

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. at the James Island Town Hall, 1122 Dills Bluff Rd., James Island, SC on July 15, 2021. Councilmembers present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, Finance Director, Merrell Roe, Public Works Director, Mark Johnson, Island Sheriff's Patrol, Lt. Shawn James and Deputy Chris King, Planning Director, Kristen Crane, Planner II, Flannery Wood, and Town Clerk, Frances Simmons. A quorum was present to conduct business. Media: Live 5 News.

Opening Exercises: Councilman Mullinax opened in prayer and led in the Pledge of Allegiance.

Public Comments: None

Consent Agenda:

Minutes of June 30 Special Town Council and June 30 Regular Meeting: Motion to approve the minutes under the consent agenda was made by Councilman Milliken, seconded by Councilman Mullinax, and passed unanimously.

Councilman Milliken moved to amend the agenda for the \$2,000 for Landscaping for James Island Arts and Cultural Center (JIACC) under New Business be placed under Request for Approvals and it was granted without objection.

Information Reports:

Finance Report: Finance Director, Merrell Roe, gave an overview and highlighted June's revenues and expenditures and it was received as information. Councilman Milliken asked if James Island Pride could be placed under the category with the other community service organizations. Both Ms. Roe and Mrs. Kellahan confirmed that it is in the budget under that category.

Administrator's Report: Town Administrator, Ashley Kellahan gave an overview of the Administrator's report. She thanked Ms. Roe for doing a good job on the audit Ms. Simmons for her work on Risk Safety Audit and personnel policies update. Mrs. Kellahan added that the Request for Proposals for Lobbying Service for the Town is on the website and has been advertised on the Municipal Assn. and the SC Business Opportunity (SCBO). Proposals are due on August 6. Report was received as information.

American Rescue Plan: Mrs. Kellahan gave an overview of the Town's proposed spending plan through allotment from the American Rescue Plan. The Town's allotment is \$6,028,392; however, according to federal guidelines, no non-entitlement local governments can receive more than 75% of their most recent budget as of Jan. 27, 2020. The Town's overall operating budget for FY 19/20 was \$4,945,682 so the total projected allotment for the Town is \$3,709,261. Mrs. Kellahan said she would like to request half of that for drainage projects and the other for sewer infrastructure projects. She asked Council to provide input to her and that a budget amendment would be needed. A list of proposed drainage projects and further information was provided to Council.

Councilman Milliken asked about inspections on septic and if we are able to identify those that are failing. Mrs. Kellahan commented that Attorney Wilson has worked on an ordinance and staff is making comments. She noted that the Ordinance would put us in charge of those. Councilman Milliken asked if we would have to contract with a company to do inspections and Mrs. Kellahan thinks that we would have to.

James Island Arts and Cultural Center (JIACC): Council was provided a memo with an update on the Arts and Cultural Center. Mrs. Kellahan said the new A/C unit is expected to be fully functional by July 21. The Town has hired Mrs. Caroline Self as the Development Coordinator. Mrs. Self previously worked as the Curator of Art Education at the Lyndon House Arts Center in Athens, Ga. She will begin work on July 22

and plans to attend the August Council meeting to introduce herself and share what she will be working on in the upcoming future.

Public Works Report: Public Works Director, Mark Johnson, provided an overview of the monthly PW report and it was received as information. Councilwoman Mignano commented that since the last storm, a tree has been laying in the road at Ft. Johnson, near Greenhill. Mr. Johnson noted being aware of it and that the DOT plans to have it removed. Councilman Milliken commented on the cleaning of the ditch at Brantley Park and Mr. Johnson said that it was dug by AT&T as they were working in that area.

Island Sheriff's Patrol Report: Lt. James gave the updated crime report that included vehicle break-ins from unlocked cars; report received as information.

Requests for Approval:

RFA – Quail Run Drainage Assessment: Mrs. Kellahan presented a request to approve the Quail Run Drainage Assessment by Stantec Consulting Services. Stantec's assessment would include two existing closed drainage systems that outfall to the southeast towards Clark Sound. Mrs. Kellahan noted that several sinkholes have occurred in this area. This is a budgeted expenditure, \$11,125. Motion in favor was made by Councilman Milliken, seconded by Councilwoman Mignano, and passed unanimously.

Grant Services for CDBG Mitigation Grant: James Island Creek Basin Drainage Masterplan: Mrs. Kellahan presented a request to approve a CDBG Mitigation Grant for the James Island Creek Basin by Thomas & Hutton. The proposal consists of grant writing and administration services. However, Mrs. Kellahan stated that she does not recommend approving the grant administration cost because that can be done in-house by staff. She recommended approval for grant writing services @ \$7,500. Councilman Milliken moved to approve the request for Grant Writing only; seconded by Councilman Mullinax and passed unanimously.

Town Holiday Decorations: Mrs. Kellahan commented that during the last holiday season there were discussions that the Town consider purchasing decorations for our new lamp posts. The lampposts along Camp and Dills Bluff has receptacles that would accommodate lighted decorations and the PSD has agreed to install and take them down. Mrs. Kellahan presented a request to approve "the Carolina Branch" because it would fit well with the Town as we were recently named a Tree City USA. Also, there are no other cities or towns in SC that uses this decoration. Cost is \$15,167. There was brief discussion about soliciting input from the public. Motion in favor by Councilman Milliken, seconded by Councilman Mullinax. Councilman Milliken commented since there is some money available that we consider allocating some funds to JI Outreach during Thanksgiving and Christmas to help those in need.

Town Hall HVAC Maintenance Agreement: Mrs. Kellahan presented a request to approve a maintenance agreement for the HVAC system at the Town Hall @ \$3,350 from Daiken. Motion in favor by Councilman Milliken, seconded by Councilman Boles. Mrs. Kellahan answered Councilman Milliken's question about the manufactured warranty of 3 years on the compressor and Councilwoman Mignano asked if duct work and piping is covered if needs to be replaced. Mrs. Kellahan will check into that. Motion passed unanimously.

\$2,000 for Landscaping of the JIACC: Councilman Milliken requested the expenditure of \$2,000 for landscaping at the new JIACC so it looks nice in time for the opening to welcome our residents; seconded by Councilwoman Mignano. Motion passed unanimously.

Committee Reports: Land Use Committee: Councilwoman Mignano announced that she will hold a Land Use Committee meeting prior to the next Town Council meeting. Also that an application has been received

by the Planning Commission for artist booth rental space at the old Modern Glass building at the corner of Camp and Dills Bluff Rd.

Environment and Beautification: No report. Councilman Milliken referenced that JI Pride voted for resources for solar panels and asked the timeframe for bids. Mrs. Kellahan has a contact and will give a report at the next Town Council meeting.

Children's Committee: No report

Public Safety Committee: Councilman Mullinax announced no meeting for Neighborhood Council this month.

History Committee: Mayor Woolsey announced that Commissioner Inez Brown-Crouch will be working on a historical marker for the Three Tree Schools.

Rethink Folly Road Committee: Mayor Woolsey reported that the Steering Committee met on June 23 and discussed putting together a Technical Assistance Grant through the National Park Service; also an education session for newly elected officials will be had to provide them basic understanding of Rethink Folly Road. The State of the Plan Event is under postponement re: the status of Brantley Park by Town Council.

Drainage Committee: Councilman Mullinax announced that the Drainage Committee will meet on Tuesday, August 17 at 3:00 p.m. more information forthcoming.

Business Development Committee: No report. Councilman Boles announced that a meeting will be held in August. Date to be determined.

Trees Advisory Committee: No report.

James Island Intergovernmental Council: Mayor Woolsey announced that the JIIC will meet on Wednesday, July 21 at 7:00 in person at the Town Hall. The Council will consider drafting a proposal for federal funds for the JI Creek Water Quality.

Proclamations and Resolutions:

Proclamation Recognizing Dion Lamont Davis, Jr. for Perfect Attendance: Mayor Woolsey read into the record a proclamation on behalf of Council recognizing the accomplishments of Dion Lamont Davis, Jr. for perfect attendance from Pre-K through 12th Grade. Passed unanimously

Resolution #2021-08 A Resolution Calling for a Referendum to Increase Town Council from Four to Six Members: Mayor Woolsey requested a correction be made, without objection, that the date of referendum should be the 2nd day of November, 2021; and it was granted. Motion in favor for the Resolution was made by Councilman Mullinax and seconded by Councilman Milliken for discussion.

Councilman Mullinax spoke in favor stating that a similar resolution passed in 2010 for a referendum with increasing the size of Council from 4 to 6 passing with 54% of the votes. Additionally, there are other municipalities much smaller than the Town, i.e., Ravenel, Hollywood, and Isle of Palms, that has six or more councilmembers, and the Town's population is close to 12,000. He is in favor of staggered terms just as the US Senators and Governors has.

Council had discussion regarding the pros and cons of adding two additional seats. Councilman Boles asked if the referendum passes in 2021; at the next election in 2023, would the highest four votes have four-year terms; and the lower two having two-year terms? Mayor Woolsey noted that the way this resolution is written, they would all have four-year terms, except for the first year term, the lowest vote-getters, would have 2 year terms. There was also discussion on a deadline to request an election from the County. Mayor Woolsey indicated that it is too late for this upcoming election; that you cannot pass a referendum and elect new members at the same time. He said the Town would have to pay to have a special election. After further discussion, Councilman Milliken moved to amend the motion to propose adding two council seats but in 2025 having four-year terms. There was additional discussion with no consensus reached and Mayor Woolsey moved to withdraw consideration at this time and revisit it at the next Town Council meeting. Councilman Boles seconded and it passed.

Ordinances up for Second/Final Reading: None.

Ordinances up for First Reading:

Ordinance #2021-03: An Ordinance Increasing Compensation of the Mayor: Motion in favor was made by Councilman Boles, seconded by Councilwoman Mignano. Councilman Boles spoke that the salary for the part-time Mayor is \$15,000 and if it is increased to \$48,000 it would attract more interest. He commented that he doesn't think anyone runs for the money; however, in his opinion good compensation gets good results, it is fair, and would attract qualified people interested in the Town. The increase, if approved, would become effective at the next election in 2023.

Councilman Mullinax said this discussion should have citizen involvement and he would like to put it to a referendum. He asked Councilman Boles if he would consider withdrawing his motion and Councilman Boles said no but suggested a public hearing at the August meeting to allow citizens to express their opinions. Councilman Milliken asked that we find out what other municipalities with a strong mayor form of government and similar size pay their mayors and present a comparison at the next Town Council meeting. Mayor Woolsey noted that a compensation survey was done in a previous Town. He said the salary of \$15,000 was for a part-time mayor with a full-time town administrator; and \$35,000 without an administrator. He said with the cost of inflation, \$48,000 would be too little for a full-time job and too high for having an administrator. Councilwoman Mignano added that it would be good for Council to have a better understanding of the compensation. The Town Administrator was asked to present a comparison survey at the next meeting. Motion passed 3-2; Mayor Woolsey and Councilman Mullinax voted no.

Ordinance #2021-04: An Ordinance Establishing General and Special Schedules of Retention of Public Records: Mayor Woolsey moved in favor, seconded by Councilman Mullinax. Mayor Woolsey noted there was interest on Council for the retention of records. He then moved to strike Section "b" and "c" in the ordinance because they pertained to previous towns. Councilman Mullinax seconded for discussion. There was lengthy discussion about records being kept from previous towns. Mayor Woolsey said someone from the Dept. of Archives and History has come to the Town to see how much old records we have. Mayor Woolsey said this Town is not the legal successor of records from the previous towns. Councilman Milliken asked what are the options for the records and Mayor Woolsey responded that the Dept. of Archives and History would determine whether to keep them or destroy them. He said the Town would be able to have copies if we wanted, minutes would be kept, and financial records would be destroyed. Councilman Boles asked about the tax records that were dumped onto the floors and Mayor Woolsey stated that there were many records from previous towns, not just from the LOST program, and Archives and History would take them all. After further discussion Mayor Woolsey reiterated striking "b" and "c" as they are not relevant to this Town. Councilman Boles said this is a sidestep to avoid Council's vote from being carried out and Councilman Milliken commented that we should do according to the statute. Councilwoman Mignano asked what happens to records after three years; are they shredded. Mrs. Kellahan clarified for the minutes

that no records from this Town had been shredded since we moved into our new Town Hall location, and those are in the attic in totes. The Town has been following the retention-schedule by Archives & History, particularly when it comes to maintaining financial records, and did shred financial records that were older than 3 years when we moved from our old location. Councilman Mullinax motion to defer and it failed lacking a second. Vote: Mayor Woolsey, aye, Councilmembers Boles, Mignano, Milliken and Mullinax voted nay. Motion Failed

Ordinance #2021-05: An Ordinance Amending the Town of James Island's Rules of Procedures: Council Milliken moved in favor, seconded by Councilman Mullinax. Mayor Woolsey moved for an amendment to vote on the ordinance by sections, seconded by Councilman Milliken and passed.

(B) Agendas: Councilman Milliken moved to strike Monday for the distribution of meeting packets to Council and retain the Friday preceding the Town Council meeting. Also to add sentence that the information be made available to the public; Councilman Mullinax seconded, and the motion passed as amended.

(C) (3): Councilman Milliken moved to amend that items requiring a vote or other action ... to strike Wednesday and replace with Thursday in the week preceding the Council meeting, Councilman Mullinax seconded, and the motion passed as amended.

(D) New Business: Councilman Boles moved to amend to eliminate section I-d.; Councilman Milliken seconded. Mayor Woolsey felt this section was important to clarify the ordinance to make it compliant with state law as it pertains to adding items to the agenda that are considered an emergency. Councilman Boles felt that it went further than state law, requiring 2/3 vote to add it to the agenda and then 2/3 vote again for it to pass instead of a majority. The motion to strike the section passed 4-1; Mayor Woolsey voted nay.

New Business:

Request Spending Related to Legal Services be limited to attending monthly meetings and further amounts spent on legal services be voted on by Council: Withdrawn without objection.

Executive Session:

Dominion Tree Protection Agreement Breach: Mayor Woolsey asked for a motion to enter into an executive session in accordance with 30-4-70(a) Code of Laws of South Carolina for discussion of contractual arrangements. Councilman Milliken seconded. Council entered the executive session at 8:33 p.m.

Return to Open Session: Mayor Woolsey announced that no votes were taken during the executive session. Council returned to open session at 8:58 p.m.

Announcements/Closing Comments:

Councilman Boles thanked everyone and encouraged all to remain healthy.

Councilwoman Mignano also thanked everyone.

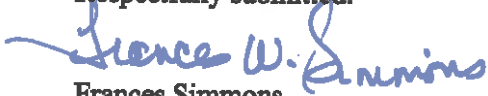
Councilman Milliken encouraged everyone to get vaccinated because the numbers are up in SC.

Councilman Mullinax shared that Bob Campbell, a former Town Council member and resident, passed away on June 22. Mr. Campbell was one of the first Town Councilmembers and great community leader.

Mayor Woolsey shared Councilman Milliken's comment by encouraging everyone to get vaccinated, it is our success in controlling COVID.

Adjournment: There being no further business to come before the body, the meeting adjourned at 9:00 p.m.

Respectfully submitted:



Frances Simmons
Town Clerk