

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. in Council Chambers, 1238-B Camp Road, James Island, SC on Thursday, June 18, 2015. The following members of Council were present: Mayor Pro-Tem Leonard Blank, Garrett Milliken, Darren “Troy” Mullinax, Joshua P. Stokes, and Mayor Bill Woolsey, who presided. A quorum was present to conduct business. Also present: Ashley Kellahan, Town Administrator, Attorney Bo Wilson, Merrell Roe, Senior Finance Clerk, Kristen Crane, Planning Director, Mark Johnson, Public Works Coordinator, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order. He opened in prayer and said a special prayer for the families of the victims in the recent Emanuel AME Church shooting. Afterward followed 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 Hearing: Mayor Woolsey opened the Public Hearing at 7:05 p.m. to receive comments on the Update to the Town of James Island’s Comprehensive Plan for 2015: No one signed in to speak.

Public Comments: The following individual addressed Town Council:

Alan Laughlin, 847 Darwin, announced that he and his mother, Eda are working on a project to make quilts for the homeless. A bin is located at the Town Hall to collect old cloths and other material. Distribution of the quilts will be determined later.

Presentation of the Town of James Island Comprehensive Emergency Plan: Scott Cave of Atlantic Business Continuity Services, presented a draft of the Town’s Comprehensive Emergency Plan. In addition to the Town, the Plan includes coordination with James Island PSD; City of Charleston, City of Folly Beach, Charleston County EMS, Charleston County Sheriff’s Office, and Charleston County Public Works, for the coordination of emergency response. The plan is divided into four sections that relates to the four phases of emergency management: 1) Mitigation, 2) Preparation, 3) Plans/Respond and Recover, 4) Appendices. Mr. Cave will email the Plan to Mrs. Kellahan so that Town Council may review it in detail and make comments or changes. The Plan is scheduled for adoption at the July Town Council meeting.

Consent Agenda:

- a. Minutes of May 21, 2015 Regular Town Council Meeting
- b. Minutes of Special Town Council Meeting, June 9, 2015

A motion to approve the Consent Agenda was made by Councilman Blank, seconded by Councilman Stokes and it passed unanimously.

Information Reports:

- a. Finance Report: Senior Finance Clerk, Merrell Roe, reported that the Town has completed 92% of the fiscal year; revenues are at 64%; and expenditures year-to-date for all departments is 35%.
- b. Town Administrator’s Report: Code of Ordinances: Ms. Simmons presented a binder for each member of Town Council of the Code of Ordinances that was prepared by American Legal Publishing. The Town has worked with American Legal since last year in an effort to codify its Ordinances. Ms. Simmons said that updates will be provided to Council for placement in their binders as Ordinances are passed. The codes will also be available on-line. Mrs. Kellahan thanked Ms. Simmons for the work that was done for this project. Comprehensive Emergency Plan: Mrs. Kellahan thanked Scott Cave for his presentation of the Emergency Plan. RFQ: Mrs. Kellahan announced that Requests for Qualifications (RFQ) for the design of a Town Hall were received from 13 companies. Those proposals are due by July 8. Repair Care Program: Ten applications are ready to be submitted to Habitat for inspections. The Town has received 20-50 applications; however, some properties are not in the Town but those applications will be kept on file should they be annexed in the future. Farmers Market: In the Town’s interest of having a Farmers’ Market, James Hackett has met with the Town of Mount Pleasant to gain insight into how they operate their

Farmers Market. National Night Out: The Town working with Sergeant Shawn James on the first National Night Out event. This event will be held on Tuesday, August 4th from 6:30 p.m. to 8:00 p.m. in the Camp Center parking lot to help promote police and community partnerships as well as crime watch awareness. Mark Johnson was congratulated for passing the Storm Water Reviewer Course. This certification will allow the Town to perform storm water reviews of residential and commercial building plans and subdivision plans. A class for amateur radio technician licensing was held at Town Hall; 8 people, including Berry Rudisill, and Mark Johnson, attended and passed the FCC Licensing Exam. The Town will purchase a HAM radio for use at the Town Hall.

- c. Island Sheriffs' Patrol: Deputy Moise presented the Island Sheriffs' Patrol report for Sergeant James. He reported car break-ins on many that were unlocked. He encouraged residents to remember to lock their cars. Last month's crime statistics: 767 traffic stops; 497 hours worked; 124 tickets issued; 689 warnings; 55 calls; 18 field interviews; and 15 arrests.

