



# PUBLIC WORKS COMMITTEE MEETING

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**MONDAY, MAY 4, 2020 | 6:00 PM**

3rd committee meeting

The Committee will meet remotely at 6 p.m. via Webex.

Please visit the City's website at

<https://cityofmauldin.org/your-government/meeting-minutes-agendas/>

to access the meeting via audio and videoconferencing

The public may not attend in person.

# AGENDA

1. Call to Order
2. Public Comment
3. Reading and Approval of Minutes
  - a. Public Works Committee Meeting: April 6, 2020 (Pages 3-9)
4. Reports or Communications from City Officers
  - a. Department Reports  
Public Works Director Matthew Fleahman
    - o Springfield Park Basketball Court Update (Page 10)
    - o Storm Water Update for Springfield Park (Pages 11-12)
  - Budget Review
5. Unfinished Business- None
  - a. Brookbend Road (Pages 13-16)
6. New Business
  - a. Request to Move Funds to Streets Capital for Skid Steer (17)
7. Public Comment
8. Committee Concerns
9. Adjourn

Minutes  
Public Works Committee  
April 6, 2020  
6:00 p.m.  
3<sup>rd</sup> committee meeting

Members present were Acting Chairman Terry Merritt, Committee members Michael Reynolds and Councilwoman King. PW Director Matt Fleahman and Brandon Madden, City Administrator were also present.

1. Call to Order- Acting Chairman Merritt
2. Public Comment- None
3. Reading and Approval of Minutes
  - b. Public Works Committee Meeting: March 2, 2020  
Councilman Reynolds made a motion to approve the minutes with Councilwoman King seconding. The vote was unanimous (3-0).
4. Reports or Communications from City Officers
  - b. Department Reports  
Public Works Director Matthew Fleahman
    - a. Stormwater Update

The City of Mauldin is a Co-Permittee in the Greenville County Stormwater permit. The City of Mauldin does not collect any fees associated with Stormwater management; however, they are routinely called upon to address issues with failing or improperly designed stormwater catchments.

Public Works has put together information regarding options for the City Council to consider. This information pertains to permitting, program management, funding sources, financial liabilities and staffing.

A work session is recommended for May 2020 to discuss these options. Acting Chairman Merritt asked if this would need to be an executive session. Brandon said some of the contractual matters would need to be discussed in executive session, but a public work session

could also be held. The work session could be held prior to the regularly scheduled committee meetings in May.

Councilman Reynolds said he was good with having a work session in May. Councilwoman King said she wasn't sure Council could meet before the committee meeting but was fine with meeting in May.

No action was needed from committee.

Budget Review- The budgets look good.

5. Unfinished Business- None

6. New Business

- a. Authorization to Move Remaining Funds in Sanitation from Capital to Purchase/Maintain Carts- The City recently purchased a side-arm trash truck. We have surplus funds from the purchase. The City budgeted \$300,000 for the purchase of the trash truck. The final purchase price was \$271,186.57, leaving a total of \$28,813.43 available in the Sanitation Department. The amount to be transferred from Budget line 432-970 to Budget line 432-264 is \$28,813.43.

Staff's recommendation is to use these funds to replace cans that are non-compatible with the new side arm truck at no cost to the residents. It was determined that a total of 738 cans within the weekly route of the new truck to be non-compatible.

Councilman Reynolds made a motion to send this item to Council with a recommendation of approval. Councilwoman King seconded the motion. Councilman Reynolds asked how many cans were compatible how many cans were compatible that we have in current inventory and Matt answered 92. The vote was unanimous (3-0).

- b. Pavement Management Services- The City of Mauldin budgeted

\$35,000 for pavement asset management in its FY2020 budget in the Streets Division of the Public Works Department. Greenville County issued a Request for Proposals (RFP) for pavement management services for FY2020 and selected IMS as its contractor.

Via this agreement, the City will piggy-back off of the County's contract. The City of Greer is also using IMS, piggy backing off of the County's contract. Chairman Merritt said he and Brandon went to Greer to look at their system, and it was phenomenal. This would also include sidewalk information.

Councilman Reynolds said this information is so important and made the motion to send this to full Council with a recommendation of approval. Councilwoman King seconded the motion and the vote was unanimous (3-0).

Councilman Reynolds asked if Matt had any experience with this company. Matt answered no.

- c. Authorization to Move Remaining Funds in Sewer from Capital to Utilities- The City of Mauldin budgeted \$64,000 for the purchase of a back-up generator for the Deer Ridge wastewater pump station. The final purchase price was \$33,240.00, leaving a total of \$30,760 available in the Sewer Department.

When the pump station and associated sewer collection system was deeded to the City in 2017, an oversight occurred and left the utilities in the Developer's name. In an effort to rectify this error, the City will be required to put both bills in their name and pay all charges since the day the system was deeded to the City. Public Works is currently negotiating the total value of charges and anticipates that it will be far less than amount being transferred into the requested budget line.

The amount to be transferred from Budget line 430-970 to Budget line 430-200 is \$30,760.

Councilman Reynolds asked what the utility bill would be. Matt said it is originally around \$19,000, but we are negotiating. There is a Greenville Water bill and a Laurens Electric charge. Chairman Merritt asked if we know whose oversight it was. Brandon said we don't know. Chairman Merritt said instead of moving the whole \$30,760, we could authorize a different amount. Brandon said the total cost of the bills will be drawn down. The reason it is presented this way is it is an easier way to carry it out. If it is more than \$19,000, we will have enough money to cover the bills, but we will not take out more than is needed.

Councilwoman King made a motion to send this item to Council with a recommendation of a transfer of funds not to exceed \$30,760. Councilman Reynolds seconded the motion and the vote was unanimous (3-0).

d. Springfield Park Playground Agreement with Cunningham Recreation- Brandon reported during the Recreation Committee, they considered this item. \$300,000 was approved for the purchase of new playground equipment and surfaces for Springfield Park. Fencing will also be installed around the two playgrounds. The City recommends approval of the following:

1. Agreement with Cunningham Recreation for the purchase and installation of playgrounds and surfaces for Springfield Park.
2. The purchase and installation of fencing for the playgrounds at a not to exceed cost of \$6,500.

The total cost of all of the aforementioned items is \$278,296 which is \$24,631 less than the Council approved budget of \$300,000 for this project.

Councilwoman King made a motion to send this item to Council with a recommendation of approval of Cunningham Recreation to install the playground

and surfaces and fencing to be installed. Councilman Reynolds seconded the motion.

Acting Chairman Merritt asked if there would be three separate fencing areas, Brandon said there would be fencing around the swing set, lower end playground and upper end playground. Councilman Reynolds asked if the turf was outlined in pink on the attached drawing. Brandon answered yes, the pink is the concrete curbing that will enclose the turf.

The vote was unanimous (3-0).

e. Brookbend Road- An 18-inch corrugated steel storm pipe extends from the corner of 136 Brookbend Road along the property line down to catch basin at the back of the property where it connects to a surface water feature. The pipe runs near the house foundation, under a fence, and under a shed. The house was completed in 1967; however, no information is available on the age of the pipe

This pipe has collapsed before, and the City replaced the collapsed pipe in November 2018 from the edge of pavement to the edge of the right-of-way. The pipe is very corroded and continues to collapse along the length of the pipe. The current sink hole on the property is off the right-of-way and continues to grow as the old steel pipe continues to collapse.

On February 14th, 2020, City Council was requested to address the issue on her property. Subsequently, members of Council requested that this matter be vetted by Council for direction. Public Works staff generated a quote and a hold harmless agreement per City Ordinance Section 36-33. The resident has refused to pay for the materials and expects the City to make the repairs on her private property.

Staff performed an assessment of the storm water system at 136 Brookbend Road. Per City Code of Ordinances Section 36-33 staff has developed a quote in the amount of \$5,825.75 for the materials needed to address the concerns presented by the resident regarding 136 Brookbend Road. The improvements involve replacing the storm

water piping from the existing sink hole down to the catch basin in the back yard. A utility easement would be needed from the resident.

Councilwoman King made a motion to hold this item in committee in light of the stormwater workshop to be held in May. Councilman Reynolds said the City needs to identify a funding source for stormwater, as these requests seem to keep coming in. Councilman Reynolds seconded the motion and the vote was unanimous (3-0).

f. Sewer Rehabilitation Program- The City of Mauldin and Frazier Engineering entered into an Agreement dated March 15, 2015 for Engineering-Construction Management Services related to the City's Sewer Rehabilitation Program. Amending the contract to allow for the Engineer to provide general engineering services related to the City's overall rehabilitation program and providing design and construction management services for the City's sewer rehabilitation construction projects.

The amendment will authorize the Engineer to implement the Project to prioritize the required manhole rehabilitation and perform the rehabilitation work. Staff is requesting that Council approve the amendment. The cost associated with this item will not exceed the budgeted amount of \$250,000.

Brandon added there is one portion in the agreement under compensation where he recommends a language adjustment to provide for a not to exceed amount. If there is any additional money needed, this would have to come back to Council for approval. A revised document will be provided if this is forwarded to Council.

Councilwoman King made a motion to send this item to Council to include the additional wording brought by Mr. Madden. Councilman Reynolds seconded the motion and the vote was unanimous (3-0).

7. Public Comment

Mr. Ireland- 132 Brookbend Road. Storm drain. Water in yard washed out flower beds. If anyone walks through at night and falls in there, it would be bad. Started about a year ago. You may want to reconsider this.

8. Committee Concerns

Councilwoman King said she wanted to make sure to communicate that she appreciates what staff is doing through this time.

9. Adjourn- Acting Chairman Terry Merritt adjourned the meeting.

Respectfully Submitted,  
Cindy Miller  
Municipal Clerk

# PUBLIC WORKS COMMITTEE AGENDA ITEM

**MEETING DATE:** May 4, 2020

## **AGENDA ITEM 4a**

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**TO:** Public Works Committee  
**FROM:** Public Works Director, Matthew Fleahman  
**SUBJECT:** Springfield Park Basketball Court Update

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## **REQUEST**

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To inform the Public Works Committee and City Council that the Public Works Department will erecting a fence around the newly repaired basketball court to restrict vehicular traffic.

## **HISTORY/BACKGROUND**

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The basketball court at Springfield Park has historically had fencing around the entire court and recently the fencing has only been in areas behind the basketball rims. Due to no fencing being present on either side of the court, vehicles can drive onto the court from the parking lot. Additionally, local residents have been seen driving four-wheelers on the court surface as well. City Council recently funded the refurbishing of the basketball surface and the work is almost complete.

## **ANALYSIS or STAFF FINDINGS**

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The Public Works Department will restrict vehicular traffic in order to promote the longevity of the new asphalt basketball surface. The proposed fencing will be four-foot-tall, black, chain link fencing with gate access on both sides. The addition of fencing on both sides will be funded with the \$6,229 remaining funds from the basketball court refurbishing project and Public Works funds for maintaining the parks.

## **TIMELINE**

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Public Works intends to start the project upon completion of this Committee notification.

## **RECOMMENDATION**

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No recommendation is required as this is only an update.

# PUBLIC WORKS COMMITTEE AGENDA ITEM

MEETING DATE: May 4, 2020

AGENDA ITEM: 4b

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TO: Public Works Committee  
FROM: Public Works Director, Matthew Fleahman  
SUBJECT: Storm Water Update for Springfield Park

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## REQUEST

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To inform the Public Works Committee and City Council that the Public Works Department will be moving forward with the project to address storm water at Springfield Park prior to the installation of the new lower level playground.

## HISTORY/BACKGROUND

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Storm water from the parking lot at Springfield park currently flows through the proposed location of the new playground at the lower portion of the park near the football fields. Due to the size of the parking lot, a large volume of stormwater flows through the area. City Council budgeted \$7,500 funding in Capital for stormwater controls to be installed to address these flows. Without addressing the storm water issue, the new playground could potentially sustain significant damage to its underlying structure.

## ANALYSIS or STAFF FINDINGS

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The Public Works Department assessed the area and determined that in addition to the storm water issue at the new playground location, the storm drain system down gradient at the concession stand was also deficient. If storm water was piped under/around the new playground, the drain at the concession stand would be at an elevation above the proposed piping. This would prevent the storm water from reaching the stream behind the ball fields. It was recommended that in addition to the playground piping, that new piping and catch basins be installed to ensure that flows from the parking lot get to the concession stand and then between the ballfield to the stream at the back of the park.

The additional work costs more than what was budgeted by City Council; however, funds will be used from Budget line 431-000-730 “Street Department Drainage Projects” to address any cost overage.

#### TIMELINE

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Public Works intends to start ordering materials upon completion of this Committee notification and will begin work immediately.

#### RECOMMENDATION

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No recommendation is required as this is only an update.

# PUBLIC WORKS COMMITTEE

## AGENDA ITEM

**MEETING DATE:** May 4, 2020

**AGENDA ITEM:** 5a

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**TO:** Public Works Committee  
**FROM:** Public Works Director, Matthew Fleahman  
**SUBJECT:** Brookbend Road

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### REQUEST

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Council direction is requested as it relates to a stormwater drainage issue.

### HISTORY/BACKGROUND

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An 18-inch corrugated steel storm pipe extends from the corner of 136 Brookbend Road along the property line down to catch basin at the back of the property where it connects to a surface water feature. The pipe runs near the house foundation, under a fence, and under a shed. The house was completed in 1967; however, no information is available on the age of the pipe

This pipe has collapsed before, and the City replaced the collapsed pipe in November 2018 from the edge of pavement to the edge of the right-of-way. The pipe is very corroded and continues to collapse along the length of the pipe. The current sink hole on the property is off the right-of-way and continues to grow as the old steel pipe continues to collapse.

On February 14<sup>th</sup> 2020, Mrs. Federline requested City Council to address the issue on her property. Subsequently, members of Council requested that this matter be vetted by Council for direction.

### ANALYSIS or STAFF FINDINGS

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In accordance with City of Mauldin Ordinance Sec. 36-33. - Work off city right-of-way and property, the City may provide labor and equipment to address drainage issues on private property. All materials necessary to address the issue are required to be furnished by the property owner. Ordinance Section 36-33 is attached. Public Works staff generated a quote and a hold harmless agreement per City Ordinance Section 36-33. Mrs. Federline has refused to pay for the materials and expects the City to make the repairs on her private property.

Staff performed an assessment of the storm water system at 136 Brookbend Road. Per City Code of Ordinances Section 36-33 staff has developed a quote in the amount of \$5,825.75 for the materials needed to address the concerns presented by Mrs. Federline regarding 136 Brookbend Road. The improvements involve replacing the storm water piping from the existing sink hole down to the catch basin in the back yard.

Due to the placement of the storm pipe along the property line and under structures, the replacement of the pipe will require that the location be shifted. This shifting will be accomplished with the installation of an

additional catch basin. The new location of the pipe will be off Mrs. Federline's property and onto the neighboring property. The City will need to obtain a utility easement from the owner of 132 Brookbend Road to complete the work. The City will be responsible for paying the attorney fees related thereto. Lastly, the collapsing steel pipe will need to be filled with flowable fill concrete to ensure that no further property damage occurs to Mrs. Federline.

Staff will proceed at the direction of Council. Should Council authorize staff to proceed and absorb the cost of materials, then a budget amendment will be warranted in the amount of the cost of the materials as it exceeds \$5,825.75 and is considered a capital expense. The funding source would be the City's General Fund balance.

## **TIMELINE**

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Should Council authorize proceeding, and if a Utility Easement is granted at 132 Brookbend Road, the estimated timeline for the work is 6 to 8 weeks.

## **RECOMMENDATION**

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This matter is a policy decision of Council. Staff is authorized to proceed as outlined by City Ordinance. The City provided the property owner with the available options as prescribed by City Ordinance 36-33; however, the request of the property owner falls outside of the parameters of the Ordinance.

Sec. 36-33. - Work off city right-of-way and property.

Work may be performed off city rights-of-way or property in the following cases:

- (1) *Protection of city street or bridge.* For correcting a situation detrimental to a city street or bridge which affects the safety of the traveling public. Such work may include, but is not limited to, stream channel improvement and sight distance obstruction removal. Upon specific approval of the city administrator, private driveways may be scraped only to the extent necessary to protect a city or county road within the city limits by channeling water into side ditches and cleaning side ditches. Hold harmless agreements are required for all such types of work.
- (2) *Drainage work off city rights-of-ways and properties.* To perform maintenance on dedicated easements, provided that such maintenance will provide for the free flow of surface water to a live stream and/or relieve regional flooding conditions along a live stream. The city may provide labor and equipment to perform maintenance on drainage easements and installation of erosion protection, but the easement, in general, must carry water from public roads or lands or be regional in nature. This work will be accomplished only upon request and approval of all property owners adjacent to the easement and after a properly executed hold harmless agreement, and right of entry agreement, signed by all such owners is filed with the city and accepted for recording. Felled trees may be removed only if impeding the normal flow of water and only if it affects a public interest, public health, or public safety.

No maintenance assistance is offered any development until completion. After completion of a development project, no such assistance shall be rendered to commercial developments, industrial sites, golf courses, apartment complexes, or mobile home parks, without specific approval of council. A record of each project undertaken is to be maintained in the city public works department and made available upon request. The record is to include manpower and equipment usage.

In the event the work is done by the private property owner, the work must be performed by a licensed, qualified contractor. All work must be inspected during installation and approved by the public works department upon completion and before covering.

*Types of work.* The following types of drainage assistance may be performed by the city public works department provided it affects a public interest, public health, or public safety:

- a. Machine cleaning of normally dry drainage easements to allow free flow of surface water.
- b. Installation or removal of pipe (labor and equipment only) on normally dry drainage easements. Materials must be furnished by the property owner. All materials furnished including pipe, catch basins, grates and lids must meet city standards.
- c. Installation of large stone or other erosion protection materials (labor and equipment only) on normally dry drainage easements.
- d. Unclogging and repair of pipe systems (labor and equipment only) on normally dry drainage easements.

*Conditions.* The drainage assistance described above may only be performed under the following conditions:

- a. All requests for off right-of-way drainage assistance must be approved by the public works director.

- b. All affected property owners must execute drainage assistance agreements which shall include an easement with permanent encroachment provisions and a hold harmless agreement. These agreements shall be filed with the public works department.
- c. Drainage assistance may be provided for circumstances involving water which originates from public lands or public rights-of-ways to natural stream beds or drainage systems.
- d. No materials will be furnished by the city for any of the above types of work.
- e. No assistance shall be provided to any development prior to its completion.
- f. No off right-of-way drainage assistance shall be performed more than once in a 12-month period except under extraordinary circumstances and with the concurrence of the city administrator.

(Code 1994, § 20-33; Ord. No. 542, § 1, 8-20-2001; Ord. No. 821, 3-20-2017)

# PUBLIC WORKS COMMITTEE AGENDA ITEM

**MEETING DATE:** May 4, 2020

**AGENDA ITEM:** 6a

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**TO:** Public Works Committee  
**FROM:** Public Works Director, Matthew Fleahman  
**SUBJECT:** Purchase of Skid Steer for Public Works Department

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## REQUEST

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Authorization is requested to move a portion of the funds generated from the sale of old / damaged equipment from the Capital Projects Fund to Budget Line 431-000-970 for the Capital Purchase of a skid steer.

## HISTORY/BACKGROUND

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The Public Works Department made a request through the Public Works Committee during the January meeting to sell the old, outdated, and/or damaged equipment which is stored at several locations around the City. After being authorized through Committee and subsequently by City Council, Public Works listed and sold the items on the Gov Deals website. After completing all the sales, a total of \$75,473.57 was generated and added, per the City's Surplus Property Disposal Policy, the City's Capital Projects Fund. It was the intention of Public Works to return to the Public Works Committee and the City Council after the sales were complete in order to make a recommendation on any use of this revenue.

## ANALYSIS or STAFF FINDINGS

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The Public Works Department would like to transfer \$64,000 within the Capital Projects Fund to Budget Line 431-000-970 for the Capital Purchase of a skid steer to be maintained by the Streets Department. A skid steer is an asset on construction sites and allows for attachments to be purchased to maximize its usefulness. Attachments such as an asphalt milling machine, a brush-hog, a vibratory roller, and a concrete mixer will be budgeted for in upcoming years in order to best optimize this piece of equipment.

## TIMELINE

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Should City Council approve the transfer of funds, a Kubota SVL-95 track skid steer can be purchased on the State Contract within thirty days.

## RECOMMENDATION

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Staff recommends the Public Works Committee and the City Council approve the transfer of funds for the purchase of a skid steer.