

## **PUBLIC WORKS COMMITTEE**

4:00 p.m., Wednesday, February 3, 2010

The regular meeting of the Public Works Committee was held at 4:00 p.m. on Wednesday, February 3, 2010 in the Public Works Building at 1303 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Stone and Thomas, Chair Duffy, City Administrator Tucker, Director Pitts, Assistant to the Administrator Dziuban and City Clerk Copeland; Dave Stevens of Civil Site Engineering was present as design engineer for the 54<sup>th</sup>-57<sup>th</sup> Avenue drainage project.

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 January 6, 2010 as submitted; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.**

### **3. Citizens Comments**

Carolyn Holscher, 2-53<sup>rd</sup> Avenue, stated that she was an eleven-year (11 yr) resident of the island and lived across the street from David Rawle, who spoke to 53<sup>rd</sup> Avenue flooding issues at the January 26, 2010 City Council meeting. Mrs. Holscher stated that she had little new information to add to what was included in the letter the City Council from Mr. Rawle; a copy of Mr. Rawle's letter is attached to the historic record of this meeting. She cited a two (2) personal observations that she thought contributed to the flooding at her home; they are (1) that seven (7) years ago the empty lot across from her driveway was dramatically built up and (2) the widening of the beach access had created more slope toward the street. She related to the Committee her experience the weekend of January 16 when there was a serious rain event; City offices were closed on Monday for a holiday, and she had been unable to contact anyone with the City for assistance; as a result, pumping did not begin until Tuesday. She stated that the problem has become unacceptable; she cited Mr. Rawle's letter stating that the standing water had become a health problem and that the overall flooding problems could become a marketing problem that could affect real estate on the island. Mrs. Holscher said she and Mr. Rawle were looking for an acceptable temporary solution to the problems they are experiencing and a timeline when a permanent solution would be in place. She commented that Mr. Rawle had reviewed the City's financial reports and had determined that there were City funds to handle their problems.

Assistant Dziuban advised Mrs. Holscher, should she need assistance when City offices were closed, to call the Police Department non-emergency number, 886-6522. Assistant Dziuban informed Mrs. Holscher that DHEC had taken a sample of the standing water at 53<sup>rd</sup> Avenue since the Council meeting and found there to be no e-coli in the water.

Chair Duffy said the Committee was going to work on an action plan and that he would advise her.

Chair Duffy asked to suspend the rules to receive Mr. Stevens' update on the 54<sup>th</sup>-57<sup>th</sup> Avenue Drainage Project; the Committee members did not object.

## 5. Old Business

### **Update on 54<sup>th</sup>-57<sup>th</sup> Avenue Drainage Project by Dave Stevens, Civil Site Environmental**

Mr. Stevens said he had good news that DOT had approved the project with the condition that the City confirms, in writing, that it will maintain the system. Once DOT receives the letter from the City, it will issue the permit.

He explained that the way the system has been designed, it is above the water table for a distance, therefore, will be easier for the City to maintain. He noted that the system will use the existing Wild Dunes discharge structure, and only when there is a ten-year (10 year) storm will there be a need to release much faster than normal. As such, there should not be an impact on any existing facilities and the water quality requirement is met; the water is being treated by using Wild Dunes' lagoon system, but the system would be at maximum for the Wild Dunes' lakes after the construction of this project.

Mrs. Holscher was concerned that 53<sup>rd</sup> Avenue was outside of the project area and would, therefore, receive little to no relief from the flooding problems. Chair Duffy explained that the project would free-up Public Works' personnel and resources to address flooding on 53<sup>rd</sup> Avenue quicker.

**MOTION: Councilmember Stone moved to charge staff with generating the letter to SCDOT stating that the City would maintain the proposed 54<sup>th</sup>-57<sup>th</sup> drainage system and to proceed with writing and issuing the RFP for the project; Chair Duffy seconded and the motion PASSED UNANIMOUSLY.**

## 4. Departmental Reports for January 2010 – Director Pitts

Director Pitts stated that the only "extras" that occurred during the month of January were directly related to pumping water. Vehicle maintenance remains under budget. He also reported that Eadie's has completed the ditch renovation on Forest Trail.

Chair Duffy asked to go to *New Business, Update of Eadie's Drain & Vacuum Services*; there were no objections from the Committee members.

## 6. New Business

### **E. Update on Eadie's Drain & Vacuum Services**

Director Pitts stated that Eadie's had started a drainage maintenance plan five (5) years ago; prior to this time, the County had maintained the ditches by simply cutting the vegetation, leaving the cuttings in the ditch, and the ditches had silted in. Eadie's had provided service to restructure the ditches to allow water to flow; the Director explained that, inside each ditch, is an eighteen-inch (18") cut ditch that does not erode the ditch but allows the water to flow. This is the fifth year of the five-year (5 yr) plan. The vegetation is removed from the ditches every year, a specific number of ditches are re-structured and a number of collection boxes are vacuumed

each year. The plan started with the most problematic and will end with the least problematic ditches on the island. The existing contract ends June 30, 2010, and Director Pitts stated his opinion that the City needed to continue with a drainage maintenance plan with Eadie's or another company.

Assistant Dziuban commented that the City must follow its procurement code to re-bid a contract for the drainage maintenance plan. Director Pitts expressed his opinion that the contract might be less since the ditches were in much better condition than when Eadie's came on the island five (5) years ago.

**MOTION: Councilmember Stone moved to charge staff to draft an RFP for the City's drainage maintenance plan; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.**

**A. Review of Capital Budget for FY 2010-2011**

Assistant Dziuban informed the Committee that today's meeting was not the only opportunity they would have to address the capital budget; when the revenue budgets were presented in April, there may be the need to make changes to the capital and/or operating budgets. Once the capital budget has been reviewed and changes made at this meeting, the Committee will be asked to make a motion to take the amended budget to the Ways and Means Committee.

Director Pitts proceeded with his presentation of the Public Works Capital Budget as follows:

Existing lease pymt on 2006 Mack truck (PW2)	\$ 15,720
Existing lease pymt on Caterpillar trash loader (8 yr lease)	16,559
Existing lease pymt on 2008 Mack & 30 yr packer (8 yr lease) (PW22)	22,996
Replace 97 truck w/31 yd Mack \$166,000 (8 yr lease begin FY11) (PW7)	23,000
Director Pitts noted that the replacement for this truck had been deferred last year to FY 11; it is presently not operational and needs over \$4,000 work to make operational. He is suggesting replacing it with a 30 yd packer. He explained that the act of deferring the purchase last year has put the Public Works' fleet on a 14-year cycle, but he hopes to keep them running 16 to 17 years due to the new regulations for diesels and the regeneration units. He noted that the regeneration units are experiencing a lot of trouble, and he would prefer to keep the existing fleet running until these problems have been resolved.	
Replace 98 Mack (8 yr lease) (PW14)	defer
Replace garbage/trash shuttle 2002 Ford F150 4x4	defer
Replace generator	defer
Replace z-track mower for rights-of-way	defer
Replace privacy fence along 13 <sup>th</sup> Avenue or Building Department site	5,000
Once the Building Department is demolished, there might be the need for fencing along Palm.	
Replace staff computers	1,250

The Director described the Assistant Director's computer as a "dinosaur."

Administrator Tucker reported that the Personnel Committee had requested two (2) items from the General Government capital budget be moved to the Public Works capital budget; they are (1) the replacement of the dune walkover at the public restrooms and (2) the replacement of the dune walkover at 41<sup>st</sup> Avenue for eighty thousand dollars (\$80,000) each. She noted that the

walkover at 41<sup>st</sup> Avenue was a substandard walkover as it was too narrow and frequently covered by sand. The Committee agreed to add these to the Public Works capital budget under Special Projects.

Special Projects

Garbage cart replacement (approximately 100 cans per year)	\$ 6,600
Director Pitts remarked that in previous years he had requested 200 carts, but he has inventory as he moves into the new year thereby reducing the need for FY11.	
Drainage contingency	25,000
The Director said that this was the same as in years past; it is used for expenses related to emergency situations that arise throughout the year, for example, the rental of additional pumps.	
Design, engineering and construction, 54 <sup>th</sup> -57 <sup>th</sup> Avenue drainage project	612,339
Administrator Tucker explained that this figure was computed based on estimated construction costs for the coming year.	
Repeat drainage work based on 5-year maintenance schedule	116,000
The cost is the same as year 1 was with Eadie's.	

On the subject of replacing PW7, Administrator Tucker repeated the Director's comments that new equipment has the new technology required by the Environmental Protection Agency and users have experienced many problems with it. She stated the Director Pitts had gotten two (2) quotes from Amick Equipment that supplies the Mack product – the City's preferred brand because of the reliability the City has experienced with it. The Administrator explained that, in the past in order to capture good deals that are "sitting on the lot" and are technology that the City has confidence in, the City has issued letter of intent to buy. If City Council does not approve the purchase, it does not take place, but, if they do, the letter of intent reserves the equipment for execution of the lease purchase when the new budget year begins.

Director Pitts explained that the first truck model had the same type of regenerator that was on the Loadmaster that has had minimal problems; the second truck has the new regenerator that requires a second type of fuel when it is filled. The first model, that the Director prefers costs, \$165,667.00 and would require the letter of intent; the second model is \$176,870.00.

**MOTION: Councilmember Stone moved to recommend to Ways and Means to award a sole source contract to Amick Equipment for Loadmaster Model Excel 31S packer body mounted on a Mack Model GU713 because of reliability and the issuance of a letter of intent with the understanding that, if the purchase does not pass in the budget, the City is not under any obligation to purchase the equipment; Chair Duffy seconded.**

Chair Duffy asked if there were other Mack dealers in the area; the Director responded that the other Mack dealer Hughes did not have the truck. He reported that Amick had located the truck he wanted out of state.

**Call for the Question: The motion PASSED UNANIMOUSLY.**

**MOTION: Councilmember Stone moved to recommend the Public Works capital budget as it has been changed to the Ways and Means Committee; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.**

**B. Review of Projects Greater than \$250,000**

Chair Duffy stated that this list was the City's wish list and that staff was asking all committees of Council to prioritize the five (5) most important and to add and/or delete projects. Assistant Dziuban proceeded to review the projects for the Public Works Committee; a list is attached to the historic record of this meeting.

The Public Works Committee ranked the list as follows:

- 1) Drainage project at 54<sup>th</sup>-57<sup>th</sup> Avenue;
- 2) Marina dredging;
- 3) Disaster Recovery Fund increase;
- 4) Recreation ball field reconfiguration and lighting; and
- 5) Underground Wiring Projects.

**C. Report on Anticipated Pre-Construction Meeting on CTC Resurfacing Plan**  
– meeting did not occur

**D. Discussion of Possible amendment to Ordinance Regarding Leaves and Grass Clippings** – on next month's agenda, ran out of time

**F. Establishment of Date for Household Hazardous Materials Recycling**

The Committee agreed that it was logical to schedule the recycling day near the Recreation Department's Yard Sale; the date agreed upon was Saturday, April 10, 2010.

**G. Review Bid Process** – on next month's agenda, ran out of time

**H. Consideration of Award of Contracts in Excess of \$10,000** - None

**7. Miscellaneous Business**

**Next meeting date: 4 p.m., Monday, March 8, 2010**

**8. Adjourn**

**MOTION: Councilmember Thomas moved to adjourn the meeting at 5:27 p.m.; Chair Duffy seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk