

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. at the Town Hall, 1122 Dills Bluff Road, James Island, SC on Thursday, July 16, 2020. The following Councilmembers were present: Boles (via phone); Mignano, Milliken, Mullinax, and Mayor Woolsey, who presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, Finance Director Merrell Roe, Public Works Director, Mark Johnson, Island Sheriff's Patrol, Sgt. Herman Martin, and Town Clerk, Frances Simmons. A quorum was present to conduct business.

This meeting was held in compliance with the Freedom of Information Act and the requirements of the Town of James Island.

Opening Exercises: Mayor Woolsey called the meeting to order. Councilman Milliken offered a moment of silence then led Council in the Pledge of Allegiance.

Public Hearing: Ordinance #2020-08: An Ordinance to Establish Rental Fees for Pinckney Park Pavilion: Mayor Woolsey opened the Public Hearing. No members of the public were present.

Public Hearing: Ordinance #2020-09: An Ordinance to Establish Stormwater Fees: Mayor Woolsey opened the Public Hearing. No members of the public were present.

Public Comments: No members of the public were present.

Consent Agenda: Motion to approve the Consent Agenda for approval of the June 18, Regular Town Council Meeting Minutes; June 29, Special Town Council Meeting Minutes; and the July 6, Special Town Council Meeting Minutes was made by Councilman Milliken, seconded by Councilwoman Mignano and passed unanimously.

Information Reports:

Finance Report: Written report provided. Finance Director, Merrell Roe, gave an overview of June's income and expenditures highlighting Business Licenses, Local Option Sales Tax Revenue, Drainage Improvement Projects, and Camp and Folly Easement. Councilwoman Mignano had questions about the Square credit card expenditures and Rethink Folly budget to which Ms. Roe answered. Councilwoman Mignano also asked about the \$3400 in Miscellaneous Income and Ms. Roe will provide a response after her follow-up.

Administrator's Report: Written report provided. Town Administrator, Ashley Kellahan gave an overview of the report. She reported that the Code Enforcement Office received four complaints regarding employees at restaurants not wearing face coverings and has responded to those complaints.

Public Works Report: Written report provided. Councilman Milliken asked about the GeothinQ training for the Trees Advisory Council. Mr. Johnson and Mrs. Kellahan gave a brief update of the next phase being worked on. Mrs. Kellahan will forward the contact person to Councilman Milliken. Councilman Milliken thanked Mr. Johnson for following up on a young boy's request on the condition of Honeysuckle Lane.

Island Sheriff's Patrol Report: Sgt. Herman Martin reviewed the Crime Statistics and Island Sheriff's Patrol Reports.

Requests for Approval:

Regatta Rd. Sidewalk Construction Documents, Permitting and Bidding: Council received a presentation on the Regatta Road Concept Plan and the Nabors Project Development by Laura Cabiness and Herbert Gilliam of the JLA Group, (Johnson Laschober Group Associates). The presentation provided an overview of a proposal for construction documents, permitting and bidding services for Regatta Road. The estimated cost is \$252,000. Ms. Cabiness and Mr. Gilliam answered questions from Council. Councilman Milliken asked the possibility of the City contributing to the costs of the sidewalk. Mayor Woolsey commented that

on Harbortown and Nabors that there is only one lot that is in the City; however, he may speak with Councilwoman Jackson about this. Nabors Project: Councilman Milliken asked if drainage issues would be addressed before construction of the sidewalk; and if there could be a partnership between the Town, City and County. Mayor Woolsey commented that a partnership could be in the form of the City's support with TST and CTC funding; however, he is interested in a partnership. It was noted that the cost of a survey could be between up to \$10,000. Councilwoman Mignano noted that Nabors Drive is in need of sidewalks because there are blind curves. Mrs. Kellahan confirmed that the request tonight is for Regatta. Councilwoman Mignano also spoke regarding grades and slopes and concern that the dirt stays where it should. After discussion, Mayor Woolsey said a request for a proposal for a conceptual study for Nabors Drive could be placed on the August meeting agenda.

Vote:

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Sinkhole Repair on Regatta: Public Works Director, Mark Johnson, requested approval for the repair of a sink hole in the front yard of a citizen's home. Upon inspection, it was determined that the sinkhole is over a stormwater culvert that runs on the right-of-way of Regatta Road. The estimated cost for the County to repair is \$4,000. Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax.

Vote:

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Scope and Fee for Hazard Mitigation Project: Mrs. Kellahan presented a request for Stantec to provide engineering services for the demolition and removal of the existing structure and hardscape at 670 N. Stiles Drive. Mrs. Kellahan indicated that we had budgeted \$42,000 and the cost is less than we anticipated \$22,000. Motion in favor by Councilman Milliken, seconded by Councilwoman Mignano.

Vote:

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

IGA between Town, City, County, and Folly Beach for Rethink Folly Road Program Manager: Mrs. Kellahan presented an IGA (Intergovernmental Agreement) for the Town to renew its agreement for fiscal year 2020-2021 with the City, County and Folly Beach for the Rethink Folly Road Program Manager. The terms would be the same, with Town, City and County @30% each of the cost and the City of Folly Beach @ 10%. Motion in favor by Councilman Mullinax, seconded by Councilwoman Mignano.

Vote:

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Scope & Fee from Toole Design Group for Rethink Folly Road Program Manager: Mrs. Kellahan presented the scope and fee services from the Toole Design Group for the Rethink Folly Road Program Manager @ \$66,500. Motion in favor by Councilwoman Mignano, seconded by Councilman Mullinax. Councilman Milliken said he is happy with the Toole Group, but not so much with the Rethink Folly Road Committee. He said more input is needed from the citizens living along the corridor that has vested interests. He appreciated the information Toole provided on the hotel/motel study and its pros and cons. He is in favor of retaining the Toole Group.

Vote:

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Award of RFP #3-2020 for Professional Auditing Services: Mrs. Kellahan reported that the Evaluation Committee independently scored and evaluated five proposals that were received for Auditing services and narrowed it down to the top two scoring firms. The Evaluation Committee is recommending award to Love Bailey. Mayor Woolsey moved for approval and Councilman Mullinax seconded for discussion. Councilman Milliken said he is perplexed because the rating for Brittingham is higher than that of Love Bailey that serves municipalities comparable in size to the Town (City of West Columbia, Town of Lexington, and the James Island PSD), and their cost is also comparable. Councilman Milliken moved to amend the motion by substitution for consideration of Brittingham, Councilman Mullinax seconded. Councilwoman Mignano asked if there would be a conflict of interest since Brittingham is the auditor for the PSD and Mr. Wilson said there would not be a conflict. Mayor Woolsey spoke about Love Bailey having more experience with the QuickBooks on-line system that the Town uses. Mrs. Kellahan also noted a list of Towns Love Bailey prepares audits for that includes the City of Meggett that is also comparable in size to the Town. Councilman Boles asked Ms. Roe her thoughts because she would be working with the auditor. Ms. Roe spoke in favor of Love Bailey commenting that audits are designed to find errors; however, her goal is not to wait an entire year and find out that she made an error. She said Love Bailey has experience with the software we use and provided her with a contact at QuickBooks should she need help early on. She noted that Brittingham was good but did not offer this additional service. After discussion, Mayor Woolsey called for the vote.

Substitute Motion: Brittingham

Councilman Boles	No
Councilwoman Mignano	No
Councilman Milliken	Yes
Councilman Mullinax	No
Mayor Woolsey	No
Motion Failed	

Main Motion: Love Bailey

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	No
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Motion Passed 4-1

Survey of Stormwater System at Bradford Ave. to Folly Rd. to Yorktown Canal: Mr. Johnson presented a request to survey critical elevations of ditches, inlets, culverts, and features of the stormwater system that traverses Bradford Ave. to Folly Road, to Yorktown and stopping where the canal crosses Yorktown Drive. The estimated cost is \$12,787. Motion in favor was made by Councilwoman Mignano, seconded by Councilman Milliken.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes

Unanimous

Committee Reports:

Land Use: No Report

Environment and Beautification Committee: Councilman Milliken made the following announcements pertaining to upcoming Planning and Zoning meetings. The City of Charleston VRBO meeting on Monday, July 20 re: a new car wash on Folly Road. The agenda packet is on the City's website. Town BZA meeting on Tuesday, July 21 @ 7 p.m. to consider an application for a car wash on Folly Road. Online comments are to be received by 12 N. and in person comments will be at Town Hall with social distancing.

Councilman Milliken gave an update from the Saturday, June 20 litter pickup; nine volunteers collected 22 bags of litter. The Helping Hands Committee has contracted a landscaper to help cut individuals in need yards.

Children's Committee: No Report

Public Safety Committee: No Report

History Committee:

- **Nomination to History Council:** Councilman Milliken moved for the nomination of Susan Milliken, Councilman Mullinax seconded. There were no other nominations. Mayor Woolsey reminded Council that they each have a nomination. He said there are two persons no longer serving on the Council to need be replaced.

Vote:

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes

Councilman Mullinax Yes
Mayor Woolsey Yes
Unanimous

Rethink Folly Road Committee: Mayor Woolsey said the staff held a meeting in July. Councilman Milliken asked about nominations to the Rethink Steering Committee and public participation. Mayor Woolsey said that all meetings are public, and each elected official appoints one person to serve. Councilwoman Mignano suggested that a link for Rethink is placed on our website to allow for citizen participation.

Drainage Committee: Councilman Mullinax announced the next meeting is August 12.

Business Development Committee: Councilman Boles gave an update on the Business Directory and the members are in favor of having an online directory.

Trees Advisory Committee:

- Nomination to the Tree Advisory Council: Councilman Milliken moved for the nomination of Robin Hardin, Councilman Mullinax seconded. There were no other nominations.

Vote:

Councilman Boles Yes
Councilwoman Mignano Yes
Councilman Milliken Yes
Councilman Mullinax Yes
Mayor Woolsey Yes
Unanimous

James Island Intergovernmental Council: Mayor Woolsey announced that the Intergovernmental Council would meet on Wednesday, July 22 at 7 p.m. virtually by Zoom. Councilman Milliken expressed interest in hearing the Wambaw Drainage report.

Proclamations and Resolutions: None

Emergency Ordinances:

E-03-2020 Emergency Ordinance Pertaining to Electronic Meetings: Amended to Expire July 16: Councilman Milliken moved to extend Emergency Ordinance E-03-2020 to August 21; Councilman Boles seconded. Councilman Milliken said he was surprised that we were having a live meeting tonight. He said we are #4 in the world and he worries about himself and colleagues being exposed to the virus and a vaccine is not available yet and asked that meetings are held through a virtual platform.

Mayor Woolsey moved to amend the motion, under Section 4, to strike “a” relating to the Board of Zoning Appeals. He said the BZA has not met in six months and the members are requesting to meet virtually.

Vote on Amendment:

Councilman Boles Yes
Councilwoman Mignano Yes
Councilman Milliken Yes
Councilman Mullinax Yes
Mayor Woolsey Yes
Unanimous

Mayor Woolsey moved to include the BZA in Section 4, "b" under committees and councils for virtual meetings; Councilwoman Mignano seconded.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Main Motion with amendments

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Councilman Milliken asked and it was granted to extend the date for Emergency Ordinance E-03-2020 to August 22 without objection.

Ordinances up for Second/Final Reading:

Ordinance #2020-07: Approving Agreement and Cost Share with the James Island PSD: Mayor Woolsey moved in favor of approval; Councilman Mullinax seconded. Councilman Boles moved to amend the Ordinance by striking the last sentence under "C"; and under Section 1 "B" pertaining to the administrative fees. Mayor Woolsey said he met with the Fire Chief and the Acting Administrator at the PSD about removing the fee and they agreed. He said Pope Flynn will do a waiver of the fee and we should receive it by the end of the month.

Vote on Amendment

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Main Motion as Amended

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Ordinance #2020-08: An Ordinance to Establish Fees for Pinckney Park Pavilion: Motion in favor was made by Councilman Milliken, Councilman Mullinax seconded. Mayor Woolsey moved to amend the Ordinance to add language that fees for civic institutions and non-profits may be are waived; Councilwoman Mignano seconded.

Main Motion as Amended

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Ordinance #2020-09: An Ordinance to Establish Stormwater Fees: Motion in favor was made by Councilman Milliken, seconded by Councilman Mullinax.

Vote

Councilman Boles	Yes
Councilwoman Mignano	Yes
Councilman Milliken	Yes
Councilman Mullinax	Yes
Mayor Woolsey	Yes
Unanimous	

Ordinances up for First Reading:

Ordinance #2020-10: Electronic Meetings: Motion in favor was made by Mayor Woolsey, seconded by Councilman Mullinax. Mayor Woolsey explained the purpose is to establish a permanent ordinance to hold electronic meetings rather than extending the emergency ordinance each time. Mayor Woolsey said the second reading would take place at the August meeting.

Announcements/Closing Comments:

Councilman Boles encouraged everyone to stay healthy and safe.

Mayor Woolsey shared information about the cases on James Island (at this time 6.5%) and he hopes it will continue to decrease.

Adjourn: There being no further business to come before the body, the meeting adjourned at 8:27 p.m.

Respectfully submitted:



Frances Simmons
Town Clerk