



Public Works Committee

4:30 p.m., Wednesday, October 6, 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** – September 1, 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 and discussion of potential solutions to drainage ditch erosion issues
 - c. Update on golf cart path along Ocean Park Plaza
 - d. Discussion of litter related ordinances, enforcement and messaging
 - e. Discussion of adding bins to share left-behind beach toys
6. **New Business**
7. **Miscellaneous Business**

Next Meeting Date: 4:30 p.m., Wednesday, November 3, 2021
8. **Executive Session** – If needed
9. **Adjournment**



PUBLIC WORKS COMMITTEE
4:30pm, Wednesday September 1, 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: Director Pitts, Director Kerr, Asst. Director Asero

2. Approval of previous meeting's minutes – August 4, 2021

Council Member Streetman made a motion to approve the minutes of the August 4, 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

Asst. Director Asero said the garbage report and vehicle maintenance reports were not ready due to the timing of the meeting and will be sent at a later time.

Reporting on drainage work done in August, Asst. Director Asero said that the project at 34th & Hartnett is complete and working well. Gulfstream is cleaning up around the smaller internal project areas. Staff also met with Gulfstream for final walk-throughs on the completed projects. The drainage relocation project at 23rd and Waterway is also complete. Work continues on the drainage maintenance inventory. SCDOT is lowering the drop inlet at 41st Avenue and also working on drainage concerns on Sparrow Lane.

Work at the Front Beach included the installation of street signs and the creation of five additional parking spaces in Municipal Lot B after relocating the recycling bins.

Two palms have been replaced as part of the Plant-A-Palm program. Pruning of half of the City's Plant-A-Palm palms on Palm Boulevard has been completed.

Lastly, he reported that he attended a meeting about the plan for the ADA improvements at 34A Beach Access.

Council Member Streetman thanked Public Works for their hard work and response at the sinkhole at 41st Avenue. He also commended them for their work in collecting the yard debris. Asst. Director Asero said they should complete that pickup after Labor Day.

5. **Old Business**

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

Director Kerr reported that Thomas & Hutton plan to release the bid package for the first part of Phase III Drainage Project on September 7. He hopes all the permits will be in place by then. He believes the Public Works Committee will be able to review the bids and make a recommendation to City Council at the October meeting.

Director Kerr also mentioned the final walk-thru for four out of the five smaller internal projects. The fifth project at 41st Avenue should start in mid-September and be finished by the end of the month. He said that Gulfstream has hired a third party to handle the detour. They are waiting to hear from SCDOT about where the traffic will be rerouted.

There are no updates on the Waterway Boulevard path elevation project until the City hears the response on their application for CTC funding. The project is in the queue to be worked on, but it will depend on funding. Davis & Floyd will be looking at this area as part of their work on the Master Drainage Plan.

B. **Update on island-wide Drainage Master Plan RFP**

Director Kerr said the contract with Davis & Floyd for the Master Drainage Plan is currently being reviewed, and he expects it to be signed soon.

C. **Update and discussion of potential solutions to drainage ditch erosion issues**

Director Kerr said this is still in the hands of the City Attorney. He said they would like to have their agreement match what is being done in the City of Charleston. He stated there is no urgency to get this completed but hopes it will be done in the next 30 days or so.

D. **Update on the Environmental Advisory Committee**

Director Kerr said all appointees have been notified and the first meeting has been scheduled for Monday, October 11.

MOTION: Council Member Ward made a motion to recommend Susan Smith as the Council liaison to the Environmental Advisory Committee. Council Member Streetman seconded the motion. The motion passed unanimously.

E. **Update and discussion of golf cart path along Ocean Park Plaza**

Director Kerr said there is no update on this, adding more work is needed with SCDOT. Council Member Ward reported that Council Member Buckhannon reached out to SCDOT to see what could be done, and he believes the change could be easier than anticipated. Council Member Ward would like this issue to remain on the agenda.

6. **New Business**

A. **Discussion of litter-related ordinances, enforcement, and messaging**

Council Member Smith reported that the CVB has put together an educational campaign about litter-related ordinances for each beach community. She would like to know what more can be done. Council Member Ward said the issue should remain on the meeting agenda.

B. **Discussion of adding bins to share left-behind beach toys**

Council Member Smith said she would like the City to consider placing bins to collect and share left-behind beach toys at appropriate areas along the beach similar to what Wild Dunes currently has. She believes volunteers could be engaged to maintain the bins so they do not become a nuisance. Council Member Ward would like more information on the costs of the bins and who will maintain them. Director Pitts expressed concern about putting bins at the Front Beach as the bins may end up becoming places where people dump trash.

C. **Consideration of final approval of drainage easement revisions at 2305 Waterway Boulevard**

Director Kerr explained, “There is a public drainage system that really bisected the property at the intersection on the Waterway side at 24th and Waterway Boulevard. At a prior meeting, Council authorized them to shift that pipe over to the edge of the property so it is not going through the middle of the property. They have presented their engineering to Charleston County, got it all engineered. They have now, as of about last week, completed that work. There are still a couple minor outstanding issues. There is a maintenance bond that would be expected to be provided to cover anything if there is something that comes up between now and two years from now. There is kind of a grace period where that owner would be on the hook for the maintenance for the time, and then there would be a final plat that needs to be done that actually maps where the new easement is and the abandonment of the old easement. So there is still some documentation that needs to come through, but we expect that that would be in place before Council’s next meeting. So because it is actually giving up the old easement, it has to be done by an action of City Council.”

He said staff is satisfied with the owner having completed all of the City’s requirements, so they recommend this be approved by the Committee to send to full Council under the condition that the owner provide the necessary maintenance bonds and final documentation.

MOTION: Council Member Smith made a motion to recommend final approval of the drainage easement revisions at 2305 Waterway Boulevard to City Council under the condition that the owner provide the necessary maintenance bonds and final documentation. Council Member Streetman seconded the motion. The motion passed unanimously.

7. **Miscellaneous Business**

The next meeting of the Public Works Committee will be Wednesday, October 6, 2021 at 4:30pm.

8. **Adjournment**

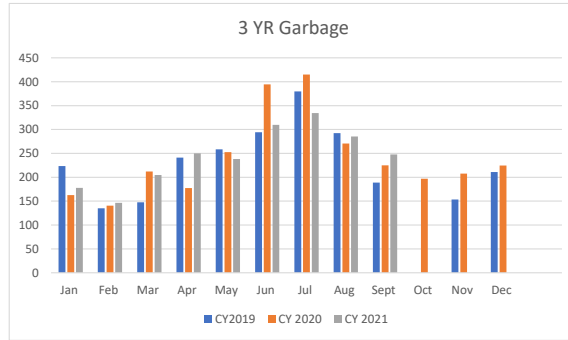
Council Member Streetman made a motion to adjourn, and Council Member Smith seconded the motion. The meeting was adjourned at 5:04pm.

Respectfully submitted,

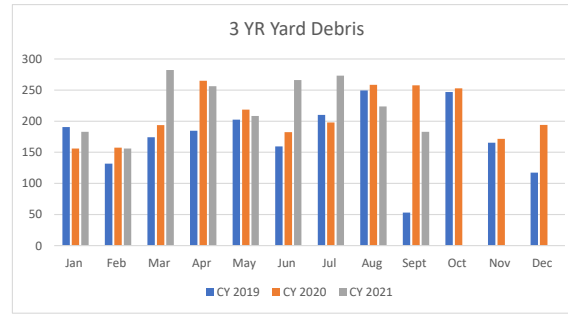
Nicole DeNeane
City Clerk

City of Isle of Palms, SC
 Public Works Department
 Donnie Pitts, Public Works Director
 Monthly Report: August and September 2021

	CY2019	CY 2020	CY 2021
Column1			
Jan	223.61	162.77	177.84
Feb	135.17	140.66	146.48
Mar	147.4	212.04	204.6
Apr	241.17	177.52	249.86
May	258.45	252.56	238.23
Jun	294.31	394.38	309.71
Jul	379.48	415.12	334.17
Aug	292.36	270.71	285.21
Sept	188.86	224.87	247.76
Oct	Dorian	196.94	
Nov	153.27	207.44	
Dec	211.04	224.45	



	CY 2019	CY 2020	CY 2021
Column1			
Jan	190.61	155.93	183.07
Feb	131.74	157.44	156.06
Mar	174.3	193.74	282.37
Apr	184.59	265.04	256.07
May	202.48	218.67	208.32
Jun	159.4	182.49	266.23
Jul	209.97	198.07	273.08
Aug	249.39	258.37	223.64
Sept	53.11	257.64	182.96
Oct	246.75	252.81	
Nov	165.36	171.54	
Dec	117.26	194.08	



General duties

Sanitation:

34.74 tons of misc. debris in August and 22.41 in september was transported to Palmetto Commerce Pkwy. **

VEHICLE MAINTENANCE

08/01/2021	10-4620.5017	VEHICLE MAINTENANCE	BEG. BALANCE	5,495.11
08/03/2021	AP INV	MESH TARP FOR MACK FLAT BED	139.99	5,635.10
08/03/2021	AP INV	RECOVERY AND WINCHING OF THE CAT IT14G P	295.00	5,930.10
08/03/2021	AP INV	REPAIR CYLINDERS	627.84	6,557.94
08/06/2021	AP INV PW 226B	- TIRE REPLACEMENT ON LEFT REAR	390.85	6,948.79
08/10/2021	AP	INV HOSE REEL ASSEMBLY	42.08	6,990.87
08/10/2021	AP INV	PERFORM MAINT. ON 2000 SERVICE HOUR -IT 14G	1,706.26	8,697.13
08/10/2021	AP INV	REPLACED ELECTRIC STARTING MOTOR PWDskid steer	1,676.61	10,373.74
08/24/2021	AP INV	TARP BAR FOR MACK FLAT BED	142.00	10,515.74
08/31/2021	AP INV (2)	HOSE REEL ASSEMBLY & (6) HG-100 POLY pw24	256.56	10,772.30
08/31/2021	10-4620.5017	END BALANCE	5,277.19	10,772.30
09/01/2021	10-4620.5017	VEHICLE MAINTENANCE	BEG. BALANCE	10,772.30
09/01/2021	AP INV	BRAKE PADS FOR FORD F150 PW 23	179.45	10,951.75
09/01/2021	AP INV	ANTIFREEZE	131.97	11,083.72
09/01/2021	AP INV	CLAMPS	7.73	11,091.45
09/21/2021	AP INV	PW-16 SERVICE CALL (2) TIRES - 59,898 MI	1,898.12	12,989.57
09/24/2021	AP INV PW-27	CHECK ENGINE LIGHT - CLEARED CODES	583.29	13,572.86
09/30/2021	10-4620.5017	END BALANCE	2,800.56	13,572.86

City of Isle of Palms, SC
Public Works Department
Robert Asero, Assistant Director of Storm Water and Facilities
Monthly Report: September 2021

Drainage

- Reviewing of Charleston County stormwater plans for new home construction.
- Meeting with Eadies services for the remainder of Forest Trail basin drainage cleaning.
- Scheduled ditch restructuring on Sparrow Ln. with SCDOT.
- Identifying problem drainage areas throughout the city.
- Vegetation clearing on 41st Ave. by Eadies services.
- Starting of the final internal drainage project on 41st and Forest trail.

Facilities

- Annual and three-year testing of the underground storage tank systems PSB, public works and the marina.
- Replacement of bay lights and exterior lights at station 2.
- Repair of fire station 2 oven.
- Large oak/palm tree pruning at the Recreation center by city tree contractor.
- Installation of dedication plaque at PSB
- Elevator service and repair.

Front beach

- Weekly cleanup 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.
- Replacement and regrading of Mobi mat at 9th Ave.
- Installation of an additional 50 ft of Mobi mat at 42nd Ave.
- Clean up and installation of pine straw at front beach.
- Mockup installation of well lights into sidewalk at front beach.

Landscaping / Rights of Way / Connector / Parks

- Removal of brush from multi use sidewalk on Waterway Blvd. by DPW.
- Clean up of the connector debris by public works and the sweeping contractor.
- Installation of 20 yards of ROC at 53rd Ave beach access.
- Heavy cleanup of beach accesses with brush hog. 53rd, 56th, 42nd, 43rd, 44th, 45th, 31A, 37A
- Clearing with brush hog on Marginal Rd. right of way.
- Cutting and removal of large fallen tree on Myrtle Ave.
- Clean up sand on board walk ramp at 21st Ave.
- Meeting with landscapers for front beach improvements.

Compactor / Dumpster

- Cleaned compactor pad and recycling area weekly.
- 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.
- On site meeting for the 41st Ave and Forest Trail. drainage projects.
- Meeting at 34A for new ADA boardwalk beach path.
- Meeting for new restaurant / marina parking lot spaces.