

The Town of James Island held a regular meeting at 7:00 p.m. in Council Chambers, 1238-B Camp Road, James Island, SC on Thursday, July 13, 2017. 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. Also, Ashley Kellahan, Town Administrator, Merrell Roe, Finance Officer, Mark Johnson, Public Works Director, Sergeant Shawn James, Island Sheriff’s Patrol, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order and led the Pledge of Allegiance. 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 Comment: None

Consent Agenda:

a. Minutes: June 15, 2017 Regular Town Council Meeting
Councilman Stokes moved to approve the consent agenda; Councilman Mullinax seconded. Passed unanimously.

Information Reports:

- a. Finance Report: Finance Officer, Merrell Roe, presented the Finance Report and it was accepted as information.
- b. Administrators’ Report: Town Administrator, Ashley Kellahan, presented the Administrator’s Report and it was accepted as information. Mrs. Kellahan answered Councilman Stokes’ question about the picnic shelter; that it is marked where it is better to be (near playground and restrooms). Councilman Milliken asked the status of the BCD COG funding for some of the items in the Folly Road project. Mayor Woolsey said it has been added to an official priority list; and Councilman Blank added that no dates have been set. In discussion, Mayor Woolsey, gave a brief update on the Complete Street Funding project.
- c. Public Works Report: Public Works Director, Mark Johnson, presented the Public Works Report and it was accepted as information. He announced the next CERT meeting on August 16 to discuss Solar Eclipse safety and review Disaster Psychology: How to recognize stress in relief volunteers. Councilman Blank asked the status of the removal of the raised median at Fort Johnson/Folly Road; there were was no recent updates.
- d. Island Sheriffs’Patrol Report: Sergeant James gave an update on the upcoming eclipse watch on August 21. He indicated that 1 million people would be here for this occurrence. Two Island Sheriff’s Patrol shifts will be on duty at that time. Mrs. Kellahan is the point of contact for the Town. Sergeant James reviewed the crime statistics and the ISP reports. Plans are underway for National Night Out on Tuesday, August 1.

Requests for Approval:

Additions/Changes to Freedom of Information Act Request Policy (FOIA): Town Clerk, Frances Simmons reported that with recent changes to FOIA, the Town has updated its policy to be in compliance. A disclaimer has been added to the policy that SC law states it is a crime to knowingly obtain or use personal information from a public body for commercial solicitation; and the Town may not release certain information based on its content and the nature of the request. The law,

(Bill H3352), changed the time-line from 15 to 10 days to acknowledge receipt of written request for records less than 24 months old. Records older than 24 months is 20 days (ex: Saturday, Sunday and legal holidays). If a request is granted, the information is made available no later than 30 calendar days. For records more than 24 months, not later than 35 calendar days. The fee for research was changed to \$13.00/hour. Mr. Wilson, our legal counsel, has reviewed the revised FOIA policy. No discussion. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken and passed unanimously.

Social Media Policy: Mrs. Simmons reported this is a new policy as the Town posts a lot of information over social media. She said the policy is to promote effective communication across the board on the Town's social media sites. The policy lists submissions that may not comply with Town policy. Mr. Wilson, our legal counsel, has reviewed the policy. Motion in favor was made by Councilman Blank, seconded by Councilman Stokes. Councilman Milliken asked who the administrators are. Mrs. Kellahan answered she, Town Clerk, Mayor, and Administrative Assistant has access to post. Councilman Milliken said he was okay with a large number of points in the policy; however, the last comment that an administrator/moderator may remove any or all postings and comments at its sole discretion; he feels drifts into first amendment violations. He believes public bodies, such as a town, should have a process where someone could review something; and, what one person may think is offensive or uncivil may be civil to another. For this reason, he cannot support the policy. He feels it is probably better to promote things on Facebook and social media that lead to formative positive things with the Town and a forum where citizens can weigh in on things. He cannot support it mainly because of that. No further discussion. Motion passed; Councilman Milliken opposed.

Dills Bluff Sidewalk, Phase I, Award to First Construction Management, LLC: Mrs. Kellahan stated four bids were received. The low bid was offered by First Construction Management for \$314,982. With Johnson, Laschober & Associates (JLA, Engineers) valued-engineered items, the bid is \$285,972. This project had previously received \$100,000 from State of SC. Councilman Blank asked if the cost included the boardwalk; Mrs. Kellahan said it did not and she explained the scope of the project. Motion in favor was made by Councilman Stokes, seconded by Councilman Blank. Councilman Milliken asked if we had contacted the City to see if they would pay for any of this because houses between Midvale and Julian Clark are in the City. Mayor Woolsey said he would ask about this. Councilman Milliken asked and Mrs. Kellahan answered his question about the drainage issues/flooding along Dills Bluff Road. Motion passed unanimously.

Sponsoring of "The Town Market": Mrs. Kellahan said she was excited about the opening of "The Town Market". "The Town Market", located at the James Island Youth Soccer field opened on Saturday, July 8. Alexandra Purro with Nano Farms organizes and manages the vendors. Mrs. Kellahan commented that around 500 people attended the opening. She thanked Merrell Roe and Robin Flood for handling the business licenses and hospitality tax for the vendors. Mrs. Kellahan presented the staff's recommendation. Motion in favor was made by Councilman Stokes, seconded by Councilman Blank. Councilman Blank asked about the \$165 recurring cost for the rental of a hand-washing station. Mrs. Kellahan explained that the station is portable (similar to the one at the Pinckney Park dedication) and the company will check and maintain it weekly. She stated per DHEC regulations; (though restrooms are on site), the washing station need to be where food is

being prepared. Councilman Milliken asked if it would be in our interest to purchase a hand-wash station to help reduce costs. Mrs. Kellahan said this could be looked into; and it may be useful to the Youth Soccer Club. Councilman Milliken asked if our fees are competitive to other Farmers' Markets; i.e., City, Folly Beach, or others. Mrs. Kellahan said it is very competitive, and from prior research, our fees are less than the City and Mt. Pleasant. Councilman Stokes complemented the opening and acknowledged there were many people there. He asked if this Farmers' Market would replace the one that opens on Thursdays and Fridays by Nano Farms; or is this in addition. Mrs. Kellahan said the owner is waiting to see how it works and may transition. Motion passed unanimously.

Committee Reports

Land Use Committee: Councilman Blank reported that an Overlay Committee has been established consisting of the municipalities on the island (City, Folly Beach, Town and County) as a result of the moratorium that was passed by the City and the Town. Councilman Blank said an initial meeting has been held, and according to staff, it was very productive. The committee will concentrate first on the Overlay for Folly Road to try to reach a consensus among all the municipalities, since the City did not join. A meeting is scheduled August 1. Councilman Milliken asked if the committee consists of the entities that were on the Folly Road Overlay Committee; Councilman Blank said no elected officials are on the committee, only staff. Councilman Milliken commented that he was initially invited to the meeting and Councilman Blank gave his opinion of a committee consisting of elected officials and staff. He said the staff's recommendations would go before the governing body. Councilman Milliken commented that members of Planning Commissions were on the Folly Road Overlay Committee and it brought an additional voice to the table. He asked if minutes would be taken, that it would be worthwhile to have that accessible to know what is being proposed, i.e., with respect to height and setback requirements. Councilman Blank said he is sure all of that would be discussed.

Environment and Beautification Committee: Councilman Milliken reported that James Island Arts continued its McLeod Plantation Poetry Series on June 17 with a well-attended poetry workshop at the Town Hall. Dr. Kendra Hamilton, a professor at Presbyterian College and native Charlestonian, facilitated poetry writing with 20 participants. This free workshop received positive feedback from those who participated. The following day, Dr. Hamilton read several of her original poems at McLeod Plantation. The reading followed with a reception and book signing. Councilman Milliken acknowledged the JI Arts committee for organizing the event and congratulated Katherine Williams, chair, on her National Endowment of the Arts (NEA) award of \$850 for future poetry events. Gary Jackson, (an award winning Cave Canum Poet and College of Charleston Professor) is scheduled to conduct a workshop/reading on September 10 and Kwoya Fagin Maples on October 22.

Children's Commission: No report

Public Safety Committee: Councilman Mullinax announced that no meeting of the Neighborhood Council would be held this month. Plans are underway for National Night Out with many activities. The event will be held August 1, 6-8 p.m. in the parking lot at Town Hall.

History Commission: No report

Ordinances up for Second Reading

- a. Ordinance #2017-09: Proposed Change to Town of James Island Zoning and Land Development Regulations, including a Change Adding Setbacks for Accessory Structures in Commercially Zoned District: Motion in favor was made by Councilman Blank, seconded by Councilman Stokes. No discussion. Motion passed unanimously.

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:40 p.m.

Respectfully submitted:
Frances Simmons
Town Clerk