

PUBLIC WORKS COMMITTEE
5:30 p.m., Wednesday, October 8, 2014

The regular meeting of the Public Works Committee was held at 5:30 pm. on Wednesday, October 8, 2014 in Council Chambers of City Hall, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Ferencz and Loftus, Chair Ward, Administrator Tucker, Director Pitts, Assistant to the Administrator Dziuban and City Clerk Copeland; a quorum was present to conduct business.

1. Chair Ward 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 Loftus moved to approve the minutes of the regular meeting of September 10, 2014 as submitted; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments – None**

4. **Departmental Reports for September 2014 – Director Pitts**

Maintenance and Trash Collection Tracking Reports

Director Pitts stated that the primary focus of work for the department had been pumping water off streets from the heavy rains; water was pumped from 46th through 52nd Avenues from September 18th through September 25th. The pumping delayed beach path maintenance. The Director reported that one (1) of the Loadmasters had broken down on the road and had to be towed to Columbia for repairs to the u-joint and shaft; in addition, a flatbed is still down.

As in August, garbage collections were up and yard debris was down; the Director said that the amount of debris picked up might have been influenced by the fact that only one (1) flatbed was operational.

5. **Old Business**

A. Update on Seahorse Court and Intergovernmental Agreement

Administrator Tucker reported that the City still is not in receipt of the intergovernmental agreement from Charleston County; she commented that she had called the County Public Works Department, and they could not explain what the holdup was. The Administrator voiced her frustration since Charleston County does have the City's NPDES funds; she stated that, if she did not get results soon, she would contact her counterpart at the County, Kurt Taylor.

Responding to Councilmember Ferencz' question, the Administrator stated that the City has not in the past been required to have an intergovernmental agreement for each project. In previous projects with the County, the City has paid for all materials while the County provided the labor and equipment, but the rules appear to have changed.

Councilmember Loftus asked what impact this could have on the Front Beach restrooms, and the Administrator indicated that she did not think the two (2) issues were related; she and Donnie are working with a Mr. Budreau in the Public Works Department.

The Administrator noted that Charleston County has possibly three hundred thousand dollars (\$300,000) of the City's NPDES funds, but she finds it more difficult than anticipated to get it back to the City.

Director Pitts commented that the problem on Seahorse Court is not stormwater related, but some portion of the repair may qualify for NPDES funds.

B. Front Beach Lights

Administrator Tucker reported that SCE&G has been given "the green light" to proceed with the lighting project. The pedestals will be installed first and may be in place by Christmas.

C. Discussion of Replacement of City Trash Compactor on JC Long Boulevard

Chair Ward commented that *The Dinghy* is located just below the compactor, and they are having a hard time with the odors from it. He asked where the City was in the procurement process.

Director Pitts said that he was waiting on Carolina Waste for the specifications of the compactor for the Request for Bid package.

Responding to the Chair's question, Assistant Dziuban stated that, in the best case scenario, the contract award could be in sixty (60) days and installation in ninety (90) days. Chair Ward stated that the completion of the project is one hundred twenty (120) days, which will be a long time for *The Dinghy*.

In the interim, Councilmember Loftus asked whether the existing compactor could be dumped twice a week, instead of once a week.

Director Pitts said that more dumps were possible, but it would be very expensive for the restaurants; he commented that the bill from Carolina Waste is the same no matter what the volume might be. The Administrator explained that, the City pays the invoices up front, but bills the cost back to the restaurants annually; increasing the dumps to twice a week would double the chargeback to the restaurants.

Councilmember Loftus suggested that the City cover the cost of the second dump and asked Director Pitts to generate an estimate of that cost for the Committee's consideration.

The Director reminded the Committee that the compactor is cleaned and pressure washed every Thursday after it is dumped; he reported that on an average Thursday, Public Works personnel fill a ninety-gallon (90 gal.) container with wet debris that is left behind after it is dumped.

Councilmember Loftus then suggested that the City use a chemical in the compactor to mask the odor.

When Councilmember Ferencz asked whether a new compactor would eliminate the odor, the Director stated that the odor would be more contained.

Chair Ward commented that, when the FY16 budget comes up for consideration, he plans to recommend funds to enclose the compactor on three (3) sides with a concrete wall.

Director Pitts interjected that a sole source contract would speed up the process; Assistant Dziuban added that a recommendation for a sole source could skip the Committee and go straight to the October Ways and Means Committee meeting.

Since the contract would not go out for bid, the need to wait on specifications would be eliminated.

Administrator Tucker added that Director Pitts would prefer to have a sole source contract; the Director noted that Carolina Waste would be his choice because they are local and because they would handle the service.

Responding to Assistant Dziuban's remark that the City must have a legitimate reason for a sole source award, Chair Ward stated that the current situation is creating a hardship for an island business, and Councilmember Loftus cited the fact that the compactor draws rats which draw coyotes, making the replacement a public safety issue.

The Administrator said that she would try to get it on the October agenda.

6. New Business

Contract in Excess of \$10,000 – None

7. Miscellaneous Business

Councilmember Loftus stated that City Council had sent the job description for the Assistant Director back to the Committee for review, but it was not on the *Agenda*; Councilmember Ferencz commented that she also understood that the Public Works Committee was to review the job description.

Councilmember Loftus asked whether someone was in that position currently, and Director Pitts responded that it was.

The Administrator said that someone has filled the position for a long time. She continued that this job description was a housekeeping issue for the City; although she and others remember seeing a job description for this position in the past, it has been lost as far back as the Archer study. Using the Archer work, Assistant Dziuban and Director Pitts wrote this job description to properly reflect the functions of the job as it exists today.

The Director indicated that, when hiring a new assistant, he would change this job description to have a working assistant who could function in his stead when he is away.

Councilmember Loftus asked that the changes the Director is speaking of for a future employee be included in a revised or new Assistant Director job description to be presented to the Committee at the next meeting.

Next Meeting Date: 5:30 p.m., Wednesday, November 5, 2014

8. Adjourn

MOTION: Councilmember Ferencz moved to adjourn the meeting at 6:14 p.m.; Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk