



Public Works Committee

8:00 a.m., Thursday, June 4, 2020
1207 Palm Boulevard, Isle of Palms, South Carolina

Virtual Meeting Due to COVID-19 Pandemic:

The public may join the virtual meeting by clicking here: <https://www.youtube.com/user/cityofisleofpalms>

Public Comment:

Citizens may provide public comment here:
<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** - and acknowledgement that the press and public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Approval of previous meeting's minutes** – May 13, 2020
3. **Citizens' Comments** – Citizens may submit written comments here: <https://www.iop.net/public-comment-form> Comments received prior to the meeting will be entered into the record.
4. **Department Report** – Director Pitts and Assistant Director Asero; Vehicle maintenance, trash collection, and building maintenance tracking reports
5. **Old Business**
 - a. Update on Phase III Drainage Project and small internal projects
 - b. Update on IOP Connector and sidewalk extension project
 - c. Update on ongoing drainage projects, assessments, improvements, and maintenance
 - d. Update on city wide landscaping RFP
6. **New Business**
 - a. Discussion of City's tree fund
 - b. Consideration of Dominion Energy tree removal and trimming
7. **Miscellaneous Business**

Next Meeting Date: 8:00 a.m., Thursday, July 2nd, 2020
8. **Executive Session** – If needed
9. **Adjournment**



PUBLIC WORKS COMMITTEE
1:00pm, Wednesday, May 13, 2020

Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Council members Pounds, Smith, and Streetman

Staff Present: Administrator Fragoso, Director Pitts, Asst. Director Asero

2. Approval of previous meeting's minutes – March 5, 2020

Council Member Streetman made a motion to approve the minutes of the March 5, 2020 meeting, and Council Member Smith seconded the motion.

3. Citizens' Comments – none

4. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts reported that vehicle maintenance costs were over budget for the month. He said that household garbage pickups were heavier in March than in April, and yard debris and miscellaneous garbage pickups were much higher in April since everyone was home doing projects and working in the yard.

Asst. Director Asero reported on numerous drainage issues that have been cleared recently, including 23rd, 24th, 29th, and 30th Avenues. He said the project of pipe replacement on Ocean Boulevard is nearly complete and should be done by next week. In addition to basic facilities maintenance, he said staff has been working on maintaining the Front Beach restrooms.

5. Old Business

A. Update on Phase III Drainage Project and small internal projects

Administrator Fragoso reported the small internal projects have been fully permitted and will be ready to go out to bid in a month. She expects construction to start early August. She does not expect any of these projects to impact beach parking and will schedule the project without weekend work. The project should take 60-90 days to complete.

She also reported that the Phase III Drainage Project awaits permitting from the Army Corps of Engineers. It should be ready for bid by November with construction to begin early next year and be completed in 6-9 months. She noted the contract with Thomas & Hutton did not include

bidding or construction services as that can be handled inhouse, but the City will ask them to oversee the project, similar to an owner's representative.

The inclusion of improvement to the multiuse path in the Phase III Drainage Project still needs to be studied by Thomas & Hutton before a final price can be determined. Administrator Fragoso is to meet with Thomas & Hutton this week about it, and if possible, she will include the study expense on next week's Ways & Means Committee meeting agenda.

Staff will reach back out to the company who planned to grind down some of the exposed tree roots to make it safer in the meantime.

B. Update on IOP Connector and sidewalk extension project

Assistant Director Asero said this project is in a holding pattern at the moment due to the shutdown. Administrator Fragoso said they are looking for lower costs options and alternative funding for beautifying the area.

6. New Business

A. Consideration of RFP for city-wide landscaping services

Administrator Fragoso reported that The Greenery, the company currently responsible for the city-wide landscaping services, indicated they are not interested in renewing their contract with the City at the current rate. Director Pitts stated he has been very disappointed in their services. Administrator Fragoso said an RFP will be ready for posting by the end of the week. Council Member Smith asked that the RFP be shared on the City's social media.

B. Preliminary discussion of outsourcing household garbage collection services

Council Member Pounds stated, "Since we are live and on the record, let me just go on the record. I have no agenda with this topic. Coming off of our budget workshop 3, we threw a lot of things on the table or on the wall to look at, to try and do things different, maybe more efficient, maybe cost savings, maybe not. But until we look at the data, until we look at some information, we are not going to know that."

Discussion ensued about the best way to compare like services and costs with other companies. Council Member Pounds said this is only research at this point to help analyze the costs of the collection of household garbage, yard debris, and dumpster pickup.

7. Miscellaneous Business

The next meeting of the Public Works Committee will be Thursday, June 4, 2020 at 8:00am.

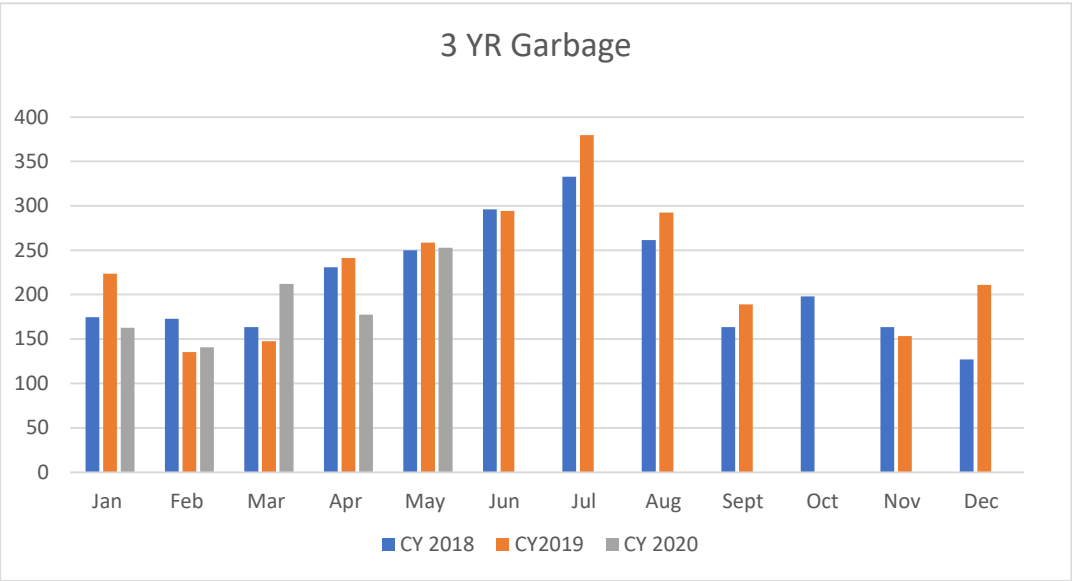
8. Adjournment

Council Member Smith made a motion to adjourn, and Council Member Streetman seconded the motion. The meeting was adjourned at 1:49pm.

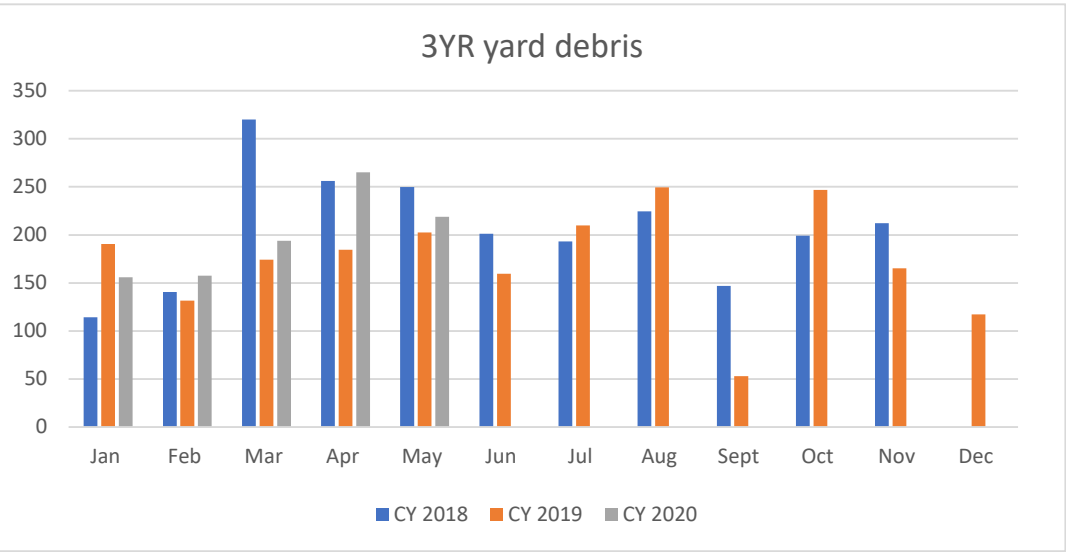
Respectfully submitted,

Nicole DeNeane
City Clerk

	CY 2018	CY2019	CY 2020
Column1			
Jan	174.69	223.61	162.77
Feb	172.71	135.17	140.66
Mar	163.25	147.4	212.04
Apr	230.87	241.17	177.52
May	249.85	258.45	252.56
Jun	296.1	294.31	
Jul	332.64	379.48	
Aug	261.2	292.36	
Sept	163.41	188.86	
Oct	198	Dorian	
Nov	163.27	153.27	
Dec	127.02	211.04	



	CY 2018	CY 2019	CY 2020
Column1			
Jan	114.3	190.61	155.93
Feb	140.72	131.74	157.44
Mar	320.2	174.3	193.74
Apr	256.24	184.59	265.04
May	249.91	202.48	218.67
Jun	201.29	159.4	
Jul	193.36	209.97	
Aug	224.47	249.39	
Sept	146.88	53.11	
Oct	199.28	246.75	
Nov	212.21	165.36	
Dec		117.26	



Action Items

See Drainage and Facility manager report (attached)

General duties

Sanitation:

59.22 tons of misc. debris was transported to Republic on Palmetto Commerce Pkwy. **

Landscaping/Road Maintenance:

Cleaned the IOP connector of heavy debris
Beach sweeps on Monday's, Thursday's and Saturday's in May
Joe Washington schedule change "no Friday schedule"
4 hours Saturday to open Restroom and clean beach
4 hours Sunday to open Restroom and clean beach

VEHICLE MAINTENANCE Beginning Budget \$85,000.00

Fund 10 GENERAL FUND			
05/01/2020 10-4620.5017	VEHICLE MAINTENANCE	BEG. BALANCE	78,426.34
05/04/2020 AP INV	PW-28 SERVICE CALL / TIRE REPLACEMENT	540.73	78,967.07
05/11/2020 AP INV	PW-28 SERVICE CALL (1) TIRE REPLACED -	506.69	79,473.76
05/15/2020 AP INV	SPRING KIT GEC616811	206.02	79,679.78
05/22/2020 AP INV	VALVE / 5614 - PWD 01P13810	170.37	79,850.15
05/31/2020	10-4620.5017 END BALANCE	1,423.81	79,850.15

05/31/2020 10-4620.5017	END BALANCE	1423.81	79,850.15
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DEPARTMENT OF PUBLIC WORKS MAY 2020

Assistant director of Storm water and Facilities

Drainage

- Installation of drainpipe catch basin and collection box at Wills way with an independent contractor.
- Eadies services cleaning of drop inlets at the marina
- Eadies services cleaning of the ditch between 28th-29th Ave.
- Eadies vegetation clean up on 41st
- Cleaned drop inlets around the island after rainfall with Public works staff.
- Ocean Blvd project cross pipes and inlets complete. (light clean up and patchwork)
- Charleston county removal of blockage at 203 Charleston Blvd.
- Creating a new stormwater priority list.
- 110 Sparrow Dr. - 29th and Hartnett - 23-24th Hartnett.
- and 32nd Scheduled with SCDOT
- Charleston county stormwater review plans for new home construction.

Facilities

- Clean up of yard and building at the DPW.
- Clean up of storage closet at the restrooms.
- Ordering supplies for the restrooms.
- Installation of a tide gauge for SC beaches.

Front beach / Restrooms

- Inspect and repair front beach restrooms.
- Install new locks at the restrooms.
- Replaced valve at the restrooms.
- Cleaning of Front beach restrooms by DPW staff in the interim.
- Monitoring and attending restrooms by DPW and Recreation staff in the interim.
- Implementing the new cleaning contract for the front beach restrooms.
- Install/removal of temporary fence in the parking lot.
- Clean up of parking lot trash and debris.

Landscaping / Rights of way / Connector / Parks

- Clean up of debris on the connector DPW/sweeping contractor.
- Maintenance of Palm Blvd every 10 days.
- Additional cleaning of beach accesses paths.
- Replacement of broken boards at 21st Ave beach walk over.
- Ordered 5 palm trees for the connector sidewalk at the DPW
- Ordered sod for the Leolla Hanbury park.
- On site meetings with three landscape contractors to review the scope of work in the RFP

Compactor / Dumpster

- Cleaned compactor pad and recycling area weekly.

Certifications, training and meetings

- Virtual meetings.
- Monthly UST testing of Marina and DPW.
- Meeting with contractor for Morgan creek grill.
- Virtual meeting of the Isle of Palms emergency management plan with PD, FD and Recreation.
- Meeting with Quality touch cleaning services to discuss upcoming restroom cleaning.
- Meeting with the homeowners at 110 Sparrow to discuss the regrading of the drainage ditch.
- Meeting with human resources to hire a part time restroom attendant for the weekends.

Sec. 5-4-66. - Standards for tree planting and replacement.

- (a) Pursuant to permit. Each tree planted or replaced pursuant to a tree permit in accordance with the requirements of this article shall have a minimum size of four inches (4") caliber and twelve feet (12') in height at the time of planting and be the same species or a similar species to the tree being replaced. Palm trees shall not be permitted as replacements for canopy trees. The sum of the replacement trees will be equal or greater than one-half ($\frac{1}{2}$) DBH of the trees they are designated to replace.
- (b) Pursuant to citation of violation. If commercially available within the State, replacement trees planted pursuant to a citation of violation of this article shall be of the same type (species) and size (height and DBH) as the tree being replaced. If not so available, the type and size of such replacement trees shall be as close to that of the tree being replaced as is commercially available within the State. Replacement trees shall have a cumulative DBH equal to or greater than the trees they replace; provided, however, that replacement historic trees shall have a cumulative DBH equal to or greater than three (3) times the DBH of the trees they replace.
- (c) All replacement trees shall be vigorous, well-shaped, branched and foliated. The owner of the property shall be responsible for maintaining all remaining and replacement trees. The Zoning Administrator shall have the right to inspect any replacement tree for one (1) year after planting to ensure that it is surviving in healthy condition. A replacement tree found to be dead or in a declining condition shall be replaced by the owner within thirty (30) days of notification from the Zoning Administrator, who shall then have the right to reinspect such tree for one (1) year thereafter.
- (d) In situations where tree replacement on the same property is impossible or undesirable, as determined by the Zoning Administrator, the owner shall either donate such tree or trees as would otherwise be required by this article to the City to be planted, at the owner's expense, on such public property as City Council shall direct, or pay a fee to the City equal to one hundred percent (100%) of the fair market cost of the trees that would have been required to be replanted at the site, plus the costs of replanting. All such fees shall be placed in a special account to be used solely for the beautification of public property as determined by City Council.
- (e) Notwithstanding any other provision of this article to the contrary, replacement of a historic tree that has been unlawfully removed shall be effected at the same location from which the historic tree was removed. No structure may be located in whole or in part in the location from which a historic tree was unlawfully removed.

(Code 1994, § 5-4-66; Ord. No. 2002-13, § 6, 10-22-2002; Ord. No. 2002-19, §§ 7, 8, 2-28-2003; Ord. No. 2004-1, § 1, 4-27-2004; Ord. No. 2007-12, § 3, 7-24-2007)