

The minutes of the regular meeting of the Ways and Means Committee of the Town of James Island held Tuesday, January 20, 2004 at 6:30 p.m. at the Town Hall, 1246 Camp Road.

The meeting was called to order by Mayor Mary Clark with Councilmen Joe Qualey, Bill Wilder, Parris Williams and Bill Woolsey present, as well as Clerk-Treasurer Marie Copeland. There was a quorum present to conduct business.

A motion was made by Councilman Woolsey to accept the minutes of the January 6, 2004 meeting as submitted with no corrections, additions or changes; Councilman Wilder seconded the motion and it was unanimously approved.

**Old Business:**

None

**New Business:**

Councilman Woolsey asked and received permission to amend the agenda to discuss consideration of a Truth and Honesty Bond.

**Resolution#2004-06 - Authorization to Hire Cleaning Service for Town Hall:**

Mayor Clark made a motion to authorize hiring a cleaning service for the offices at Town Hall; the motion was seconded by Councilman Williams. Councilman Wilder asked if the \$2,000 was for an annual budget. Mayor Clark confirmed that \$2,000 was for an annual budget; final details of the hire as well as bids will need to be worked out. Councilman Woolsey stated that the budget for 2003-2004 should be amended to take into consideration the 5 months remaining in the year; when next year's budget is prepared, funds should be allocated for the entire year. Councilman Wilder asked where this expenditure should be taken from; Marie Copeland said the Reserve Fund noting that the Town has received monies this year from liquor licenses that were not anticipated. Councilman Woolsey offered that \$1,000 be spent for the remaining 6 months of the 2003-04 budget year for cleaning and that Mayor Clark obtain quotes for Council to review. Councilman Qualey said he was in favor of authorizing Mayor Clark to enter into a 6 month agreement; the building needs to be cleaned and it should get done. Councilman Qualey amended the motion to appropriate \$1,000.00 for the Mayor to enter into a contract for a cleaning service, Councilman Woolsey seconded the motion.

**Vote:** Councilman Qualey-aye; Councilman Wilder-no; Councilman Williams-no; Councilman Woolsey-aye; Mayor Clark-aye. Councilman Wilder made a motion for the funds be taken from the Town's Reserve Fund, the motion was seconded by Councilman Qualey and unanimously approved.

**Resolution#2004-07 - Authorization to Budget for History & Preservation Committee:** Mayor Clark presented **Resolution#2004-07** to request amendment to the budget for \$2,000 for a budget for History & Preservation

Committee to be used for membership in the South Carolina Historical Society, to cover the cost of reproducing maps and the purchase of office supplies. Councilman Wilder made a motion to accept **Resolution#2004-07**, seconded by Councilman Williams. Councilman Woolsey amended the motion to request the funds be taken from the Reserve Account; it was seconded by Councilman Wilder and passed unanimously. **The vote** on the passage of **Resolution#2004-07** was unanimous.

Councilman Woolsey made a motion to amend the budget to fund a Truth and Honesty Bond for the Clerk-Treasurer and Secretary-Receptionist in the amount of \$450.00 from the Reserve fund; the motion was seconded by Councilman Qualey. Councilman Woolsey stated that this is standard practice in businesses and municipalities that individuals who handle money be bonded. The Clerk-Treasurer will prepare **Resolution# 2004-09 - Truth and Honesty** which will be effective immediately. After discussion the motion was unanimously approved.

**Charges to Town by Charleston County - Copy Attached.** No action needed to be taken on this item. Councilman Woolsey had several questions and asked the Clerk to follow up on these items with the County. 1) Public Works - status on the filling in of potholes, 2) Road inspections - when and how often, 3) What is the easement inventory, 4) culvert under driveways at streets and right of ways. Mayor Clark also asked what projects Public Works provide to North Charleston, Mt. Pleasant and the City of Charleston. Leonard Blank recommended that the Town has a say about the number of staff the County uses to represent the Town; 3 people attend the Planning and Zoning meetings at \$77.00 an hour and their time starts when they leave the Lonnie Hamilton Building. Councilman Woolsey also said consideration should be given to increase the applicant fees to equal total costs.

There being no further business to come before the Ways and Means Committee, a motion to adjourn was made by Councilman Qualey, seconded by Councilman Wilder and unanimously approved.

The next meeting will be held on Tuesday, February 3, 2004.