

PUBLIC WORKS COMMITTEE

4:00 p.m., Wednesday, February 2, 2011

The regular meeting of the Public Works Committee was held at 4:00 p.m. on Wednesday, February 2, 2011 in the Public Works Building, 1303 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmember Stone and Thomas, Chair Duffy, City Administrator Tucker, Public Works 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 January 5, 2011 as submitted; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments** – None

4. Departmental Reports for January 2011 – Director Pitts

- A. Trash Collection Tracking Reports
- B. Vehicle Maintenance

Director Pitts reported that personnel had performed few extras in the month of January. Having to purchase a set of tires, vehicle maintenance was up for the month, but the Department remains within budget. The Director commented that vehicle maintenance would also be high for February as the result of a two thousand dollar (\$2,000) radiator repair in the spare truck.

Director Pitts stated that he is continuing to work on the changes to the reports that the Committee requested at the January meeting.

5. Old Business

A. Update on Drainage Projects

Administrator Tucker reported that the 53rd-57th Avenue Drainage Project now has a schedule and is out for bid. The mandatory pre-bid conference is scheduled for 10 am on Friday, February 4; notices have been sent to the adjacent property owners, and several have been by the office to look at the set of plans. A couple of special circumstances regarding driveways and vegetation have come to light as a result of the letters, but all appear to be things that can be handled in one way or another. In order to reach as many bidders as possible in an effort to get the most competitive bids, Administrator Tucker reported that she had authorized an advertisement of the complete bid notice in *The Post and Courier* for two (2) days.

Other drainage projects in the area include the Lauden project and Sparrow Drive.

Since Mr. VanBuren originally approached the Public Works Committee, Administrator Tucker announced that twelve (12) people had volunteered to serve on the ad hoc committee along with Toby VanBuren, and they were appointed at the Personnel Committee meeting Tuesday evening.

B. Consideration of Amendment to Trash Collection Ordinance

Chair Duffy referred to the blue-lined amendment to the trash ordinance included in the meeting packets; he expressed satisfaction with the changes made by the City Attorney. Councilmember Stone voiced agreement.

Based on discussions in the Committee in October 2010, Councilmember Stone asked whether Section 3-2-5(e)(4), which reads as follows:

No building materials or other trash generated by a contractor shall be collected by the City.

could be broadly interpreted to include landscape debris.

Chair Duffy stated that that interpretation would be determined by the definition of trash that appears in the definition section of the ordinance; he also pointed out that the statements in this section of the ordinance all reference paragraph (e) which states "Building materials, furniture or other trash shall be placed at the curb in front of the property for collection . . ."

Administrator Tucker queried whether it was the goal and will of the Committee to include language in this ordinance to declare that, after "x" date in the future, the City will no longer pickup any contractor's debris to include landscape. The Administrator noted that Sullivan's Island requires all contractors to remove their own debris, but she added that enforcement is a serious problem because the contractor must be "caught in the act" of leaving his debris. The Administrator also said that she did not think that the work load for Public Works would be altered enough to eliminate a vehicle or reduce staff.

Councilmember Stone indicated that he was thinking five to ten (5-10) years into the future when he anticipates stringent limitations being imposed on what can be put into landfills.

MOTION: Councilmember Stone moved to recommend approval of the trash collection amendment to City Council; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.

6. New Business

A. Review of FY12 Capital Budget and Long-Range Capital Plan

Chair Duffy initiated the discussion by indicating that the Capital Leases were an unchangeable part of the Capital Budget. Councilmember Stone asked whether there were any payoff or pre-payment provisions for any of the leases; Administrator Tucker responded that, when that ques-

tion was researched last, only one (1) lease was eligible for early payoff, and the payoff was high and funds were not available at the time to act.

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Replace garbage shuttle 2002 Ford F150 4x4 (will reuse current hopper) \$28,000
Responding to Chair Duffy, Director Pitts noted that this item was deferred in FY11; the mileage on the vehicle is seventy-six thousand six hundred sixty-three (76,663), but the mileage accumulated around the island are harder on a vehicle than highway mileage. The Director explained that the hopper has been re-structured for use on a replacement vehicle; this is a savings of fifteen thousand dollars (\$15,000). At auction, the Director estimated that the vehicle would fetch three thousand dollars (\$3,000). An informational sheet on this vehicle is attached to the historical record of the meeting.

Generally discussing future vehicle purchases, Director Pitts indicated that the purchase of flatbeds in FY13 and FY17 can be deferred for at least two (2) years; he stated that he prefers to keep and maintain the vehicles he has until the regeneration issues in newer models are resolved.

Councilmember Stone questioned whether items should be moved to FY12 that are listed in future years. Director Pitts suggested that the fleet fuel pump system and software for thirty thousand dollars (\$30,000) be moved into FY12; he explained that the system he is using is a DOS-based program that frequently has problems communicating between his laptop and the fuel island. The Director related that he and Treasurer Suggs were working with the vendor on the possibility that software will be available that would solve the problems and delay the need for the new system and software.

Director Pitts confirmed to Chair Duffy that he would seek to defer to FY14 the replacement of PW1.

In an effort to more evenly balance out capital purchases over the ten-year (10-year) plan, the Committee decided to move the fuel island system and software to FY12.

Replace Z-track mower for rights of way	13,500
Replace fuel island II fleet fuel pump system & software	30,000

Special Projects

Design, engineering & construction of 52 nd - 57 th Avenue Drainage Project	200,000
Administrator Tucker explained that this figure is the balance needed for construction work that would cross over into the next fiscal year.	
Design and engineering for 46 th – 51 st Avenue Drainage Project	86,000
The initial expense estimated for the next phase based on the costs for the current project.	
Replace dune walkover at public restroom	80,000
Replace dune walkover at 41 st Avenue	80,000
Replace dune walkover between Sea Cabins & 114 Ocean Condos	80,000
41 st Avenue and public restrooms were deferred from FY11. The walkover at Sea Cabins is in very bad condition and opens the City up to liability issues if not properly maintained.	

Administrator Tucker stated that the City would continue to see grant funds. Councilmember Stone asked whether the City could mimic Dewees Island who builds on top of existing walkovers; Administrator Tucker said the City could look into that option. Chair Duffy questioned maintaining the walkover at 41st Avenue because the walkover does not go all the way to the beach; he suggested that the beach path be allowed to go back to a natural state. The Administrator said she would research the origins of the 41st Avenue walkover.

For the eighty thousand dollars (\$80,000) per year going forward, Councilmember Stone asked whether staff was proposing the establishment of a reserve fund for dune walkovers; Administrator Tucker responded that it would be placeholder for construction, replacement or repairs as needed.

Maintenance

Garbage cart replacement (approximately 100 cans per year) Routine annual expenditure.	6,600
Drainage contingency Normal expense for smaller drainage projects.	25,000
Repeat drainage work based on 5-year maintenance schedule Eadie's contract for FY12.	76,800
Contingency for right-of-way maintenance Occasionally circumstances arise when the City must do some repairs that cannot wait on SCDOT, primarily issues of stabilizing the soil adjacent to the right-of-way.	3,000

Chair Duffy expressed concern over the amount of money being allocated for dune walkovers; he suggested that the staff select the worst two (2) and research 41st Avenue in hopes of eliminating the need at that location. Director Pitts noted that the removal of the path at 41st would be expensive if pilings have been driven to support the path.

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

7. Miscellaneous Business

Administrator Tucker asked for the opportunity to explain the Roadwise Project on the Connector beginning at Hungryneck Boulevard and ending before the Connector bridge; the engineering drawings were mounted on the wall. The Administrator related that information on this project has been on the local television and newspaper today. In months past, the City requested that improvements be made to ease the congestion that occurs in the tourist season as visitors to the island begin their exodus from the island. The proposal from Charleston County is for two (2) exodus lanes from the bridge through the lights at Rifle Range and Hungryneck to Highway 17, as well as right turn and left turn lanes. Also in the proposal is the extension of the right merge lane between Rifle Range Road and Riviera Drive that will allow drivers on the Connector coming to the island the ability to continue straight in the right lane and either turn onto Riviera or pass Riviera Drive to merge left to continue to the island. The Administrator stated that some people have misunderstood the plan and believe that it provides for two (2) lanes of traffic coming on the island. The end result of the project should be improved egress from the island and fewer accidents at the Connector and Riviera Drive.

Next Meeting Date: 4 p.m., Wednesday, March 2, 2011

Chair Duffy recommended that the Committee begin holding its meetings in City Hall to eliminate the need for staff to relocate recording equipment to the Public Works Building; the Committee members agreed.

8. Adjourn

MOTION: Councilmember Stone moved to adjourn the meeting at 5:05 p.m.; Councilmember Thomas seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk