrial waste.
- 21) “Town” means the Town of James Island, Charleston County, South Carolina.

C) General Sanitary Regulations

- 1) Prior to the issuance of a certificate of occupancy, the owner of any premises accessible to the sewerage system located within the Town of James Island is

required at the owner's expense to install suitable toilet facilities therein, and to connect such facilities directly with the sanitary sewer in accord with the provisions of this ordinance, JIPSD and SCDHEC.

- 2) It shall be the responsibility of the property owner to ensure that the private sewage system is operated and maintained according to its designed use and capacity.
- 3) The property owner shall maintain the private sewage system so that it is accessible for inspection and maintenance.
- 4) The property owner shall protect all parts of the private sewage system so that it is protected from vehicular traffic and parking.
- 5) The property owner shall protect all parts of the private sewage system from erosion and prolonged inundation.
- 6) Except as hereinafter provided, no person shall construct or maintain any privy, privy vault, septic tank, cesspool or other facility intended or used for the disposal of sewage.
- 7) When a public sewage system is not available for the premises, which is defined as beyond 300 feet from the foundation of the building premises containing a toilet to be so connected, the building sewer shall be connected to a private sewerage system complying with the provisions of the regulations imposed by JIPSD and SCDHEC. Any tree removal required for compliance shall be performed in accordance with Chapter 153 et. al. of the Town Code.
- 8) The owner of any improved property shall maintain the private sewage system in good operating condition and repair as needed; the building drain, drainfield septic tank, and building sewage lateral connecting lines to the public sewer, at the owner's expense, and shall remove all trees, shrubs, tree and shrub roots and other obstructions to the building drain and sanitary sewage system Any tree removal required for compliance shall be performed in accordance with Chapter 153 et. al. of the Town Code.
 - a) In the event of a complaint or upon notice by the Town, the Town Code Enforcement Officer may inspect the sanitary sewerage system in its entirety to determine the need for maintenance, or repair, including the proximity of the building premises to the public sewer.
 - b) All private sewerage systems must receive a baseline inspection by a licensed inspector for compliance with JIPSD, SCDHEC compliance every 3 years, and the owner thereof shall provide documentation of such inspection upon request by the Town Code Enforcement Officer within 10 calendar days of such request. Property owners shall provide all requested and known information about the private sewage system to the Town and

the inspector to facilitate locating and accessing the condition of the system.

- c) Failure to timely provide acceptable documentation of baseline inspection as referenced in subsection C(8)(b) evidencing a licensed inspection of the private sewerage system within 3 years prior to such request, or within 10 days after such request, shall entitle the Town to require a baseline inspection through a licensed inspector. Should the owner fail to provide proof of a baseline inspection within 30 calendar days, the Town may perform a baseline inspection through a licensed inspector at the owner's expense.
 - d) In the event such inspection reveals a failed system, in whole or in part, the Town shall require the owner to perform such repairs or maintenance as may be called for from such inspection, at owner's expense, within 60 calendar days of the earlier of the mailing of or personal receipt of such notice. If the repair(s) are such that 60 days is not sufficient time to complete the repair(s), evidence of the scheduled repair(s) shall be presented to the Town and timeline for repair(s) must be approved by the Town Code Enforcement Officer.
- 8) In the event the owner has documentation or other acceptable proof of an acceptable inspection with the time prescribed in subsection C(8)(b), yet the Town Code Enforcement Officer has reason to believe additional inspection is warranted, the Town may perform such inspection as is required in the Town's discretion at the Town's expense, and impose the necessity of repair or maintenance at the homeowner's expense in accord with and pursuant to subsection C(8)(a) and (d).
- D) In the event the owner fails to comply with the directive(s) of the Town Code Enforcement Officer after notice pursuant to Town of James Island Code, Chapter 91.05 the provisions of §91.06 shall apply, and any appeal of such directive(s) shall be in accord with section §91.08.

First Reading: August 19, 2021
Second Reading:

Mayor Bill Woolsey

Attest: _____
Town Clerk

Adopted: _____

ORDINANCE # 2021-07

AN ORDINANCE AMENDING THE FISCAL YEAR 2021-2022 BUDGET FOR THE TOWN OF JAMES ISLAND, SOUTH CAROLINA

WHEREAS, the Town Adopted its Annual Operating Budget for Fiscal Year 21/22 with second and final reading on May 20, 2021; and

WHEREAS, the Town may find it necessary to amend its operating budget on occasion to account for unforeseen revenues and expenditures throughout the budget year; and

WHEREAS, H.R. 1319, better known as the American Rescue Plan, was signed into law on March 11, 2021, providing emergency relief to municipal governments to respond to the COVID-19 public health emergency, offset revenue losses, bolster economic recovery and provide premium pay for essential works; and

WHEREAS, the Town of James Island is expected to receive \$3,709,261 in emergency relief funds during Fiscal Year 21/22.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF JAMES ISLAND, SOUTH CAROLINA:

Section 1: Purpose

This Ordinance is adopted to amend the Town of James Island's Operating Budget for Fiscal Year 2021-2022.

Section 2: Amendment of the Fiscal Year 2020-2021 Budget for the Town of James Island, South Carolina

By passage of this Ordinance, the Town of James Island amends as its Budget for Fiscal Year 2021-2022 incorporated fully herein by reference: EXHIBIT A

Section 3: Severability

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed valid as if such part had not been included. If said Ordinance, or any provision thereof, is held to be inapplicable to any person, group of persons, property, and kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

Section 4: Effective Date and Duration

This Ordinance shall be effective upon adoption.

First Reading August 19, 2021

Second/Final Reading

Bill Woolsey

ATTEST

Frances Simmons

Town Clerk

EXHIBIT A
BUDGET AMENDMENT SUMMARY

	2021/2022 ADOPTED BUDGET	2021/2022 AMENDED BUDGET	DIFFERENCE
Revenues			
American Rescue Plan Allocation	\$ 4,078,236	\$ 7,787,497	3,709,261

	2021/2022 ADOPTED BUDGET	2021/2022 AMENDED BUDGET	DIFFERENCE
Expenditures			
Transfer Out to Capital Projects	\$ 711,816	\$ 4,421,077	3,709,261

	2021/2022 ADOPTED BUDGET	2021/2022 AMENDED BUDGET	DIFFERENCE
Capital Projects			
Other Drainage Improvement Projects	\$ 150,000	\$ 2,004,631	1,854,631
Water Quality / Sewer Infrastructure Projects	\$ -	\$ 1,854,630	1,854,630

**EXHIBIT A
BUDGET AMENDMENT SUMMARY**

	2021/2022 ADOPTED BUDGET	2021/2022 AMENDED BUDGET	DIFFERENCE
Revenues			
American Rescue Plan Allocation	\$ 4,078,236	\$ 7,787,497	3,709,261

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Capital Projects			
Other Drainage Improvement Projects	\$ 150,000	\$ 2,004,631	1,854,631
Water Quality / Sewer Infrastructure Projects	\$ -	\$ 1,854,630	1,854,630