

PUBLIC WORKS COMMITTEE
5:30 p.m., Tuesday, September 8, 2015

The regular meeting of the Public Works Committee was held at 5:30 p.m., Tuesday, September 8, 2015 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Ferencz and Loftus, Chair Ward, Administrator Tucker, Public Works Director Pitts and Clerk Copeland; a quorum was present to conduct business.

1. Chair Ward 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 Loftus moved to approve the minutes of the regular meeting of August 4, 2015 as submitted; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

3. **Citizens' Comments** – None

4. **Departmental Reports** – Director Pitts

Vehicle Maintenance and Trash Collection Tracking Reports

With August being the end of the season, the focus for Public Works was cleaning the beach; Director Pitts announced that the skid steer had been received and put to use; the Director reported that Eadie's had begun the removal of vegetation from the ditches.

Referring to a discussion at the August meeting, Councilmember Ferencz commented that the pooper-scooper receptacle at the Recreation Center was in very poor condition and asked whether any of them were going to be replaced before the City started using the new biodegradable bags. The Director said that he has five (5) new receptacles in stock and would replace the one at the Recreation Center.

Director Pitts reported that he is catching up on PMs for the vehicles, but vehicle maintenance expense was reasonable for August.

In August the garbage was tapering off, and he was nearly caught up with debris collection on the island.

5. Old Business

A. Update on 21st Avenue handicap parking space flooding

Administrator Tucker informed the Committee that the County and SCDOT have visited the site and the initial cost for their recommended fix was in the neighborhood of three thousand seven hundred four dollars (\$3,704) for labor and materials. The Administrator's goal, as she understood it, was to get someone else to come here and fix it, but she was doubtful that could be accomplished; she stated that she could continue trying or the City could offer to pay labor and materials to get a quicker response from the County to execute SCDOT's design fix.

The design SCDOT recommends is a deep knock-out box, an ADA compliant grate over the top, a geo-synthetic fabric and some wire mesh to drain the water; the work could be done in a couple of days.

Chair Ward asked whether the cost was included in the FY16 budget; Administrator Tucker indicated that the funds could come from the Drainage Contingency which is used for smaller drainage issues that come up each year.

Councilmember Loftus reiterated his opinion that the County had done a "lousy" job when the space was originally put in and now the City must pay the County to fix their problem.

The Administrator stated that the County and SCDOT agree that the problem has been exacerbated over the years as the concrete settled.

Councilmember Loftus countered that the properties in a one hundred foot (100 ft.) radius of the handicap parking space are level with that; there has not been any settling and the County simply did a bad job in executing the original design. He opined that the City should continue to push for the County to correct its problem at their expense.

According to the Administrator, this handicap space was the City's project that Charleston County funded and installed; therefore, they are not going to consider it their project, but one where they got the SCDOT permit because the City asked them to do it. They are not going to bring the space up level with the street because the priority for SCDOT is that the crown of the street drains the water off the street; neither SCDOT nor the County would agree to make the space level with the street. Their goal has been to come up with a mechanism to get the water to drain.

MOTION: Councilmember Loftus moved to take this issue to a higher authority at Charleston County for have the County pay for the work to be done and perform the necessary work; Chair Ward seconded.

Councilmember Ferencz asked when the handicap parking space was constructed, and the Administrator responded that the work was done in the early 2000s; she recalled that the money came from CTC, and the funds were used to construct handicap parking spaces at 21st Avenue and 9th Avenue. The Administrator added that the CTC is not a part of Charleston County, but a group of people appointed by the legislature to make decisions regarding funding. Charleston County provided the engineering, and it was approved by SCDOT. The flooding problem has occurred over the years; the area did not flood when it was originally installed.

VOTE: The motion PASSED UNANIMOUSLY.

B. Update on NPDES improvements at the Public Works site

Included in meeting packets were the minutes of the most recent meeting with Thomas and Hutton who was selected to assist the City with the NPDES improvements to the Public Works site; in the meeting, it became apparent that the City needed more expertise. Also included was a drawing entitled "Alternate 2" which is the design that looks to be the most executable design.

Councilmember Loftus suggested that the fence be relocated to be parallel with the street with the big oak tree inside rather than outside of it because of the amount of space to be gained; the tree would still be noticeable from the street.

Director Pitts said that the added space could be used to store the three (3) small trucks and Mr. Schupp's equipment.

Administrator Tucker did not think there would be a problem in moving the fence and she would look into it.

C. Discussion of obstructions in the right-of-way

The Administrator stated that this was a carryover from the August meeting, and the City was making progress. Currently the focus is on new obstructions, but actions are being taken on boats, cars and trucks. The items or landscaping that have been in place a long time are much lower on the priority list.

Councilmember Loftus asked whether the City was focused on Palm Boulevard or were enforcement actions occurring all over the island.

Responding, the Administrator stated that Palm Boulevard was the focus initially, but actions have not been limited to Palm.

D. Review of ordinances and service delivery of other local governments

Administrator Tucker reported that in Director Pitts' opinion, although the City's code states clearly what the City will and will not pick up, when all means for enforcement have been exhausted with a resident, the City will eventually remove the garbage/debris, and that is true of other municipalities as well despite what is stated in the municipal code. A good example is the large pieces of concrete across from the back of City Hall; the City knows who put them there and has tried every means at its disposal to get the person to remove them, but to no avail. The City code states the City does not pick up concrete, but, to get this material removed before something bad happens, the City's personnel are going to have to remove it. For those people who may take garbage/debris to a vacant lot and dump it, the only recourse the City has is if it catches the person in the act of dumping.

If the City plans to continue twice a week garbage collection and continue to execute debris pickup in the same manner, the Administrator opined that the City would have to limit twice a week garbage collection or the City must add another driver, another vehicle and another crew to work debris pickup. The volume of garbage collected continues to decrease due to recycling while debris is increasing; every year; during twice a week garbage collection, the City gets behind in debris pickup and in mowing the rights-of-way. The City does not have enough personnel to handle the demand to continue as it has. The Administrator commented that a CDL driver is key because the City can get more temps, but they cannot drive.

Director Pitts suggested reducing twice a week garbage collection from thirteen (13) weeks to eleven (11) weeks, but the struggle created by Memorial Day and July 4th do not go away. He

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stated that he has tried to keep overtime to a minimum while trying to maintain the same level of service, and the Department was unable to do both this year.

Councilmember Loftus suggested that the FY17 budget include eleven (11) weeks of twice a week garbage collection and more overtime rather than amend ordinances or add employees and equipment.

Since the City has increased the number of BSOs, Councilmember Loftus thought they could be used as extra sets of eyes to see illegal dumping while they are looking for parking infractions.

Administrator Tucker stated that, in her opinion, all City Departments work together to keep the City looking its best.

E. Discussion of disaster debris removal

Administrator Tucker noted that an intergovernmental agreement with Charleston County for disaster debris removal was included in meeting packets; the agreement must go through a legal review by the City's attorney. The Administrator stated that the City has always had an arrangement like this with Charleston County, but the City has also had a separate disaster debris removal contract. In the past, the City has contracted with Bamaco for disaster debris removal; that contract has expired. The City, in fact, had two (2) contracts with Bamaco, i.e. one for the City and a second one for Wild Dunes. The City has had a contract with an outside vendor because the people of Isle of Palms want the debris removed quickly after a storm, and the County's contractor is tending to the entire county; therefore, the Isle of Palms could be further down the list than residents would like.

The Administrator recommended entering into the intergovernmental agreement with Charleston County, so the question to be answered was whether the City wanted to enter into a separate contract only if needed or whether to generate an RFP to procure the services of a disaster debris removal company. In the Administrator's opinion, the ideal situation would for the City to have a contract with Phillips and Jordan, the company Charleston County has engaged for disaster debris removal, because the City has had experience with them and knows their service delivery to be good.

Administrator Tucker was seeking a recommendation from the Committee to City Council on this subject.

Councilmember Loftus asked what the cost of having a separate contract was, and the Administrator responded that the City would only pay if the company mobilized.

Director Pitts indicated that the County has a primary and a secondary contract; he reported that the sales representative from Phillips and Jordan visited with him recently noting that they have the primary contract with SCDOT. The representative assured Director Pitts that, since the island's roads belong to SCDOT, Phillips and Jordan would be on the island for debris removal under the County contract; the Director said that the City could piggyback on the SCDOT

contract for their cost. The concern is that, if the City does not have a contract before an event occurs, it may find it difficult to contract with Phillips and Jordan after the event has occurred; having a

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contract in addition to the intergovernmental agreement, provides a level of security for the island and means that the City would be in control.

Councilmember Ferencz asked whether the City's contract with Phillips and Jordan would supersede Charleston County's contract with them. Administrator Tucker replied that, if the City were to contract with Phillips and Jordan, they would have to execute that contract when the City said to do so.

Councilmember Loftus said that he preferred that the City have a separate contract to get the island operational as quickly as possible.

When asked if other local governments were doing the same thing, Administrator Tucker explained that some were relying on the intergovernmental agreement with Charleston County, like Sullivan's Island and Mount Pleasant. Major differences between Mount Pleasant and the Isle of Palms are that they have much more in the way of Public Works crews and equipment to do some of their own work and they have sister-city relationships so that the sister-city would send crews when needed to Mount Pleasant and vice versa. Since the Isle of Palms operates with the number of employees it does, the City would not be able to send personnel to assist another City and continue to function normally day-to-day.

The Administrator opined that the City could make the case for a sole source contract with Phillips and Jordan since that have contracted with the state.

MOTION: Councilmember Loftus moved to recommend to City Council to enter into a separate contract with Phillips and Jordan for disaster debris removal; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

Administrator Tucker said that the intergovernmental agreement states that the Isle of Palms wants the County's contractor to come here to pick up debris in the event of a disaster declaration following a severe event, and it covers 2016. The Administrator explained that the agreement is being put in place because most of the activities will be FEMA reimbursable, so the County must have the appropriate legal agreement(s) in place so that, when they do come to the island for debris removal, the work would be reimbursed.

MOTION: Councilmember Loftus moved to recommend to City Council to enter into the Intergovernmental Agreement for Disaster Debris Removal with Charleston County, subject to legal review; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.

6. New Business

Parallel Parking on Palm Boulevard

The Administrator commented that the discussion of parallel parking on Palm should also include parking four feet (4 ft.) from the pavement on the land-side of Palm. From the excerpts of minutes from other committee discussions of parallel parking on Palm, some concerns were expressed from Public Works Director that moving vehicles too far towards the sidewalk would inhibit

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garbage collection. Administrator Tucker noted that the City has the authority to move forward with signing the four feet (4 ft.) from pavement on Palm Boulevard since it has already been approved by SCDOT.

According to Councilmember Loftus, the concept of parallel parking on the land-side of Palm was thoroughly vetted by the Planning Commission in the years of discussion of the parking issues on the island; each time, the Commission had a variety of reasons why parallel parking on the land-side of Palm would not be a good idea. Some of the issues with parallel parking were the garbage collection, cars making u-turns to face the right direction to get a parking space, or venturing into the neighborhoods to get turned around; a major concern was the loss of parking spaces as related to the Beach Management Plan.

Councilmember Ferencz asked whether staff had determined if the loss of parking by going to parallel parking on Palm would make the City out of compliance with the Beach Management Act; Administrator Tucker was under the impression that the City would continue to be in compliance.

Director Pitts explained that the truck with the hopper is driven down the rights-of-way on the land- side to collect garbage from roll-out carts placed at the end of driveways on the land-side of Palm. If parking were to be parallel and four feet (4 ft.) from the pavement, the Director questions that there would be enough space left for the truck to make its collections without driving on the sidewalk, which is illegal. If the truck could not drive down the right-of-way due to parallel parking, residents would have difficulty getting their roll-out carts through the vehicles parked parallel to the road, and the garbage would have to be serviced from the road further tying up traffic.

Administrator Tucker reminded the Committee that parking four feet (4 ft.) from the pavement can be achieved whether cars are parking parallel or perpendicular because the right-of-way is so wide.

Chair Ward stated that the Committee had no recommendation on parallel parking and four feet (4 ft.) from the pavement on Palm Boulevard to City Council, but he stated that he would encourage discussion by the full Council.

7. Miscellaneous Business

CTC Funding – Announcement of Grant Award

The Charleston County Transportation Committee awarded the City of Isle of Palms one hundred thousand dollars (\$100,000) toward the Phase II drainage project.

Next Meeting Date: 5:30 p.m., Wednesday, October 7, 2015 in the Conference Room

8. Adjourn

**MOTION: Chair Ward moved to adjourn the meeting at 6:48 p.m.;
Councilmember Loftus seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted: Marie Copeland, City Clerk