



Public Works Committee
8:00 a. m., Thursday, March 5, 2020
City Hall Conference Room
1207 Palm Boulevard
Isle of Palms, South Carolina

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** – February 6, 2020
3. **Citizens' Comments** – Comments shall be limited to 3 minutes
4. **Department Report** – Director Pitts and Assistant Director Asero
5. **Old Business**
 - a. Update on ongoing drainage assessments, improvements, and maintenance
 - b. Update on Phase III Drainage and small internal projects
 - c. Update on IOP Connector and sidewalk extension project
 - d. Update on drainage project on Ocean Boulevard between 1st and 3rd Avenues
 - e. Update on improvements to the multi-use path on Waterway Boulevard
6. **New Business**

Consideration of recommendation for the Signal 30 award
7. **Miscellaneous Business**

Next Meeting Date: 8:00 a.m., Thursday, April 2nd, 2020
8. **Executive Session** – If needed. Upon returning to open session, the Committee may take action on matters discussed in Executive Session.
9. **Adjournment**



PUBLIC WORKS COMMITTEE
5:00pm, Thursday, February 6, 2020
City Hall Conference Room
1207 Palm Boulevard, Isle of Palms, SC

MINUTES

1. **Call to Order**

Present: Council members Pounds, Smith, and Streetman

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

2. **Approval of the previous meeting's minutes – January 16, 2020**

Council Member Streetman made a motion to approve the minutes of the January 16, 2020 meeting, and Council Member Smith seconded the motion. The motion passed unanimously.

3. **Citizen's Comments**

MOTION: Council Member Pounds made a motion to suspend the rules of order and move the discussion of the item under New Business to occur after Citizen's Comments. Council Member Streetman seconded the motion. The motion passed unanimously.

Rick Roberts, 2305 Waterway Boulevard, came before the Committee to request their consideration to relocate the drainage pipe on his property to allow for more buildable space on the lot he split in 2016. Drawings of the proposed move were reviewed.

4. **New Business**

Consideration of approval of relocation of City-owned drainage easement at 2305 Waterway Boulevard.

Administrator Fragoso detailed the process this request would go through if approved.

Director Pitts and Assistant Director Asero indicated they had no concerns with Mr. Robert's request. Director Pitts stated similar requests have been granted in the past.

MOTION: Council Member Streetman made a motion for conceptual approval of the project design with the understanding that the City would hire an engineer to review the proposed plans, the property owner would pay for the cost of the relocation, and the City would review the abandonment of the old easement before granting the new easement. Council Member Smith seconded the motion. The motion passed unanimously.

5. Departmental Reports

Director Pitts gave a brief report. Assistant Director Asero reviewed the January activities report including ongoing drainage assessments, improvements, and maintenance as well as facilities maintenance, and landscaping and cleaning efforts on the IOP Connector, public rights of way and City parks. He also shared a picture of a building in Mt. Pleasant the City is considering as a model for the outside of the Public Works building. Administrator Fragoso said staff is collecting pricing on paint and landscaping for the project. She anticipates the IOP Connector and Palm Boulevard sidewalk extension project to be completed within a month.

6. Old Business

A. Updates on Phase III Drainage and small internal projects

Administrator Fragoso said, “We are still waiting on Wild Dunes’ approval for access so that the surveyors can do the jurisdictional delineation to submit to the Corps to identify exactly where they are going to stop claiming jurisdiction. For the small drainage projects, we have submitted the jurisdictional delineation...[The Corps] has already indicated there is no intention of claiming jurisdiction for the small drainage projects, which makes it simpler for the Phase III Drainage Project. After we receive that go-ahead from the Corps, we need to get an encroachment permit from SCDOT for the five small drainage projects. We also need to get a permit from MPDES. We are not anticipating any issues. Mainly procedural. And then after that we will be ready to go for bidding and then start construction.” She said her goal is to get the small drainage projects done by the end of the fiscal year.

She added, “The timeline for the Phase III Drainage project is looking like we may get permits by the end of this year. Fall, and we would be ready to go into construction in the winter for Phase III.”

She shared that the mitigation costs for the Phase III Drainage project may increase the cost of the project by approximately \$200,000 depending on what the Army Corps of Engineers says.

B. Update on drainage project on Ocean Boulevard between 1st and 3rd avenues

Administrator Fragoso reported that there will be a pre-construction meeting next week and project schedules will be discussed at that point with the County, City, and subcontractor.

C. Update on ongoing drainage assessments, improvements, and maintenance

Council Member Smith asked about the Tabby Lane project, and Administrator Fragoso said that is being covered by SCDOT.

D. Update on improvements to the multi-use path on Waterway Boulevard

Administrator Fragoso said the application is being worked on. She has received 5-6 letters from citizens in support of this project. She will seek more support through social medial channels.

E. Consideration of renewing the beach garbage collection contract

Administrator Fragoso said City staff recommends renewing the contract with JLG Enterprise for 5 years with a renewable option, if that is the will of the Committee. She reviewed the schedule of services provided in the contract. She noted the contract has flexibility regarding pickups built in depending on weather and demand. Council Member Smith asked if there would be negotiating room in the contract should alternative trash receptacles and recycling options be found. Administrator Fragoso said she believed the contract to be negotiable, but that more labor-intensive requirements may necessitate financial adjustments. She said she would speak to the City Attorney about including such language in the contract.

MOTION: Council Member Streetman made a motion to renew the contact with JLG Enterprises for 5 years. Council Member Smith seconded the motion. The motion passed unanimously.

F. Discussion and review of the Public Works FY21 scheduled capital expenditures

Administrator Fragoso reviewed the scheduled capital expenditures planned for FY21. As the placeholder amount for the work needed on the multi-use path is now two years old, more monies may need to be set aside for the project in case the City is denied TST funding. Council Member Smith advocated having the entire path improved at one time rather than done in phases.

When asked about replacing the flatbed trucks, Director Pitts said, “The replacement flatbed has been deferred the last three years, and should the budget go through and this new flatbed be purchased, I would advocate we do the same thing as I have done with this old packer is keep it” until it “falls apart.”

7. Miscellaneous Business

The next meeting of the Public Works Committee will be Thursday, March 5, 2020 at 8:00am.

8. Adjournment

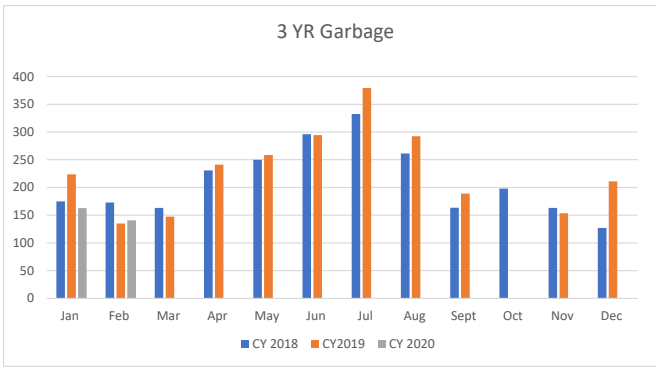
Council Member Streetman made a motion to adjourn, and Council Member Smith seconded the motion. The meeting was adjourned at 5:53pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

General duties

	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	
Apr	230.87	241.17	
May	249.85	258.45	
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	



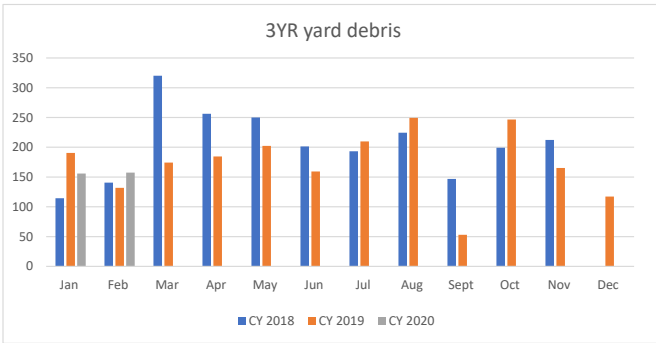
Sanitation:

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

Landscaping/Road Maintenance:

Cleaned the IOP connector of heavy debris

	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	
Apr	256.24	184.59	
May	249.91	202.48	
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)

VEHICLE MAINTENANCE

Beginning Budget \$85,000.00

02/01/2020	10-4620.5017	VEHICLE MAINTENANCE	BEG. BALANCE	62,053.69
02/18/2020	AP INV IT14G -	250 SERVICE HOUR PM	917.71	62,971.40
02/19/2020	AP INV	PW 22 RELAY VALVE	161.54	63,132.94
02/29/2020	10-4620.5017	END BALANCE	1,079.25	63,132.94

02/29/2020	10-4620.5017	END BALANCE	81,079.25	63,132.94
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DEPARTMENT OF PUBLIC WORKS February 2020

Assistant director of Storm water and Facilities

Drainage

- Uncovered storm water inlet box at Lauden Ave.
- Charleston county scheduled to create a drain swell at #24 - 29th Ave.
- Charleston county scheduled for cleaning of 30th and Wills way.
- SCDOT 25th Ave. whale tail installation complete.
- SCDOT 25th Ave. and Tabby Ln. drop inlet clean out complete.
- Eadies services annual ditch maintenance.
- Scheduling of potholing utilities for small internal drainage projects.
- Cleaning of vegetation and drainpipes on 45th Ave.

Facilities

- Third phase of removal / replacement of DPW fencing.
- Installation of security fencing at the Morgan Creek grill.
- Changing of locks at the Morgan Creek Grill.
- New generator installation at the DPW.
- Annual city-wide backflow testing.

Front beach / Restrooms

- Repair of front beach restroom and showers.
- Repair irrigation at Front beach.
- Construction and installation of stands for turtle team scavenger hunt plaques and statues.
- Removal of sand out of the municipal parking lot.
- Low country construction repair of Front beach sidewalks.
- Installation of Front beach wayfinding sign.
- Received estimates for Front beach patio.
- Cleaning and removal of damaged trees on the 14th Ave beach access.

Landscaping / Rights of way / Connector / Parks

- Safety inspection of Waterway Blvd sidewalk.
- Received additional irrigation and landscape estimates for the park project.
- Sweeping south cleaning contract updated to four times per month.
- Installation of additional solar lights at the 21st beach walkover.
- Clean up of debris on the connector.

Compactor / Dumpster

- Cleaned compactor pad and recycling area.

Certifications, training and meetings

- City council meeting.
- Real property meeting.
- Meeting with Charleston county DPW about Ocean Blvd. project.
- Monthly UST testing of Marina and DPW.