

## **PUBLIC WORKS COMMITTEE**

9:00 a.m., Thursday, September 6, 2018

Council Chambers

1207 Palm Boulevard, Isle of Palms, South Carolina

### **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. **Approval of Previous Meeting's Minutes**  
Regular Meeting of August 1, 2018
3. **Citizens' Comments**
4. **Department Reports for July & August 2018 – Director Pitts**  
Vehicle Maintenance and Trash Collection Tracking Reports
5. **Old Business**
  - A. Update on Phase II Drainage project
  - B. Update on removal/replacement of underground storage tanks
  - C. Update on drainage issues at 32 Thirty-second Avenue
  - D. Update on chairs and tents on the beach
  - E. Update on trash cans with lids on the beach
  - F. Update on ditches
    - at 21<sup>st</sup> – 22<sup>nd</sup> Avenues
    - at 31<sup>st</sup> – 32<sup>nd</sup> Avenues
    - between 30<sup>th</sup> and 31<sup>st</sup> Hartnett
6. **New Business**
  - A. Discussion of drainage at 267 Forest Trail
  - B. Discussion of ditches between Hartnett and Wills Way
  - C. Discussion of water fountains at Front Beach
7. **Miscellaneous Business**

Next Meeting Date: 9:00 a.m., Thursday, October 4, 2018 in the Conference Room
8. **Executive Session in accordance with S.C. Code Section 30-4-70(a)(2) – if needed**  
Upon return to open session, Council may take action on matters discussed in Executive Session.
9. **Adjournment**

## Public Works Committee

9:00 a.m., Wednesday, August 1, 2018

The regular meeting of the Public Works Committee was called to order at 9:00 a.m., Wednesday, August 1, 2018 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Buckhannon and Kinghorn, Chair Rice, Interim Administrator Fragoso and Director Pitts; a quorum was present to conduct business.

1. Chair Rice 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. Approval of Previous Meeting's Minutes

**MOTION: Councilmember Kinghorn moved to approve the minutes of the regular meeting of July 6, 2018 as submitted; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.**

### 3. Citizens' Comments

The resident at 21 – 22<sup>nd</sup> Avenue who asked to speak was not in attendance.

Jim Raih, 3904 Cameron Boulevard, expressed his difficulty in seeing the total expenditure anticipated for the Assistant Public Works Director of Maintenance and Facilities including the salary, building modifications, etc.; he also asked if a relocation package was included. He stated that he saw the functions as a function of time, of labor, of equipment and of the pumps, and he said that he thought that Director Pitts was “doing a great job.” In his opinion, being just one thousand dollars (\$1,000) over budget in an eighty-five thousand dollar (\$85,000) budget “for vehicle maintenance was remarkable.” Mr. Raih suggested that the City buy all of its fuel from the IOP Marina in the time that the City’s pumps were out of service for the removal and replacement of the underground storage tank at the Public Works site. On the subject of trash removal, he noted that the dumpsters at the back of the Municipal Parking Lot were reserved for trash removed from the beach, and the dumpster behind the Public Safety Building was reserved for the restaurants on Front Beach. He thought that the City should look into a way to put all of these dumpsters in one (1) location. In addition, he said that the Target on the other side of the Connector can do upwards of three hundred thousand dollars (\$300,000) on a Saturday in the summer from beach chairs, umbrellas and tents; he opined that the problem of tents being left on the beach was a function of the disposable society in which we live, and he opined that it was cheaper to buy a new tent every day than to rent one (1).

Katrina Limbach stated that she owned IOP Beach Chair and Bike Company with her partner Bert Hemingston and that she was unable to attend the July meeting when rental chairs and tents were discussed. She said that she and her partner were willing to help in any way they could to encourage the renting of tents and chairs for a day at the beach. She reported that the frame tents people were buying at Target were difficult to set up and take down and could be very dangerous in a storm; she indicated that they have researched a different type of tent that would be a much better option. She asked to be on the agenda for the next meeting to open a

conversation about tent rentals. She stated that she co-founded a beach sweep group, IOP Clean-up Crew, and, in doing so, researched environmental conservation; the research led to changing many of her old habits. She reported an instance where she wanted to fill her water bottle when at Front Beach and found that there was no place where one could do that. After talking with her partners, she offered to sponsor some type of water filtration system at Front Beach.

Councilmember Kinghorn asked if the City would allow the rental of tents for the beach, and the response was that tents could be rented for use on the beach.

Councilmember Kinghorn then directed his questions to Ms. Limbach; Was there a market for tent rentals? How they would begin to test the market? He opined that the option was preferable to the disposable tents Public Works was dealing with now.

Ms. Limbach said that their product could not compete with the beach tent being sold at Target based on cost.

Councilmember Buckhannon offered that people would opt for the cheaper tents until the City outlawed them.

Ms. Limbach referred again to the danger of the beach tents in a storm; she would support the City banning them from the beach. She also repeated that the product they would offer would be much easier to set up and taken down and would be safer.

The consensus of the Committee was to continue the discussion about beach tents and filtered water at Front Beach at the next meeting.

Director Pitts reminded the Committee that cooled, filtered water fountains were located inside the entrances to the public restrooms, one (1) on the women's side and one (1) on the men's side; he noted that these fountains were not designed to fill water bottles.

#### **4. Departmental Report for July 2018 – Director Pitts**

##### **Vehicle Maintenance and Trash Collection Tracking Reports**

Since the meeting was being held on the first day of a new month, Director Pitts stated that he has not received the trash and debris collections tonnage numbers from Charleston County; therefore, he does not have the updated reports and graphs. Due to the construction at the Public Works site and pumping water from flooded streets, the Director said that he has not had the time to devote to the monthly activity report and vehicle maintenance expenditures for July; the information will be included with next month's reports.

Chair Rice asked which streets were being pumped today, and the Director replied that pumping was occurring on 46<sup>th</sup>, 50<sup>th</sup> and 51<sup>st</sup> Avenues; the pump on 52<sup>nd</sup> Avenue was having fuel problems this morning. He told the Committee that no beach access paths were being pumped and that his concern was safety, septic systems and streets; the streets had to be pumped to allow access by public safety personnel and equipment.

Interim Administrator Fragoso stated that sand has been brought in to repair and grade the beach access paths in the past, but, with the weather prediction for more rain in the near future, she asked when would be the right time to do it.

Director Pitts added that the “game plan” devised with Director Kerr was to “shore up” the base at the 31A access, to put the new wider mats at 42<sup>nd</sup> Avenue and to move some of the older mats at 31A after the sand shell base is added. He commented that 31A was a long access path and he is trying to make it a more defined path in the middle of the island like the access paths at 5<sup>th</sup>, 9<sup>th</sup>, 25<sup>th</sup>, 31A, 41<sup>st</sup>, 42<sup>nd</sup> and 53<sup>rd</sup> Avenues.

Since one (1) reason for the pumping was related to septic systems and grinder pumps, Councilmember Kinghorn asked if the IOP Water and Sewer Commission was doing any pumping. When the response was in the negative, he questioned whether the City should request that they rent or purchase pumps to augment the City’s efforts to remove stormwater.

The Director explained that stormwater removal was under the City’s purview.

Following up, Councilmember Kinghorn asked if the City sent the Water and Sewer Commission a bill.

Councilmember Buckhannon stated that maintenance of a grinder pump system would fall to the homeowner. When the street flooding affects them, the Water and Sewer Commission typically shuts down the grinder pumps, and the City has, on some occasions in the past, provided temporary toilets on certain streets until the stormwater went down and the grinder pumps were again operational.

**5. Old Business**

**A. Update on Phase II Drainage Project**

Interim Administrator Fragoso stated that the rain has caused substantial construction delays, so staff was preparing another extension request of forty-five (45) days for the Rural Infrastructure Grant. Included in the forty-five (45) day extension was time to close out the project along with 3 the submission of the financial information to the grant agency; the extension request did not mean that the City expected construction to continue to the middle of November.

The Interim Administrator informed the Committee that the City has been approached by both The Citadel Beach House and individual property owners on 48<sup>th</sup> Avenue, which are private roads, with an interest in tying into the City’s drainage project. In the past couple of weeks, the Interim Administrator and David Stevens of Civil Site Environmental, who designed and oversees the project, met with the manager of The Citadel Beach House, and they were willing to work with Mr. Stevens for the design and engineering to extend the system onto that road. Mr. Stevens has prepared a proposal for them. Mr. Stevens confirmed that the system, as designed, could handle the additional flow. Since the property owners were willing to pay for the design, engineering and construction, the City has no reason to deny their request, assuming that the engineers confirm that the additional flow would not compromise the system. Interim Administrator Fragoso added

that the private property owners would also need to be willing to sign an agreement stating that they will pay for future maintenance to their portion of the system

Councilmember Kinghorn cautioned that the City needed to consider not only the current flow, but to look at the capacity in the future relative to rising sea levels and changing weather conditions.

Although the property owners on 47<sup>th</sup> Avenue, another private road, have not reached out to the City for inclusion in the project, Councilmember Kinghorn thought the City should contact them and propose the same terms being afforded to property owners on 48<sup>th</sup> Avenue and The Citadel Beach House.

Chair Rice voiced concern about a future sale of property on 48<sup>th</sup> Avenue and how the maintenance of the drainage system could be transferred to a new owner.

Referring to the Phase I Drainage Project, Councilmember Buckhannon recalled that a private street was not included because the property owners chose not to participate.

The Interim Administrator said that the City could reach out to the property owners on 47<sup>th</sup> Avenue about participating in the project; she added that they might have a cost savings if all were included in the design and engineering phase.

Councilmember Kinghorn proposed that the private roads must be deeded back to the City to be included in the project, and Mr. Stevens recalled that was the way the process was addressed in the past.

Since last fall, three (3) property owners on 48<sup>th</sup> Avenue have approached the City about inclusion in the drainage project; according to Interim Administrator Fragoso, the City has not received anything indicating that all of the property owners on 48<sup>th</sup> want to participate.

Mr. Stevens reported that he has sent a proposal to the management of The Citadel Beach House, and they are trying to obtain the funding. Although he has not received any feedback, he stated that the managers of The Citadel Beach House were "very interested" in the project.

Providing the construction update, Mr. Stevens reported that the work on 46<sup>th</sup> Avenue would be completed this week and that a collection box had to be added to 45<sup>th</sup> Avenue; once that box was in place, the contractor intends to add a second crew to the project, assuming the area dries up. He commented that the water table was so high that the crew had to pump to install pipes that 4 were installed at a depth of only three feet (3 ft.).

**B. Update on removal/replacement of underground storage tanks at Public Works**

Director Pitts reported that both tanks were in place and strapped down; they have been filled with water for DHEC to perform its tests. In addition, they have back filled some of the gravel and work continues.

According to the Interim Administrator, the contractor has submitted the first pay application to the engineer overseeing the project, and it will likely come to Accounts Payable next week.

When Councilmember Buckhannon asked who would be responsible for any state and/or federal reporting, Interim Administrator Fragoso answered that the oversight engineer from Jones and Frank was responsible for all state and/or federal filings and reporting. She commented that oversight by a qualified engineer was vital in a project of this magnitude, particularly since they know the documentation and permitting necessary.

Chair Rice asked if a second person would be trained on the DHEC testing required every month, taking some of the pressure off Director Pitts.

The Director replied that today the City has three (3) Class AB operators; Travis Stafford, the Fire Inspector, and Chris Enourato, the Animal Control Officer, have completed the certification process. When the Assistant Public Works Director of Maintenance and Facilities is hired, the first task assigned to him will be to obtain this certification.

**C. Discussion of Proposal from John Garrels, potential buyer of Schupp Enterprises**

Chair Rice noted that Mr. Garrels' proposal and resumes for Mr. and Mrs. Garrels were included in the meeting packet. She expressed concern that the information on previous jobs did not reference a city or state where the work was performed and lacked education information; she, therefore, asked that they re-submit them with the information requested and references. In addition, Chair Rice asked them to agree to background checks, which they were pleased to do.

Mr. Garrels told the Committee that he and Mr. Schupp have discussed dates when they could run the route together and that he had visited with Director Pitts the previous week.

**5. New Business**

**A. Re-opening stormwater ditch at 21<sup>st</sup> – 22<sup>nd</sup> Avenue**

Director Pitts commented that the property owner sent him the photos in the packet and had intended to attend the meeting; the Director said that the resident had contacted him after Hurricane Matthew but the Public Works Committee meeting was cancelled that month. The resident would like for the ditch to be re-opened and returned to its original form; after he approached the Director last year, Eadies cleaned out the pipe and a portion of open ditch.

Since the fact is that an open ditch flows better, Chair Rice asked what the procedure was to open the ditch, and the Director said that he needed to place a work order with the County to have the ditch opened up after their engineer visits the site and agrees with the request. 5

**B. Discussion of ditch between 31<sup>st</sup> and 32<sup>nd</sup> Avenue**

Director Pitts reported that he has walked the ditch between 31<sup>st</sup> and 32<sup>nd</sup> Avenues with the Warners. When they initially contacted the City about the ditch, the Director contacted Chris

Wannamaker, the Charleston County Stormwater Engineer; after a site visit, he responded that he was concerned about illicit discharge and an iron gate. When the Warner's called this year, he again contacted Mr. Wannamaker, who said that adding to the problem was new construction on 32<sup>nd</sup> Avenue and silt in the collection box. Director Pitts stated that he then requested a followup site visit by the County's inspectors, and he has not yet heard back.

**C. Discussion of ditch at 24<sup>th</sup> and Hartnett Boulevard**

Interim Administrator Fragoso reported that the resident at 2400 Hartnett reached out to the City about the condition of the ditch, and SCDOT responded to complaints about ponding issues. They found that the ditch was piped and that the pipe was blocked, so they removed the pipe. SCDOT has been contacted about the erosion of the ditch; they will make a site visit and subsequently do whatever needs to be done.

The Interim Administrator also noted that someone has complained that the open ditch has eliminated parking on that side of the street; she noted that the property was at an intersection with a STOP sign and that parking within thirty feet (30 ft.) of the intersection was prohibited.

**D. Discussion of beach cleaning equipment**

A copy of the brochure was included in the meeting packet; this beach cleaner is the equipment Councilmember Ward referred to at the July Council meeting. The communities of Myrtle Beach, North Myrtle Beach and Horry County are among the South Carolina beach municipalities using it currently; the cost is approximately sixty thousand dollars (\$60,000) excluding shipping. Councilmember Ward was questioning whether the beach cleaner would be a worthwhile investment for the City.

In discussing the possibility of purchasing one (1), Interim Administrator Fragoso recounted that Director Pitts opined that he would need two (2) additional people to operate it because he could not pull any employees off his current duties to drive this equipment.

Councilmember Kinghorn asked about the merits to this system, and Director Pitts responded that the beach cleaner filtered the sand to a depth of approximately six inches (6 in.) to pull out the small debris, such as cigarette butts, pop-tops, sea weed, etc.

Admitting that cigarette butts were in the sand, the Director thought the volume was far less than in the past and did not warrant the costs of the beach cleaner, additional employees and a tractor to pull it.

**MOTION: Councilmember Kinghorn moved to refer the purchase of a beach cleaner and all associated costs to the Ways and Means Committee; Chair Rice seconded and the motion PASSED UNANIMOUSLY.**

Chair Rice asked the Director if a date has been confirmed for the fall shred day.

Director Pitts recalled that the shredder caught fire during the spring shred day and that the company's employee on-site told the Director that the City would not be charged for the service since they did not fulfill their obligation. The City has since received an invoice, and the Director planned to contact the company to get an alternate date in the fall or a credit for the invoice issued.

**7. Miscellaneous Business**

Next Meeting Date: 9:00 a.m., Thursday, September 6, 2018 in the Conference Room.

**8. Executive Session – not needed**

**9. Adjournment**

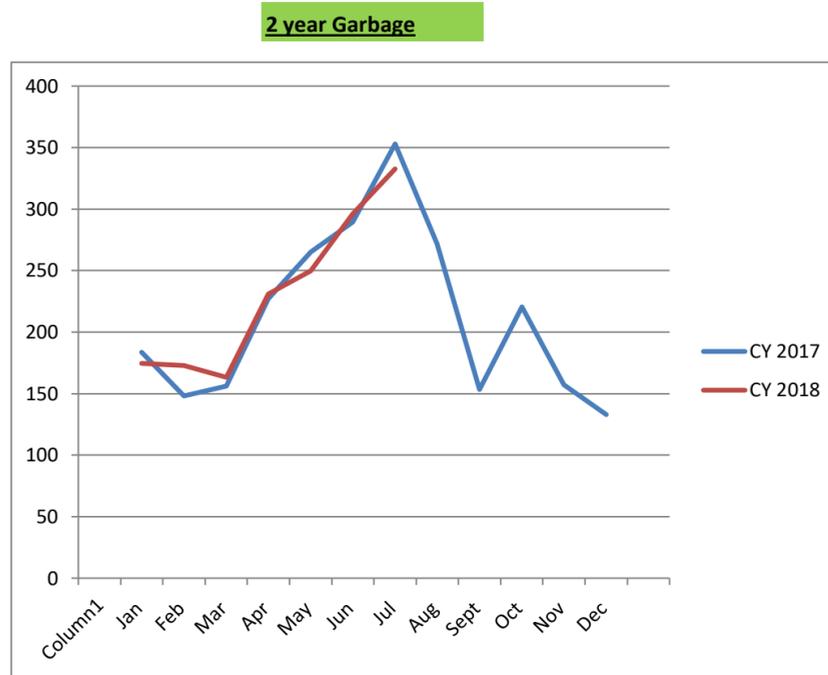
**MOTION: Councilmember Kinghorn moved to adjourn the meeting at 9:50 a.m.; Councilmember Buckhannon seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk

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	CY 2017	CY 2018
Column1		
Jan	183.6	174.69
Feb	148.01	172.71
Mar	156.22	163.25
Apr	227.23	230.87
May	265.04	249.85
Jun	289.5	296.1
Jul	352.94	332.64
Aug	271.61	261.2
Sept	153.44	
Oct	220.48	
Nov	157.03	
Dec	132.96	



**General duties**

**Sanitation:**

34.34 tons of C&D were transported to the Bees Ferry landfill in August.

**Landscaping/Road Maintenance:**

Transferred all dog station responsibilities to Animal Control.

Cleaned the beach of debris on August 1<sup>st</sup>, 4<sup>th</sup>, 7<sup>th</sup>, 11<sup>th</sup>, 19<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup> and 26<sup>th</sup>.

Cleaned the City compactor pad and deodorizer on 8/2,8/9,8/16 and 8/30.

Mowed the lots on 13<sup>th</sup> Ave.

Mowed City rights of way 3 times during the month by HDR service.

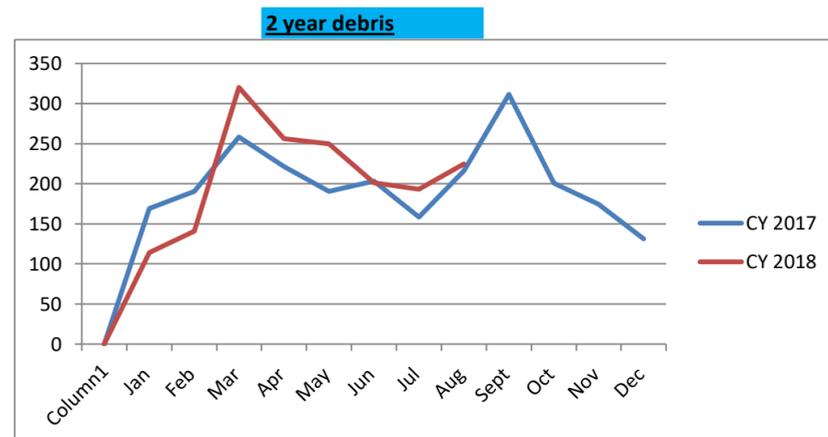
Cleaned the sidewalk from 10<sup>th</sup> Ave. to 13<sup>th</sup> Ave.

Cleaned the Breach inlet sidewalk

**Storm Water/Drainage :**

Pumped water on 46<sup>th</sup>, 50<sup>th</sup>, 51<sup>st</sup> and 52<sup>nd</sup> Ave on 8/1 thur 8/

	CY 2017	CY 2018
Column1	Column7	Colome8
Jan	169.15	114.3
Feb	190.72	140.72
Mar	258.13	320.2
Apr	221.28	256.24
May	190.56	249.91
Jun	203.06	201.29
Jul	158.62	193.36
Aug	216.39	224.47
Sept	311.54	
Oct	200.82	
Nov	174.33	
Dec	131.17	



**Action Items**

Leveled the base of the 42nd Ave. beach path and re-installed the mobi-mats.

**VEHICLE MAINTENANCE**

User: dpitts

\$85,000.00

TRANSACTIONS FROM 07/01/2018 TO 07/31/2018

07/01/2018	10-4620.5017 VEHICLE MAINTENANCE BEG. BALANCE	0.00	
07/09/2018	AP INV FLATBED TARP 99936425	121.23	121.23
07/10/2018	AP INV (2) REELED HOSE ASSYS -	267.80	389.03
07/10/2018	AP INV (10) "FEM-502-8FP NIPPLE & (20) "6-81	51.30	440.33
07/18/2018	AP INV HYD. HOSE 481937	267.80	708.13
07/18/2018	AP INV HYDRAULIC NIPPLE AND MALE CONNECTOR	51.30	759.43
07/18/2018	AP INV TUBE ASSEMBLY	157.79	917.22
07/18/2018	AP VOID Void Invoice	267.80	649.42
07/18/2018	AP VOID Void Invoice	51.30	598.12
07/18/2018	AP INV BRAKE SHOE BOX KITS/ CORE	195.64	793.76
07/18/2018	AP INV BRAKE SHOE/DRUMS PW22	496.00	1,289.76
07/19/2018	AP INV SEAL KIT PW22	45.54	1,335.30
07/20/2018	AP INV SCOTSEAL PW22	38.79	1,374.09
07/31/2018	10-4620.5017 END BALANCE		1,374.09

08/31/2018

NO EXPENSES in August 3018