

Beaufort County Stormwater Management Utility Board (SWMU Board) Meeting Minutes

July 19, 2017 at 2:00 p.m. in Executive Conference Room, Administration Building, Beaufort County Government Robert Smalls Complex, 100 Ribaut Road, Beaufort, South Carolina

Board Members

Present

Don Smith
William Bruggeman
James Fargher
Larry Meisner
Patrick Mitchell

Absent

Marc Feinberg
Allyn Schneider

Ex-Officio Members

Present

Andy Kinghorn
Kim Jones

Absent

Scott Liggett
Van Willis

Beaufort County Staff

Eric Larson
David Wilhelm
Rebecca Baker
Melissa Allen
Patricia Wilson
Donald McKay

Visitors

Alice Howard, County Council District 4
Jeff Netzinger, Town of Hilton Head
Jeff Buckalew, Town of Hilton Head
Denise Parsick, Beaufort SW Conservation District
Lamar Taylor, City of Beaufort

1. Meeting called to order – Don Smith

- A. Agenda – Approved.
- B. May 17, 2017 Minutes - Approved.

2. Introductions – Completed.

3. Public Comment(s) – None.

4. Reports – Mr. Eric Larson and Mr. David Wilhelm provided a written report which is included in the posted agenda and can be accessed at:

<https://www.bcgov.net/departments/Administrative/beaufort-county-council/boards-and-commissions/council-appointed/board-list/stormwater-management-utility-board/agendas/2017/071917.pdf>

A. June Stormwater Manager Report – Eric Larson

Mr. Eric Larson thanked the Chairman, Mr. Don Smith, for making the decision to cancel June's meeting to allow staff the opportunity to attend the funeral for Jimmie Stanley who was a long time Public Works employee. He expressed that thoughts and prayers are with their family as they continue to heal.

Mr. Larson indicated that he will provide the July report and refer back to the June report on occasion.

B. Utility Update – Eric Larson

In reference to item #2, Mr. Eric Larson noted an increase in fees for Town of Hilton Head, as they have changed over Option E for their rate structure.

Mr. Larson mentioned that tax run work and preparation began on July 1st and staff is busy checking data.

C. Monitoring Update – Eric Larson

USCB has renewed their agreement with the Town of Bluffton and their funding levels stayed the same at \$120,000 a year.

Mr. Larson explained that the County is developing a monitoring plan with USCB to use as a pre-construction base line for new construction projects and these projects will likely take two years to complete. Mr. Don Smith asked if the County was happy with the work the lab is doing. Ms. Kim Jones said the Town of Bluffton has been working with them since 2009 and they have met every need they have had. Mr. Larson responded that the County is fine with their performance and indicated they meet with the lab on a regular basis to check on progress. He noted they are doing almost all of the MS4 monitoring and are full accredited with all of their procedures and looking to expand their capabilities.

D. Stormwater Implementation Committee (SWIC) Report – Eric Larson

Mr. Larson mentioned that the SWIC did not meet over the last month. Mr. Andy Kinghorn asked if SWIC has been deemphasized. Mr. Larson explained that they are now meeting on an as needed basis, as content and attendance had been dropping due to other focuses such as MS4. He mentioned that they communicate through phone and email when it is necessary and meet as needed to discuss larger issues or updates.

E. Stormwater Related Projects – Eric Larson

In reference to Okatie West, Mr. Larson referred back to the June report explaining that DHEC informed the County that funding for the grant has been cut off early. The project is now scheduled for completion by July 31, 2018 and is currently ahead of that schedule.

Mr. Larson provided an update on easements, informing the board that the County has reached an agreement with the property owner on Pleasant Point, to include liability. An agreement (restricted covenant) has been signed and will be recorded in the future.

F. Professional Contracts Report – Eric Larson

Mr. Larson explained that Joe Mina with ATM is working on making a recommendation on the CIP list. When he finished with the modeling, he wasn't finding a correlation between the modeling results and the projects of the 2006 plan. After interviewing municipalities and jurisdictions and getting a list of their priorities, the recommendation for the Master Plan will consist of a blend of known hot spots, complaint areas, perceived problems from impaired watersheds, and projects as a result of the modeling.

In reference to the FY18 Project Grouping, Mr. Larson informed the board that there is a proposal out for consulting services for four projects, two from last year that were delayed due to Hurricane Matthew and two projects that were planned this year. In response to a question, Mr. Larson responded that it is all one package, but the option to select a second firm is available, should the selected firm not have the capacity or manpower to complete all

four projects. He noted Brewer Memorial is not part of the 2006 master plan; it is a smaller demonstration project that was added to solve an isolated drainage problem in a high profile location to demonstrate BMPs to the public.

