

BEAUFORT COUNTY TRANSPORTATION COMMITTEE (BCTC)

MEETING MINUTES

From January 17, 2018

The regular meeting of the Beaufort County Transportation Committee (BCTC) was held on January 17, 2018 in the Executive Conference Room of the Beaufort County Administrative Complex located at 100 Ribaut Road, Beaufort, South Carolina.

MEMBERS PRESENT: John Glover, Joe DeVito, Craig Forrest, Kraig Gordon, Christopher England, Joseph Stroman, Jr., Mark McCain, James Morrall

MEMBERS ABSENT: Bob Arundell

VACANT DISTRICTS: District 9 and District 11

OTHERS PRESENT: County Council Member Alice Howard, District 4
Rob McFee, Beaufort County Division Director for Construction, Engineering & Facilities
Colin Kinton, Director of Beaufort County Traffic and Transportation Engineer
Jeff Buckley, Town of Hilton Head

Notification. An audio recording of this meeting is available from the Beaufort County Engineering Department. Please contact the department at 843 255-2700 and request an audio copy. Power Point presentations given to the BCTC are available from the County Engineering Department.

1. **Call to Order & Members Roll Call.** Meeting was called to order at approximately 4:00 p.m. by Chairman Gordon and an attendance roll call was taken. A quorum was achieved for this meeting.

2. **Introductions and Public Comment.** Diana Telford of Beaufort County Engineering was introduced. No public comment at this time.

3. **Approval of Minutes.** Minutes from the September 20, 2017 and November 15, 2017 meetings were approved.

4. **Acceptance of Roads into the County Network & Revisions to BCTC 2017/2018 Transportation Plan.** In the December Public Facilities Meeting it was recommended that roads be brought into the County network for improvement. It was decided that municipalities and departments should submit their recommendations to BCTC for review and consideration. The list of roadways, with mapping information, needs to be included in their recommendations. The next PMS review will take place in 3 years. There are several hundred miles of dirt roads and in Policies 15 and 17 is an outline of a process to follow. The BCTC recommends that all private dirt roads should be brought up to County paved road standards. Due to cost, there's an option for property owners to join and create a special tax district. They could work together with Engineering, Planning, Assessor and Treasurer's offices to pay for the improvements over a 20 year period. The property owners could hire their own engineer and contractor but there are policies and procedures that would need to be followed. Plans have to be submitted to the appropriate departments for review and approval. A motion was made to accept these items and to make note that the BCTC see all requests and makes recommendation to Public Facilities and County Council.

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5. Old Business.

A. Program/Project Updates. Mr. McFee provided an update on the following projects.

(1) **Dirt Road Paving Contract 50A and 50W.** The clearing on Trotter's Loop is approximately 95% complete; the clearing on Butler Farm Road is 100% complete and there's a stone base in place. The other roads included in Contract 50A have not yet been started. Johnson Landing Road is due to start in April. The projects for Albertha, Almond, Coker, Devonwood, and Mary Smalls have not yet started but the plans are in review and construction is due to start in mid-February.

(2) **2017 Nonrecurring Funded Projects.** These projects are in the closing phase. There are 30 miles of resurfacing that have been done. There was a meeting with SCDOT between Christmas and New Year's and the low shoulders on Dillon Road were discussed. An agreement was made on what would be included in the resurfacing and repairs; there was a punch list finalized and Lane Construction finished the work.

(3) **2017 Municipality/County CTC Funded Projects.** The slope on Highway 278 was damaged during Hurricane Irma and the repairs will be paid for with TAG Funds, but FEMA will reimburse for the repairs. There is resurfacing in the City of Beaufort, and signalization in Port Royal and on Highway 278. The resurfacing in Hilton Head and in the City of Beaufort was supposed to be procured and performed by the municipalities and then reimbursed by the BCTC Committee up to the funds that were appropriated. The signalization in Port Royal was ready to bid in the next week and the Highway 278 timing is in review and a decision was made at the Public Facilities Meeting on February 26th.

(4) **2018 Resurfacing Program (Years 1 & 2).** There was a mandatory pre-bid meeting with 3 vendors. The SCDOT model is being used and the project will be let in a lump-sum contract. The contractor will have to figure out how much material is needed. This is not a unit cost contract. There will be an allocation for full-depth patching and leveling set aside. The bids were due February 5th.

6. New Business.

A. Election of Officers. A motion was made and approved to keep current officers in place.

B. **Petition Request for Fiddler Pond Loop Resurfacing.** A request to resurface Cord Grass Loop and Fiddlers Pond Loop off of Cat Island has been received. Neither road comes up in PMS but a 4 year plan hasn't been put together yet. It's likely these roads will fall into the program within the next few years. Motion was approved to recommend that these roads be reviewed for the program.

C. **2018 SCDOT Resurfacing Update.** The report from SCDOT has been received to see what will be paid for this cycle. The maintenance resurfacing project hasn't gone out for bid yet. It has been asked how gas and diesel tax funds are allocated but there hasn't been a response from the State yet.

D. **Treasurer Report & Results of Beaufort County C Fund Review.** There is no good report this meeting because it is between budgets right now. There is a good analysis on what has been spent. The Town of Port Royal sidewalk project is in the design phase with SCDOT. Waddell Road should get started soon and then, hopefully, Naval Hospital will be starting after that. There was an audit and BCTC met all the requirements. The request was made that the reports are updated as a project completes instead of waiting until the end of the quarter.

E. **Off Agenda Items.** – It's time to make recommendations for the upcoming pavement considerations. Also, Steve Wilson passed away.

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7. **Public Comment**. Jeff Buckley from the Town of Hilton Head confirmed that the Committee did request that the Town pay a local match of 25% on the William Pope project. This will be discussed further after the meeting is adjourned.

8. **Meeting Adjourned**. The next regular meeting the BCTC will be March 21, 2018 at 4:00 p.m., in the Executive Conference Room, County Administration Building, Robert Smalls Complex, Beaufort, SC.