

The Town of James Island held its regular meeting at 7:00 p.m. in Council Chambers, 1238-B Camp Road, James Island, SC on Thursday, September 18, 2014. The following members of Council were present: Mayor Pro-Tem, Leonard Blank, Garrett Milliken, Joshua P. Stokes, and Mayor Bill Woolsey, who presided. Absent: Darren “Troy” Mullinax, gave notice. A quorum was present to conduct business.

Also present: Ashley Kellahan, Town Administrator, Jane Hale, Senior Finance Clerk, Kristen Crane, Senior Town Planner, Mark Johnson, Public Works Coordinator, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order. He opened in prayer and followed with the Pledge to the Flag. FOIA: This meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

Public Comments:

Alan Laughlin

847 Darwin Street: Mr. Laughlin made the following announcements: September is National Emergency Preparedness Month; October 5-11 is National Fire Safety Week; and the James Island Public Service District will host its Annual Fire Safety Expo on October 9<sup>th</sup>, 6-9 p.m. at the Lowe’s on Daniel Ellis Drive.

Presentation of Plaques to former members of Town Council: Mayor Woolsey presented a plaque to Mary Beth Berry, former Councilmember, in appreciation of her service on Town Council. Mrs. Berry served on Town Council from 2012 to 2014.

Councilman Blank presented a framed photo of Mayor Woolsey in appreciation of his service as Mayor of the Town of James Island for three consecutive terms. Mayor Woolsey’s picture was added to the Wall of Honor, which includes pictures of former Mayors Joan Sooy and Mary Clark.

Consent Agenda:

- a. Minutes of August 21, 2014 Regular Town Council Meeting: Councilman Blank moved to approve the consent agenda and it passed unanimously.

Information Report:

- a. Finance Report: Finance Clerk, Jane Hale, presented the Unaudited Finance Report for FY 2013-2014 that showed budget revenues at 123% and expenditures at 39%. August Budget Report showed revenue at 14% and expenditures at 5%.
- b. Town Administrator’s Report: Town Administrator, Ashley Kellahan, introduced Ron Hanna, who will intern at the Town. Ron is completing his final semester of the Masters of Public Administration Program at the College of Charleston and will perform GIS mapping of businesses in the Town. Mrs. Kellahan asked Mrs. Simmons to give an overview of the Annual Report. Mrs. Simmons announced that this is the first Annual Report for the new Town. The report includes an overview of goals, objectives, and the accomplishments of each department during 2013-2014. We hope to expand the report next year to include information on the Town’s committees, boards, and other activities. Mrs. Kellahan reported that Charleston County passed the Saint James Foundation’s (Gullah Cultural Center) Greenbelt application; construction is scheduled to begin in December. The Town has been approved by HUD to serve on the Charleston County Community Services Board. Mrs. Kellahan announced that bids have been received for the erosion control project on Sweetgrass Drive; the contract will come to Council in October for approval. The Foxcroft sidewalk project is near completion and the Town will conduct a ribbon cutting ceremony when it is finished.
- c. Island Sheriffs’ Patrol Report: Sergeant Shawn James gave the crime report statistics for the month of August. The Island Sheriffs’ Patrol worked a total of 331 hours, made 505 traffic stops

and issued 139 tickets. Sergeant James was available to answer citizen questions after the meeting.

Requests for Approval:

Jerdone/Stiles Sidewalk: Mrs. Kellahan reported that the sidewalk will essentially bypass the Fort Johnson sidewalk that is scheduled for construction next week. This project has a CTC (Charleston County Transportation Committee) match of \$100,000, along with Town's \$100,000. Mrs. Kellahan asked Council to approve \$100,000 from the Public Works FY 2014-15 Project budget to fund the project. Councilman Blank moved, Councilman Stokes seconded, and the motion passed unanimously.

Committee Reports:

Land Use Committee: Councilman Blank reported that a Sherwin Williams Paint store is being constructed on Folly Road.

