



PUBLIC WORKS COMMITTEE
4:30pm, Wednesday, January 6, 2021
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 Smith, Streetman, Ward

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

2. Election of Chair and Vice Chair

Council Member Streetman nominated Council Member Ward for Chair of the Public Works Committee. There being no other nominations, the vote for Council Member Ward as Chair of the Public Works Committee was unanimous.

Council Member Ward nominated Council Member Streetman for Vice Chair of the Public Works Committee. There being no other nominations, the vote for Council Member Streetman as Vice Chair of the Public Works Committee was unanimous.

3. Approval of previous meeting's minutes – November 5, 2020

Council Member Streetman made a motion to approve the minutes of the November 5, 2020 meeting, and Council Member Smith seconded the motion. The motion passed unanimously.

4. Citizens' Comments -- none

5. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts reported garbage collection for November and December was up “a good bit” from 2019. Vehicle maintenance costs were under budget for both November and December. Only \$27,000 of a budgeted \$90,000 has been spent through the first half of FY21.

Asst. Director Asero said the drainage installation at 23rd Avenue and Harnett Blvd. has been completed. He also reported on various other drainage-related projects including: the cleaning of the inlet/pipe at the municipal lot, drop inlets being uncovered at 41st & Frank Sottile Lane and at 3405 Harnett Blvd., and the scheduling of drainage repair at Driftwood Lane for January 25, 2021.

The condensation remediation work at the Public Works building has been completed. There was a final walk-through of the Public Safety building. Instruction on the new fire alarm system at

the Public Works Building was performed by the contractor. Fire inspection at the Public Works Building is in compliance and up to date.

Estimates for the brick paver aprons at the front beach are being collected. Heavy pruning and cleanup of the 14th Avenue beach access path has been completed. Staff is also reviewing the estimate for the mowing of the rights of way. The estimate is under budget. The acorn light at the 14th Avenue and the IOP Connector has been updated and replaced. PW staff conducted a citywide inventory of street signs to aid in determining what signs need replacing. Older police department radios have been reprogrammed for Public Works staff, so that all trucks have communication abilities.

Asst. Director Asero noted the orange fencing between 37th and 40th avenues can be taken down, but it first needs the approval of Chief Cornett.

6. Old Business

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

Asst. Administrator Hanna said the permits for the Phase III outfalls have been submitted through Thomas & Hutton. The critical area permit will be submitted before the end of the week. The City will submit a Letter of Permission or a Nationwide Permit to speed up the permitting process. In the submittal for SCDOT encroachment permits for all three outfalls, Thomas & Hutton has asked for the Forest Trail project to be reviewed first.

He continued, “On the subject of the small but high-impact internal projects, the Notice to Proceed has been issued for January 18, 2021. The substantial completion is set for May 18, 2021. Obviously, that is going to be weather permitting and a number of other things, and then final completion would be June 17, 2021.” These projects to be completed are at Forest Trail, Sparrow Drive, Cross Lane, 32nd Avenue, and 41st Avenue.

B. Discussion of Dominion Energy’s Non-Standard Service Fund and list of eligible projects

Administrator Fragoso stated that Dominion Energy has provided a list of and updated costs estimates for eligible projects. Staff is currently evaluating that list of projects. Representatives from Dominion Energy can participate in next month’s Public Works Committee meeting to provide more details about the estimates. She said, “We will be talking about how to prioritize these projects based on a couple of factors. Aesthetics, obviously cost, how accessible it is, how close it is to trees and susceptible to damage.”

C. Update on Memorandum of Understanding (MOU) between the City and Dominion Energy ahead of next tree-trimming cycle

Administrator Fragoso reported that Dominion Energy has submitted some suggested legal language for the MOU. She said the MOU “not only deals with communication to the community but also a process by which the community can be educated ahead of time knowing where the next tree trimming is expected to be and if there are any mitigating factors that we could take into consideration ahead of time.”

Council Member Smith said, “I would just encourage that we not let Dominion Energy set the ball in motion too much. We need to make sure that we are representing the community. They obviously are very skilled at handling municipalities as they do it all over. I think we need to again remember that they are a for-profit company and that they have a certain set of stakeholders that they need to speak to, and we need to make sure that we are representing ours.”

7. New Business

A. Request for Adjustment of Easement at 2305 Waterway Boulevard

Mr. Rick Roberts came before the Committee seeking final approval of his request to move drainage on his property at 2305 Waterway Boulevard. He had been granted conceptual approval prior to the COVID lockdowns, and now that the project has been reviewed by engineers and Charleston County Stormwater, he is seeking final approval.

Administrator Fragoso confirmed the project has been reviewed by Charleston County engineers who have determined that the storm water drainage will have no impact over this construction. Mr. Roberts could begin construction upon receipt of final approval from the Public Works Committee. She shared, “After the construction is completed, it would be inspected by Charleston County to ensure that the construction was done in accordance with the approved design and the design reviewed by Charleston County Stormwater. That is done by Charleston County, and then after that inspection is conducted, a final set of documents would be prepared and presented to City Council for final approval of the easement documents.”

She added, “I will also note there is a requirement that the contractor maintains a 20% maintenance guarantee for two years after the construction to mitigate or meet any potential failures or defects that would need to be handled.” Staff recommends the project for final approval.

MOTION: Council Member Streetman made a motion to approve, and Council Member Smith seconded the motion. The motion passed unanimously.

B. Report of 2021 rate increase for trash pickup temporary staffing

Director Pitts reported that he received notice from Staff Zone of a rate increase for their contractor workers beginning in 2021. After speaking with other local temporary staffing companies, he has determined that the increase from Staff Zone is still less than the rates of the other staffing companies and will still be within the FY21 budget. Increases in that line item should be considered for FY22.

C. Discussion and Consideration of FY22 Transportation Sales Tax Eligible Projects

Administrator Fragoso reported that the two projects the City submitted earlier in the year for TST funding – resurfacing of Ocean Boulevard and resurfacing the Waterway Boulevard sidewalk – were denied. She suggests resubmitting their requests for those projects this year and asked Committee members if they had any other ideas for projects using those funds. The topic will remain on the agenda as potential projects are discussed.

D. Preliminary discussion regarding the creation of an Environmental Advisory Committee

Council Member Smith said this sort of committee is very common in municipalities across the country and she would like to see such a committee on the Isle of Palms. She said the Town of Cary, NC has a committee that would be a good model for the Isle of Palms. Council members Ward and Streetman agreed there is a lot of citizen expertise on the island that could be helpful on such a committee. The issue will be discussed further with the full City Council following the presentation of the Strategic Committee Survey results.

8. Miscellaneous Business

Council Member Ward would like to discuss the egress and ingress into the shopping center along the golf cart path at the next regular meeting. The next meeting of the Public Works Committee will be Wednesday, February 6, 2021 at 4:30pm.

8. Adjournment

Council Member Streetman made a motion to adjourn, and Council Member Smith seconded the motion. The meeting was adjourned at 5:20pm.

Respectfully submitted,

Nicole DeNeane
City Clerk