

PUBLIC WORKS COMMITTEE
9:00 a.m., Thursday, October 4, 2018
Council Chambers
1207 Palm Boulevard, Isle of Palms, South Carolina

AGENDA

1. Call to order and acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act
2. **Approval of Previous Meeting's Minutes**
Regular Meeting of September 6, 2018
3. **Citizens' Comments**
4. **Department Reports for September 2018** – Director Pitts
Vehicle Maintenance and Trash Collection Tracking Reports
5. **Old Business**
 - A. Update on Phase II Drainage project
 - B. Update on removal/replacement of underground storage tanks at Public Works site
 - C. Update on drainage issues
 1. 32 Thirty-second Avenue
 2. 267 Forest Trail
 - D. Update on chairs and tents on the beach
 - E. Update on trash cans with lids on the beach
 - F. Update on ditches
 - at 21st – 22nd Avenues
 - at 31st – 32nd Avenues
 - between 30th and 31st Hartnett
 - between Hartnett and Wills Way
 - G. Update on water fountains at Front Beach
6. **New Business**
 - A. Consideration of requirement for removal of portable restrooms from the island in the event of a mandatory evacuation
 - B. Discussion of Hurricane Florence response
 - C. Expansion of plastics ban
7. **Miscellaneous Business**

Next Meeting Date: 9:00 a.m., Thursday, November 1, 2018 in the Conference Room
8. **Executive Session in accordance with S.C. Code Section 30-4-70(a)(2)** – if needed
Upon return to open session, Council may take action on matters discussed in Executive Session.
9. **Adjournment**

PUBLIC WORKS COMMITTEE

Thursday, October 4, 2018

The regular meeting of the Public Works Committee was held at 9:00 a.m., Thursday, October 4, 2018 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Buckhannon and Kinghorn, Chair Rice, Interim Administrator Fragoso, Public Works Director Pitts and Clerk Copeland; a quorum was present to conduct business.

1. Chair Rice called the meeting to order and acknowledged that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.

2. Approval of Previous Meeting's Minutes

MOTION: Councilmember Kinghorn moved to approve the minutes of the regular meeting of September 6, 2018 as submitted; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

3. Citizens' Comments

4. Departmental Reports for September 2018 – Director Pitts

Director Pitts noted that garbage collections were on a par with the same month in 2017, but debris collections were down substantially. Approximately twenty-eight tons (28 T.) on miscellaneous garbage was taken to the landfill. Prior to Hurricane Florence, Public Works personnel removed the garbage and recycle bins from the beach and afterward replaced them. Weekly beach sweeps took place in September as was cleaning of the parking lot and compactor. In preparation of Hurricane Florence, Public Works personnel staged five (5) pumps; one (1) pump was placed on Palm Boulevard and four (4) pumps were deployed on the public avenues between 46th Avenue and 52nd Avenue.

Tires were the big ticket items on vehicle maintenance in September along with the brake systems repairs to the 1998 Mack truck.

5. Old Business

A. Update on Phase II Drainage project

Interim Administrator Fragoso reported that the drainage installation has been completed on 45th and 46th Avenues; currently crews are making repairs to driveways and the pavement. Pipes have been installed on Palm Boulevard from 46th Avenue to the front of the Citadel Beach House. In approximately two (2) weeks, the contractor plans to be nearing 49th Avenue; at this time the second crew is scheduled to come in to start working down 49th Avenue while the original current crew will continue down Palm toward 52nd Avenue.

B. Update on removal/replacement of underground storage tanks at Public Works site

The contractor will pour the concrete pad at the Public Works site tomorrow; it will set-up over the weekend. Then the canopy company will return to complete the canopy and its components

installation. Once the canopy is finished next week, the water will be pumped out of the tanks, the final test will be performed, and a fuel drop will be done. They expect to have the project completed in the week of October 15th – 19th.

C. Update on drainage issues

Chair Rice felt that a campaign needed to be developed to educate residents of the island to the value of open ditches; as a barrier island, open ditches move stormwater off the island much faster than closed ditches.

Interim Administrator Fragoso said that staff would put some ideas together for the Committee's consideration.

When asked where this area was in Eadie's ditch maintenance schedule, Director Pitts said that the ditches have been maintained except for the box, and it has not been cleaned because of the logistical problems in gaining access to it. The Director confirmed that Eadie's is aware of the box because they initially reported the issue to him.

When Councilmember Kinghorn asked how many homes were affected by this situation, Director Pitts said that he was only aware of 267 Forest Trail, but, in his field trip the day before, he saw that several more homes are impacted. He noted that the two (2) homes under construction were required to have an engineered stormwater plan, but he did not know what they entailed, but he expected more problems. He stated that these two (2) new homes "will mean more water in an area that cannot take any more water." Currently this area cannot be tied in to an existing outfall; he opined that an engineer needed to determine where an outfall for this area should be located.

E. Update on trash cans with lids on the beach

The Interim Administrator informed the Committee that she has contacted the manufacturer of the cans the Committee saw at the September meeting to request a few to test over the winter months, but she has not received a return call.

F. Update on ditches

- **At 21st – 22nd Avenues** – Director Pitts had nothing to report.
- **At 31st – 32nd Avenues** – Director Pitts had nothing to report.
- **Between 30th and 31st on Hartnett**

Director Pitts reported that the County has assessed the two (2) lots where, over time, the ditches have been filled in or built up, but they have not yet gotten back with the Director on further action.

G. Update on water fountains at Front Beach

Interim Administrator Fragoso had no update for this meeting and stated that, with all that is going on in the City, she suggested that this would be a good first of the year project.

6. New Business

A. Consideration of requirement for removal of portable restrooms from the island in the event of a mandatory evacuation

Chair Rice commented that she saw many portable restrooms on the island as residents prepared for Hurricane Florence; if the City were to get a storm surge, they would become public health hazards. She was looking for a trigger at which time contractors would have to remove them from the island when the City was expecting a storm surge.

Director Kerr stated that they face this issue with the dumpsters, the trailers, the cranes, etc. He stated that the time between the order for a mandatory evacuation and work stopping because people are making their own storm preparations might be two (2) days; in those two (2) days, contractors must tidy up their construction sites. The focuses of the Building Inspector has been the trailers and the dumpsters; what he usually finds is that the dumpster is overflowing and in need of servicing. By the time the contractor places his call for service, the provider has closed or is booked and cannot possibly get to the Isle of Palms for his dumpster. He stated that the City could pass an ordinance, but he did not think it would be enforceable; he did not think the City could reasonably expect all of the portable restrooms to be removed.

Currently, the City canvasses all of the construction sites, makes lists, contacts every contractor and every dumpster provider; they have never considered the port-a-lets a threat. He noted that possibly the Department has “dropped the ball” by not including them; he reported that he has reached out to the portable restroom providers who told him that they confirmed that they would not be able to do it.

The Director learned that the portable restrooms are serviced every Wednesday, and they could reasonably adjust that day. He also was told that the providers could dry them out on the day and zip-tie them closed, and they could put a note on the door saying “Do not use; it has been prepared for the storm.” In order to protect their equipment, they are asking that the portable restrooms be taken inside or otherwise secured.

In a first effort, in the initial notice to the contractors, the City staff should add portable restrooms to the list of things to be secured at the work site; they could be put inside the dumpsters.

B. Discussion of Hurricane Florence response

The Chair added this item to the Agenda in case one (1) of the other Committee members saw or was told of a possible threat to the residents or the island that has not been addressed.

Director Pitts stated that Public Works personnel do what they can during the storm preparation, but their real work is post-storm; they act proactively when they deploy the pumps, and they secure the barrels on the beach.

Interim Administrator Fragoso thought the greatest challenge was the fuel situation since it was not available at the Public Works site. The lack of fuel availability was a known factor prior to the beginning of the hurricane season, and staff had a plan in place. She expressed the City's appreciation for the marina manager who remained open and arranged for City vehicles to refuel there. The storage tank replacement should be complete in a couple of weeks, and staff is hopeful that the City does not experience a storm event in the interim.

Another topic of discussion in the after-action meeting was the sandbag operation – were they being placed properly and whether or not they do any good? Based on the peace of mind they give to residents, staff recommended that the City should continue to offer the sandbag service.

In addition, staff also advocated for some type of education for residents on how to properly place them; staff has a couple of ideas that they want to test.

Despite being under-staffed, the Interim Administrator complimented the staff on how well they worked together and the level of professionalism they showed.

Chair Rice commented that the communication to the residents was good.

Councilmember Kinghorn commented on the City's duty to maintain a healthy business at the marina and to be mindful that the second source for fuel on the island was a critical factor. The convenience store across from City Hall sold the last of its gas on Tuesday and closed, but the marina manager had planned ahead and had plenty of fuel.

C. Expansion of plastics ban

The Chair noted that Sullivan's Island and Mount Pleasant were in the process of banning plastic straws and Styrofoam, and she wanted to know if the members of the Committee had any interest in expanding the City's ban on single-use plastic bags to include these items.

According to the Interim Administrator, Sullivan's Island's proposed ordinance would ban the use and distribution of single-use plastic bags, Styrofoam, plastic straws and cups; the City's ordinance only address the distribution of single-use plastic bags. She noted that, if Sullivan's Island's ordinance passes in its current form, people would not be allowed to bring their own plastic bags, cups or straws to the beach.

Chair Rice clarified that, at this time, she was only interested in Styrofoam and plastic straws.

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Responding to the Chair's inquiry about interest by other Committee members, Councilmember Buckhannon said that he would prefer to begin with an educational campaign.

The Chair suggested that, at every City event, it should have a tent where residents could be educated about various issues on the island, i.e. drainage, open ditches, hazards to the island's wildlife, coyote management, etc.

Interim Administrator Fragoso remarked that the City had tried that approach for the Farmers' Market, but it was unsuccessful in getting an employee to commit to man the booth. For the Front Beach Festival held in March, the plan is to have a booth related to emergency preparedness.

The Chair questioned why a booth could not be planned for the Tree Lighting coming up on December 1.

The Interim Administrator stated that the single-use plastic bags ordinance could be amended to include these other items that would be bio-degradable or compostable.

Director Pitts cautioned about the use of the term "bio-degradable;" things are only bio-degradable when that product is placed in a compostable situation. For an example, he noted that the new pooper-scooper bags are advertised to be bio-degradable, but, when that bag is placed in a garbage can, not a compostable situation, it is considered to be plastic.

7. Miscellaneous Business

Councilmember Kinghorn thought that the time had come for a report on the Memorandum of Understanding between the City and the IOP Water and Sewer Commission since this Committee will be asked to assume jurisdiction of it.

Councilmember Buckhannon stated that, at the next meeting, he would like to have an update on Phase III Drainage, the outfall project.

Next Meeting Date: 8:45 a.m., Thursday, November 1, 2018 in the Conference Room

8. Executive Session – not needed

9. Adjournment

MOTION: Councilmember Kinghorn moved to adjourn the meeting at 9:55 a.m.; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk