

PUBLIC WORKS COMMITTEE
4:00 p.m., Thursday, April 2, 2009

The regular meeting of the Public Works Committee was held at 4:00 p.m. on Thursday, April 2, 2009 in the Public Works Building located at 1303 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Chairman Bettelli, Councilman Duffy and Mayor Cronin, Administrator Tucker, 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 Minutes**

MOTION: Mayor Cronin moved to approve the minutes of the regular meeting of March 9, 2009 as submitted; Councilman Duffy seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments**
Isle of Palms Turtle Team

Mary Pringle, Bev Ballow and Barbara Bergwerf, members of the IOP Turtle Team, were attending the meeting; Mrs. Pringle, Project Leader, was the spokesperson for the group. She stated that, when the Turtle Team had asked to be on the agenda, they had no idea that the City had established a "wonderful" plan to enforce the Beach Debris Ordinance for the coming tourist season. Therefore, she said the Team wanted to express its thanks to the City and to offer any assistance they could give.

Mrs. Bergwerf explained that Team members were on the beach very early in the morning and wanted to know how and whom to contact if they see items that have been left on the beach that have not been tagged. She was told that there is an answering machine on the Public Works phones and she could leave a message any time.

Administrator Tucker stated that the plan had come about from a collaborative effort between Director Pitts, Chief Buckhannon and Director Kerr; the plan involves a tagging system and the tags have been printed and received. She expressed the opinion that those involved in the enforcement believe that this year will be smoother than last year.

4. **Department Report for March – Director Pitts**
A. Vehicle Maintenance Report
B. Trash Collection Tracking Report

Director Pitts noted that he had omitted the Debris Removal Report and the SCE&G lights report from the meeting packet.

The Director reported that both garbage and yard debris have increased as the island moves into the tourist season. The Department had focused on miscellaneous items over the island in preparation for two (2) per week garbage pickups when there would not be time for them; this work included cleaning the handicapped parking at 9th Avenue and Ocean Boulevard and at 21st Avenue and Palm Boulevard, repair of the gazebo at the parking lot, construction of a garbage corral at City Hall, etc. Director Pitts reported that vehicle maintenance was coming back in line with the budget, and he remained confident that the Department would be at or under budget at year-end.

For the month of March, there were only three (3) streetlights that were out, and, as before, SCE&G was quick to respond. The Director stated that, based on the March results, he was confident that to canvas the island once a month would suffice to keep the streetlights burning.

Chairman Bettelli thanked the garden club for their painting palm trees on the yellow barrels.

Administrator Tucker reported that the contract for the engineering design with Civil Site Environmental has been executed and transmitted.

A second item that the Administrator thought the Committee should be aware of is that the City is working to determine where the responsibility lies for maintenance of the grease traps on Front Beach. Since the grease traps are on City property, the City is going to be cited based on the NPDES regulations despite the fact that the City was unaware that it had any responsibility for the maintenance of the traps.

Administrator Tucker stated that she had learned from her predecessor that the Beach Company had requested to place the grease traps on City property, and the request was granted. It was noted that some of the restaurants on Front Beach have their own traps, but not all of the properties have space on their property for a grease trap. The Committee was told that there is a company that wants the grease, and they will come to get it.

Director Pitts said that he thought the problem would come, if the trap has not been serviced, when one (1) of the businesses begins to pour the grease into the trap after dark, the trap overflows, and the employee continues to pour grease into the trap. He added that the City was working on a plan that he hoped would eliminate the problem.

Mayor Cronin asked if the existing grease traps were secured should there be a major storm event; Director Pitts responded, "It would move; it would flow."

5. Old Business

A. Update of Debris Removal Bids

Assistant Dziuban reported that she and the City Clerk had opened eleven (11) bids for the disaster debris removal RFP and was preparing the bid tabulation, which was going to be rather complicated. Since the City has no idea how much debris a storm would generate, there is no way to determine how much the contract is actually worth; the bids are all based on units of measure dependent upon how much debris there is. The evaluations will be based on units of measure that differ with the type of debris being removed. Assistant Dziuban distributed several pages from the RFP to illustrate the type of information the bidders had submitted and the degree of difficulty that will be involved in tabulating the lowest bidder. She noted that one (1) of the vendor questions was the basis for the evaluation; it was answered that the City would pay closer attention to the types of debris that would be anticipated in large quantities from a storm event, i.e. vegetation, construction and demolition debris.

Chairman Bettelli explained that the RFP had taken this format in order to comply with FEMA guidelines and, therefore, ensure FEMA reimbursement of expenses incurred.

