



**County Council of  
Beaufort County  
Public Facilities  
Committee Meeting**

**Chairman**  
BRIAN FLEWELLING

**Vice Chairman**  
YORK GLOVER

**Committee Members**  
MICHAEL COVERT  
MARK LAWSON  
JOSEPH PASSIMENT

**County Administrator**  
ASHLEY M. JACOBS

**Clerk to Council**  
SARAH W. BROCK

**Staff Support**  
PATRICK HILL  
ROBERT MCFEE

**Administration Building**  
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## Public Facilities Committee Minutes

Monday, May 18, 2020 at 4:00 PM

VIRTUAL MEETING

### PRESENT

Chairman Brian Flewelling  
Vice Chairman York Glover  
Council Member D.Paul Sommerville  
Council Member Gerald Dawson  
Council Member Joseph F. Passiment  
Council Member Stu Rodman  
Council Member Michael Covert  
Council Member Chris Hervocho  
Council Member Alice Howard  
Council Member Mark Lawson

### CALL TO ORDER

Chairman Flewelling called the meeting to order at 4:00 p.m.

### FOIA COMPLIANCE

Sarah W. Brock, Clerk to Council, confirmed that public notification of the meeting was published, posted, and distributed in compliance with the South Carolina Freedom of Information Act.

### APPROVAL OF AGENDA

**Motion:** It was moved by Council Member Covert, seconded by Vice Chairman Glover, to approve agenda. Voting Yea: Council Member Passiment, Council Member Sommerville, Council Member Dawson, Vice Chairman Glover, Chairman Flewelling, Council Member Rodman, Council Member Hervocho, Council Member Covert, Council Member Howard, Council Member Lawson. The motion passed 10:0

### APPROVAL OF THE MINUTES

**Motion:** It was moved by Council Member Rodman, seconded by Vice Chairman Covert to approve Minutes from April 20, 2020. Voting Yea: Council Member Passiment, Council Member Sommerville, Council Member Covert, Council Member Dawson, Chairman Flewelling, Council Member Rodman, Vice Chairman Glover, Council Member Hervocho, Council Member Howard, Council Member Lawson. The motion passed 10:0.

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## ACTION ITEMS

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### **Recommendation of Award to MAJ Enterprises, Inc. for IFB #041420E Ft. Fremont Preserve Roadway Improvements for a total project cost of \$178,390**

Dave Thomas, Purchasing Director, spoke regarding On March 9, 2020, Beaufort County published a solicitation for construction services for the roadway improvements at Fort Fremont Preserve. The work will consist of roadway repairs, pervious parking spaces, and landscaping to the entrance of Fort Fremont and the newly constructed Interpretive Center. The lowest bid is from MAJ Enterprises, Inc. for \$162,173.00. With a 10% contingency of \$16,217, the total project cost is \$178,390. The funding for the project is paid through the Rural & Critical Lands Passive Parks Program.

**Motion:** It was moved by Vice Chairman Glover, seconded by Council Member Howard to Award to MAJ Enterprises, Inc. for IFB #041420E Ft. Fremont Preserve Roadway Improvements for a total project cost of \$178,390. Voting Yea: Coucil Member Passiment, Council Member Sommerville, Council Member Covert, Council Member Dawson, Chairman Flewelling, Council Member Rodman, Vice Chairman Glover, Council Member Hervochon, Council Member Howard, Council Member Lawson. The motion passed 10:0

### **CONSIDERATION OF AN ORDINANCE AUTHORIZING THE EXECUTION AND DELIVERY OF AN ACCESS AND PARKING EASEMENT ON COUNTY PROPERTY REFERRED TO AS MYRTLE PARK**

Kurt Thomas, County Attorney, discussed an ordinance concerning parking and access agreement which will allow CSD Myrtle Park LLC to maximize the amount of sq. ft.

**Motion:** It was moved by Vice Chairman Covert, seconded by Council Member Glover. to approve Myrtle Park Access and Parking agreement ordinance. Voting Yea: Coucil Member Passiment, Council Member Sommerville, Council Member Covert, Council Member Dawson, Chairman Flewelling, Council Member Rodman, Vice Chairman Glover, Council Member Hervochon, Council Member Howard, Council Member Lawson. The motion passed 10:0.

### **Request authority for the County Administrator to negotiate a contract award for RFQ 071019 Facilities Master Plan Consulting Services for a total cost of \$298,840.**

Dave Thomas, Purchasing Director, discussed the request authority for the County Administrator to negotiate a contract award for RFQ 071019 Facilities Master Plan Consulting Services. The evaluation committee reviewed all of the responses and interviewed each firm. After the interviews the evaluation committee selected Creech & Associates as the number one ranked firm. The fee of \$298,840 covers the Master Plan Services, which includes a Space Needs Analysis, and Facilities Master Planning. See the proposal attachments A-C from Creech & Associates for a list of buildings and departments included in the Space Needs Analysis, and Facilities Master Planning parts of the study. Since this is a six month project, funds may be needed for FY21. Cost break down for each phase: Space Needs Analysis \$131,729, Facilities Master Planning \$167,111 for a total of \$298,840.

