

**BEAUFORT COUNTY TRANSPORTATION COMMITTEE  
MINUTES OF MEETING ON May 17, 2017**

The regular meeting of the Beaufort County Transportation Committee (BCTC) was held on May 17, 2017 in the Executive Conference Room of the Beaufort County Administrative Complex located at 100 Ribaut Road, Beaufort, South Carolina.

**MEMBERS PRESENT:** Joe DeVito, Mark McCain, John Glover, Craig Forrest, Kraig Gordon, Christopher England, Paul Runko, Bob Arundell, Stephen Wilson, Joseph Stroman, James Morrall

**MEMBERS ABSENT:**

**OTHERS PRESENT:** County Council Member Alice Howard, District 4  
Josh Gruber, Deputy County Administrator  
Rob McFee, Beaufort County Division Director for Construction, Engineering & Facilities  
Colin Kinton, County Division Director for Traffic and Transportation Engineering  
Andrea Atherton, County Capital Improvement Projects Manager  
Lamar Taylor, City of Beaufort Public Works Director  
Dan Chism, F&ME Consultants  
Shawn Epps, F&ME Consultants

**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. **Public Comment.** Mr. Colin Kinton, County Traffic & Transportation Engineer indicated that the County is working on Multi-use Pathway Plans which provides for construction of 24 pathways throughout the County. The Spanish Moss Trail is one of the County's multi-use pathways. There had been some questions whether multi-use pathways could be funded with C Funds. Mr. Kinton checked with SCDOT and confirmed that multi-use pathways are treated just like sidewalks when they are adjacent to roadways or in the roadway's right of way. Walking trails/pathways thru parks or other property and not adjacent to roads are not eligible for C Funds. Mr. DeVito asked if funding for multi-use pathways adjacent to SCDOT roadways or in road right of way, qualify toward the CTC's annual 25% mandate. Mr. McFee said he would confirm with SCDOT C Fund Program Manager.

3. **Approval of Minutes**

**Motion:** a motion was made and seconded to approve the minutes from the March 15, 2017 meeting. Motion passed unanimously.

4. **Old Business**

A. **Progress Update on County Roadway Pavement Condition Survey.** Mr. Dan Chism with F&ME Consultants, contractor for the roadway pavement condition survey, presented the committee with an update on the pavement condition survey. All data collection is completed and has been analyzed. F&ME is working on putting data into GIS and working on ADT figures. Mr. Chism gave the committee a draft of survey data collection. Data indicated that 67% of County roads are considered good from a pavement condition stand point. 27% are rated fair while 4% are rated poor and 2% are very poor. Data was collected for 614 County roads. The committee wanted to use SCDOT terminology so PQI, pavement quality index, is shown in the survey. F&ME added a scale factor to the survey by using ADT and Level of Service (LOS). Taking PQI and dividing by scale factor is how road rating is calculated. The higher ADT the higher the scale factor will be. F&ME continues working with staff to finalize on how to judge roadway's qualification for pavement maintenance and type of treatment to apply to the roadway. Some roads have several segments such as the Bluffton

Parkway. F&ME is pulling together cost data for various treatments. F&ME is also doing research on materials that are locally available. A draft final report should be completed by late June or early July. F&ME will prepare a draft final report for review before a final report is issued. F&ME is also working with GIS to display each roadway's data collection.

**B. BCTC Web Site Upgrade.** Mr. McCain reviewed the hand out on the web site upgrade and discussed the 4 points of interest. Mr. McCain and Engineering Department personnel met with the County's Web designer, Josh Riley. The County is in the process of major upgrade to its web site and web pages. Mr. Riley anticipates completion of the County web site upgrade by the end of 2017. A status meeting should be held in the fall with Mr. McCain, Engineering Department personnel and Mr. Riley to see what progress Mr. Riley has to report on.

**C. Update on BCTC SCDOT Projects.** Mr. McFee reviewed BCTC projects. The 2016 SCDOT Resurfacing continues to move forward. Lane Construction has completed 90% of the project. Burton Hill Road, Dillon Road and Castle Hall Road are the 3 road remaining to be resurfaced. Substantial completion is during June 2017. Two roads in the resurfacing contract, Johnny Morrall Circle and Pinckney Blvd will need to be dropped. Both of these roads are beyond resurfacing help. The roadways have structural failure and will require full depth reclamation. Mr. McFee is requesting approval from the BCTC to delete these 2 roads from the 2016 resurfacing contract. Mr. McFee indicated that he has contacted SCDOT to review these 2 roads and use their expertise on how to fix.

**Motion: A motion was made by Mr. McCain to drop Johnny Morrall Circle and Pinckney Blvd from the BCTC's 2016 SCDOT Road Resurfacing Project. Mr. DeVito seconded the motion. The motion passed unanimously.**

**D. Chairman Update on Projects.** The 2017 SCDOT projects approved by the BCTC, for improvements to the bridges approaches at US 21 Chowan Creek Bridge, SC 170 Broad River Bridge, SC 170 Chechessee River Bridge and the resurfacing of Palmetto Bay Road, for approximately 1.0 miles from Sea Pine Circle to Charles E Fraser Bridge have been submitted to the SCDOT C Fund Manager and they have been programmed.

Chairman Gordon attends the LATS/MPO meetings. SCDOT provides updates on projects which the Chairman passed out to the committee. Mr. Kinton indicated that SCDOT now has a GIS based web site for updates on their projects. There is a link to this SCDOT web site on the County's web site.

## **5. Old Business.**

**A. BCTC Third Quarter Financial Statement.** Mr. McFee reviewed the FY 2017 3<sup>rd</sup> Quarter Financial Statement. The period is July 2016 thru March 2017. Mr. McCain asked that Engineering Department email the municipality manager's about requests for funding for projects in accordance with the transportation plan. The original deadline for submission was March 31<sup>st</sup>. An extension to June 15<sup>th</sup> will be used.

**B. BCTC Liability Insurance.** Mr. McFee, working with Mr. England and Mr. Runko, has gotten the application for liability insurance which includes an 8 page questionnaire. The questionnaire was reviewed with the committee. Members who are not present will be sent the questionnaire.

**6. Public Comment.** No public comment given.

**7. Meeting Adjourned.** The July 19, 2017 meeting will be held at 4:00 p.m., in the Executive Conference Room, County Administration Building, Robert Smalls Complex, Beaufort, SC.

To: CTC Committee Membership

From: Mark H. McCain

Re.: CTC County Website Update

Date: April 19, 2017

A small working group made up of: Josh Riley of the county IT staff, Rob McFee, Maggie Hickman and myself met on April 12, 2017 to review the existing and possible future development of a county supported web page reflecting the consolidated efforts of the CTC.

Presently the efforts of the CTC are reflected in four different web pages with minimal updating coordination, some duplication and no standardized way of reflecting the monthly progress and educational aspects of the committee's efforts.

The county IT staff is in the middle of a major updating of the various agency, departmental and committee web pages that presently exist. Such an effort should be completed by the end of this calendar year. Such an effort will help address uniformity of the CTC web efforts to provide a focus on the educational aspects of our programs, a centralized updating process of meetings and products, and the sharing of new innovations such as the PMS program and the various methodologies of updating the existing dirt and paved roads systems.

Specific task to be addressed include;

- Making the system upgradable by the appropriate support departments.
- Being able to find out information about the CTC in the "I want to....." section of the master website.
- The ability to cross over between web pages and completing the searching for CTC materials, and
- Reformation the existing four pages to bring CTC related materials into one centralized web page.

We will continue to monitor the progress and reach out to staff as appropriate and continue to report to you as the program develops.

CC.: Kraig Gordon, Chairman  
Josh Riley  
Rob McFee  
Maggie Hickman