

**PUBLIC WORKS COMMITTEE**  
4:00 p.m., Wednesday, May 5, 2010

The regular meeting of the Public Works Committee was held at 4 p.m., Wednesday, May 5, 2010 in the Public Works Building, 1303 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.

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

3. **Citizens' Comments - None**

**4. Monthly Report for April 2010 – Director Pitts**

The Hazardous Household Materials Collection that was held on Saturday, April 10 was a big success as was attested to by the report the Director distributed with the collection results; one hundred sixty-seven (167) families participated. Since April had been a month with less rain than the previous two (2) months, the Public Works Department was able to catch up with its regularly scheduled tasks around the island and to begin mowing the beach access paths with the assistance of the Recreation Department. The only pumping on the island occurred on April 9th on 53<sup>rd</sup> Avenue. Director Pitts stated that he was not going to install any additional collections boxes until the box constructed on 51<sup>st</sup> Avenue is tested for its effectiveness in removing water.

A. **Trash Collection Tracking Reports**

According to the Director, garbage collections continue to trend lower than the previous five (5) years while yard debris remains at a constant level.

B. **Vehicle Maintenance**

Vehicle maintenance costs are below budget year-to-date.

**5. Old Business**

**Drainage**

**A. Status of Various Drainage Projects**

Assistant Dziuban reported that Mr. Stevens of Civil Site Environmental had been notified of City Council's action to approve expanding the scope of engineering on the, previously, 54<sup>th</sup> to 57<sup>th</sup> Avenue Drainage Project to include 52<sup>nd</sup> and 53<sup>rd</sup> Avenues.

Assistant Dziuban announced that the City had received the annual letter from CTC requesting that the City submit its prioritized requests for CTC funds; she noted that the City had traditionally requested, and been granted, funding for the 54<sup>th</sup> to 57<sup>th</sup> Avenue drainage project. The Administrator suggested that the request be repeated with the expanded scope of the project. When the Committee was asked if they had other recommendations, Councilmember Stone offered the submission of either of the beach walkovers that was removed from the FY 2010-2011 budget in anticipation of getting Greenbelt Funds; Assistant Dziuban stated that, if the beach walkover qualified for CTC funds, she would add it to the list.

In addition, Assistant Dziuban reported that the City had received a letter from Mr. Rawle expressing congratulations for the steps City Council had taken to relieve the flooding issues on 53<sup>rd</sup> Avenue.

Director Pitts reported that Eadie's had cleaned the silt from the collection box on 41<sup>st</sup> Avenue; they had included the work in the fifth year of the contract at no additional expense to the City. The Director noted that City Council had approved two thousand dollars (\$2,000) to have the collection box cleaned on Sparrow Drive, and he hoped to get that work done this week.

#### **B. Status of Drainage Maintenance Request for Proposal**

Assistant Dziuban reported that both she and Director Pitts had completed their portions of the work and it had been sent to Attorney Halversen for legal review. Attorney Halversen has emailed her comments and/or changes, but Assistant Dziuban commented that she has been in training and out of the office all day; therefore, she has not reviewed the attorney's remarks. If all is well with Attorney Halversen's review, the RFP could be put out to bid as early as tomorrow.

### **6. New Business**

#### **A. Review of Operating and Capital Budgets for FY 2010-2011**

Assistant Dziuban related that notification had been received from the Municipal Association that the City would have been allowed a millage increase of 0.6%, but the staff has presented a balanced budget to City Council make a millage increase unnecessary. The budget is scheduled to get First Reading at the May City Council Meeting with a Public Hearing and Second Reading planned for the June Council Meeting.

Chair Duffy expressed his opinion that, with Council having removed the repair/replacement of the beach walkovers from the budget, no further changes needed to be made to the Public Works Budgets; the Committee members agreed.

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

### **7. Miscellaneous Business**

Correspondence from DHEC indicate that the beach monitoring results for the month of April were satisfactory.

Chair Duffy announced that a resident of the island had a new purple martin house they wanted to donate to the City to place anywhere on the island; he offered a picture of the house to Assistant Dziuban to give to the Administrator. The residents would deliver it to the City and the City only has to provide the pole.

**Next Meeting Date:** Councilmember Stone suggested that the Committee continue to meet on the first Wednesday of the month; the balance of the Committee agreed; therefore, next meeting will take place at **4 p.m., Wednesday, June 2, 2010.**

**8. Adjourn**

**MOTION: Councilmember Stone moved to adjourn the meeting at 4:20 p.m.; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk