



Public Works Committee

8:00 a.m., July 1, 2020

1207 Palm Boulevard, Isle of Palms, South Carolina

Virtual Meeting Due to COVID-19 Pandemic:

The public may join the virtual meeting by clicking here: <https://www.youtube.com/user/cityofisleofpalms>

Public Comment:

Citizens may provide public comment here:

<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** - and acknowledgement that the press and public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Approval of previous meeting's minutes** – June 4, 2020
3. **Citizens' Comments** – Citizens may submit written comments here: <https://www.iop.net/public-comment-form> Comments received prior to the meeting will be entered into the record.
4. **Department Report** – Director Pitts and Assistant Director Asero; Vehicle maintenance, trash collection, and building maintenance tracking reports
5. **Old Business**
 - a. Update on Phase III Drainage Project and small internal projects
 - b. Discussion of outsourcing household garbage collection services
6. **New Business**
 - a. Discussion of timeline to reinstate plastic ban on IOP businesses
 - b. Discussion of drainage impacts of new construction and lot elevation on neighboring properties
7. **Miscellaneous Business**

Next Meeting Date: 8:00 a.m., Thursday, August 6th, 2020
8. **Executive Session** – If needed
9. **Adjournment**



PUBLIC WORKS COMMITTEE
8:00am, Thursday, June 4, 2020

Virtual Meeting via Zoom call due to COVID-19 Pandemic
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>

MINUTES

1. Call to order

Present: Council members Pounds, Smith, and Streetman

Staff Present: Administrator Fragoso, Director Pitts, Asst. Director Asero

2. Approval of previous meeting's minutes – May 13, 2020

Council Member Streetman made a motion to approve the minutes of the May 13, 2020 meeting, and Council Member Smith seconded the motion.

3. Citizens' Comments – none

4. Department Reports – Director Pitts and Assistant Director Asero

Director Pitts reported garbage collection for May was average, yard debris collection a little higher than normal, but miscellaneous debris collection was very high for the month. He also shared schedule changes with the Committee that allows for staff to clean and stock the Front Beach public restrooms. He said he is able to manage with the staff he has, but he can hire a temp if necessary. Administrator Fragoso reported that staff has a very detailed plan in place to monitor the restrooms, operating at half the cost of the previous contract.

Asst. Director Asero reported on the installation of a drainpipe catch basin and collection box at Wills Way which was done by an independent contractor. He said the project of pipe replacement on Ocean Boulevard is nearly complete. Eadie's continues to clean up drop inlets at the marina, the ditches between 28th-29th avenues, and vegetation on 41st Avenue. He reported that four drainage projects are scheduled for work by SCDOT in June/July.

Administrator Fragoso added, "We are really focusing on a very proactive approach to drainage ahead of the hurricane season, so we have been having regular meetings to make sure that he has the resources that he needs to address some of the drainage hotspots that we have on the island and any ditches that need to be structured, any ditches that need to be cleaned. Robert has been working with Eadie's on identifying those and getting those scheduled and done. Also, we have been actively working with SCDOT on a number of projects along the right-of-way, so I feel very confident that we are going to be in a really good situation ahead of rains and ahead of expected flooding and hurricanes now that we have somebody dedicated to make sure we stay on top of it."

Committee members briefly discussed some flooding concerns at 3702 Palm Boulevard.

Regarding drainage issues at 23rd and 24th Avenues, Asst. Director Asero said, “That was the street that I had found the buried pipe opening. There was supposed to be a swale ditch that runs about $\frac{3}{4}$ of the way up in front of that property where we discovered the pipe. So DOT is going to dig that down to what they need it to be for a regular ditch. What I did was I actually found the pipe opening, tried to get some of the water, but they really (INAUDIBLE) that dam in some of the water. While they were also there, I showed them where it pooled closer because that is only going to take half of the water on that street. The rest of it will pool closer to 23rd, so DOT took a look because there is a drop inlet on the corner of 23rd and Hartnett, and he is going to do some out-of-the-box thinking to see if there is some way that they can connect the drop inlet.”

Committee members also briefly discussed the importance of nurturing the City’s relationship with SCDOT.

5. Old Business

A. Update on Phase III Drainage Project and small internal projects

Administrator Fragoso said not much has changed with these projects since the May 13 meeting. She said that Thomas & Hutton is working on a more detailed cost estimate now that design and permitting are done in order to make sure the project is still within budget. The funds for the smaller projects and Phase III now appear in FY21.

Regarding the Phase III Drainage Project, she reported, “We are still on time, still working on permitting, and expecting permitting to be finalized sometime between late fall and early winter” with construction expected to begin at the start of 2021. Additional funds for improving Waterway Boulevard have been included in the budget. Administrator Fragoso shared Thomas & Hutton’s proposal to study and prepare a conceptual design for the Waterway Boulevard project. The estimated costs of \$18,900 for the study and design will be brought before the Ways & Means Committee for approval. She reported the cost of those improvements could be closer to \$200,000.

B. Update on IOP Connector and sidewalk extension project

Assistant Director Asero said sod and five palm trees have been installed. Staff is working with the Garden Club who is donating some plantings and time to beautify the Leola Hanberry Park. He said some lighting in the area may be possible, and he anticipates the project to be complete in 1-2 weeks.

C. Update on city-wide landscaping RFP

Administrator Fragoso said the RFPs would be opened tomorrow and staff will bring a recommendation to the Ways & Means Committee.

6. **New Business**

A. **Discussion of City's Tree Fund**

Administrator Fragoso stated that any changes to the use of the funds would require changes to the ordinance. She said there are \$15,000 in budgeted expenditures from that fund in FY21, which has a \$102,000 balance. She suggested involving the Planning Commission and or a Citizens' Advisory Board to help with determining how best to use those funds to beautify the city. Director Pitts noted that the City uses those funds to replace 10-12 trees every year.

MOTION: Council Member Streetman made a motion for City Council to recommend the issue to the Planning Commission so that it can develop a plan on how the City could better use the City's tree fund balance. Council Member Pounds seconded the motion. The motion passed unanimously.

B. **Consideration of Dominion Energy tree removal and trimming**

Council Member Smith stated she would like the answers provided by Dominion Energy to the questions posed by City Council at the May 11, 2020 Special Meeting be made available to the public. Committee members agreed it is a good idea to keep pressing them for information and answers while building a working relationship. Administrator Fragoso said she could invite representatives from Dominion Energy to future meetings to help keep the conversation proactive and perhaps develop a timeline for future large projects, such as burying powerlines.

7. **Miscellaneous Business**

The next meeting of the Public Works Committee will be Thursday, July 2, 2020 at 8:00am.

8. **Adjournment**

Council Member Streetman made a motion to adjourn, and Council Member Smith seconded the motion. The meeting was adjourned at 9:02am.

Respectfully submitted,

Nicole DeNeane
City Clerk

DEPARTMENT OF PUBLIC WORKS JUNE 2020

Assistant director of Storm water and Facilities

Drainage

- Wills way drainage complete and operational.
- Eadies vegetation ditch and pipe cleaning on 2nd Ave. 28th Ave. Forest Trail, Allie Ct.
- Deployed pumps on 32nd Ave. Palm.
- 110 Sparrow Dr. drainage swell reconstruction complete.
- 29th - Hartnett, 23-24th Hartnett. drainage swell reconstruction complete.
- 32nd Ave and palm drain cleaning completed by SCDOT.
- Charleston county stormwater review plans for new home construction.
- On site visit with SCDOT to check all 32nd Ave drainage.

Facilities

- A/C PM at the DPW.
- City wide building termite inspections.
- Ordering supplies for the restrooms.
- Generator transfer switch delivered for installation.
- Reviewing the cities current elevator contract.

Front beach / Restrooms

- Inspect and repair front beach restrooms.
- Clean up of parking lot trash and debris.
- Installation of new dispensers in restrooms.

Landscaping / Rights of way / Connector / Parks

- Clean up of debris on the connector DPW/sweeping contractor.
- Maintenance of Palm Blvd and Waterway Blvd, every 10 days.
- Additional cleaning of beach accesses paths.
- Installation of 5 palm trees for the connector sidewalk at the DPW.
- Installation of sod for the Leolla Hanbury park.
- Installation of rose bushes in the Leolla park.
- Review of scope of work with Pleasant Places for the season.

Compactor / Dumpster

- Cleaned compactor pad and recycling area weekly.

Certifications, training and meetings

- Virtual meetings.
- Monthly UST testing of Marina and DPW.
- Virtual meeting of the Isle of Palms emergency management plan with PD, FD and Recreation.
- Review of Public works software demos for facilities maintenance and drainage.