



Public Works Committee

4:30 p.m., Wednesday, September 1, 2021
Council Chambers
1207 Palm Boulevard, Isle of Palms, South Carolina

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address and topic to nicoled@iop.net no later than **3:00 p.m. the day before the meeting**. Citizens may also 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** – August 4, 2021
3. **Citizens' Comments**
4. **Department Report** – Director Pitts and Assistant Director Asero
5. **Old Business**
 - a. Update on Phase III Drainage Project, small internal projects and Waterway Boulevard path elevation project
 - b. Update on Island Wide Drainage Master Plan RFP
 - c. Update and discussion of potential solutions to drainage ditch erosion issues
 - d. Update on the Environmental Advisory Committee
 - e. Update and discussion of golf cart path along Ocean Park Plaza
6. **New Business**
 - a. Discussion of litter related ordinances, enforcement and messaging
 - b. Discussion of adding bins to share left-behind beach toys
 - c. Consideration of final approval of drainage easement revision at 2305 Waterway Boulevard
7. **Miscellaneous Business**

Next Meeting Date: 4:30 p.m., Wednesday, October 6, 2021
8. **Executive Session** – If needed
9. **Adjournment**



PUBLIC WORKS COMMITTEE
4:30pm, Wednesday, August 4, 2021
1207 Palm Boulevard, Isle of Palms, SC
and broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Council members Streetman, Smith, and Ward

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

2. Approval of previous meeting's minutes – June 3, 2021

Council Member Streetman made a motion to approve the minutes of the June 3, 2021 meeting, and Council Member Smith seconded the motion. The motion passed unanimously.

3. Citizens' Comments -- none

4. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts reported that garbage collection totals were lower than anticipated for June and July but the totals were in line with 2019 collection numbers. Yard debris collection continues to be high, which Director Pitts attributes to the absence of a storm clearing the debris.

He reported that vehicle maintenance was over budget by \$30,000 in FY21 due to two major issues. \$5,500 was spent on vehicle maintenance in July.

Asst. Director Asero reported that Eadie's has been doing extensive cleaning of the Forest Trail basin starting at the outfall on Waterway Boulevard and working back to 32nd Avenue. He said the water is flowing better there now. The cleaning effort should be completed next week.

There has also been some vegetation clearing and ditch restructuring on 25th Avenue, Duck & Sparrow, and 4th Avenue & Palm Boulevard.

Asst. Director Asero said he has been working on a drainage maintenance inventory for the City and for FEMA.

SCDOT will return next week to repair for a second time a sinkhole that keeps developing on 41st Avenue. Council Member Smith asked about pictures from 41st Avenue that have recently surfaced on social media. Asst. Director Asero said that the work at 41st Avenue is not yet complete and won't be until after Labor Day. Administrator Fragoso said those pictures have been shared with Thomas & Hutton who have shared them with Gulfstream so the issue could be addressed.

Asst. Director Asero reported he has been working on a cleaning RFP for City Hall, Public Safety, Public Works, and the public restrooms. Facilities maintenance work included HVAC repairs at Public Safety and Fire Station 2 and hooking up the generator at the Recreation Center.

Landscape lighting was repaired at the 14th Avenue center island and 14th Avenue beach access. The MobiMat at 9th Avenue has been removed, the sand leveled, and the mat replaced. Full maintenance of Palm Boulevard will continue through the end of the month. Right-of-way cleanup has been done on the landside of Palm Boulevard between 45th and 41st avenues and from 4th Avenue to Beach Inlet Creekside. Heavy vegetation at 46th Avenue beach access has been cleaned. 62 flags were installed for the 4th of July.

Director Pitts spoke about an ongoing and growing problem of improper trash disposal at the compactor on the Front Beach. He reported they have had to increase dumpster collection to twice a week for the summer. He also said that five times this year they have found the trash to be overflowing on Monday mornings with three of those incidents occurring after concerts at the Windjammer. He said that last week trash was overflowing but the compactor was not full, which indicates that restaurant staff is not disposing of the trash properly. He noted the additional dumpster collection needed is more of a cost to the restaurants than it is to the City. Council Member Ward said that constant education of the restaurant managers is in order.

Council Member Smith noted the greenspace around the restrooms looks very nice. Asst. Director Asero said that staff has been able to work on that area on Wednesdays after the trucks leave for Bees Ferry. Administrator Fragoso thanked staff for their hard work in putting out the flags for July 4th and the Exchange Club for their volunteer efforts in hanging the bunting in the municipal parking lots for the holiday.

5. Old Business

A. Update on Phase III Drainage Project, small internal projects, and Waterway Boulevard path elevation

Administrator Fragoso reported that two critical area permits for the Forest Trail outfall have been received. She anticipates the first two outfall projects will be ready to go out to bid in the next month or two.

There is little to update on the small internal projects as the last piece at 41st Avenue will not be completed until after Labor Day.

Included in the meeting packet are updated cost estimates for the first two outfalls and Waterway Boulevard Elevation project. Administrator Fragoso said she is seeing a 30-45% increase in materials costs for these projects. Staff has submitted a CTC grant application for this project, but the results of that request will not be known until later in the year. An application submitted to the Rural Infrastructure Authority was declined. Staff has been discussing additional grant opportunities from other Federal agencies. She said that she, Treasurer Suggs, and Council Member Pounds have been discussing the partial use of the City's FY21 surplus and Federal monies from the American Rescue Plan in regards to the Phase III Drainage Project. Those ideas will be discussed further at this month's Ways & Means Committee meeting.

B. Update on island-wide Drainage Master Plan RFP

Administrator Fragoso reported that the Planning Commission narrowed down the five submissions for the Drainage Master Plan and interviewed three companies. They asked for pricing from Davis & Floyd and are awaiting more details from them before moving forward with a recommendation.

C. Discussion of potential solutions to drainage ditch erosion issues

Director Kerr said that staff has been working on guidelines for those homeowners who wish to make improvements to drainage ditches on their property. He said, "We have created an advisory cover sheet that explains the process to anybody wanting to do it. We have a sketch of how to do it that Thomas & Hutton helped us create, and then we have a draft easement agreement that we would expect somebody wanting to do this enter into an agreement with the City that basically says that if the City, we're going to allow you to do it, but if we need to change it to help the flow of water, we may do that, and if it does not work for whatever reason, we're going to have a process spelled out for having you correct it, and then ultimately it could result in the City, if someone were to put it in there wrong, not correct, it kind of messes up the system, and we cannot get it resolved, there would be a process by which we could get it removed and restored." That easement language is with the City Attorney now.

D. Update on the Environmental Advisory Committee

Administrator Fragoso reported the Personnel Committee will discuss further the 27 applications received for the Environmental Advisory Committee at their August 17 meeting. She noted the width and depth of environmental knowledge and experience found among the applicants. Staff is working through the selection process to help the Personnel Committee make its recommendations to City Council, which it hopes to do at the August meeting. Council Member Smith said the selection process should be intentional and not done by lottery. Administrator Fragoso said that if City Council makes the appointments in August, the newly formed Environmental Advisory Committee could possibly meet in September or October.

6. New Business

A. Discussion of yard debris collection operation and challenges with the change in route to Bees Ferry

Director Pitts reviewed the change in transfer stations from the Carolina Waste station to the Bees Ferry station that was forced upon the City last year. He had anticipated issues from that change would be seen most dramatically in the summer. He said the change has created a huge inefficiency in their work schedule for the 13 weeks of the summer season. He does not have the apparatus or personnel to handle the change.

Administrator Fragoso said that she continues to speak with her counterparts in the County government about the issue. She said she sees no willingness to make any accommodations for the Isle of Palms, adding that the Isle of Palms has been the only municipality affected. She requested support from City Council members, asking them to reach out to members of the

County Council regarding this issue. Council Member Smith asked if the County might consider allowing Public Works to use the Carolina transfer station during the summer months only.

Council Member Ward said he would like to discuss the yard debris ordinance at the September meeting.

B. Discussion of existing temp agency outsourcing agreement for haulers

Director Pitts said that Staff Zone, the temp agency the City uses to hire “slingers” each week has a cost share options for its workers allowing them to purchase health insurance.

C. Discussion of golf cart path along Ocean Park Plaza

Committee members expressed concerns about the safety of people using the golf cart path along Ocean Park Plaza and asked what could be done to make it a safer. Administrator Fragoso said, “The challenge is that that path, that we call a golf cart path is not technically a golf cart path. It has not been designed or permitted for golf carts, and in order to do so, DOT is going to require, we would need to submit an encroachment permit. And for the City to submit an encroachment permit, we would have to fully design the path, not only in that section but all the way where we know it is being used. And that requires some engineering and design and also easement acquisition.” She said it could be pursued but would take some time.

She said another option would be for the SCDOT to issue a quick claim deed to the City for that section of right of way. She added that a further complication to consider is that people use the crosswalk at 21st Avenue to get onto the golf cart path, and that crosswalk has not been authorized for golf cart use.

Council Member Ward would like to see this issue on next month’s meeting agenda.

7. Miscellaneous Business

The next meeting of the Public Works Committee will be Wednesday, September 8, 2021 at 4:30pm.

8. Adjournment

Council Member Streetman made a motion to adjourn, and Council Member Ward seconded the motion. The meeting was adjourned at 5:40pm.

Respectfully submitted,

Nicole DeNeane
City Clerk

PUBLIC WORKS AUGUST 2021

Assistant director of Storm water and Facilities

Drainage

- Charleston county stormwater review plans for new home construction.
- 34th and Harnett drainage project complete and functional.
- Clean up and paving of internal drainage projects.
- Drainage relocation on 23rd and Waterway complete.
- Drainage maintenance inventory.
- Surveying of 34th and Forest Trail drainage as-builts.
- SCDOT lowering drop inlet on 41st Ave.
- Cleaning of drainage inlets by public works.
- SCDOT Sparrow Ln. drainage.

Facilities

- Repair of Veeder Root underground storage tank monitoring system at the PSB.
- Estimate for repair of lights at city hall council chambers.
- Estimate/scheduling for the replacement of bay lights at station 2.
- Service call for the fire station 2 oven.

Front beach

- Clean up of parking lot / Front beach Ocean Blvd. trash and debris by public works.
- Ordering of supplies and managing cleaning crews for restrooms.
- Installation of street signs.
- Front beach restroom plumbing repair.
- Installation of wet floor signs at the public showers.
- Five additional parking spots to municipal lot B.

Landscaping / Rights of way / Connector / Parks

- Full maintenance of Palm Blvd. every week until the end of September.
- Maintenance of Waterway Blvd. by DPW.
- Heavy pruning of back of PSB.
- Clean up of the connector debris by public works and the sweeping contractor.
- Replacement of 2 palms on Palm Blvd.
- Pruning of half the city Plant a Palms on Palm Blvd.
- Clean up of sidewalk on 41st and Frank Sottile Ln.

Compactor / Dumpster

- Cleaned compactor pad and recycling area weekly.
- Installation of ROC and moving of recycling bins closer to the shops.
- Removal of bulk items left by the PSB compactor weekly.
- Pressure washing of city trash compactor by public works.

Certifications, training and meetings

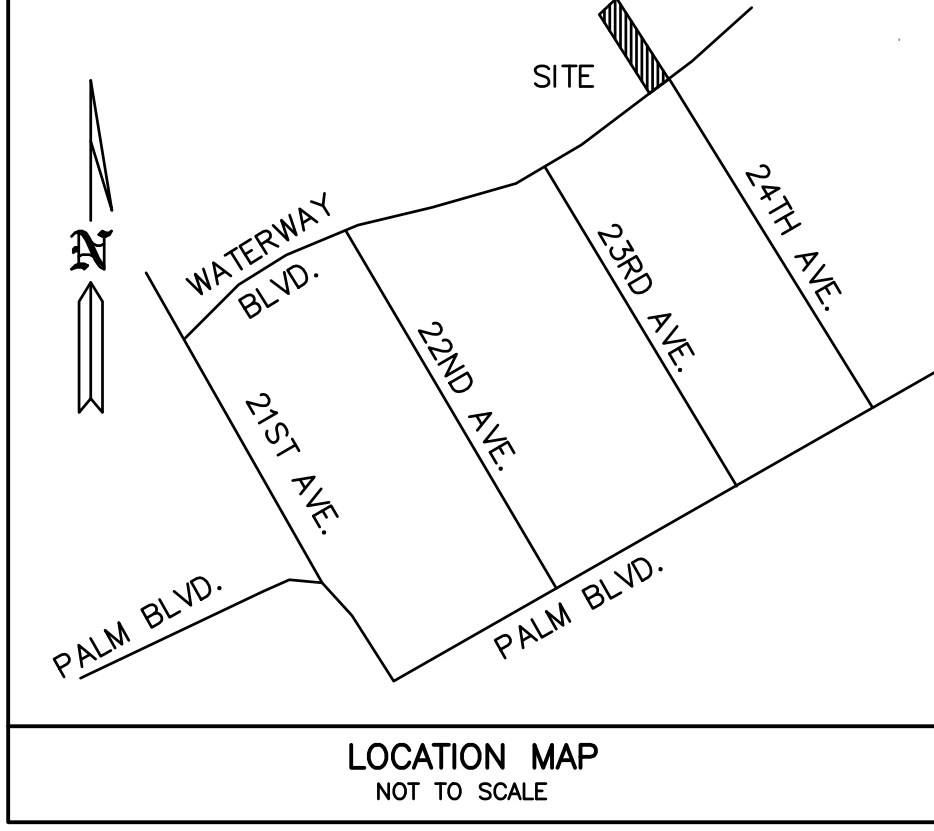
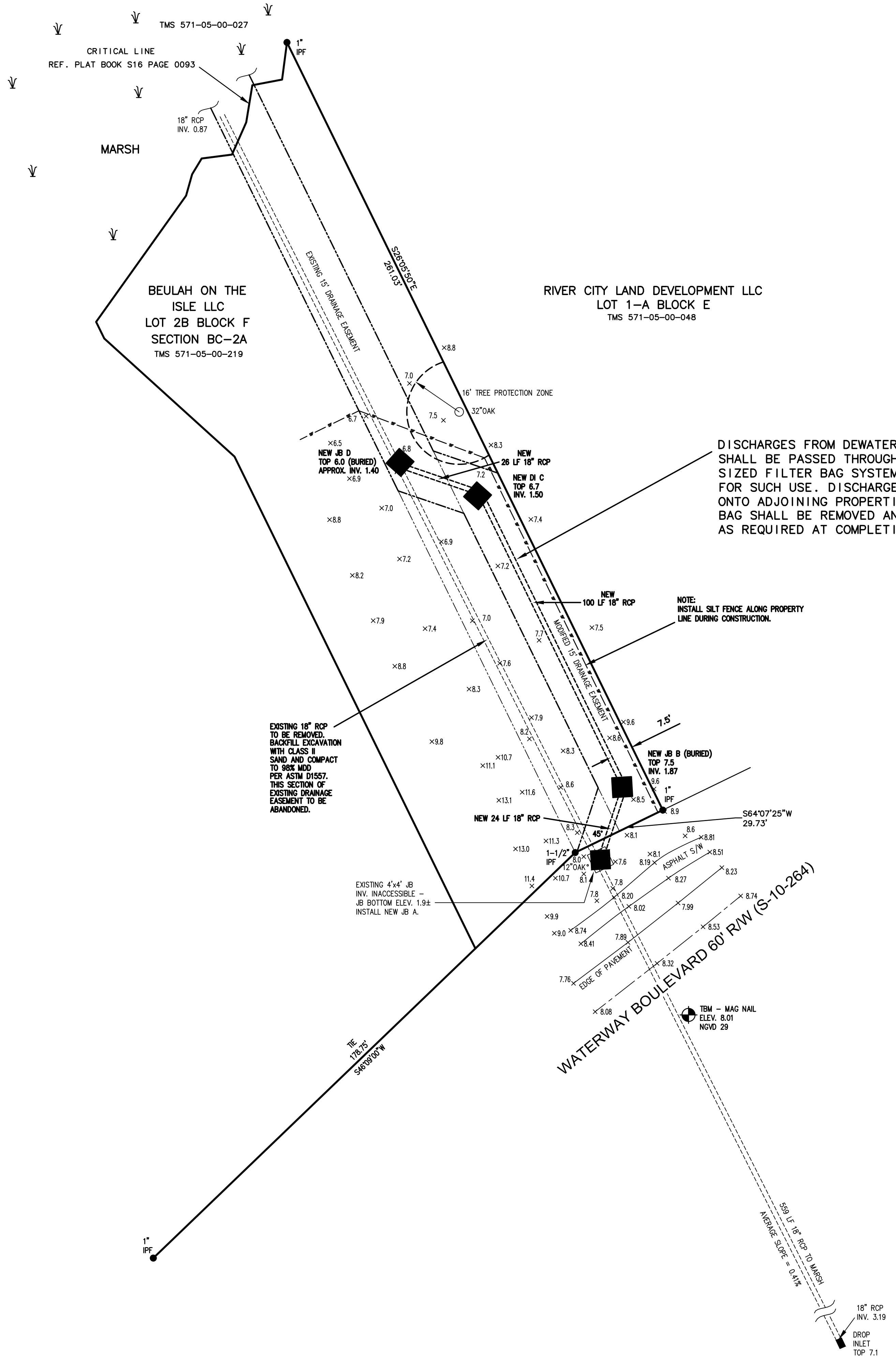
- Monthly UST testing of marina, public works and public safety building.
- Wellness fair meeting.
- Close out meeting for the small internal drainage projects.
- 34A meeting for new ADA boardwalk beach path

CONSTRUCTION SEQUENCE:

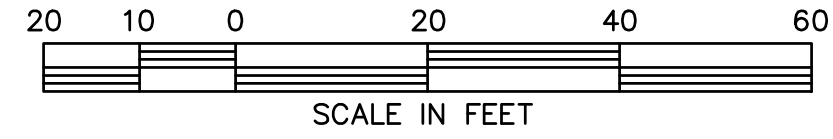
1. NOTIFY CITY OF ISLE OF PALMS AND OWNER MINIMUM 72 HOURS PRIOR TO MOVING EQUIPMENT TO SITE.
2. MOBILIZE ONLY THAT EQUIPMENT AND MATERIALS NECESSARY FOR SILT FENCE INSTALLATION. REQUEST INSPECTION AND APPROVAL BY CITY OF ISLE OF PALMS FOR SILT FENCE INSTALLATION.
3. MOBILIZE REMAINING CONSTRUCTION EQUIPMENT AND MATERIALS.
4. REMOVE TOP OF JUNCTION BOX ADJACENT TO PROPERTY ON WATERWAY BOULEVARD AND CONFIRM PIPE INVERTS THEREIN.
5. CONSULT ENGINEER FOR CONFIRMATION OF NEW PIPE AND BOX ELEVATIONS.
6. MAINTAIN EXISTING PIPES UPSTREAM AND DOWNSTREAM OF JB A IN SERVICE WHILE NEW PIPE IS INSTALLED.
7. INSTALL WELL POINT SYSTEM AND DEWATER PIPE ROUTE AS REQUIRED FOR PIPE INSTALLATION UNDER DRY CONDITIONS.
8. CONSTRUCT NEW JB B AND NEW DI C AND ASSOCIATED PIPING TOWARD NEW JB A AND NEW JB D WITHOUT DEMOLITION OF EXISTING PIPE. MAINTAIN DEWATERING SYSTEM AS NECESSARY UNTIL PIPE BED AND STONE ARE COMPACTED TO SPRING LINE.
9. CONSULT LOCAL TIDE PREDICTIONS FOR HIGH TIDE LEVEL AT MLLW DATUM. JB D HAS AN APPROXIMATE ELEVATION OF 3.5' MLLW. COORDINATE WITH ENGINEER FOR SCHEDULING INSTALLATION OF NEW JB D AND CONNECTING PIPE ON A DATE WITH TIDAL RANGE THAT ALLOWS 5-6 HOURS OF WORK TIME BEGINNING AT 3.5' MLLW ON A FALLING TIDE UNTIL THAT ELEVATION IS ATTAINED ON THE FOLLOWING RISING TIDE.
10. REPEAT ITEM 9 FOR JB A AND CONNECTING PIPE.
11. PROVIDE RECORD DRAWING AND PERFORM CLEANING, DEBRIS AND CONSTRUCTION MATERIALS REMOVAL AND SITE STABILIZATION WITH ESTABLISHMENT OF VEGETATIVE COVER SELECTED BY OWNER.

NOTES:

1. NO UPSTREAM STORMWATER DRAINAGE IMPACTS WILL BE AFFECTED BY THIS CONSTRUCTION.
2. CONTRACTOR SHALL ISSUE WARRANTY AND 20% MAINTENANCE GUARANTEE TO CITY OF ISLE OF PALMS FOR ALL DEFECTS AND FAILURES FOR A PERIOD OF TWO YEARS AFTER FINAL CONSTRUCTION ACCEPTANCE DATE.
3. CONTRACTOR SHALL COMPLY WITH REQUIREMENTS OF SCDOT ENCROACHMENT PERMIT FOR WORK WITHIN RIGHT-OF-WAY OF WATERWAY BOULEVARD (S-10-264).



E. M. Seabrook 117



NGVD 29

STORM DRAIN RELOCATION PLAN
LOT 2B BLOCK F
SECTION BC-2A
CITY OF ISLE OF PALMS, SC

E.M. SEABROOK
Engineers | Surveyors

1037 Chuck Dawley Blvd.
Building F - Suite 200
Post Office Box 96
Mount Pleasant, SC 29465
Phone (843) 884-4496
www.emseabrook.com

NO.	DATE	REVISIONS	COUNTY COMMENTS	ADDITIONAL COUNTY COMMENTS
1	DEC. 11, 2020			
2	FEB. 3, 2021			
3	MAY 26, 2021			

DRAWN BY: MSH

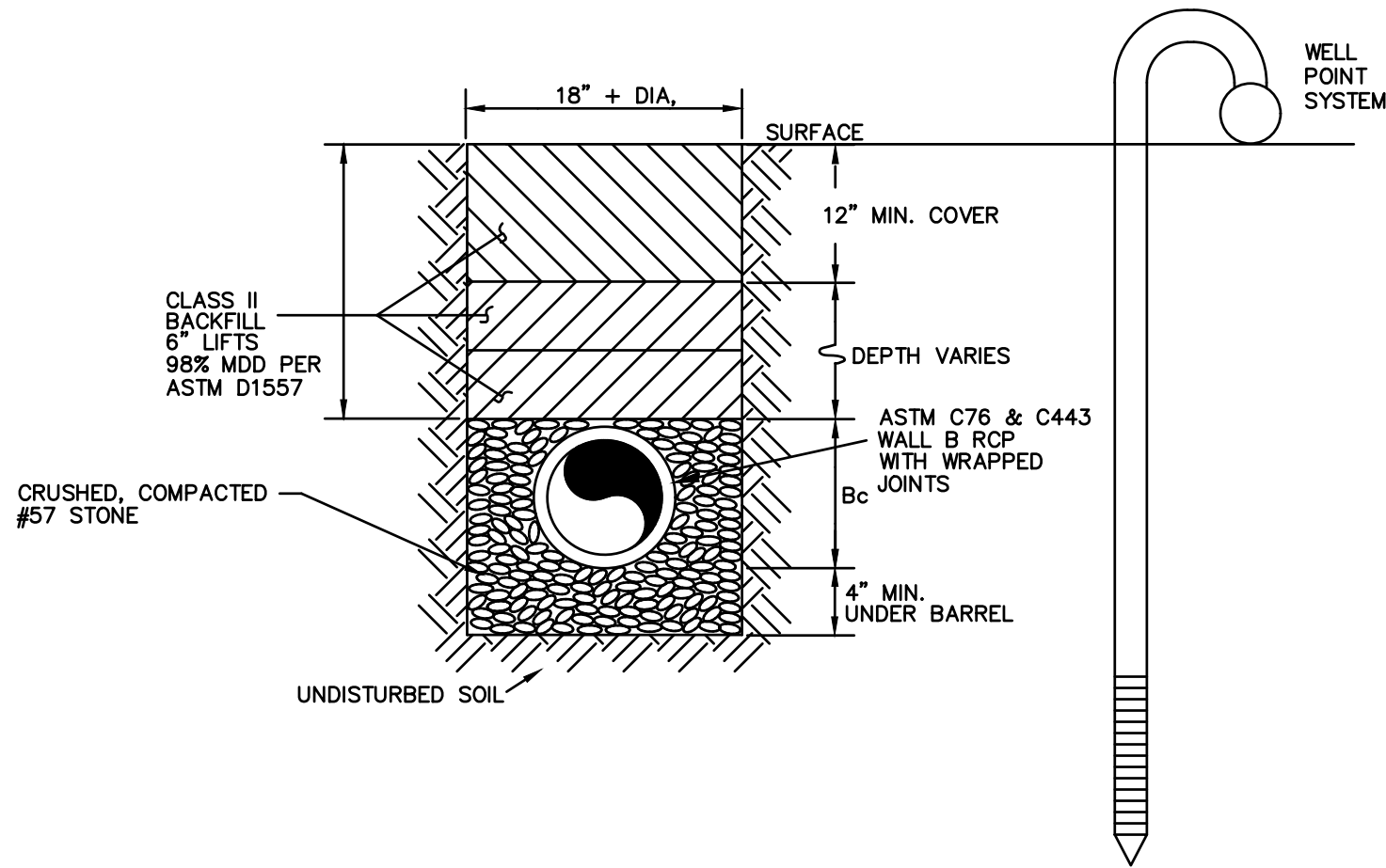
CHECKED BY: EMS

JOB NO.: 2020031

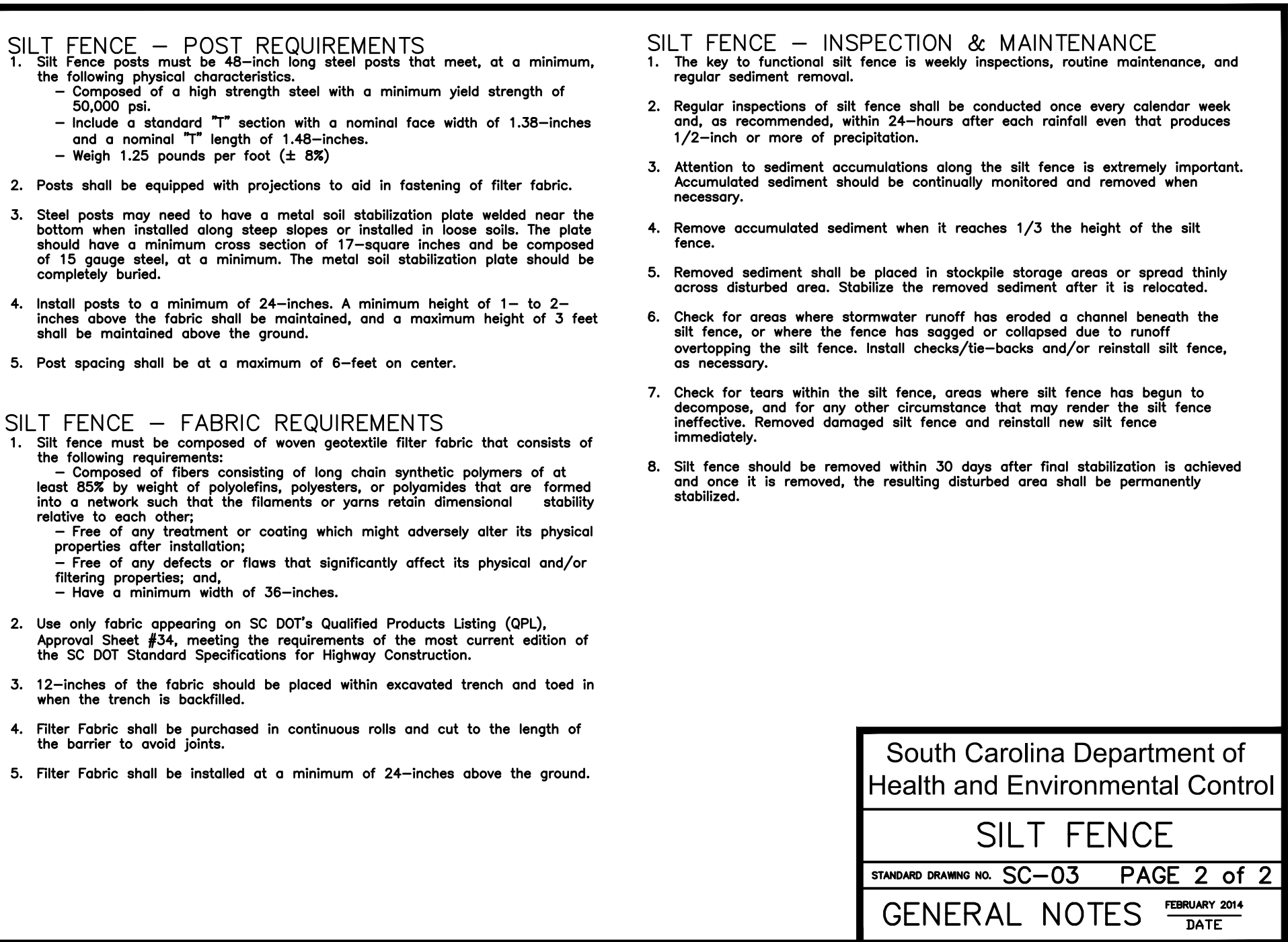
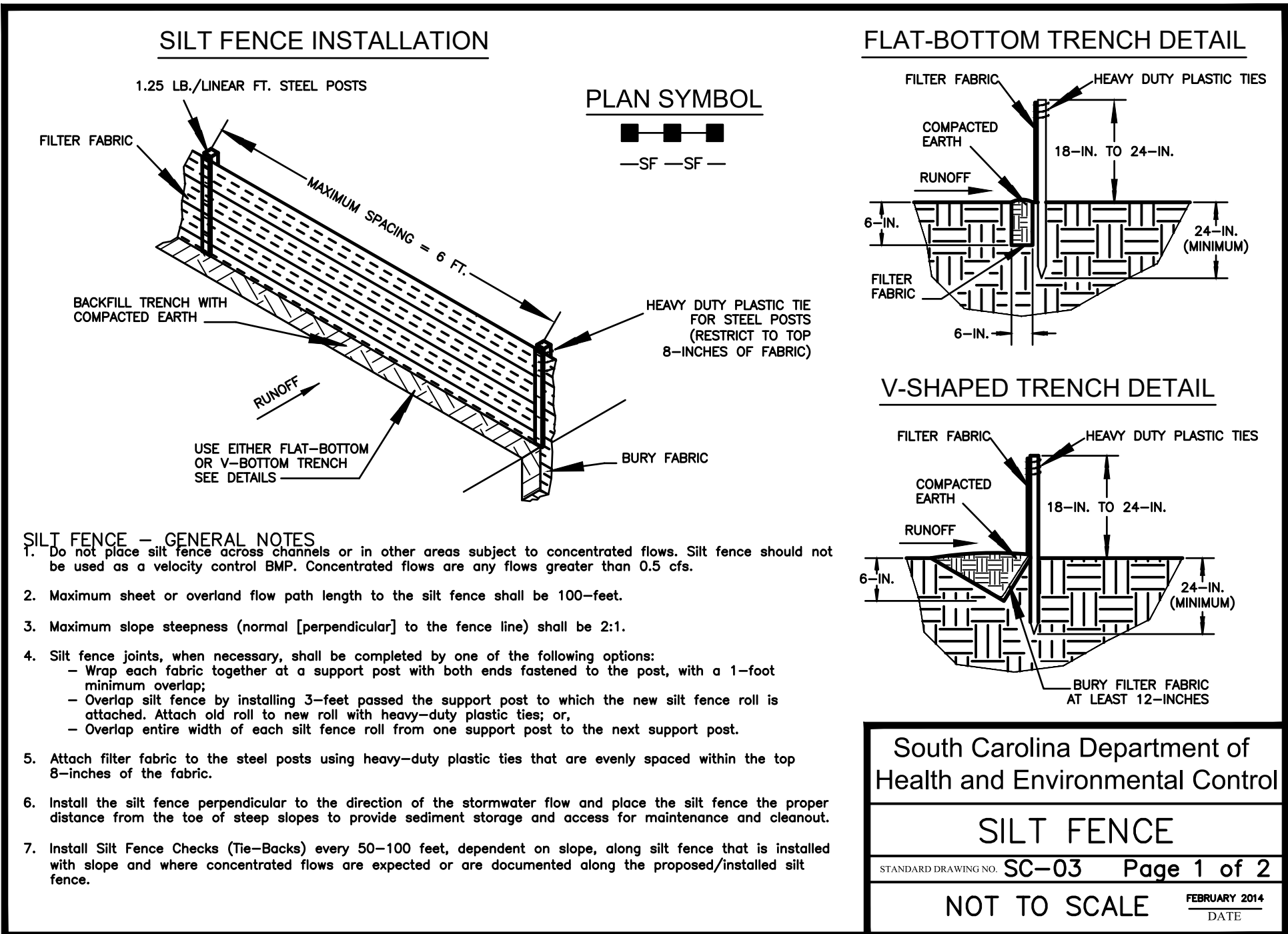
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DATE: JUNE 3, 2020

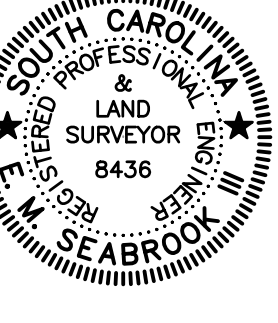
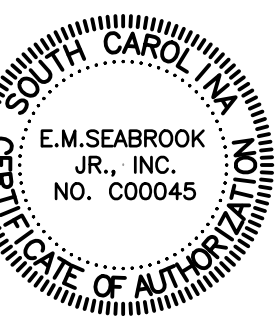
SHEET
1
OF
2



STORM PIPE BEDDING AND DEWATERING DETAIL
NOT TO SCALE



South Carolina Department of
Health and Environmental Control
SILT FENCE
STANDARD DRAWING NO. SC-03 PAGE 2 of 2
GENERAL NOTES
FEBRUARY 2014
DATE



CONSTRUCTION DETAILS
LOT 2B BLOCK F
SECTION BC-2A
CITY OF ISLE OF PALMS, SC



1037 Chuck Dawley Blvd.
Building F - Suite 200
Post Office Box 96
Mount Pleasant, SC 29465
Phone (843) 884-4496
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		COUNTY COMMENTS	ADDITIONAL COUNTY COMMENTS
1	DEC. 11, 2020		
2	FEB. 3, 2021		
3	MAY 26, 2021		
DRAWN BY: MSH			
CHECKED BY: EMS			
JOB NO.: 2020031			
SCALE: NOT TO SCALE			
DATE: JUNE 3, 2020			

SHEET
2
OF
2

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