**Motion:** It was moved by Council Member Hervochon, Seconded by Council Member Covert authority for the County Administrator to negotiate a contract award for Facilities Master Plan Consulting Services. Voting Yea: Council Member Passiment, Council Member Sommerville, Council Member Covert, Council Member Dawson, Chairman Flewelling, Council Member Rodman, Vice Chairman Glover, Council Member Hervochon, Council Member Howard, Council Member Lawson. The motion passed 10:0.

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## DISCUSSION ITEMS

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### **Update status on decal program implementation**

Cindy Carter, Solid Waste and Recycling Director, discussed a QR reader for each convenience center with IT. One option is to equip unused phone or to purchase a scanner. There has been a request sent out for quotes to make the decals varying shape, size, etc. Has contacted other counties on their card system. Will have ready for review on June 15, 2020.

Council Member Rodman: Does not believe hanging tags works

Council Member Dawson: Will our employees be out in bad weather

Cindy Carter: We are looking into getting small huts.

Council Member Dawson: What recourse does our Attendance have if individuals don't follow rules.

Cindy Carter: The licence information is taken and given to the police.

Council Member Passiment: When is the date of implementation

Cindy Carter: Information will be given on June 15, 2020.

**Status:** For Informational Purposes only

**Discussion regarding Contractual Negotiations and Refund Request from Zinn Investments III, LLC.**

Christopher Inglese, Deputy Administrator, discussed the request refund of \$40,000 in relation to a Settlement Agreement between Beaufort County and Zinn Investments III, LLC dated February 13, 2013. This would refer to the construction of 3 turning lanes on SC 170.

Tom Zinn: President of Zinn Asset Management Corporation, The agreement that was discussed about improvements on SC 170. There was a cost reductions from the improvements of the Access of SC170 \$40,178. There was a design change that was not wanted by both BJWSA and the community. Request a refund of \$40,000, that Beaufort County completes the installation of the Beaufort Jasper water and Sewer Casing and the resolution of remaining settlement agreement matters and release.

Council Member Covert: The contract needs to be completed such as the BJWSA casing. The contract needs to be completed per the agreement.

Council Member Rodman: Is this the only settlement given?

Christopher Inglese: This is the most recent activity was done.

Council Member Rodman: I agree with Council Member Covert; however, I have a different amount of money from what was requested.

Council Member Sommerville: I was told a different result was chosen because the access requested on SC 170 was not needed at that time.

Christopher Inglese: I do not have that information.

Chairman Flewelling: Seems to be a reasonable amount requested however we can request a roll vote.

Tom Zinn: Beaufort Jasper did not want it done per the agreement way. There was a discussion about adding a store and this store was going to use this access agreement. The information that Council Member Sommerville received was incorrect.

Council Member Rodman: This needs to be settled.

Chairman Flewelling: I agree!

Council Member Passiment: The amendment to the subject agreement date 2017, was there a previous agreement?

Tom Zinn: There is only one agreement dated February 2013.

Council Member Passiment: Would like to make sure this is done properly by it being done the right way with anything that needs to be done to be completed. If the casing is being completed now.

Tom Zinn: Yes !

Council Member Passiment: What is the purpose of the refund of \$40,000?

Tom Zinn: The refund was for the amount of cost savings from the orginally plan that never got installed.

Council Member Passiment: Would this settle the agreement?

Tom Zinn: Yes, it will be as long as the casing and this refund is completed.

Chairman Flewelling: Request with Ashley to seek county council for approval

Ashley Jacobs: Beaufort County Administrator, Yes!

**Status:** Informational Purposes Only

### **Discussion of Hilton Head Island Convenience Center**

Dave Wilhelm: Assistant County Administrator of Public Works and Sustainability, discussed options for continuing operations of the Hilton Head Island convenience center which will be estimated \$794,000 the cost to county operations for providing the service impacts the county's general fund.

Chairman Flewelling: Does this include tipping fee?

Dave Wilhelm: It does not include tipping fee.

Council Member Howard: Is this the only location on Hilton Head for recycling?

Dave Wilhelm: Sea Pines is the only one I am aware of that does recycling.

Council Member Rodman: It might be useful to do this for all convenience centers.

Ashley Jacobs: We need some direction on where you would like this to go.

Chairman Flewelling: Doesn't hear anything that would change the basic concern about curbside pickup for the Town of Hilton Head.

Council Member Rodman: We should look into decal , which would help with cost.

Chairman Flewelling: The price includes hauling but not tipping.

Dave Wilhelm: That is correct.

Chairman Flewelling: This will go forward as already previously discussed. There is time at meetings if there will be a change.

**Status:** For Informational Purposes only

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## **CITIZEN COMMENTS**

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### **CITIZEN COMMENT**

No Citizen Comments

**ADJOURNMENT**

Meeting adjourned at 5:11 p.m.

Ratified by Committee: June 15, 2020