Environment and Beautification Committee: Councilman Milliken reported on the James Island Pride Adopt-a-Highway litter pickup on Saturday, September 6; the next litter pickup is Saturday, November 1. James Island Pride will participate in the Green Fair on Sunday, September 21 at the James Island County Park. A Red Cross Blood Drive is scheduled for October 16 from 2-7 p.m. Plans are underway for an Arbor Day event in December, more information to follow.

Nomination and Reappointment to James Island Pride Committee: Councilman Milliken moved to reappoint Deanne Grayson, seconded by Councilman Blank, and passed unanimously.

Councilman Milliken moved to reappoint Grant Scurry, seconded by Councilman Blank, and passed unanimously.

Councilman Milliken moved to reappoint Mary Beth Berry, seconded by Councilman Blank and passed unanimously.

Councilman Milliken moved to reappoint Anna Fludd, seconded by Councilman Stokes and passed unanimously.

Councilman Milliken moved to reappoint Catherine Williams, seconded by Councilman Stokes and passed unanimously.

These appointments will be for a two-year term ending September 2016.

Resolutions:

Resolution #2014-21: Amendment of Resolution #2012-05: Policies Regarding Citizens Committee of the Town of James Island: Procedures Governing Operation: Mayor Woolsey announced two proposed amendments; the first is to add increase awareness of history and culture to the purpose of the James Island Pride Committee. Second, is to change the procedure for activities and projects under Procedures Governing Operation; to read: Projects, activities, and new committees that are proposed by committees must be sent by the Council liaison to Town Council for review and approval. Councilman Blank moved to approve, Councilman Stokes seconded. There was no discussion. The motion passed unanimously.

Resolution #2014-22: to Accept Jeffrey Drive and Lemontree Lane into the Town of James Island Street Maintenance System for Maintenance Purposes: Mrs. Kellahan stated that this is a necessary step to take before we can pave these roads. There was no discussion. Councilman Stokes moved to approve, Councilman Blank seconded, the motion passed unanimously.

Resolution #2014-23: Resolution to Accept the Remainder of Ben Road into the Town of James Island's Street Maintenance System for Maintenance Purposes: Mrs. Kellahan stated that the Town had already accepted a portion of Ben Road into its maintenance system. This Resolution will accept the remainder of the road, which contains the cul-de-sac and Ben Road Extension. Councilman Blank moved to approve, Councilman Milliken seconded. There was no discussion. The motion passed unanimously.

Resolution #2014-24: Amendment of Resolution #2013-16, Traffic Calming Policies and Procedures Guide: Mrs. Kellahan stated that the Traffic Calming Policy that Council approved in 2013 was based on the SC Department of Transportation (SCDOT) standards. After several months of administering the policy, the staff felt that some policies and procedures needed to be clarified and tailored to the needs of the Town. She said recommendations for traffic calming on State roads will still be approved by Town Council and the SCDOT. The revised policies clarify the Town's process in matters such as; (reducing a speed limit vs. installing a calming device, and how to obtain neighborhood support). Councilman Blank moved to approve, Councilman Stokes seconded.

Councilman Milliken said it would be useful in the future for major policy changes, (containing many pages), to see the version of how the document was; and how it is changing. Mayor Woolsey agreed and said future amendments will show what was stricken and information that was added.

Councilman Milliken asked if the \$25,000 in the budget allocated for traffic control devices is to fund the Speed hump/Traffic Calming Program. Mayor Woolsey and Mrs. Kellahan confirmed that it is. Mayor Woolsey asked Mrs. Kellahan the cost of a speed hump, to which she answered between \$4-5,000. Councilman Milliken commented that \$25,000 will not go far if we get a number of requests. He expressed concern that the Harborview Road project going forward will change some traffic patterns; perhaps placing traffic onto some residential streets that were not there before. He said a device does not necessarily have to be a speed hump; however, we may need to examine the need for devices where we were not looking before. He thinks we will see a change in traffic flow as a result of that construction. The motion passed unanimously.

#### Ordinances up for Second Reading

Ordinance #2014-10: Proposed Zoning Map Amendment (rezoning) of property located at 1054 and 0 Dills Bluff (TMS # 428-03-00-060, - 024, - 069 from Low Density Suburban Residential (RSL) to the Planned Development District (PD) for a Single Family Development: Mayor Woolsey asked for a motion for second reading. Councilman Blank moved, and Councilman Stokes seconded. Councilman Blank said he would like to ask the developer a question and have it included into the record. He said the Plan does not show the sidewalk that was proposed on this side (west) of Dills Bluff Road. He asked if that was intended to be a part of the Planned Development. Graham Hawkins, one of the developers, answered "yes", that the sidewalk is pending SCDOT permits for encroachment.

Councilman Milliken said he also had a question; it is something that caused him to vote against the proposal the last time, and he did not have a chance to explain the reason for his vote. He asked if there is presently a Homeowners Association for the Preserve at Dills Bluff. He commented being a little troubled by making an assurance that we are complying with Section 4.1.14.6 of the ZLDR, (Zoning and Land Development Regulation) specifically, criteria "C". He said the Mayor did right by saying the Town cannot maintain the road or the drainage (letter in packet). Councilman Milliken asked who is responsible between the time the road is constructed and the construction of the neighborhood if something happens to the road. He said it seems there would be no one responsible for repairing the road or ensuring that the drainage functions in the absence of a Homeowners Association. Mr. Hawkins explained that before any lots are developed or sold, the developer will be 100% of the Homeowner's Association (HOA). As the lots are sold, the property owners of the newly developed lots will take ownership of their part of the HOA, so that there will never be less than 100% of the HOA accounted for

(either by the developers or the actual homeowners). By the time all of the lots are sold and developed by individual property owners, those owners will represent the entire HOA.

Mayor Woolsey explained that the Town's ordinance require the developers to have an HOA setup before the subdivision occurs. There was also some discussion about the Town maintaining roads; to which Mayor Woolsey explained that process. Councilman Blank added that a subdivision has to be initially complete, with lots and roads built to Town standards before we can be petitioned to take over maintenance. He said this is seldom done during the development phase; it is usually done after the development is completed. The motion passed unanimously.

Ordinances up for First Reading

Ordinance #2014-11: An Ordinance Amending the Town of James Island's Budget for FY 2014-2015:

Mrs. Kellahan reported that the Town forecasts \$130,000 in additional revenue, largely due to receipt of funds from the Insurance Brokers Tax. The proposal includes spending an additional \$55,000 for the Island Sheriff's Patrol, increasing the hours of patrol from an equivalent of 2 to 3 full time officers. The proposal includes \$30,000 for grounds maintenance for the Town's park as well as right-of-way beautification and maintenance. It also includes adding \$15,000 to the recreation budget to contribute to the refurbishment of the James Island Charter High School baseball field. The proposal includes \$30,000 for a home refurbishment program in partnership with Habitat for Humanity. Councilman Blank motioned to approve, Councilman Stokes seconded. During discussion, Mrs. Kellahan answered Council's questions and Councilman Blank gave an overview of the request for funds from the James Island Charter High School. The motion passed unanimously.

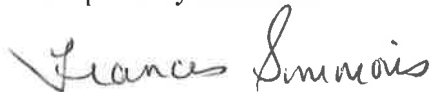
New Business: None

Executive Session: Mayor Woolsey asked for a motion to enter into an Executive Session at 7:40 p.m. for discussion of a real estate transaction. Councilman Blank moved, seconded by Councilman Stokes. The motion passed unanimously.

Return to Regular Session: Council returned to regular session at 7:56 p.m. Mayor Woolsey stated that Council had not taken action or vote while in the Executive Session.

Adjourn: There being no further business to come before the body, the meeting adjourned at 7:57 p.m.

Respectfully submitted:



Frances Simmons  
Town Clerk