

**PUBLIC WORKS COMMITTEE**  
5:30 p.m., Wednesday, May 4, 2016

The regular meeting of the Public Works Committee was called to order at 5:30 p.m., Wednesday, May 4, 2016 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmember Ferencz, Chair Ward, Administrator Tucker, Director Pitts, Assistant Administrator Fragoso and Clerk Copeland; a quorum was present to conduct business. Councilmember Kinghorn's absence was excused.

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 Ferencz moved to approve the minutes of the regular meeting of April 5, 2016 as submitted; Chair Ward seconded and the motion PASSED UNANIMOUSLY.**

**MOTION: Chair Ward moved to re-order the Agenda to address Citizens' Comments when the other guest arrives; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.**

**4. Department Reports for April 2016 – Director Pitts**

According to Director Pitts, in April, landscaping/road maintenance picked up, and Charleston County stormwater crews were on the island cleaning several ditch systems primarily in the 21<sup>st</sup> to 41<sup>st</sup> Avenue area and the storm inlet at 57<sup>th</sup> Avenue crossover. The Hazardous Waste and Shred Day was held Saturday, April 16<sup>th</sup> in cooperation with Charleston County; one hundred seventy-six (176) cars delivered hazardous materials. Despite a small fire in the shredder, there was more material to be shredded than was hazardous.

Yard debris was down considerably for the same month last year, but the delivery on Friday, April 29<sup>th</sup> was not included in the Director's number. Garbage was down in April from the same month last year.

Vehicle maintenance was quite high because several trucks needed preventative maintenance; the Director still intends to end the year under or at budget.

**5. Old Business**

**A. Review of Proposed FY17 Budgets**

The Draft 2 budget is the one passed for First Reading and advertised in the newspaper, but staff has some changes to propose for the next draft of the budget and they are as follows:

- An increase of \$129,000 in parking meter revenue based on the increase of the hourly rate to \$1.50.

- Considering the possibility of either assuming responsibility of handling the City's own NPDES program or asking Mount Pleasant to do it, the City must have a third party assessment by an engineering firm to determine the state of the City's drainage system; staff has estimated an additional \$30,000 in expense.
- The NPDES improvements for the Public Works site have become much more complex since originally conceived; therefore, staff recommends approving a change order of \$10,500 to have bid assistance and construction oversight by Thomas and Hutton.
- Since the buildings and grounds person was eliminated from the budget, an idea gained from Mount Pleasant was to hire a construction company to assess the City's facilities and to generate a list of future maintenance issues for the City to address. The amount to be added to the budget is \$12,000, an average of \$2,000 per building.

Councilmember Ferencz suggested getting, as part of the work product, a priority list of projects to be done, what can be postponed and how long can it be postponed.

- Based on conversations with the County, staff recommends adding back to the FY17 budget the cost of engineering and design for the public restrooms.
- The County has approached the City about two (2) Joaquin-related FEMA projects that would require the City to commit to paying the 25% match; one (1) is a cleanout and assessment of all of the City's drainage pipes costing the City \$159,000; the second is the replacement of the pipes crossing Ocean Boulevard between 4<sup>th</sup> Avenue and Breach Inlet for 25 % of \$58,000 per crossing with 8 crossings. The County's representatives for these programs will attend the Public Works meeting to explain the projects and to provide the costs.
- Based on experience this year, the vehicle maintenance for the Fire Department will be increased by \$10,000.
- Four (4) additional surveillance cameras will be added to the budget, the cameras will be deployed at the municipal lots, at the compactor (may be done in FY16) and at the IOP Water and Sewer Commission's property on Waterway that is being considered for marina employee parking. A camera, installation and technical aspects cost about \$1,700 each.
- Staff is also proposing a city-wide termite bond that will include coverage for Formosan termites.
- The Personnel Committee voted to add back the human resources position.
- The Public Safety Committee voted to add back to the budget two (2) additional police officers.

### 3. Citizens' Comments

**MOTION: Chair Ward moved to re-order the Agenda to address Item 6.A in coordination with Citizens' Comments; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.**

### 6. New Business

**A. Consideration of request from Charleston County for local share for cleaning stormwater system and improving Ocean Boulevard drainage from 3<sup>rd</sup> Avenue to Breach Inlet**

Guests attending the meeting from Charleston County were Frank Carson, the Project Manager for FEMA projects and Chris Wannamaker, Acting Stormwater Manager.

Administrator Tucker explained that there are two (2) projects Charleston County is proposing to do that would be funded by FEMA which requires a twenty-five percent (25%) local match, and, to do these two (2) projects on the island, the County wants the City to commit to paying that local match. One (1) project is on Ocean Boulevard between 4<sup>th</sup> Avenue and Breach Inlet to replace the eight (8) drain pipes under Ocean Boulevard; when asked to quote, Eadie's quoted the City fifty-eight thousand dollars (\$58,000) per pipe.

Mr. Carson stated that the Ocean Boulevard project falls under the FEMA Public Assistance Program; after reviewing the information provided by Charleston County and its consultants, the cost estimate was two hundred fifty-three thousand seventy-seven dollars (\$253,077) to replace the nine (9) pipes and resurface the road. The twenty-five percent (25%) local match equals sixty-three thousand two hundred seventy dollars (\$63,270).

The second project is more expensive and the Administrator has computed the City's match to be one hundred fifty-nine thousand dollars (\$159,000). In this project, all of the piped drainage on the island will be flushed and cleaned, videotaped before and after to show the need and that the work has been done. This project has been estimated to cost six hundred thirty thousand two hundred seventy-seven dollars (\$630,277) for sixty-seven thousand feet (67,000) of pipe; the City's match for this project would be one hundred fifty-nine thousand five hundred sixty-nine dollars (\$159,569). The total for the two (2) projects is approximately two hundred twenty-one thousand dollars (\$221,000).

When the discussions began, particularly on this last project, the Administrator was told that the City could use its NPDES funds to fund the match, but the problem is that the City already plans to use the funds for the NPDES improvements at the Public Works site. The Administrator voiced doubt that there would be enough money left of the City's NPDES funds to cover the match for these projects.

Councilmember Ward said that he was all for saving money for this type of project; he noted that the City received a million dollars (\$1,000,000) more in tourism funds, and it is all gone. He stated that the City needs to save and to stop spending so that, when projects like these come up, the City is prepared to do them.

The Administrator was confident that the City could cover these costs, but they were not anticipated. The City can use some drainage money that it has been saving and use what differential is left in NPDES funds after the Public Works improvements. At the moment, Charleston County says that the NPDES funds they are holding total three hundred forty-two thousand dollars (\$342,000), and the City plans to spend one hundred ninety thousand dollars (\$190,000) at Public Works, but that project has not yet been bid, and the numbers are based on estimates. Therefore the County must agree to pick up the difference or the City needs to budget for it.

Mr. Carson said that, if it is in the City's budget to be collected, that could be used instead of the General Fund – against future collections.

Mr. Wannamaker noted that, with an annual stormwater fee of forty-eight dollars (\$48) per ERU, there is no money for contingency, but, on average, the City has received forty-two thousand dollars (\$42,000) per year at the thirty-six dollar (\$36) rate.

Chair Ward commented that, if the City went to a sixty dollar (\$60) fee, twelve dollars (\$12) could be going to contingency, and Mr. Wannamaker agreed. The Chair noted that to hold off hiring the two (2) additional officers who will work in the office doing paperwork would cover the cost of these projects.

Director Pitts stated that it would be in the city's best interest to maintain twenty-five percent (25%) of the three hundred forty-two thousand dollars (\$342,000) minimum in NPDES funds for an emergency as long as the County is managing the City's funds.

Councilmember Ferencz thought the cleaning and videotaping of the piped drainage system on the island was a great opportunity for the City, but the budget must be reduced.

Administrator Tucker reiterated that this is investigative work, not repair work.

According to Director Pitts, with a videotape of the closed pipe system on the island, the City will know what it has and know what is needed in the future.

Mr. Carson said that, if damage is found when they are videotaping, work could be added to the scope of FEMA work and it would cost the City twenty-five cents (\$0.25) on the dollar because it would still be under the FEMA Public Assistance Program.

Administrator Tucker said that she was hearing that the Committee would agree to support the twenty-five percent (25%) local share for these projects and add them to the budget.

Chair Ward made it clear that he was agreeing to this with one (1) stipulation, i.e. that the City cut additional spending in other areas dollar for dollar.

**MOTION: Councilmember Ferencz moved to recommend to the Ways and Means Committee that the City agrees to the 25% local share on these 2 projects and that the majority would come from the balance left in the NPDES fund and any difference would be included in the FY17 budget with the understanding that Council would reduce expense elsewhere to compensate for the amount budgeted; Chair Ward seconded and the motion PASSED UNANIMOUSLY.**

**5. Old Business, cont'd**

**B. Update on golf cart path between 20<sup>th</sup> Avenue and the Island Center**

The good news is that the City has received the SCDOT permit. The drawing included in meeting packets shows the proposed location of the path that people have been using already; it is much safer.

Chair Ward asked when the project would go out for bid, and the Administrator said it would be as fast as it could be. Bids are expected to be in the one hundred thousand dollar (\$100,000) range.

The Administrator commented that she would like to find a way to do the same on the other side of Palm, but she does have a quick answer on how to do it.

### **C. Status of Phase II Drainage**

Assistant Fragoso reported that the City is waiting on one (1) easement from the Yacht Club at Morgan's Cove Marina Association who owns the parking lot adjacent to the temporary golf cart path or the City will have to move the golf cart path to begin construction. They have asked the City to clean a vac line on their property that connects to the drainage the City will be replacing. Attorney Halversen is assisting with the legalities of doing work on private property and the City is trying to decide if it can do the project without the easement.

Assistant Fragoso also reported that she and the Administrator had met with the Director of the IOP Water and Sewer Commission, and they have agreed to sign the easement; the exact language for the easement is being finalized.

## **6. New Business**

### **B. Consideration of Change Order to Thomas and Hutton Agreement in an amount up to \$10,500 to allow for bid and construction oversight**

Since the NPDES project at Public Works was originally envisioned, it has become much more complicated and complex; when the RFP was issued, the bid assistance and construction oversight were omitted. The City needs Thomas and Hutton's assistance in writing the technical portion of the RFP and in evaluating the bid; once the contract is awarded, they will provide construction oversight.

**MOTION: Councilmember Ferencz moved to recommend approval of a change order to Thomas and Hutton in the amount up to \$10,500 to allow for bid and construction oversight; Chair Ward seconded and the motion PASSED UNANIMOUSLY.**

## **7. Miscellaneous Business**

**Next Meeting Date: 4:30 p.m., Thursday, June 2, 2016 in the Conference Room.**

## **8. Adjournment**

**MOTION: Councilmember Ferencz moved to adjourn at 6:33 p.m.; Chair Ward seconded and the motion PASSED UNANIMOUSLY.**