Requests for Approval:

Amendment to Financial Agreement for Jeffrey Drive and Lemon Tree Lane: Mrs. Kellahan reported that Town Council previously approved \$100,000 for this project; Charleston County allotted \$200,000; but the bids came in at \$352,000, a shortage of \$52,000, which is before Council for approval. Mayor Woolsey asked for a motion in favor. Councilman Blank moved, seconded by Councilman Stokes. No discussion. Motion passed unanimously.

Conceptual Plan for Dills Bluff Sidewalk: Mrs. Kellahan prefaced by stating that when discussions first began with Stantec, that a Conceptual Plan would be needed to decide where the sidewalks would go. She said originally the thought was for the sidewalk to go down Fort Sumter Drive to Harbor View. Stantec's cost to do the complete design of the sidewalk was \$85,000 so the plan was to bid phases of the project to engineers; even though the Town has a Master Service Agreement with Stantec that does these types of projects. Mrs. Kellahan also noted that talks about scaling back and start with the Conceptual Plan then determine the best route for the sidewalk to begin and end. Where we are today is having a proposal from Stantec for a Conceptual Plan for the Dills Bluff sidewalk. Mayor Woolsey asked for a motion in favor, Councilman Blank moved, seconded by Councilman Stokes.

Councilman Blank asked if the approval was for the Conceptual Plan only and after the Plan is completed, would it go out to bid. Mrs. Kellahan confirmed. Mayor Woolsey explained that the sidewalk will go down Dills Bluff Road, but what has not been resolved is how it will connect to Harbor View Road. Councilman Milliken said he was unsure that he could vote on this matter because he lives on Fort Sumter Drive. He asked if the Conceptual Plan is for Dills Bluff only, and Mrs. Kellahan confirmed. He asked if the Town will be looking to tie into Harbor View Road with a subsequent plan after this contact. Mayor Woolsey said a part of this Conceptual Plan will go from Camp Road (towards the PSD property and there is already a plan for that) and, from there to connect to Harbor View Road. He said the route it takes will be a part of the Conceptual Plan and that will come to Council before it is finalized. Also if funding is available and it is worthwhile, a detailed plan could be done. He said the Conceptual Plan is 1/8 of the cost of the actual details. Councilman Milliken asked if the proposal was in effect because it is dated June 7. Mrs. Kellahan confirmed it is the date correspondence was written. Councilman Milliken asked the cost of the Conceptual Plan and it was answered \$11,500. He compared the Camp Road and the Dills Bluff Conceptual Plans, which costs the same, but on Dills Bluff there are wetlands and grand trees. He asked if Stantec will work with the County to develop the plan because there seems to be a different level of permitting. He said there are questions that need to be raised, even by doing a study of this nature, and, would the study give an accurate assessment of the cost taking all of those things into account. He asked what the Town will get for \$11,500. Mrs. Kellahan said a part will be survey work to determine how much right-of-way is needed, whether there is a need for acquisitions,

accountability of grand trees, and the wetlands. She said Eric Adams at the County will have input into the process. Councilman Blank asked if the Town Council will have input for the sidewalks that connects to Harbor View Road to the Rec Center. Councilman Stokes said he believes Stantec will come back with multiple options for Town Council to consider. Mayor Woolsey said Charleston County has a plan for the sidewalks from Harbor View Road to the Rec Center. Motion passed unanimously.

Committee Reports:

Environment and Beautification Committee: Councilman Milliken announced that the James Island Pride Committee did not meet this month but will resume in July. A litter pick-up will be scheduled mid to late July.

Children's Commission: Councilman Stokes announced that the Children's Commission will meet on Tuesday, July 14th at 5:30 p.m.

Public Safety Committee: Councilman Mullinax announced that the Neighborhood Council will meet on Thursday, June 25th at 7:00 p.m. James Island PSD Commissioner, Carter McMillan, will attend the meeting to speak on the PSD's proposal to change garbage pick-up from two days a week to one day a week. Councilman Mullinax introduced and welcomed Jillianne Jordan, the Town's summer intern. Jillianne is a recent graduate from First Baptist and plans to attend the College of Charleston in the fall.

History Commission: Mayor Woolsey announced that the History Commission had its first meeting on Tuesday, June 2nd. They did not select a chairperson but hope to at the July meeting. Mayor Woolsey said the historical survey of James and Johns Island provided by Councilman Milliken was discussed and it will be posted on the Town's website.

