

PUBLIC WORKS COMMITTEE

5:30 p.m., Monday, May 6, 2013

The regular meeting of the Public Works Committee was held at 5:30 p.m. on Monday, May 6, 2013 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmember Ward, Chair Buckhannon, Administrator Tucker, Public Works Director Pitts and City Clerk Copeland; Councilmember Loftus' absence was excused, but a quorum was present to conduct business.

1. Chair Buckhannon 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 Ward moved to approve the minutes of the regular meeting of April 3, 2012 as submitted; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments** – None

4. **Departmental Reports for April 2013** – Director Pitts

Maintenance and Trash Collection Tracking Reports

Director Pitts noted that the Department had incurred sixteen (16) hours of overtime due to pumping flood waters from 46th and 49th through 52nd Avenues. With the beginning of the tourist season, personnel did beach sweeps twice during the month of April; they also mowed the rights-of-way between 21st and 42nd Avenues. The implementation of single-stream recycling continues to impact the volume of garbage collected; for the second consecutive month, garbage collections are down approximately thirty (30) tons. On the other hand, yard debris set a three-year (3 yr.) record at two hundred fifty-seven tons (257 T.). Vehicle maintenance was about eight thousand dollars (\$8,000) and remains under-budget year-to-date; twelve (12) sets of tires were purchased in April.

Chair Buckhannon asked about the "Special Project" referred to in the Director's report; this was a water main break at the marina that was repaired by B&C Utilities. According to the Director, Marina Manager Berrigan accepted the work without reservation, and, from a site visit, the area has recovered.

5. Old Business

A. Update on Phase II Drainage Project and Discussion of Solutions for Trouble Spots in Phase I from Dave Stevens, CSE

Since Dick and Cathy Audi of #7 56th Avenue were present, the Committee took up the problems from Phase I first. Mr. Stevens used diagrams from the Phase I drainage project to illustrate the area where water does not drain properly; he noted that the Audi's driveway and lawn are lower than the roadway. He recommends installing junction boxes and tying them in to the drainage system; he also proposes additional piping and a grate to address the standing water on the other side of the road. Mr. Stevens indicated that he has presented the

Administrator with a proposal for preliminary surveying and routing for this area and Lot 7 on 56th Avenue totaling sixty-five hundred dollars (\$6,500).

Administrator Tucker invited the Audis to come forward to see the drainage project “as-builts” and what Mr. Stevens is proposing to eliminate their flooding problems. He thinks that he can drop into the side of the junction box, sink an eighteen inch (18 in.) pipe in the Audi’s yard with the grate lower than the dirt. Mr. Stevens offered to meet the Audis at their home later in the evening to determine if what he is suggesting is possible.

Administrator Tucker noted that there were funds in the drainage contingency to cover the surveying and routing expensive; Chair Buckhannon added that there was a small balance in the budget from Phase I of the drainage project.

MOTION: Councilmember Ward moved to approve \$6,500 for CSE to do the preliminary surveying and routing for drainage problems at 56th and 57th Avenues; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

Mr. Stevens displayed an aerial map of the northern end of the island that showed the Phase I drainage project in blue and Phase II in yellow; Phase II will provide flooding relief for 45th through 52nd Avenue, omitting private streets 47th and 48th Avenues, and route into Wild Dunes for outfalls. The plan is to run a header pipe along Palm Boulevard and then to run smaller pipes down the streets; he plans to submit for SCDOT permits in two to three (2-3) weeks, and he estimates the project to cost in the neighborhood of one million dollars (\$1,000,000).

Administrator Tucker asked if this project could be phased for submission for funding from the Charleston Transportation Committee (CTC) or the Transportation Sales Tax (TST) and, if so, how it would be done. Mr. Stevens said that it could easily be phased and suggested starting at the outfall in Wild Dunes, working out to Palm Boulevard as Part A, possibly including the forty-eight inch (48 in.) header pipe along Palm. The pipes down the avenues could be done as funds became available.

The Administrator then asked Mr. Stevens if there was capacity at the outfall should the Citadel Beach House and property owners of 47th and 48th Avenues want access to the system in the future, at their expense. Mr. Stevens responded that he had designed the system with that possibility of the avenues joining in mind, but the Citadel may need a retention pond. Since these streets are private, Mr. Stevens cautioned the Committee that the City must ensure that they are included in the warranty and cleaning and their impact down the line.

To allow Mr. Stevens to complete his business with the Committee, Administrator Tucker asked that Item D under *Old Business* be discussed next; the Committee agreed.

D. Update on Activities Related to Sparrow Drive

The Administrator recounted the history related to Sparrow Drive drainage for the Committee which goes back to 2005 when a petition was submitted to Council requesting relief from flooding. Various activities followed over the course of five years, and in November 2011,

based on the City's request for TST funding, drainage improvements were made by Charleston County. In March 2013 two (2) flooding issues were again brought to the City's attention regarding a flapper valve when a massive rain occurred with a high tide. The area that is seeking relief today has not had any drainage infrastructure improvements and, what was once an open swale, has now been landscaped over.

The Administrator informed the Committee that she has queried Charleston County about looking at the area again to gain some insight into what can be done to eliminate or alleviate the flooding problem, but they have not yet responded. Mr. Stevens has also agreed to look at the area.

Director Pitts said that there is a box inlet in the side yard of the resident on the south corner of Sparrow Drive and Duck Lane, and the fact that the ditch has been filled in prevents water from getting to the collection box.

MOTION: Councilmember Ward moved to approve up to \$1,000 for CSE to survey the Sparrow Drive drainage problem; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

Councilmember Ward asked Administrator Tucker to contact Mr. Whitt to tell him that the City is pursuing a solution to his problem at 112 Sparrow Drive.

B. Discussion of Deploying Yellow Barrels on Land-side of Palm Boulevard

Chair Buckhannon recalled that he had asked to know what kind of financial impact placing yellow barrels on the land-side of Palm across from the beach access paths.

Director Pitts reported that the yellow barrels cost thirty-five dollars (\$35) each, and he then suggested a trial of placing the barrels at crosswalks at 25th, 28th, 34th and 37th Avenues at a cost of one hundred forty dollars (\$140). He informed the Committee that Mr. Schupp had agreed to service these barrels at no charge to the City. The Director voiced his opinion that these yellow barrels will not need servicing, and he will provide photographic proof of the amount of garbage they contain.

MOTION: Councilmember Ward moved to proceed with the trial as proposed by Director Pitts at a cost of \$140; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

C. Discussion of Amendment to the Roll-out Cart/Recycling Cart Ordinance

Administrator Tucker stated that the goal of this amendment was to have the same regulations for both garbage roll-out carts and recycling bins; from that discussion two (2) additional issues came to light, i.e. (1) public spaces where the bins are visible and (2) corrals in the rights-of-way have outlived their usefulness. A red-lined version of the ordinance was included in meeting packets addressing all of these issues; the amendment encourages either not visible or a suitable screening, but discourages corrals in the right-of-way.

Director Pitts has compiled a list of properties in residential areas that have large container-like spaces to house roll-out carts; they are Dunescape and other locations inside the gates of Wild Dunes, for instance Marsh Island, Pelican Bay and Grand Pavilion, which have single family residences; Fairway Village and Back Court, which have enclosures attached to the homes; Lagoon Villas, which has large room-like enclosures where the carts are not visible; Links Side, Seagrove, Marinas Walk, Beach Club Villas and Yacht Harbor, which have room-like enclosures. These properties in Wild Dunes are not public rights-of-way; therefore, being private, they fall outside the ordinance.

Administrator Tucker re-read the ordinance to determine if that was the language; the phrase "garbage carts and recycling containers are not readily visible from a street, road or right-of-way" does not specify private or public. The Administrator continued reading "corrals . . . shall not be located in the right-of-way of a street or road," which again does not indicate public or private. As written, the ordinance would apply to properties inside the gates; Director Pitts noted that Marsh Island, Pelican Bay and Grand Pavilion are all at the street.

Chair Buckhannon asked what agency determines the corrals' appearance; Director Pitts thought that the Building Department would approve and permit construction.

Responding to Councilmember Ward's question, Administrator Tucker explained that the goal of this discussion was to get input from the Committee about the amendment, i.e. does it still need to be tweaked or does it meet the purposes for which it is intended? The Administrator then asked for the Committee's feedback on the following statement in the amendment:

"Garbage carts and recycling containers located on publicly owned areas, including, but not limited to, public parking lots, public parks, public beach and recreational areas, or any City-owned property, are exempt from the requirements of this section."

Councilmember Ward stated that he was totally against the amendment when the City exempts itself from the ordinance; in his opinion, the City can also build enclosures for roll-out carts and recycling containers. He said that such an exemption would "not play well with the public;" he indicated that he has been opposed to the ordinance since its inception. The reason that he is opposed to the amendment is based on comments from Director Pitts and the general public that, if this amendment is passed, people will stop using the recycling containers and put everything into the roll-out carts. The Councilmember commented that residents have problems keeping up with the schedule for recycling pickups and visitors will have no way of knowing when the next recycling day will be. He stated that some rental agencies have told him that they will not participate in the recycling program. Additionally, he recalled during discussion at the City Council meeting the statement being made that the ordinance will not be enforced; he then asked why laws were passed that will not be enforced, and he was strongly opposed to the fact that the City was exempting itself.

Chair Buckhannon suggested that these structures being built for house garbage carts/recycling containers could be considered to be accessory structure, meaning they must be six feet (6 ft.) off the property line.

Director Pitts expressed a concern that, if the City passes an ordinance with restrictions to an enclosure and the City tries to promote that enclosure, property owners will perceive that Public Works staff will go onto private property to service those enclosures, and that is not the case. It is the Director's feeling that he is protecting the property owner by not allowing the temporary Public Works staff to go onto private property.

Administrator Tucker summarized the discussion by stating that the Committee prefers to leave the roll-out cart ordinance as is and not be concerned about recycling containers or containers that exist in certain areas that are not being concealed.

E. Discussion of Progress on Assigned Work Task for 1801 Palm Boulevard

Although staff is working on the project, little progress has been made; Director Pitts has been trying to get pricing for cleaning up the lot, but the Administrator is concerned about preserving the species named in the Greenbelt application as necessary for the habitat and drought conditions. Hardy Services, an arborist, walked the property with Director Pitts last week and needs a list of the plant species before generating a proposal. Yard Works, which maintains the accreted land that must be cut by hand, will walk the property this week.

Councilmember Ward related a dialogue with Marge Swanson, a former Councilmember, who had suggested naming the park the Carmen R. Bunch Park to honor her service of sixteen years (16 yrs.) as Mayor and four years (4 yrs.) on Council. Mayor Cronin reportedly said that the City needs to decide what it is going to do with the space before naming it; Councilmember Ward asked for the reasoning behind those comments. The Administrator responded that the space looks shabby now and needs to be cleaned up; she added that she has not heard any resistance to the name.

MOTION: Councilmember Ward moved to name the Greenbelt property at 1801 Palm Boulevard the Mayor Carmen R. Bunch Park; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

F. Review of FY14 Public Works Budget

Councilmember Ward reiterated his concern over the reductions in fund balances in the FY14 budget. He noted that he wholeheartedly agrees with the City's initiative to avoid debt, but the City may have to enter into a capital lease to keep the fund balances at healthy levels. Administrator Tucker commented that the fund balances and reserves will have to be carefully monitored each year to ensure that the debt avoidance schedule is kept on schedule.

6. New Business

A. Consideration of Resident's Request to Pipe Open Ditch at 2408 Palm Boulevard

Kelly Messier, a landscape architect, stated that she was representing John and Mandy Grimes, owners of 2408 Palm Boulevard; they are interested in piping the ditch because they have seen snakes and are concerned for their children. They have gone to DOT to pipe the ditch; the pipe

would be approximately twenty (20) linear feet, but ten (10) of that distance is City property. Therefore, DOT is requiring that the Grimes get the City's permission to pipe the City's ditch. They will pay for the work to be done, using fifteen inch (15 in.) re-enforced concrete pipe with a drain inlet and junction box on their property.

MOTION: Councilmember Ward moved to approve the Grimes' request; Chair Buckhannon seconded.

Director Pitts noted that, in the event of a twenty or twenty-five (20-25) year storm, a closed ditch system will put more water on road, rather than the open ditch, resulting in flooding on the street.

Chair Buckhannon cautioned Ms. Messier that, once the ditch is installed, landscape improvements cannot be placed beyond the property line into the right-of-way. According to Ms. Messier, plantings in the right-of-way were part of the encroachment permit, but Administrator Tucker indicated that the City is trying to eliminate all encroachments into the rights-of-way and to prevent any new ones.

VOTE: The motion PASSED UNANIMOUSLY.

B. Award of a Contract to Paragon Sitework Constructors, Inc. in the amount of \$8,945 for improvement to the City Hall parking lot

This bid is for the improvements to the surface of the City Hall parking lot that includes new surface, remove and install new parking stops, remove twenty (20) of the best parking stops and relocate to 1301 Palm lot and to provide gravel to form an entrance apron to 1301 Palm.

MOTION: Councilmember Ward moved to recommend to Ways and Means the award of a contract to Paragon Sitework Constructors, Inc. for \$8,945; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

C. Contracts in Excess of \$10,000

Award of a contract for City-wide Landscaping to Lawns Done Right for \$45,800 annually, plus an estimated \$4,000 for repairs to Front Beach irrigation system

Administrator Tucker reminded the Committee that the City had received a lot of bids in a wide spread for this contract; to ensure that the City was getting the best deal, Director Pitts made site visits to work sites for the four (4) lowest bidders. Based on those visits, the determination is that Lawns Done Right will do a good job and is well within the fifty-six thousand dollars (\$56,000) budgeted for the service.

MOTION: Councilmember Ward moved to recommend to Ways and Means to award the City-wide landscaping contract to Lawns Done Right for \$45,800 annually plus \$4,000 for Front Beach irrigation repairs; Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.

7. Miscellaneous Business

Next Meeting Date: 5:30 p.m., Tuesday, June 11, 2013

8. Adjourn

**MOTION: Councilmember Ward moved to adjourn the meeting at 6:50 p.m.;
Chair Buckhannon seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland
City Clerk