

PUBLIC WORKS COMMITTEE
4:00 p.m., Thursday, October 2, 2008

The regular meeting of the Public Works Committee was held at 4:00 p.m., Thursday, October 2, 2008 in the Public Works Building, 1303 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Committee members Cronin and Loftus, Chairman Bettelli, City Administrator Tucker, Public Works Director Pitts, Assistant to the Administrator Dziuban and City Clerk Copeland.

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

2. Approval of Previous Meeting's Meeting

Councilman Cronin moved to approve the minutes of the regular meeting of September 11, 2008 as submitted; Councilman Loftus seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments** - None

4. September Departmental Reports – Director Pitts

Since this meeting has come so early in the month, the Trash Collection Tracking Report was not provided; all the data is not yet available. According to Director Pitts, the highlight of the month was the pumping of water from the avenues north of 41st Avenue; the storm water had accumulated from the rains of Tropical Storm Hanna and subsequent heavy rains. He reported that there is standing water still on the street parallel to Palm between 56th and 57th Avenues and pumps were set up there today. Despite the fact that this is a private road, Public Works is assisting the citizens there. In response to Councilman Cronin's inquiry, Director Pitts stated that the pumps run for ten (10) hours a day. On the subject of Vehicle Maintenance, the Director stated that the expenses are running right in line with the budget.

5. Old Business

A. Status of Debris Removal RFP

Assistant Dziuban reported that, after the draft RFP had gone to the City's attorney for review, and staff identified several revisions that would assure compliance with FEMA regulations. Those revisions have been incorporated into the RFP, and a new draft has been sent back to the attorney for a final review. Once complete, the contract would be renewable for seven (7) years. Administrator Tucker informed the members of the Committee that the RFP and the contract would be posted on the website once ready.

Councilman Bettelli noted that these revisions were necessary to the City for get reimbursement for post-disaster debris removal as easily as possible. Assistant Dziuban stated that the contract places the onus of compliance with current FEMA regulations on the contractor; therefore, should FEMA standards/regulations change in the term of the contract, the contractor has the responsibility of ensuring compliance.

B. Update on Household Hazardous Materials Collection

With cooperation from Charleston County, the Isle of Palms will hold its first household hazardous materials collection from 9 a.m. until noon on Saturday, October 18, 2008 in the large parking lot at Front Beach. Director Pitts reported that Charleston County is preparing two (2) large advertising boards to be placed on the island; announcements have been placed on the City's website and went out in the City's e-newsletter. Councilman Loftus reported that he had spoken with Dave Kynoski at Wild Dunes and that announcements of the collection will be placed on the signs there; Mr. Kynoski also commented to the possibility of putting out a mailer to Wild Dunes' residents.

6. New Business

Consideration of Award of Contracts in Excess of \$10,000 – None

7. Miscellaneous

Director Pitts reported that he had attended a conference in Columbia entitled "Lawsuits and Liability for Public Works." He reported that, whenever a sidewalk, not belonging to the City, is repaired, the City assumes liability. He noted that "the best case is to document" the problem and the work done; take photographs and notify the proper authorities. Obviously, the City is responsible for the ongoing maintenance of its streets and sidewalks. In addition, if the City were to be given notice by a citizen of an issue with a City owned street or sidewalk, and the citizen were to be injured as a result of the problem, and can later prove that the problem was reported to the City; the City would be liable for the injury to the citizen.

Councilman Bettelli suggested that the Committee should keep this issue in mind at budget preparation to establish a new fund to pay for this type of project.

Councilman Cronin asked if the City had a list of the roads that it owned; both the Administrator and Director Pitts answered in the affirmative. Councilman Cronin then asked if an analysis had ever been done to determine the status of the roads, the likelihood of repair in the next 5 years, 10 years, or 15 years and what the cost would be to repair each one.

Administrator Tucker noted that an inventory and physical analysis had not been done by the City and that to do such an analysis would result in the amount of money needed to do the asphalt and repair work. Director Pitts stated that he wanted the Committee to be aware that Public Works needed enough money to make repairs to avoid any liability problems; he noted that there are potholes on the island that need to be repaired now.

Councilman Cronin asked for a copy of the list of City owned roads and streets so that he could map them out for the Committee. Answering Councilman Cronin about sinkholes or potholes that are reported to SCDOT, Director Pitts stated that legally SCDOT is to respond to reports of potholes within seventy-two (72) hours. In addition, the Director informed the Committee, that, by reporting the sinkhole or pothole to SCDOT, the City assumes some degree of liability.

Next Meeting Date: 4:00 p.m., Wednesday, November 5, 2008.

8. Adjourn

MOTION: Councilman Cronin moved to adjourn the meeting at 4:20 p.m.; Councilman Loftus seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk