

PUBLIC WORKS COMMITTEE

4 p.m., Monday, March 9, 2009

The regular meeting of the Public Works Committee was held at 4 p.m., Monday, March 9, 2009 in the Public Works Building, 1303 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Chairman Bettelli, Mayor Cronin, Councilman Duffy, Director Pitts and City Clerk Copeland; City Administrator Tucker arrived late.

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 February 11, 2009 as submitted; Councilman Duffy seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments** - None

4. Department Report for February – Director Pitts

Director Pitts reported that the focus for February had been replacing street signs, clearing the rights-of-way of obstructions and cleaning up some graffiti in preparation for spring. He announced that two hundred (200) barrels had been received and they were being painted yellow in preparation for the palm trees to be added on Saturday, March 14. The Director also informed the Committee that Eadie's had completed the stormwater projects between 20th and 21st Avenues and at the parking lot.

Included in the meeting packets was a lighting survey; Director Pitts explained that this was a list of the street lights that were out on the island and that he had called in to SCE&G requesting repairs. He explained that the only way he knew lights were not burning was when a resident called to report them to him; at the urgings of the City Administrator, he arranged for one of his staff to canvas the island, except Wild Dunes, one night to get the locations and pole numbers that were out. Director Pitts stated that he plans to continue these canvases at least once a month, more often if warranted, and this information will become a part of the monthly report. SCE&G has been to Isle of Palms and all of the lights on the list have been replaced.

5. Old Business

A. Update on Debris Removal RFP

Chairman Bettelli informed the Committee that, based on the questions that were sent in, the bid opening has been postponed a month.

B. Discuss Design of Drainage for 54th through 57th Avenue

Chairman Bettelli reported that he and the Administrator agreed that the City should move forward with the design for the project in light of the information Mr. Hemphill, of Lowe Enterprises, had provided at the February Council meeting. Mr. Hemphill was clear that there are no plans to proceed with Phase 2 of The Villages in the near future because of the state of the economy. Chairman Bettelli said that Administrator Tucker was going to talk to Wild Dunes about acquiring an easement, and, should funds become available, the City would be ready to proceed having the design in hand.

Mayor Cronin added that he understood that the Administrator had received a proposal from David Stevens for the cost of preparing the engineering design.

C. Review of Capital Budget for FY 2009-2010

Director Pitts stated that the only change to the capital budget since the initial review was the addition of the 54th-57th Avenue Drainage Project. There was also an additional page that indicated the source of funds for these projects.

6. New Business

A. Review of Operating Budget for FY 2009-2010

Chairman Bettelli noted that the salaries had been increased by a 2% average merit and 1.9% COLA for employees. Director Pitts stated that *Machinery & Equipment* had been increased because of the expenses the City incurred for pumps this year; he noted also that some of the equipment was becoming more expensive to repair. Temporary labor has also been increased; this is a result of federal minimum wage increases. On the subject of fuel, Treasurer Suggs took per gallon price paid for the last large shipment and doubled it to compute the cost of fuel, diesel and unleaded, for the budget. Overall the Public Works operating budget for FY 2009-2010 is two percent (2%) lower than the previous year's budget.

B. Consideration of Improvements to 21st Avenue Curve at a cost of \$8,675

Director Pitts explained that one (1) reason for this project was to upgrade the visual effect and to tie the landscaping of the curve more into the beach walkover at 21st Avenue. He had received two (2) quotes from Peterson Grading for this project; they are as follows:

- 1) To remove old railroad ties and poles, dispose of same, provide 48 cubic yards of shell sand and grade into the parking area.
- 2) To install replacement railroad ties and to secure them with holes at either end for rebar stakes.

Director Pitts said that the shell sand would have to be added with or without the new ties because there would be safety issues of vehicles becoming stuck when the sand was not level.

Mayor Cronin asked where the where the funds would come from to pay for the improvements described. He asked Director Pitts if it would be possible to get the price for just providing and grading shell sand for the parking area on the 21st Avenue curve; the Mayor thought it more prudent at this time to leave the old railroad ties and simply level out the parking lot.

MOTION: Mayor Cronin moved to add shell sand, if reasonably priced, and to leave the railroad ties that are already in place; Chairman Bettelli seconded and the motion PASSED UNANIMOUSLY.

C. Award of Contracts in Excess of \$10,000 - None

7. Miscellaneous

Mayor Cronin reported that he and the City Administrator had met with Robert Clark, the SCDOT District Engineering Administrator, to go through a list of issues on the island; the Mayor stated that he intends to meet with Mr. Clark on a quarterly basis. The following list contains the topics discussed:

- Bike path along Palm Boulevard from 21st to 41st Avenues – Mr. Clark said that the project was quite feasible; path along both sides of the road; adequate right-of-way exists (Mr. Clark thought same amount of right-of-way exists on both sides of Palm); will get an estimated cost;
- Right-of-way on Pavilion – The City would be interested in acquiring title for the state to a section that is unused; City would possibly use for parking;

- Information on the rights-of-way over the entire island – The City would like to know the width of the roads on each street or avenue to know the width of right of way on each street or avenue; Mr. Clark thought it to be a do-able task; the City would ultimately like to have an agreement with the State that the City has the right to manage the rights-of-way;
- 41st Avenue stop signage – Mr. Clark was to check out before leaving the island;
- The parking issues on 25th Avenue – Administrator Tucker announced that Chief Buckhannon has already heard from Mark Nesbitt re: time limitation on parking;
- Potholes, in general, and specifically one (1) between 7th and 8th Avenues;

(When asked about the standard procedure for reporting potholes on the island, Director Pitts responded that he would call the district office where the receptionist took the information for a work order. The Director did describe one (1) situation when he had driven over to the district office demanding immediate action because the pothole was deep enough to be a safety hazard.)

- The washout in front of Fire Station 2 on 41st Avenue – Mr. Clark questioned that this location was in his jurisdiction;
- Problems on 14th Avenue near the county park;
- The ditch at Palm Boulevard and Charleston and the flapper valve; and
- Possible reconfiguration of the Connector to have a concrete barrier between pedestrians and bikers and vehicular traffic by shifting the lanes over; Mr. Clark expressed concerns that the bridge could tolerate the additional weight.

Mayor Cronin noted that he had placed a call to The Citadel regarding the study on the marina parking lot; he has not received a return call. He added that, if the students were planning to stage the report and had done an outstanding job from an academic standpoint, he would to acknowledge it and, possibly, be in attendance for the presentation.

Director Pitts reminded the Committee that Saturday, March 14 was the Household Hazardous Materials collection, and, at the same, members of the island garden club will be painting the palm trees on the yellow barrels.

Since Administrator Tucker arrived late, she asked the Committee's indulgence to provide additional information on a couple of items. She reported that the bid opening on the debris removal RFP had been postponed to April 2, 2009. On the subject of the 54th-57th Avenues drainage project, the Administrator stated that, as the staff was reconciling the grant funds received from the County, she had spoken with the County representative for the source of funds. In the course of the conversation, he expressed the need for the City to spend some of the grant money it has received by going forward with the engineering design for the project. In combination with the presentation by Mr.

Hemphill about the delays in Lowe Enterprises going forward with Phase 2 of The Villages, she agreed that to proceed with the project was to the City's benefit. She, therefore, contacted David Stevens of Civil Site Environmental, who had received a sole source award, for the engineering work because of his long history with Wild Dunes and Wild Dunes engineering, and the fact that this project must dovetail with their infrastructure.

The cost and the scope of the project were information that the Administrator had not received from Mr. Stevens and needed to be inserted into the contract, which has already been written; the engineering cost would come from the grant funds the City has already received. On March 6, she received the information she had requested, cost and scope of project; his cost has been stated as eighty-six thousand two hundred dollars (\$86,200) plus reimbursables. Since the contract is in excess of ten thousand dollars (\$10,000), there needs to be re-affirmation of the amount of the award to go to Ways and Means. This action has required changes to the capital budget, which she pointed out to the Committee; she also included the actual construction of the drainage project should the City receive stimulus money from the federal government.

MOTION: Chairman Bettelli moved to re-affirm the contract with Civil Site Engineering for engineering design of the 54th through 57th Avenue drainage project in the amount of \$86,200; Mayor Cronin seconded and the motion PASSED UNANIMOUSLY.

Mayor Cronin asked Administrator Tucker to contact Mr. Stevens to find out how long it would take to complete the design.

On the subject of the 21st Avenue curve, Director Pitts asked the question about the source of funds for the work proposed; the Administrator noted that the area is used as visitor parking, thereby, qualifying for funds from Hospitality or Accommodation taxes.

Administrator Tucker had promised a salesman that she would present to the appropriate Committee the service he provided – the removal of chewing gum from sidewalks; she presented a copy of an article in *The Post and Courier* discussing the job he was doing for the City of Charleston. Administrator Tucker informed the Committee that the salesman was told that he had to have an Isle of Palms' business license to be on the island promoting his business.

The Administrator also related that Bev Ballow, who was present at the meeting, had asked if the City could change its recycling day from Wednesday to Saturday. Ms. Ballow said that she had made the suggestion thinking it would encourage recycling by renters or the rental companies on the island. She reported that she had called the County to inquire about a date change and had how the schedules had been

determined and how Isle of Palms had ended up on Wednesday. Ms. Ballow said she had been told, in essence, that the schedule was "carved in stone" and could not be changed. Chairman Bettelli suggested that Director Pitts contact the recycling arm of Charleston County Public Works to see if there was any possibility of changing the day. Director Pitts proposed that the rental companies pick up the recycling and take it to the drop-offs; he said he could get additional pickups at the drop-offs because they will come to empty them on a phone call from him.

Next Meeting date: 4:00 p.m., Thursday, April 2, 2009

It was noted that the April meeting will come right after the debris removal bid opening, but Administrator Tucker was clear that the only thing to be reported to the Committee would be the apparent low bidder. It would be impossible to check the calculations and the references of the bidders that day.

8. Adjourn

MOTION: Mayor Cronin moved to adjourn the meeting at 5:05 p.m.; Councilman Duffy seconded and the motion PASSED UNANIMOUSLY.

Respectfully submitted:

Marie Copeland
City Clerk