Administrator Tucker informed the Committee that four (4) bids were received after the 2 p.m. deadline due to a problem with FedEx aircraft; she added that this type situation has occurred before. After consulting with the City Attorney, in the past, about whether to accept the late bids, he had said that to open them was strictly up to the City. The Administrator said she would again discuss the matter with the City Attorney before a decision is made regarding these four (4) bids. When asked, she stated that she had not yet validated the FedEx problems, but, considering today's weather, she suspected that there truly was a problem; she noted that she would try to get validation.

B. Review of Capital and Operating Budget for FY 2009-2010

Councilman Taylor was present for today's meeting to remind the members of the Committee that there would be a budget workshop on April 15. He also thanked the Committee for not only "tweaking" the FY 2009-2010 budget but also for being forward thinking in their approach to the budget. Councilman Taylor noted that the issues surrounding the City's course of action related to the anticipated closing of the incinerator still was hanging, and that the City had, roughly, seven (7) months to make a determination. He commented that he expected this to be the most challenging budget he had work on for the City.

On the subject of the incinerator closing, Chairman Bettelli asked the Director if the Committee should re-think its position on delaying the purchase of a second Loadmaster. Director Pitts stated that he thought the City should continue to manage with the equipment it has to obtain a year's data available to make the best decision about the fleet at the next budget cycle.

Administrator Tucker informed the Committee that the group health insurance provider will be eliminating the plan that the City currently uses with a two hundred dollar (\$200) deductible and replacing it with a plan with a three hundred fifty dollar (\$350) deductible. Needless to say the premiums will be less, and the budget before the Committee reflects that change.

The Administrator reflected that the time in the budget process has arrived to match revenues with expenses and the task has been a daunting one thus far. At the moment, it is unclear whether there will be sufficient funding to support either merit or COLA increases; she added that there is no other place to capture money in this budget, because it was very lean from the very beginning.

Mayor Cronin proposed the situation where the City comes in under budget for FY 2008-2009 then asked how that surplus could be used to benefit the next year's budget and its anticipated shortfall. Administrator Tucker responded that it would be one of the options presented to City Council since there are only three (3) options open to the City; they are: 1) Cut expenses, 2) Raise revenues, or 3) Use Fund balance. The Administrator noted that, typically, the City Council has chosen to roll any end-of-year fund balance, or portions of it, forward to Capital Projects. The decision would be dependent upon how much the surplus turned out to be and how much could be supported to roll forward to fund actual expenses. The Administrator added that she and the Treasurer work very hard to present a reasonable budget that accurately predicts both revenues and expenses, and they have become pretty good at doing just that. The missing piece this year is the growth that the island has typically experienced of approximately four percent (4%).

In a discussion of the closure of the County's incinerator, Mayor Cronin commented that the Bees Ferry landfill was not set up to handle the entire County's loads; the lines to get to the scales will be indeterminate. Director Pitts reported that the Isle of Palms' truck was usually first in line at the incinerator; when the refuse must go to Bees Ferry, Isle of Palms may well be at the end of the line, resulting in a drastic reduction in productivity. Mayor Cronin suggested that, should the incinerator close at the end of the year, the City will be back to once-per-week pickup, so a reasonable action would be to divide the island into four (4) sections and go to Bees Ferry landfill every day. The only problem anticipated by Director Pitts was that he needed an empty truck for debris

pickup. Councilman Bettelli reported that, at the CARTA meeting, he had learned that the County has no plan for handling garbage; Mayor Cronin added that the only action taken by County Council has been to ask the staff to come back to them with a plan. Councilman Taylor expressed his understanding that the County has the option to negotiate with Montenay, owner of the incinerator, for a shorter term; Administrator Tucker remarked that there was also the possibility that Montenay would privatize the incinerator which would have a budgetary impact to the City.

One (1) goal set by the County was to increase recycling to forty percent (40%) from ten percent (10%) throughout the County; Mayor Cronin noted that the Isle of Palms was one of the better communities in the County for recycling. Councilman Taylor stated that it was going to be difficult to improve recycling on the island with only one (1) pickup every two (2) weeks; there need to be more frequent pickups or provide more recycling bins. Councilman Bettelli added that the island would see a significant improvement in recycling if the rental units on the island could be included; he said he would contact Sandy Stone, an island realtor, to discuss the subject with him.

Councilman Bettelli reported that the Household Hazardous Waste collection held on Saturday, March 18, was about half as successful as the collection in the fall; Director Pitts has included the items collected and quantity for each in his monthly report. The County has suggested that the island have one (1) collection per year, and the Committee agreed to hold an annual collection in the spring of the year.

6. New Business

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

7. Miscellaneous Business

Next Meeting Date: 4 p.m., Monday, May 4, 2009

8. Adjourn

MOTION: Mayor Cronin moved to adjourn the meeting at 4:34 p.m.; Councilman Duffy seconded the motion and it PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk