

The Town of James Island held its regularly scheduled meeting on Thursday, December 15, 2022 at 7:02 p.m. in person at the Town Hall, 1122 Dills Bluff Rd., James Island, SC. This meeting was also live-streamed on the Town's YouTube Channel.

The following members of Council were present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey, presided. Also, Niki Grimball, Town Administrator, Merrell Roe, Finance Director, Mark Johnson, PW Director, Lt. Shawn James, Island Sheriff's Patrol, and Frances Simmons, Town Clerk. A quorum was present to conduct business. This meeting was held in accordance with the Freedom of Information Act the requirements of the Town of James Island with notification provided to the public.

Opening Exercises: Mayor Woolsey called the meeting to order at 7:02 p.m. Councilman Boles offered a Moment of Silence, wishing everyone a Merry Christmas and Happy New Year and led the Pledge of Allegiance.

Presentation: FY 2021-2022 Financial Statement: Love Bailey, CPA: Gary Bailey, Love Bailey CPA presented a 3-year overview of the Town's Financial status recapping General Fund revenues from 2020-2022. He stated through COVID the Town's revenues remained consistent. FY '20; \$3.6 million; FY '21 \$4.0 million and FY '22 \$3.8 million. A general overview of the Town's operating expenses over the same 3-year period was reviewed, including funding the Town received from the American Rescue Plan (ARPA). Mr. Bailey summed that the Town is in good financial standing with its internal audit controls. He credited Finance Director, Merrell Roe, for doing a good job in scanning the necessary financials for a smooth transaction of the audit. The Town received an unmodified opinion which is a good audit standard.

Presentation: Charleston County Urban Entitlement Program: Gail Carson, Manager, Charleston County Community Development presented an overview of PY 2023-2024 Urban Entitlement funds. Charleston County receives grant funding annually from the U.S. Department of Housing and Urban Development to facilitate resources to develop viable communities. Eligible applications must fall within priority goals and guidelines for consideration. Ms. Carson shared that several new programs will become available to non-profits for the aid of senior citizens. Application deadline is January 6, 2023 @ 12:00 noon. Awards will be announced in May and contracts will be issued in September. Councilman Milliken questioned the length of the application process with the deadline being January 6. Ms. Carson replied that the application must include supporting documentation along with budgetary costs. The cycle runs November 30 through January 6. For further information visit: <https://www.charlestoncounty.org/departments/community-development/RFA.php>

Public Comment: No attendees indicated interest in speaking during Public Comments.

Consent Agenda:

Minutes: November 17, 2022, Regular Town Council Meeting

2023 Town Holiday and Meeting Schedule: Councilman Milliken moved for approval of the items under the Consent Agenda, Councilman Mullinax seconded. Passed unanimously.

Information Reports:

Finance Report: No Report.

Town Administrator's Report: Town Administrator, Niki Grimball reported on a successful Christmas Tree Lighting ceremony along with the Town Market and the James Island Arts & Cultural Center. Everyone in attendance had a great time and we look forward to hosting with the Town Market next year. The Lowcountry Local First Community Business Academy, (funded by the Town) completed its first session by educating and promoting local entrepreneurs on James Island on Dec. 13. The graduation was a huge

success. Participants will have access to 12 months of business support services to continue to receive help they may need. The Town staff participated in an Angel Tree program this year by providing gifts for two families for Christmas. We look forward to building this program more next year. The Town's new website was launched on December 12. We are excited to offer this user-friendly platform to the community. Staff will continue to work on a few tasks, including the development of a Project page to show the life cycle of a project from start to finish for our residents. At the request of Councilman Milliken, Ms. Grimball gave an update on the St. James Church use of Town Hall. She stated that the Church has its regular Sunday Services in Council Chambers and two small groups are meeting regularly onsite; one on Tuesday evenings and the other on Friday mornings. The Church is pleased to be able to use the Town Hall facility while they transition to the Landmark Center with an estimated date of mid-to-late-January, 2023.

Public Works: Public Works Director, Mark Johnson gave a recap of the monthly report: staff serviced three new requests for service, one of which was drainage related. Staff held its monthly Stormwater Manager meeting; attended a fourth quarter SCASM meeting; and became certified to monitor tidal saltwater bodies for the Clemson Adopt-a Stream program. Three additional septic tank inspections were completed in November. This is 50% of the responding residents; 12% of the total needed. Mr. Johnson announced the hire of Brian Stokes, PW Foreman, who will be working in Field Ops to better serve our residents.

Island Sheriff's Patrol Report (ISP): Lt. James announced that with the Christmas holidays approaching it is good to report there were no robberies or violent crimes. There were a few unreported car break-ins. Lt. James gave an update of the speeding on Pauline Ave. Deputies have been present in the area and documenting the speeds of vehicles coming through the neighborhood. 355 vehicles were monitored with the highest speed of 45 mph; and 29 stops were made. Lt. James said they will continue to monitor speeds on Pauline and Clearview. An overview of the ISP report and crime report was given.

Requests for Approval by Staff:

Brantley Park Change Order for Additional ADA Requirements: Deferred to January meeting.

Brantley Park Dock Survey and Permit Drawings: Ms. Grimball reported that the Town received a proposal from Palmetto Land Surveying, Inc. to survey the property to include the dock in order to prepare for dock repair permitting documents. She said this would allow us to see what repair/permits would be required before moving forward with plans for the dock. Mayor Woolsey explained this is a request for an Ocean & Coastal Resource Management (OCRM) permit application to replace the dock. Motion by Councilman Mullinax, seconded by Councilman Milliken.

Mayor Woolsey said we need to have an OCRM permit first in order to tear down the existing dock and replace it with a new one. He said at one time when a previous firm, (Davis & Floyd) redesigned the parking spaces at the park it included a change to the dock. They did talk to OCRM and gave us information but when we discussed permitting with OCRM they said no, that was not a part of the agreement with Davis & Floyd, so we decided to look to other vendors. This was a year ago so this expense would get us a permit to put in a replacement dock and after that is done we can demolish the existing dock and decide if we want and move forward on replacing the dock. The expense for a replacement dock is between \$25-40,000. Ms. Grimball said she talked with three companies and one of them felt confident in doing repairs to upfit it with what is existing by replacing some portions to make it more stable and compatible for public use. She noted that some other companies threw it all in, and with the high costs of lumber she is not surprised with the price range that was quoted. She said the most competitive bid was around \$25,000 and the company felt confident in making the repairs and they have a clear reputation of doing work on other docks. Mayor Woolsey said the request before Council is not to get permission to take the dock down, we would have options whether to demolish or repair it; however, a permit is required which would be covered under this proposal.

Councilman Boles clarified that the motion is to survey the park, where the existing dock would be and Ms. Grimball confirmed as well as for permitting. Councilman Boles commented that the survey could be used for other things; such as where the big tree is, or where the trails would be and Ms. Grimball confirmed. Councilwoman Mignano asked if we are just going to do repairs, is a permit still needed and Mayor Woolsey answered yes; that we need to have a permit for conducting repairs or to demolition and rebuild.

Councilman Milliken asked if a permit is needed to take the old dock out. Mayor Woolsey said it is his understanding what this proposal is covering is to obtain permitting to replace or repair the dock. He added that there was a \$40,000 bid and the \$25,000 was less. There were three quotes reviewed to date: one to repair; and the other to tear down and replace, but in any case, we need to have a permit. Councilman Milliken asked if the plans would comply with ADA standards and Ms. Grimball said yes. He also asked if we had reached out to the City about helping with costs and Mayor Woolsey shared that the City has agreed to work with the Town through a grant process where the City would need to participate as the title holder of the property. Councilwoman Mignano mentioned concerns about City property maintained by the Town. Passed unanimously.

Updated Quote for Solar-powered Radar Signs: Ms. Grimball presented an updated cost for the two (2) radar signs approved by Council in October. When Ms. Grimball was preparing the documentation for the purchase of the approved (battery operated) signs, she noted that the company offers solar-powered signs that, if Council approves, would be a cost increase of \$1560 for both signs. She clarified that the original two signs were approved for a cost of \$6,730, and two solar-powered radar signs would cost \$8,790. Motion to approve by Councilwoman Mignano, seconded by Councilman Mullinax. Councilwoman Mignano was informed that optional equipment listed on the quote can be added at a later time. Passed unanimously.

Council Chambers Audio/Visual Upgrades: Ms. Grimball presented for approval a request for audio/visual upgrades in Council Chambers. Costs for the equipment upgrades of \$45,236. Ms. Grimball commented this is the lowest quotes as two others received were: \$65,000 and \$47,000. This system will improve the audio/visual capabilities in Council Chambers, including integrating new equipment with some of the existing equipment. Motion by Councilwoman Mignano, seconded by Councilman Milliken. Passed unanimously.

Swagit Livestreaming and Agenda Management Solutions: Discussion continue as this agenda item was deferred at the November meeting. Ms. Grimball presented a quote of \$17,000; annual service of \$9,540 for a total including AV equipment approved in the previous agenda item, of \$69,000. Councilman Boles asked about some optional add-ons; i.e., voice to text recognition and Ms. Grimball noted the cost at \$250.00 a month, but staff did not recommend that. Councilman Boles asked about the unofficial transcript of the minutes and Ms. Grimball explained how certain points in documents could be accessed easily, which is already included as a part of the service agreement without an add-on option. Both Councilwoman Mignano and Councilman Milliken recommended not including some of the optional add-ons such as the voice to text recognition/sound search at this time. Passed unanimously.

Sea Island Habitat for Humanity Repair Care Request: Ms. Grimball presented a request that the Town reimburse Sea Island Habitat for Humanity for repairs performed at 1106 Seaside Lane. Sea Island Habitat replaced four (4) windows; repaired a deck and patched leaks to a roof @ \$2,739.19. Motion to approve by Councilman Milliken, seconded by Councilman Mullinax. Passed unanimously.

James Island Outreach Care Program Request: Ms. Grimball requested to withdraw this item as James Island Outreach has found a company to perform the service at a lower cost and no longer requests assistance. Councilman Milliken spoke that the Charleston County Urban Entitlement Program may be a

source for some of these repairs to be done. Ms. Grimball agreed that they could apply and will encourage their participation.

Committee Reports:

Land Use Committee: No Report

Nomination to Planning Commission: Mayor Pro-tem Mignano called upon Mayor Woolsey for his nomination to the Planning Commission. Mayor Woolsey moved to reappoint Zennie Quinn for another 4-year term; seconded by Councilman Mullinax. Passed unanimously.

Environment and Beautification Committee: Councilman Milliken reported a successful Arbor Day celebration on Fri. Dec. 2. The Town and James Island Pride planted three (3) trees at the Town Hall and plan to plant more. He thanked the representative from the SC Forestry Commission for attending and staff for their hard work. A gorilla trash pickup was held on Sat. Dec. 10. 12 bags of trash and debris were collected from James Island's roadways. Special thanks Town staff for use of the Town truck to remove the trash and to Walter Desmond, PSD for his service. The next James Island Pride meeting will be held on Thurs. Jan. 19 @ 6:00 p.m. on the porch at the Town Hall.

Children's Committee: No Report.

Public Safety Committee: Councilman Mullinax moved for the appointment of Brian Duffy to represent McCalls Corner, seconded by Councilman Milliken. The next Neighborhood Council will be Jan. 26. Passed unanimously.

History Committee: Mayor Woolsey announced the next meeting of the History Committee on January 3 @ 6 p.m. at the JI Arts & Cultural Center. Plans are underway for the First Shot to be held in April.

ReThink Folly Road: Mayor Woolsey announced that the Steering Committee met on Wed. Dec. 14 and discussed Phase I, Right-of-Way acquisition, as well as plans for Phase II at the end of Phase I to Battery Island. Councilwoman Mignano gave a brief update on discussion relative to sidewalks and multi-use paths along Folly Road, and proposed plans for a hotel (PUD) on Battery Island.

Drainage Committee: No Report.

Business Development Committee: No Report.

Trees Advisory Committee: No Report.

James Island Intergovernmental Council: The next meeting will be held on Wed. Jan. 25 @ 7 p.m. at the Town Hall.

Proclamations and Resolutions:

Proclamation Honoring James Island Community Heroes, 2022: Councilman Milliken announced the honor of selecting this year's Community Heroes is special because we did not receive any nominations from the community and staff took the initiative to select persons they felt were deserving of this honor. Councilman Milliken read the Proclamation and asked Town Clerk, Frances Simmons, to present her nomination. Ms. Simmons recognized Ms. Henrietta Martin as a recipient for 2022 for her outstanding work in engaging members of her community and participation in Town functions. Ms. Martin received a certificate and was applauded for her service.

Resolution #2022-20 Municipal Agreement: Camp Road Sidewalk and Riverland Drive: Motion to approve by Councilman Milliken, seconded by Councilman Mullinax. Councilman Milliken questioned maintenance responsibilities as some sections are in unincorporated Charleston County and the City of Charleston. Mayor Woolsey stated that the Town's section is the first part in front of the school. Passed unanimously.

Ordinances up for First Reading: None.

Ordinances up for Second Reading: None.

Old Business: None.

New Business: None.

Executive Session: Not Needed.

Announcements/Closing Comments:

Councilman Boles wished everyone a Merry Christmas and a Happy New Year and thanked the staff for what they do every day.

Councilwoman Mignano wished everyone a Merry Christmas.

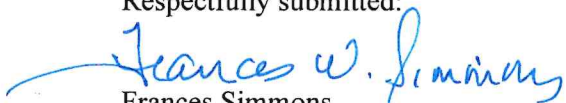
Councilman Milliken informed everyone that he attended a meeting at the SC Sea Grant Symposium where the discussion was about septic systems in low lying areas. He noted that we need to do all that we can to encourage the use of sewer.

Councilman Mullinax thanked and wished everyone a Merry Christmas.

Mayor Woolsey wished everyone a Merry Christmas.

Adjournment: There being no further business to come before the body, the meeting adjourned at 8:09 p.m.

Respectfully submitted:



Frances Simmons
Town Clerk