Ordinances up for Second Reading:

- a. Ordinance #2015-05: An Ordinance to Adopt the Fiscal Year 2015-2016 Budget for the Town of James Island: Mayor Woolsey asked for a motion for second reading. Councilman Blank moved, seconded by Councilman Mullinax. Councilman Blank moved with a motion to amend the budget and Councilman Mullinax seconded.

Amendment:

The following amendment should be made to include any and all editorial changes to adjust the totals accordingly.

- Budget Summary Page – strike the line that reads “Nonrefundable Property Tax Credit - \$2,948,058”
- Revenue Page – strike the line that reads “Property Tax Revenue (17.7 mills) - \$1,000,000”
- Public Works Page – strike the line that reads “Solid Waste Collection - \$1,000,000”

Mayor Woolsey said he was disappointed that we're making these changes but we have made no progress in discussions with the James Island Public Service District. He wrote to the PSD a month ago and asked them to put the property tax credit on their agenda to consider. It was never put on the agenda and they never made any votes; they brushed us off as they do every year. Councilman Blank said the Mayor has done a stellar job in trying to return the property tax refund back to the people; he does not know of any avenue that the Mayor has left unturned. He thanked the Mayor for all he has done; but it is time to move on. Mayor Woolsey called for the vote on the amendment and it passed unanimously. He then called for the vote on the main motion. There was no discussion. The main motion passed unanimously with the amendment.

Ordinances up for First Reading:

- a. Ordinance #2015-06: An Ordinance to Introduce an Ad Valorem Property Tax in the Town of James Island: Mayor Woolsey asked for a motion in favor; Councilman Stokes moved; seconded by Councilman Blank. Mayor Woolsey asked for discussion. Councilman Stokes moved to Table

the Ordinance; Councilman Milliken seconded. Mayor Woolsey said it is very disappointing that we are not moving forward with this but since there is no Property Tax in our budget it is not necessary to pass the Ordinance at this time and we can pass it when it becomes necessary. The motion to Table passed unanimously.

- b. Ordinance #2015-07: An Ordinance to Update the Town of James Island Comprehensive Plan, 2015: Mayor Woolsey asked for a motion in favor. Councilman Mullinax moved; seconded by Councilman Stokes. Councilman Blank said this is the first time the Town has had a complete Land Use Ordinance. He said there are some things that need to be changed in the future but this is the best Plan he has seen. He complimented Kristen Crane, Planning Director, and James Hackett, who then worked for Charleston County for developing the Comprehensive Plan. Motion passed unanimously.

- c. Ordinance #2015-08: An Ordinance Enacting a Code of Ordinance for the Town of James Island: Mayor Woolsey asked for a motion in favor. Councilman Stokes moved; seconded by Councilman Mullinax. Mayor Woolsey explained that the Codes are for the Ordinances passed by Town Council and outlined in a codified manner. He said Town Council has a link to review this information on-line. The Code of Ordinances will be available on-line to the general public after this Ordinance passes. Councilman Milliken asked if there is history/continuity of the ordinances that have passed so there is a source of reference. Mayor Woolsey showed where this information is located in the code book. He said the Ordinance have not changed, only the numeration. The motion passed unanimously.

New Business: Mayor Woolsey discussed the matter of having new business on the agenda. He said our rules do not allow us to discuss New Business because our rules were developed on the basis of a defunct Appeals Court decision that was overturned by the Supreme Court. There is now a State statute regarding agendas and we will consider making changes to our rules to allow more flexibility to place items on the agenda. Councilman Blank asked in that case, could an item could be voted on. Mayor Woolsey answered that State law is pretty clear, and we can make changes in our agenda at a meeting. It would require a 2/3 vote to add items to an agenda to vote on it. Councilman Milliken asked what the timeframe is now to allow changes to an agenda; if this could be done in an open meeting after it has been called. Mayor Woolsey said under our rules, anything that we vote on has to be submitted eight (8) days before the meeting; and items that do not need to be voted on is submitted two (2) days before the meeting -- there are no provisions for anything else. He noted that State law does not overturn our existing rules; and we can change our rules in such a way that it is not so restrictive. Councilman Milliken said for the record, that he would be more comfortable keeping our original rules because he believes it helps to engage the public in the process. He said if things are changed too late in the game it is hard for the public to know what is going on. Mayor Woolsey said this matter will be brought before Town Council at the July meeting for discussion.

Executive Session: Not needed.

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:45 p.m.

Respectfully submitted:

Frances Simmons
Town Clerk