

## **PUBLIC WORKS COMMITTEE**

4:00 p.m., Monday, May 2, 2011

The regular meeting of the Public Works Committee was held at 4:00 p.m. on Monday, May 2, 2011 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Stone and Thomas, Chair Duffy, Assistant to the Administrator Dziuban, Director Pitts and City Clerk Copeland. A quorum was present to conduct business.

1. Chair Duffy called the meeting to order and acknowledged that the press and public had been duly notified of the meeting in accordance with the Freedom of Information Act.

### **2. Approval of Previous Meeting's Minutes**

**MOTION: Councilmember Stone moved to approve the minutes of the regular meeting of April 7, 2011 as submitted; Chair Duffy seconded and the motion PASSED UNANIMOUSLY.**

3. **Citizens' Comments – None**

### **4. Departmental Reports for April 2011**

Director Pitts stated that he would complete the statistical data for garbage and debris collections for April on Tuesday and that he would have them posted to the City's website as soon as possible.

Highlights for month were the placing of new yellow trash barrels on the beach and the startup of beach sweeps; two (2) sweeps were done in April, on the 4<sup>th</sup> and the 25<sup>th</sup>. Repairs to the Caterpillar used to pick up debris were completed, and it was back at work on April 27<sup>th</sup>.

Vehicle maintenance continues to be under budget, and the Director stated that he was unaware of any major repairs or services due before the end of the fiscal year.

### **5. Old Business**

#### **A. Update on Drainage Projects**

Assistant Dziuban reported that she had received an email update from the project engineer Jason Milner prior to the meeting stating the following:

- Contractor should be finishing setting large outfall structure in Wild Dunes lagoon tomorrow;
- Drainage lines have been installed down Racquet Club Road;
- Drainage lines have been installed from the intersection of Racquet Club and Palmetto to just outside the back gate of Wild Dunes on Palm Boulevard;
- Preparations for trimming and the boardwalk removal, etc. are being done to install the lines down Palm and down the beach access;
- Installation from the back gate to the end of the beach access on 56<sup>th</sup>/57<sup>th</sup> should take approximately two (2) weeks.

Councilmember Stone questioned when the project was due to be completed; Assistant Dziuban reported that the City was looking at the end of June.

## **B. Review of Capital and Operating Budgets for FY 2011-2012**

Assistant Dziuban noted that the Public Works' Operating Budget was on page 10 and the Capital Budget was on page 38. The Capital Budget reflected Council's approval to pay off the 2009 Mack Truck on July 1 due to the savings to the General Fund of the interest on the lease.

Chair Duffy asked whether the City had any control over the cost of street lights that is budgeted for seventy-three thousand dollars; Councilmember Stone stated that street lights are not metered, but are billed at a flat rate. According to Director Pitts, the only control the City has is in approving or disapproving the installation of new street lights.

Assistant Dziuban explained that one (1) beach walkover remained in the budget, but no decision had been made yet as to which walkover would be repaired or replaced. The Director confirmed that the walkovers must be ADA compliant.

## **6. New Business**

### **A. Discussion of Commercial Waste Hauling Contract**

Assistant Dziuban stated that this item was on the agenda as a way of putting the Committee on notice that the contract for emptying the island's dumpsters expires at in November 2011; work has begun on the bid package, and it could be out before the next meeting.

Director Pitts informed the Committee that presently Carolina Waste removes the commercial waste and Fennell empties the thirty-yard (30 yd.) roll-off carts and the Front Beach compactor. The Director noted that the City does not have a contract with Fennell; they come when they are requested by the City. He expressed the opinion that having the work done by one (1) contractor would be more efficient.

Assistant Dziuban commented that the cost for the service is paid from Municipal Accommodations Fees, and the budget is eighty thousand dollars. According to Director Pitts, the costs run approximately fifty-two hundred dollars (\$5,200) per month.

### **B. Discussion of "E-waste" Management**

Chair Duffy indicated that he had asked for this to be placed on the agenda in response to an article that had been in *The Post and Courier* over the weekend. He asked Director Pitts to explain how the City manages e-waste at the present time; e-waste is basically anything with a computer chip.

The Director stated that the County's policy about accepting e-waste changed about the time the City held its Hazardous Materials Collection; he was told to collect e-waste until the level reached two (2) pallets or more and then to call Creative Recycling for them to pick it up at no

cost to the City. The only problem this creates for the Public Works Department is storage space in the yard.

**C. Consideration of Contracts in Excess of \$10,000 – None**

**7. Miscellaneous Business**

Assistant Dziuban noted that Miracle Green, the landscaping service provider for the City, has been sold to The Greenery; Attorney Halversen is drafting a contract transfer agreement.

Director Pitts indicated that the contract would be re-bid as the City was in the last renewal year of its contract. Responding to Chair Duffy's question, Assistant Dziuban stated that the service is paid from Hospitality Taxes and has a budget of fifty-six thousand dollars (\$56,000). The Director reported that the City has been paying on a sliding scale for several years. The Chair stated that the budget for landscaping should be discussed at the next Ways and Means Committee meeting; the amount budgeted may need to be increased.

**Next Meeting Date: 4 p.m., Wednesday, June 8, 2011 in Council Chambers.**

**8. Adjourn**

**MOTION: Councilmember Stone moved to adjourn the meeting at 4:30 p.m.; Chair Duffy seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk