

# BEAUFORT COUNTY TRANSPORTATION COMMITTEE (BCTC)

## MEETING MINUTES

FROM NOVEMBER 20, 2019

The regular meeting of the Beaufort County Transportation Committee (BCTC) was held on November 20, 2019, in the County Council Chambers of the Beaufort County Administrative Complex located at 100 Ribaut Road, Beaufort, South Carolina.

**MEMBERS PRESENT:** Kraig Gordon, Mark McCain, Joseph Stroman, Craig Forrest, Stephen Hill, Brian Winslow, Joe DeVito, Jim Backer

**MEMBERS ABSENT (EXCUSED):** Luana Graves-Sellars, Christopher England, John Glover

**MEMBERS ABSENT (UNEXCUSED):** N/A

**MEMBERS TARDY:** N/A

**OTHERS PRESENT:** Rob McFee, Beaufort County Engineering  
Andrea Atherton, Beaufort County Engineering  
Susan Larson, Lowcountry Inside Track  
Elizabeth Penn-Sanders, SCDOT  
Shawn Epps, F&ME Consultants  
Bryan Bauer, F&ME Consultants  
Andy Whitfield, F&ME Consultants  
Jeff Buckalew, Town of Hilton Head Engineering  
Bryan McIlwee, Town of Bluffton Engineering

**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 Beaufort County Engineering Department also.

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. **Pledge of Allegiance.**
3. **Introductions and Public Comment.** No public comment.
4. **Approval of Minutes.** Meeting minutes from the September 18, 2019 meeting. It was moved by Mr. Stroman, seconded by Mr. Winslow that committee approve the September 18, 2020 meeting minutes. The vote: YAYS: Mr. McCain, Mr. Stroman, Mr. Forrest, Mr. Hill, Mr. DeVito, Mr. Stroman, Mr. Winslow and Mr. Backer. The motion passed 8-0.
5. **Old Business.**

BEAUFORT COUNTY TRANSPORTATION COMMITTEE (BCTC)

MEETING MINUTES

FROM NOVEMBER 20, 2019

A. RESIGNATION OF MAYOR-ELECT JOE DEVITO

*Kraig Gordon, Chairman*

Mr. DeVito announced his resignation as Treasurer and District 4 Representative to the County Transportation Committee. Mr. Gordon presented a Certificate of Appreciation to Mr. DeVito for his outstanding service to the committee throughout the past 4 years.

B. STREET STUDY WALK THROUGH

*Kraig Gordon, Chairman*

Demonstration of extracting information from the Beaufort County Atlas, F&ME Pavement Survey Report, and F&ME SCDOT Secondary Roads Priority Ranking.

C. 5 YEAR PLAN DEVELOPMENT & PMS PROGRAM

*Shawn Epps, F&ME Consultants*

*Bryan Bauer, F&ME Consultants*

In 2016, F&ME completed a pavement condition assessment for the committee to determine the condition and quality of the Beaufort County road system. Based from the assessment, a 5 year fiscally constrained pavement management recommendation was developed and adopted by the Committee. Being in year 3 and partial year 4 of the recommendation, the committee must determine whether another pavement condition assessment needs to be completed. F&ME provided a presentation of how the pavement condition assessment provides objective, quantifiable criteria established by ASTM Standards for reviewing road criteria, pavement management and preservation..

D. LATS TRAFFIC STUDY 170 AECOM

*Rob McFee, PE, Beaufort County Engineering*

In October 2019, AECOM presented an Access Management Plan to the Policy Board of LATS. The Access Management Plan reviewed all accident and traffic data, access issues, and land use along the 170 corridor to develop a system-wide approach to access management using reduced-conflict intersections. The approach will allow the safety and capacity of this corridor to be preserved long term. LATS has endorsed the Access Management Plan and staff would like the committee to do the same. It was moved by Mr. McCain, seconded by Mr. DeVito that the committee endorses the AECOM Access Management Plan. The vote: YAYS: Mr. McCain, Mr. Stroman, Mr. Forrest, Mr. Hill, Mr. DeVito, Mr. Winslow and Mr. Backer. The motion passed 8-0.

E. UPDATE ON INTERSECTION DESIGN 462/170

*Rob McFee, PE, Beaufort County Engineering*

With a municipality match of \$50,000 from Jasper County Transportation Committee, Beaufort County will signalize the intersection of SC 462 and SC 170. The design is being discussed with SCDOT who is assisting in the endeavor. Beaufort County has hired Bihl Engineering to complete geotech and mast arm design. The work completed at this intersection will not undo the endorsement of the AECOM Access Management Plan. The design should be completed by the end of December 2019.

F. REDUCED-CONFLICT INTERSECTIONS “R-CUT”

*Kraig Gordon, Chairman*

A video on Reduced-Conflict Intersections, also known as R-Cuts or RCIs, was presented to the committee.

BEAUFORT COUNTY TRANSPORTATION COMMITTEE (BCTC)

MEETING MINUTES

FROM NOVEMBER 20, 2019

G. YEAR 3 ROAD RESURFACING BID APPROVAL

*Rob McFee, PE, Beaufort County Engineering*

Presentation of the bid tabulation received from the sole bidder, Preferred Materials, Inc. It was moved by Mr. McCain, seconded by Mr. DeVito to approved and proceed with the Recommendation of Award, keeping with Beaufort County Procurement Procedures. The vote: YAYS: Mr. McCain, Mr. Stroman, Mr. Forrest, Mr. Hill, Mr. DeVito, Mr. Winslow and Mr. Backer. The motion passed 8-0.

H. PROSPECT ROAD DAUFUSKI ISLAND

*Steve Hill, District 9*

Daufuski Island Council has submitted a request to Beaufort County Council to place a prescriptive easement on Prospect Road. The road is a private road that is County maintained. In the past, the property owner of the road has attempted to close the road which has been a thoroughfare connecting the beach with the riverside of the island for over 100 years. After a consulting with the Beaufort County Attorney, he advise the best way to proceed was through Beaufort County Council to establish a prescriptive easement. Public Facilities Committee will be discussing this item at the December 2, 2019 meeting.

I. SCDOT STATE SECONDARY REVIEW

*Kraig Gordon, Chairman*

SCDOT is encouraging all counties to review state secondary roads and contribute dollars to pave these roads. County Transportation C Fund statute requires CTCs to contribute 25% of annual revenue to state secondary roads. SCDOT has hired a contractor to review secondary roads to which, Chairman Gordon has been asking for the data in regards of roads in Beaufort County. Chairman Gordon will continue to follow up on the review completion and obtaining the data.

6. New Business.

A. SCDOT BEAUFORT 2020 ROAD PROJECTS

*Elizabeth Penn-Sanders, SCDOT Resident Maintenance Engineer*

Presentation of SCDOT State Road Project Program to be completed in 2020 within Beaufort County. The 2021 State Road Project Program will be presented when it is completed.

B. ANNUAL REPORT

*Kraig Gordon, Chairman*

A revised fiscal year 2017/2018 report was required to complete fiscal year 2018/2019 report. The fiscal year 2017/2018 has been completed, signed by the Chairman and will be submitted to the C Fund Program. Fiscal year 2018/2019 will be completed within a week.

C. CTC APPOINTMENT RESPONSIBILITY

*Kraig Gordon, Chairman*

Beaufort County Council appoints members to the County Transportation Committee. The committee is independent of Beaufort County Council as it is governed by and reports to SCDOT. With the committee having independent funding, the committee, solely, approves funding of

BEAUFORT COUNTY TRANSPORTATION COMMITTEE (BCTC)

MEETING MINUTES

FROM NOVEMBER 20, 2019

contracts though abides by Beaufort County's procurement procedures which requires County Council to approve the contract has met the procedure requirements.

7. **Treasurer's Report.** Discussed C Fund Balance, current, committed, uncommitted, non-recurring funds.
8. **Public Comment.** No public comment.
9. **Meeting Adjourned.** The next regular meeting the BCTC will be January 15, 2020 at 4:00 p.m., in the County Council Chambers, County Administration Building, Robert Smalls Complex, Beaufort, SC.

DRAFT