

BEAUFORT COUNTY TRANSPORTATION COMMITTEE (BCTC)

MEETING MINUTES

FROM September 15, 2021

The regular meeting of the Beaufort County Transportation Committee (BCTC) was held on September 15, 2021 at the County chambers, hosted by [Beaufort County's County Channel](#).

MEMBERS PRESENT: Kraig Gordon, Chairman, Joseph Stroman, Jim Backer, Mark McCain, Brian Winslow, Virginia Kozak.6-9

MEMBERS ABSENT (EXCUSED): Luana Graves-Sellars, J. Craig Forrest, John Glover, Vice Chairman

MEMBERS ABSENT (UNEXCUSED):

MEMBERS TARDY:

OTHERS PRESENT: Mr. Jared Fralix, Assistant County Administrator, Engineering Division
Ms. Andrea Atherton, Director, Transportation Engineering
Ms. Brittane Fields, CIP Coordinator, Engineering
Ms. Elisabeth McMillan, Administrative Assistant, Capital Projects
Ms. Stephanie Rossi, Planning Director, LCOG
Ms. Elizabeth Penn-Sanders, SCDOT Resident Maintenance Engineer
Mr. Greg Moore, SCDOT Resident Construction Engineer
Mr. Shawn Epps, Vice President, F&ME Consultants
Mr. Bryan Bauer, PE Project Engineer, F&ME Consultants
Mr. Rob McFee, Low Country Practice Leader, SEPI, Inc
Ms. Carrie Gorsuch, Engineering & Infrastructure Coordinator, City of Beaufort
Ms. Suzanne Larson, Legislative Consultant, Low Country Inside Track

Notification. A recording of this meeting is available from the Beaufort County's County Channel. Power Point presentations provided to the BCTC are also available from the Beaufort County Capital Projects 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. Mr. Jim Backer informed the committee and the audience members that he will need to take an early leave of absence but made a point to vote YAY for the discussion on re-evaluating the state secondary selections FY 2022 based on Mr. Gordon's previous e-mail to the committee. 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 July 21, 2021 meeting. It was moved by Mr. Winslow seconded by Mr. Backer that committee approve the July 21, 2021 meeting minutes with revisions. The vote: YAYS: Joseph Stroman, Jim Backer, Brian Winslow, Mark McCain. 4-0

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5. Old Business.

A. SCDOT FY 2020 & 2021 PROJECT STATUS

Mr. Greg Moore, SCDOT Resident Construction Engineer

Currently there are several active projects in Beaufort County. SCDOT is currently doing an intersection improvement on US 21 N at 170 E. Along with that there are multiple roads including SC 46 E & SC 170 E, S 406 E, and S 70 E & S 163 N that are under construction for road rehabilitation and preservation. Soon there will be safety improvements made on US 278 at Buck Island Road, Bluffton Road, Hilton Head National Drive, Salt Marsh Drive, Chamberlin Drive, and Spanish Wells Road. This project was awarded to Edisto Contracting, LLC.

B. YEAR 4 & 5 RESURFACING UPDATE

Ms. Andrea Atherton, Transportation Engineering Director

This project is at roughly 98% complete and is expected to be completed the week of September 20th, 2021. Sawmill Forest Drive and the Plantation Park Entrances off US 278 are the last to be completed. Year 5 Resurfacing invitation for bids will be posted in the 4th quarter of 2021. There are 7.53 miles to be resurfaced at an estimate of 2.4 Million Dollars and 2.9 miles of Reclamite estimated at 70 Thousand Dollars.

C. DIRT ROAD PAVING CONTRACT #51, #52, & #53 UPDATE

Ms. Andrea Atherton, Transportation Engineering Director

Dirt Road Paving Contract #51 is completed. There are a few punch list items before final payment is submitted. There was roughly 1.6 miles of road completed for this project with an overall cost of about \$2.2 Million. Dirt Road Contract #52 is currently under contract with JH Hiers and Andrews Engineering. This project is about 1.4 miles and just over \$2 Million. The expected completion of this project is August of 2022. Dirt Contract #53 is expected to be out for bid December or January of next year. The original budget for this project was \$2.3 Million. Due to a 40 % decrease in funding from the TAG fund a few revisions will be made to the roads selected.

D. PAVEMENT CONDITION SURVEY UPDATE

Mr. Bryan Bauer, PE Project Engineer F&ME

Since the last meeting F&ME has received the pavement data from SCDOT and began their process. They have gone through the first iteration of PQI calculation and compared it to the data that was collected last year. They have also started their manual QC to match what has been collected to the data from SCDOT. The purpose is to see if the system has changed or improved. Once the process is completed, F&ME will present to the CTC and County Staff to cover the priority ratings and what treatment methods will be used for the next 5-Year Plan.

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E. SC 170 UPDATE

Mr. Jared Fralix, Assistant County Administrator – Engineering

This project is specific to SC 170 from 278 to 462. The county has initiated a contract for the near-term segment of this project with AECOM. There are six parts to the near-term plan that come to a value of approximately \$3 Million. Under the contract with AECOM the goal is to start the design and permitting and complete it over the next five or six months. In January the county would like to use those designs to put out for bid and hopefully start construction for those improvements by late spring. The cost of this project will be split between Beaufort County, Jasper County, and Hardeeville County. At the Jasper County Council Workshop, Beaufort County presented proposals for this plan and they were favorable. The County is now waiting on the responses from the others involved.

F. STATE SECONDARY PROGRAM APPROVAL

Mr. Kraig Gordon, Chairman

Chairman Gordon proposed that the committee spends \$1.1 Million dollars on the state secondary roads selected by the committee this year because the state secondary data would not be completed until the end of the fiscal year. The following year the committee would use the funds on state secondaries with ADTs lower than 500. Year 3 of this program the committee would spend the funds 50/50 between High ADT and Low ADT state secondary roads.

It was motioned by Mr. Winslow and seconded by Ms. Kozak that the committee approves the approach suggested by Chairman Gordon on the funding of the state secondary roads into groups A and B. The Vote: Joseph Stroman, Jim Backer, Brian Winslow, Virginia Kozak, Mark McCain. 5-0

G. APPOINTMENT OF LOW ADT ENGINEER F&ME

Mr. Kraig Gordon, Chairman

The Committee requested a proposal from F&ME to evaluate the state secondary roads with an ADT of less than 500. In that request it was found that there are more than 190 miles of state secondary roads with an ADT of less than 500. This proposal came to a total of roughly \$90,000. The committee suggested that we have a request for proposals in the fall for consulting firms to provide a study on state secondary roads with an ADT of less than 500. It was motioned by Mr. Winslow and seconded by Ms. Kozak that the committee proceeds with the requests of proposals designed for low ADT roads in relation to item F. The Vote: Joseph Stroman, Brian Winslow, Virginia Kozak, Mark McCain, Kraig Gordon 5-0

H. REVIEW OF STATE SECONDARIES

Mr. Kraig Gordon, Chairman

The committee reviewed the state secondary road pavement data that they collected in their districts and voted upon which roads would be evaluated and considered for the pavement program. Stanley Farm Road, Azalea Drive, Center Drive East, Archer Road, Pleasant Point Drive and Fripp Point Road were all evaluated for selection.

I. BEAUFORT CTC REVIEW

Ms. Brittanee Fields, CIP Coordinator, Engineering

Ivana Gearheart the C- Program Manager from the SC Department of Transportation visited the Engineering Department for the County Transportation Committees annual audit. There are two parts to this audit the first is a review of documentation that is kept for project tracking. The second is a review

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of the financial documentation for projects. The CTC successfully passed the review with no deficiencies.

6. New Business.

A. ANNUAL REPORT TO GENERAL ASSEMBLY 2019/2020

Mr. Kraig Gordon, Chairman

The committee's annual fiscal year report is shared to the State Legislature and The General Assembly. There other 46 counties in the state are also reported. The reports display what projects are funded throughout each county. The document that was presented to the committee was the portion of the [General Assembly's Report](#) on Beaufort County.

B. INTERSTATE FUNDING DISCUSSION

Mr. Kraig Gordon, Chairman

After a discussion with Joe Sturm the CTC Program Manager, there have been concerns about The Highway Trust Fund being impacted by Congressional battles over infrastructure funding legislation. This could potentially impact the CTC because of the amount of funds that come from gasoline sales tax. With the push for battery operated vehicles there could be a shift in the amount of funds received.

C. FUNDING FOR F&ME TO REEVALUATE YR. 5 - \$12,000

Ms. Andrea Atherton, Director, Transportation Engineering

The original survey for this project was conducted in 2017. The data needs to be reevaluated for the most cost-effective plan. F&ME Scope of Services includes the visual evaluation of each road, pavement coring as required for additional data and pavement preservation recommendations based on the data received for a total cost of \$12,000. It was motioned by Ms. Kozak and seconded by Mr. Winslow that the committee provides the funding for the Year 5 Pavement reevaluation. The Vote: Joseph Stroman, Brian Winslow, Virginia Kozak, Mark McCain, Kraig Gordon 5-0

D. LOW DOLLAR PROJECT & ENGINEER FUNDING

Mr. Kraig Gordon, Chairman

Chairman Gordon proposed that for project costs under \$25,000 that a vote be made between the Chairman, Treasurer, and Vice Chairman for approval. At times it would be more efficient to make a small vote among the three than to wait for the committee meeting because of time lost. It was motioned by Mr. Winslow and seconded by Ms. Kozak that the committee adopts a policy that allows engineering project costs proposed by the Chairman for less than or equal to \$25,000 be approved by a small select committee and it be entered as a policy in the Transportation Plan. The Vote: YAYS: Joseph Stroman, Brian Winslow, Virginia Kozak, Kraig Gordon, NO: Mark McCain 4-1.

E. LATS SURVEY

Ms. Virginia Kozak, District 4

Ms. Stephanie Rossi reached out to Ms. Kozak about distributing an electronic survey to the committee that will help identify transportation needs for the urbanized and rural areas over the next 20 years and provide a set of multimodal strategies to address these needs. This Survey is relatively short but will have a significant impact on our community going forward. The survey closes October 8th, 2021.

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7. TREASURER'S REPORT

A. BI-MONTHLY REPORT

Mr. Jim Backer, Treasurer

Ms. Brittanee Fields, Engineering Sr. Administrative Specialist

8. Public Comment. No public comment.

9. Chairman Comments.

10. Meeting Adjourned. The next regular meeting the BCTC will be November 17, 2021 at 3:30 p.m., held in the County Council Chambers, County Administration Building, Robert Smalls Complex, Beaufort, SC.