

PUBLIC WORKS COMMITTEE
9 a.m., Thursday, February 1, 2018

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. **Election of Chair and Vice Chair**
3. **Approval of Previous Meeting's Minutes**
Regular Meeting of January 11, 2018
4. **Citizens' Comments**
5. **Department Reports for January 2018** – Director Pitts
Vehicle Maintenance and Trash Collection Tracking Reports
6. **Old Business**
 - A. Update on drainage issues at 32 Thirty-second Avenue
 - B. Status of Phase II Drainage Project Construction
 - C. Continued discussion of needs in Public Works Department related to increased demand
 - D. Continued discussion of the name of the Committee and its jurisdiction
7. **New Business**
 - C. Discussion of containment of trash
 - D. Discussion of abandonment of unnecessary drainage
8. **Miscellaneous Business**
Status of the City compactor

Next Meeting Date: _____, _____, March _____, 2018
Time Day Date
9. **Executive Session in accordance with S.C. Code Section 30-4-70(a)(2)** – if needed
10. **Adjourn**

PUBLIC WORKS COMMITTEE
11:00 a.m., Thursday, January 11, 2018

The regular meeting of the Public Works Committee was held at 11:00 a.m., Thursday, January 11, 2018 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Kinghorn and Rice, Administrator Tucker, Public Works Director Pitts, Assistant Administrator Fragoso and City Clerk Copeland. Councilmember Buckhannon was absent; a quorum was present to conduct business.

1. Administrator Tucker 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. Election of Chair and Vice Chair

In the absence of Councilmember Buckhannon, Committee members Kinghorn and Rice chose to delay the election until the full Committee was gathered; Administrator Tucker would serve as chair in the interim.

3. Approval of Previous Meeting's Minutes

MOTION: Councilmember Kinghorn moved to approve the minutes of the regular meeting of November 1, 2017 as submitted; Councilmember Rice seconded and the motion PASSED UNANIMOUSLY.

Councilmember Rice stated that she found the minutes to contain some "very interesting" items and added that she would like to talk directly with the Administrator or Director Pitts about them.

4. Citizens' Comments

Bill Schupp of 608 Palm Boulevard informed the Committee that he would continue providing the garbage and recycling removal from the beach for the coming year; the potential buyer of his business backed out of the deal.

5. Departmental Reports for November and December – Director Pitts

Director Pitts stated that both garbage and debris volumes were down slightly when compared to the same month last year. At the time that he compiled his reports, he did not have the information about the spending for vehicle maintenance, but, despite a couple large expenditures, the Department was on track relative to the budget.

6. Old Business

A. Discussion with prospective buyer for Schupp Enterprises – see above

B. Update regarding Civil Site Environmental's (CSE) proposal related to the drainage issues at 32 Thirty-second Avenue

David Stevens of CSE informed the Committee that the Corp of Engineers considers the ditch to be protected wetlands; therefore, he had to involve the Corps of Engineers and their first recommendation was to clean the ditch, which has been done. If the property owners want to

pipe the ditch, they must get a permit from the Corps; Mr. Stevens expects to receive a letter from the Corps relative to their site visit in the very near future. Although Mr. Seabrook has performed the survey, he has not submitted his findings about what can be done to address the property owners' concerns. Mr. Stevens opined that to do anything other than general maintenance would be difficult.

Jim Burke, the property owner who brought the problem to the Committee, brought more photographs of the ditch to show to the Committee members and reminded them that he had originally come to the Committee with a resolution to the problem, i.e. to pipe the ditch, and that he and his neighbor were going to pay for the work. He was told that he would not be allowed to do that without the involvement of the City and that an engineering survey had to be done to determine what impact piping the ditch would have on the surrounding properties. He also reminded the Committee that the foundation of his home is being exposed and that he has lost three (3) trees since he brought the problem to the Committee. He stated that a person from DHEC had found evidence of e-coli in the ditch and that, as a result, Mr. Burke has sent a water sample to a laboratory for analysis. He was particularly concerned about this because children play in the ditch. He expressed his frustration that the problem has gotten worse in the seven (7) months since he originally came to the Committee; he questioned that the quote he received to pipe the ditch would still be viable. Since Charleston County has told him that he could pipe the ditch, he did not understand why he could not proceed.

Mr. Stevens repeated that this ditch was under the jurisdiction of the Corps of Engineers and that Mr. Burke must have a permit from them to pipe the ditch; from his experience, getting that permit could take as long as thirty-six (36) months.

Administrator Tucker stated that the City wants to help Mr. Burke, but cautioned Mr. Burke that violating Corp regulations comes with substantial fines that could be as high as ten thousand dollars (\$10,000) per day. She opined that, if the lab finds e-coli in the sample, Mr. Burke might get a quicker response from the Corps.

Councilmember Kinghorn offered that the City could put up a barrier or warning signs at the ditch in the meantime.

Alex Opoulos, Mr. Burke's neighbor, stated that when he moved into his home, the ditch did not pose a problem, but a problem developed that has been accelerating for five or six (5-6) years. He stated that he understands the issues involved but has found the situation "disheartening."

C. Status of NPDES Wash-down Project

Administrator Tucker was pleased to announce that the project has been completed and the wash-down was now in use. With the completion, the City was now in compliance with State NPDES regulations.

D. Status of Phase II Drainage Project

Mr. Stevens stated that relocating the water line that was in conflict with the drainage pipe has been completed and reported that additional adjustments would be done at Sundial Court and Palm Boulevard.

Mr. Steven also told the Committee that the contractor would likely seek a time extension for the project due to time lost due to the weather.

Assistant Fragoso commented that the Infrastructure Grant included a time frame for the completion of the project, but she was confident that an application for a brief extension would be approved.

Mr. Steven stated that the work would progress faster once they pass the main gate at Wild Dunes because the contractor would be able to use multiple crews.

E. Results of RFB 217-07 – Removal and Replacement of the Underground Storage Tanks bid opening on December 29, 2017 and recommendation for contract award

Assistant Fragoso stated that the Request for Bid also included the replacement of the canopy at the fuel pumps on the Public Works' site and the replacement of the fuel dispensers on the docks at the marina. The City received two (2) bids for the project, and the City's consultant has recommended that the contract be awarded to Jones & Frank, the low bidder, in the amount of eight hundred nine thousand five hundred ninety-one dollars and sixty-six cents (\$809,591.66).

MOTION: Councilmember Kinghorn moved to recommend to Ways and Means the award of a contract to Jones & Frank in the amount of \$809,591.66 for the removal and replacement of 6 underground storage tanks; Councilmember Rice seconded.

Councilmember Rice stated that, since the contractors could unearth something totally unexpected as the work progresses, the two (2) bids might end up being equal.

Assistant Fragoso noted that the other bidder was an out-of-state company and that Jones & Frank had installed the tanks originally.

VOTE: The motion PASSED UNANIMOUSLY.

F. Continued discussion of needs in the Public Works Department related to increased demand

Administrator Tucker stated that the tasks assigned to the Public Works Department today are completed as a collaborative effort with members of other departments filling in as they can. In addition of picking up the garbage and debris, other jobs under its purview are drainage, the cleaning of beach access paths, and contract administration of vendors hired by the City, such as the landscaper and Eadie's. Due to the wide-spread and ever-increasing demand on Public Works, things have not always gotten done, and an increase in complaints has resulted. Currently the Department lacks the manpower to manage the level of service demand. Staff discussions

are ongoing, but a plan is not ready to present to the Committee; additionally, staff is looking to the Committee for insight. Staff intends to have a plan to address the concerns both now and in the future and they will be addressed based on their priority during the budget process.

The Administrator noted that building maintenance issues were not done because the City does not have a person with the time to attend to them; the City has received a proposal from The Greenery for things to do to get closer to the City's goal of having all City properties look as good as the Rec Center, but staff has not had the time to meet to make any decisions.

Councilmember Kinghorn stated that the City has issues with time and the number of length of meetings; he commented that this meeting included two (2) Councilmembers and four (4) staff members, which he did not think were all needed. He voiced the opinion that the City needs to make some inherent traditional changes. He stated that some Councilmembers would be unhappy if the budget allocation for landscaping was not spent. He said that staff should stay ahead of City needs with a goal of continuous improvement. In his opinion, the Public Works Department would get the highest marks for service to the City, but he agreed that they need more resources. He then repeated his suggestion from a year ago that the City needs an ombudsman.

Councilmember Rice recommended that Councilmember Kinghorn read the draft of the continuity plan. She thought that the Public Works Director should have a fulltime assistant who would be responsible for multiple tasks from answering the phone to following up in the field; this person must be a multi-talented individual.

G. Discussion of name of the Committee and its jurisdiction

Councilmember Kinghorn opined that the City's standing committees were "dated and stalled." A key item he found missing was the environment; as a barrier island, the City both impacts and is impacted by the environment. He suggested that the Public Works Committee be renamed the Environment and Public Works Committee; he considered island maintenance as environmental and the underground storage tanks certainly were an environmental issue. He asked the Administrator to explain the process by which a committee changed its name and redefined its role.

Administrator Tucker said that to do those things would take an ordinance change that would be considered by City Council. She offered that the City could reach out to other municipalities to learn what standing committee they might have; she stated that some local governments have eliminated standing committees while others have changed nomenclature.

7. New Business

Consideration of engineering and design costs to resolve the drainage issues at 20th Avenue to the outfall

The Administrator stated that the City has received complaints about flooding since the original flood event, and now flooding also with high tides, as well as from heavy rain falls. After cleaning the drainage ditch, David Stevens of CSE, City staff and representatives from the County met on

site and learned that a flapper valve was in place but that it was stuck in the open position; they also found that cleaning the ditch did not resolve the flooding problem.

Mr. Stevens recommended installing a flapper valve referred to as an in-line check valve at the lowest point at a cost of three to five thousand dollars (\$3,000 – 5,000).

Councilmember Kinghorn asked if the increased flooding was the impact to the island of rising sea levels.

Mr. Stevens opined that the problem was the amount of water falling at one time.

Councilmember Kinghorn did not think the City had gotten a study of drainage on the island despite the fact that rising water levels are an issue with a paramount impact to the island. He stated that City Council tended to deal with individual problems but did not embrace long-term issues.

MOTION: Councilmember Rice moved to recommend to Ways and Means to spend up to \$5,000 for a Checkmate flapper valve at 20th Avenue; Councilmember Kinghorn seconded and the motion PASSED UNANIMOUSLY.

8. Miscellaneous Business

Status of City Compactor

Director Pitts stated that the compactor requires constant attention. The weekly pressure washing of the compactor and its pad continue to take place on Thursdays.

Next Meeting Date: 9:00 a.m., Thursday, February 1, 2018 in the Conference Room

9. Executive Session in accordance with S.C. Code Section 30-4-70(a)(2) to receive legal advice concerning potential claims related to IOPWSC

MOTION: Councilmember Rice moved to go into Executive Session at 12:12 p.m.; Councilmember Kinghorn seconded and the motion PASSED UNANIMOUSLY.

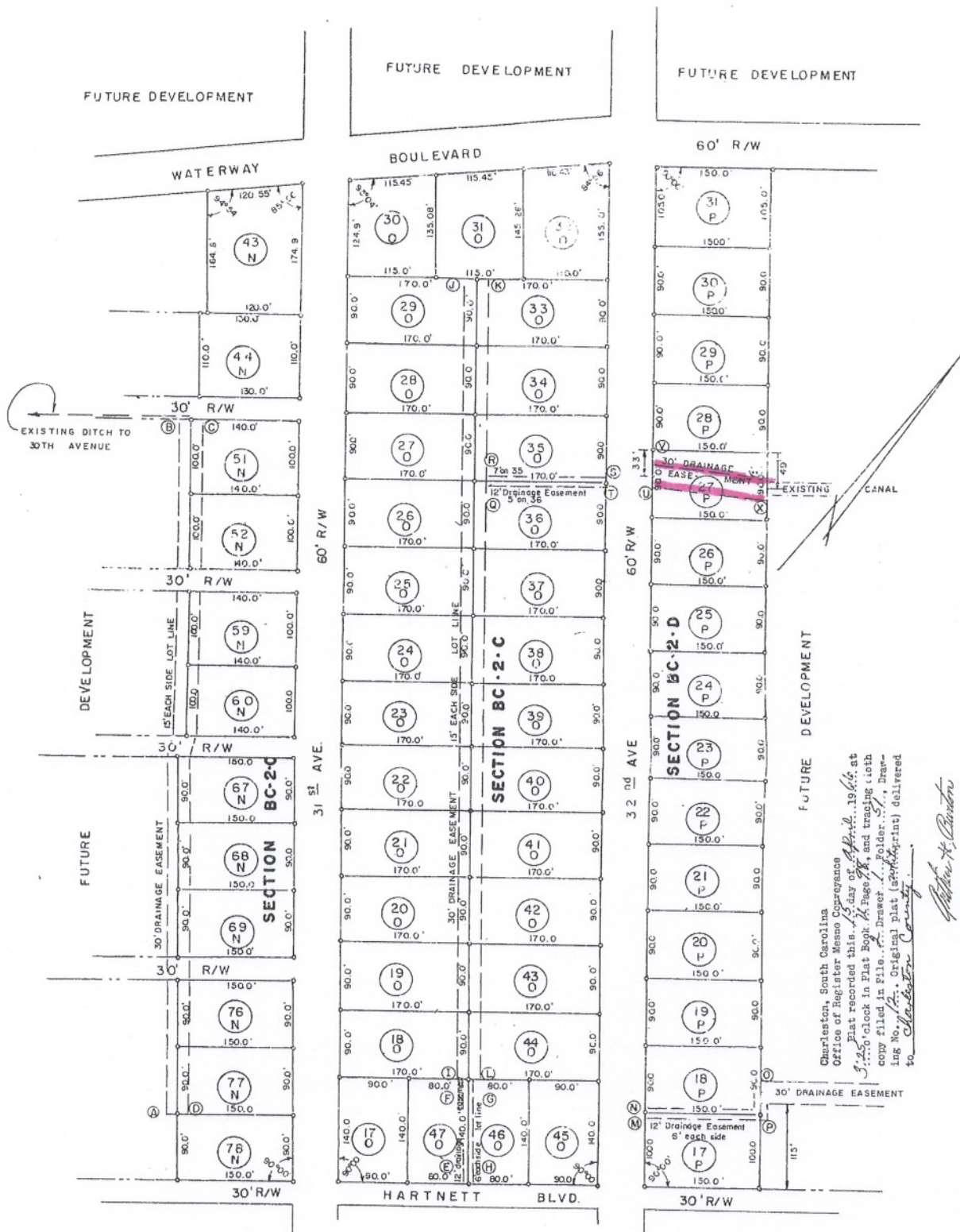
The Committee returned to open session at 12:35 p.m., and the Administrator stated that the Committee had not taken a vote or action while in Executive Session.

10. Adjournment

MOTION: Councilmember Kinghorn moved to adjourn the meeting at 12:36 p.m.; Councilmember Rice seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk



Public Acquisition

CITY OF ISLE OF PALMS

Charleston County, South Carolina

Map of the City of Palms

CITY OF ISLE OF PALMS

CHARLESTON COUNTY, SOUTH CAROLINA

23.2 ACRES

LOTS 43-44, 51-52, 59-60, 67-69, & 76-78 BLOCK N LOTS 17-47 BLOCK O LOTS 1-31 BLOCK P

SCALE 1" = 100'

E. M. Seabrook, Jr.
E. M. SEABROOK, JR.
CIVIL ENGINEER & LAND SURVEYOR

1375

MAY 1965

Note: This plat supersedes plat dated May 1965 and recorded in plat book I page 17 in the Charleston County R.M.C. office.

Register Messrs Conveyance

