

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, November 19, 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, Bo Wilson, Town Attorney, Merrell Roe, Senior Finance Clerk, Mark Johnson, Public Works Coordinator, Sergeant Shawn James, Island Sheriffs’ Patrol, 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.

Presentation of Fiscal Year 2014-2015 Annual Audit: Town Council heard a presentation of the 2014-2015 fiscal year audit prepared by Henry Wilson, Wilson & Quirk, LLC. Mr. Wilson stated that the audit represents a clean and unmodified opinion. He gave an overview of the Town’s Statement of Net Position, under Exhibit A of the audit; that the Town’s financial position ending June 30<sup>th</sup> had cash just under \$3.7 million that is federally insured; and it reflected a \$1.4 million increase from the previous year. Receivables in the form of State monies and Franchise Fees were \$423,000 that was collected within 15 days after the year ended; and total assets under \$4.5 million. Mr. Wilson said one change in the audit this year is a requirement to record the pro rata share of the unfunded liability in the State Retirement Plan. He added that the Town has no debt and very small reoccurring payables (i.e., vacation). He said of the 4.5 million in assets, \$3.9 million of that is equity and the financial stability of the Town is very strong. Mr. Wilson added that the Town’s revenues exceeded expenses by \$1.4 million and the Town is in an excellent position. He reviewed Exhibit C that reflected the Town’s Balance Sheet and Exhibit D, the Government Income Statement. Notes to the Financial Statements are shown on page 13 and page 19 referenced the Town’s office space building lease. In comparison, Mr. Wilson said that revenues exceeded the budget and expenses were less than budgeted. No questions from Council. Mayor Woolsey thanked Mr. Wilson for his presentation. Audit attached.

Public Comments: None

Consent Agenda:

- a. Minutes: October 15, 2015 Regular Town Council Meeting  
Motion to approve the Consent Agenda was made by Councilman Stokes, seconded by Councilman Mullinax and passed unanimously.

Information Reports:

- a. Finance Report: Senior Finance Clerk, Ms. Roe highlighted the following in the October’s Report: three (3) payrolls were issued in October; the Town purchased a new truck; the Island Sheriffs’ Patrol contract was down due to the flood; and the Town supplemented \$25.00 of the registration fee for 157 youths to participate in the City Recreation Sports Program that totaled \$3,925.
- b. Administrator’s Report: Town Administrator, Mrs. Kellahan stated that Council received a calendar of events for December activities. Upcoming events include: Tree Lighting Ceremony, December 3; Arbor Day celebration, December 4; and Council/Staff Christmas party, December 11. Mrs. Kellahan gave an update to proposed changes to Business Licenses she said will affect the Town. The proposed legislation will change how business license revenues are collected statewide in an effort to make it business friendly. There is also a proposed change to take away income based on gross receipts for a standard fee that will cost towns millions. The Municipal Association (MASC) has fought that issue and won it by coming up with compromises to the legislative bill. MASC is developing an on-line portal for business license payments to allow anyone to pay for

licenses using that method. Another proposed change is a business license application that can be used statewide for transient business. Mrs. Kellahan noted that Ms. Tami Fralix, with Charleston County is the person in charge of the Town's Business License receipts and she serves on the Task Force working on these changes. Mrs. Kellahan reported on the Uber legislation, a new revenue that the Town will receive. The Town received \$26 for the first quarter and expects this amount to increase over time. Department Report: Total Business License: 15; Code Enforcement Cases: 99, 68 abated; Building Permits: 58; Planning: 28 permits issued. Public Works Coordinator.

Mark Johnson, Public Works Coordinator, reported that the Storm Water Managers meeting will be held on Friday, November 20 at Town Hall. Final acceptance for the Jerdone-Stiles sidewalk will be done after a walk through with County Public Works (CCPW), SC Department of Transportation (SCDOT) and County Storm Water. He reported that October's Flood Damage Assessment has been sent to County Public Works. E.M. Seabrook Engineering is working to get the drainage easement through the Ocean View –Sea Aire area. Intern William Almonte, has taken an intern position with Mercedes; and we are looking for another intern. The drainage on Fort Johnson Road from Marlin to Fred was opened and the water flow has been restored. The blocked culvert under Fort Johnson Road at Eaglewood Retreat was opened and water flow has been restored. Mr. Johnson reported on the Camp and Folly Road Intersection project that Banks Construction was the only contractor to bid. The roadwork portion of the bid came in below the government estimate and Charleston County has forwarded that to SCDOT for authorization of the contract award. He said two utility relocation parts of the bid were significantly higher than December 2013 bids and those will be need approval by Charleston Water System and the James Island PSD. Charleston Water System plans to submit the bid to their Board for approval on December 16.

- c. Island Sheriffs' Patrol Report: Sergeant James gave an overview of the Crime Statistics report that included a pending arrest for the robbery that occurred at BB&T Bank on Folly Road. He also reviewed a number of other crimes and vehicle break-ins that occurred in the Town. The Island Sheriffs' Patrol report showed total hours of 388 hours; 416 vehicle stops; 37 tickets issued, 393 warnings; 44 calls for service and 8 arrests.

#### Awards and Recognitions:

- Proclamation: Carol S. Jacobsen: Mayor Woolsey paid tribute to Carol Jacobsen and commented that an exceptional citizen has passed away. He read a Proclamation in honor of Carol's service and dedication to the Friends of McLeod, her community, and to the Town of James Island. A Key to the Town was presented to her spouse, Kenneth Jacobsen. A motion to approve the Proclamation was made by Councilman Blank, seconded by Councilman Milliken, and passed unanimously. Councilman Milliken commented that nothing would make Carol happier than for everyone to attend the Friends of McLeod Oyster Roast on December 5 and give a donation for that cause.
- Proclamation: Sergeant Edward Green, U.S. Army: Mayor Wooley read a Proclamation in honor of Sergeant Edward Green in celebration of Veterans Day. He thanked Sergeant Green for his service to our country and for the accomplishments he gained while he served in the US Army. A plaque in honor of this service was presented to Sergeant Green. He also served as a Planning Commissioner during the Town's second incorporation. A motion to approve the Proclamation was made by Councilman Blank, seconded by Councilman Stokes and passed unanimously.

Requests for Approval:

- a. Acceptance of FY 2014-2015 Annual Audit: Mayor Woolsey asked for a motion in favor. Councilman Stokes moved, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.
- b. RFQ #2-2015: Recommendation to enter into negotiations with Hussey Gay Bell for Pinckney Park: Mayor Woolsey asked for a motion in favor. Councilman Stokes moved, seconded by Councilman Milliken. Mrs. Kellahan reported that six proposals were received for the Pinckney Park project. The Evaluation Committee met and developed a short list, narrowing the proposal to three companies. Based upon those interviews, the committee recommends that the Town enter into negotiations with Hussey Gay Bell. No discussion. Motion passed unanimously.

Committee Reports:

Land Use Committee: No report.

Environment and Beautification Committee: Councilman Milliken reported that James Island Pride conducted a litter pickup on November 7<sup>th</sup> where 30 volunteers and 62 bags of trash were collected. He thanked Boy Scout Troop #44; the James Island Charter HS LGBT Club; citizens that cleaned on Harbor View Road, Fort Johnson, Dock Street Park, Dills Bluff, and Riverland Drive. He also thanked the Island Sheriffs' Patrol for slowing traffic on Riverland Drive while the volunteers worked there. Next pickup is February 6. The James Island Art Auction will be held the last weekend in February. Arbor Day Celebration will be held on December 4<sup>th</sup> at Fort Johnson Middle School. Three trees has been purchased to plant. Councilman Milliken encouraged everyone to nominate a Community Hero(s). Nomination forms are on the Town's website. He also encouraged everyone to get involved in the activities of James Island Pride; you may also like them on Facebook and signup for meeting notices.

Children's Commission: Councilman Stokes gave an update of the Fall Festival held on October 31 in conjunction with the Community Ed Program. He thanked everyone, especially Ashley Kellahan, and Mark Johnson for helping to make the event a success. Councilman Stokes hope to make this an annual event. He reminded everyone that the Tree Lighting Ceremony will be on December 3<sup>rd</sup> at 7:00 p.m. in the parking lot at Town Hall. The next meeting of the Children's Commission is Thursday, December 10<sup>th</sup> at 5:00 p.m. at Town Hall.

Public Safety Committee: Councilman Mullinax announced that the Neighborhood Council will not meet in December because of the holidays.

History Commission: No report.

Resolutions:

- a. Resolution #2015-20: Island Sheriffs' Patrol (ISP) of the Third Quarter: Sergeant James recognized Deputy Zachary Lindsay, ISP Officer of the Third Quarter. Deputy Lindsay works the Canine Unit; and has made a huge arrest for drug trafficking on the island. Sergeant James reviewed Deputy Lindsay's stats, that two months of this quarter he had worked 104 hours; made 86 vehicle stops, and wrote 16 tickets. Mayor Woolsey read Resolution #2015-20 and asked for a motion in favor; Councilman Milliken moved, seconded by Councilman Stokes and passed unanimously.

Ordinances up for Second Reading:

- a. Ordinance #2015-12: Proposed Zoning Map Amendment (rezoning) 521 Harbor View Circle (TMS# 424-07-00-013) from Low-Density Suburban Residential District (RSL) to Residential Office (OR) for Professional Offices/Residential Uses: Mayor Woolsey asked for a motion in favor.

Councilman Milliken moved, seconded by Councilman Stokes. No discussion. Motion passed unanimously.

- b. Ordinance #2015-13: Proposed Zoning Map Amendment (rezoning) 541 Harbor View Circle (TMS# 424-07-00-010) from Low-Density Suburban Residential District (RSL) to Residential Office (OR) for Professional Offices/Residential Uses: Mayor Woolsey asked for a motion in favor. Councilman Milliken moved, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.
- c. Ordinance #2015-14: Proposed Zoning Map Amendment (rezoning) 527 Harbor View Circle (TMS# 424-07-00-012) from Low-Density Suburban Residential District (RSL) to Residential Office (OR) for Professional Offices/Residential Uses: Mayor Woolsey asked for a motion in favor. Councilman Stokes moved, seconded by Councilman Mullinax. No discussion. Motion passed unanimously.

Ordinances up for First Reading:

- a. Ordinance #2015-15: An Ordinance Amending Chapter 91: Town of James Island Regulations Concerning Weeds, Rank Vegetation and Solid Waste: Mayor Woolsey asked for a motion in favor. Councilman Blank moved, seconded by Councilman Stokes. Mrs. Kellahan said gave an overview of the Ordinance commenting that we have gotten some complaints on this because our current Ordinance does not address improved and unimproved property. She said the Town had adopted the County's Ordinance but the County is considered rural whereas the Town more of a suburban community. She had received a phone call from Jim Neale, County Public Works Director, asking if the Town would consider amending its Ordinance to have it relate to our community. One question he had was about the maintenance of property between the street and a yard. She said since our current Ordinance does not address that, we were unable to enforce it. That was also a concern brought up by members of the Town's Neighborhood Council to Councilman Mullinax. Also the current Ordinance did not address unimproved lots in residential neighborhoods, and there was no way to regulate maintenance of those unimproved lots. Mrs. Kellahan said the proposed change in the Ordinance is that any lot less than an acre in a residential community has to abide by the same standards as improved property -- those are the two main changes. Mrs. Kellahan said she has reviewed the language in the City of Isle of Palms and the City of Rock Hill Ordinance and this proposed Ordinance is patterned after that. She also commented that Mr. Neale has looked at the proposed Ordinance and has given it his approval.

Councilman Milliken asked if someone wanted to have a wooded lot in their neighborhood, would that be within their right to do so. Councilman Blank asked what wooded meant; to which Councilman Milliken answered not having a lawn. Councilman Blank explained that we had gotten several complaints; one from a neighbor where an unimproved lot is surrounded by residential homes. He said in some cases an elderly person may be afraid that there could be people hiding there; children could play there, or someone could camp in an improved lot during the night. He said it is a safety concern for neighborhoods and people should be able to see into a lot. Mayor Woolsey said to answer the question specifically it does not require lots but it does limit letting grapevines take over. Councilman Milliken said the Ordinance extends the responsibility to care for the right-of-way, which is important, and that seems reasonable. Motion passed unanimously.

New Business: None

Executive Session: Mayor Woolsey moved to enter into an Executive Session in accordance with 30-4-70 (a) Code of Laws of South Carolina to discuss real estate matters; seconded by Councilman Stokes. Motion passed unanimously. Council entered the Executive Session at 7:46 p.m.

Return to Regular Session: Council returned to regular session at 8:52 p.m. Mayor Woolsey announced that Council had not taken any action or vote during the Executive Session.

Adjournment: There being no further business to come before the body, the meeting adjourned at 8:53 p.m.