Mr. Larson gave a brief overview of the other three projects.

- Sawmill Creek overtopping was noted as an issue in the 2006 master plan, located on HWY 278 which is an evacuation route. A stormwater feature will be built in coordination with a frontage road that will connect the frontage road from BMW over to Tanger 1. The embankment that creates the frontage road will be used as a dam, stormwater detention facility, to help regulate the flow and prevent the overtopping of 278.
- Salt Creek near Battery Creek High School will be a regional wet detention facility to try to intercept some of the flow from that sub watershed into Albergotti Creek.
- Shanklin Road goes into Albergotti Creek and is in front of the runway on the Air Station. The government purchased the land to create a wetland bank, the County's goal is to create a water quality feature in that sub watershed that will meet approval of the Marine Corps, without attracting birds.

G. Regional Coordination – Eric Larson

Mr. Larson noted he will be meeting with the consultant for an update on the Factory Creek Watershed (Coleman Pond) project. They will be going over final design and ensuring all permits are in place for construction in the final phase.

In reference to item #4, Municipal "County" Infrastructure, Mr. Larson pointed out that discussion is taking place about the Attorney General's option, which expanded from roads to all infrastructures. County Council has authorized the County Administrator, Gary Kubic, to discuss this opinion on County roads within incorporated areas with the Town and City Managers. He noted is important for the Board to be aware of, as it could affect operations and funding of the utility.

H. Municipal Reports – Eric Larson

Please reference the report which is included in the posted agenda. No additional updates.

I. Municipal Separate Storm Sewer System (MS4 Update) – Eric Larson

Mr. Larson noted that that you can see by the report that the work load is starting to substantially increase with the MS4 program in place. Stormwater regulation started reporting the number of violations that the County had had to issue.

Regarding #4, MS4 permit by rule, Mr. Larson mentioned that it was approved by County Council and a letter has been sent to DHEC. The County began operating as such and has begun NPDES permitting (construction stormwater) as an MS4 and on behalf of DHEC as of July 1, 2017.

Mr. Larson pointed out that the Pond Conference will be taking place at USCB in October with a full day of technical speakers, tailored toward a broad spectrum of audiences such as home owners, developers and engineers. In response to a questions Mr. Larson explained that Carolina Clear will be responsible for advertising and will do so by avenues such as email lists for their newsletters, social media, mailers, announcements during the SWUB meeting, and a County press release. He explained the County did this event in 2015 and had over 100 participants, and expects this year's participation to be 100+ as well.

J. Maintenance Projects Report – David Wilhelm

Mr. David Wilhelm reported on the completion of the HWY 278 ponds, Warsaw Road, and Mint Farm Pond projects.

- The last of the four ponds on HWY 278 is complete. The final pond was a one acre pond located next to the Berkeley Hall construction entrance. The four ponds total about six and a half (6.5) acres: Pickney Hall is a one acre pond, Berkeley Hall is a one acre pond, Barrell Landing is two ponds totaling an acre, and Running Deer is about 3.5 acres. 84,000 cubic yards of material was removed from the pond sites and taken to the Bluffton recreation center to build up future sports fields. PALs partnered in this project, as they shared half of the excavation and hauling cost and in return got a large quantity of material at a greatly reduced rate. The County is monitoring the pond sites on a routine basis to ensure they are properly maintained.
- Warsaw Island Road project (3,500 feet of road side ditch was cleaned) was completed at end of September. The area was hydroseeded and since the vegetation didn't have a chance to establish before Hurricane Matthew, the County had to go back in and clean it up, which is why the cost is almost nearly double what a typical project of this nature would cost.
- Mint Farm Pond off of James Road the pond was constructed in a subdivision without any kind of outfall in it, so when the pond filled up the houses were subject to flooding. The water elevation was lowered, three catch basins and channel pipe were installed, so now as the pond water rises it will divert off once it reaches a certain elevation.

5. Unfinished Business – None.

6. New Business

A. Special Presentation: Town of Hilton Head Island – EWP Efforts – Mr. Jeff Buckalew gave an overview of the Town of Hilton Head's efforts with regard to disaster debris recovery from Hurricane Matthew. He explained that prior to the storm the Town had a debris management plan that was approved by FEMA which qualified them for an extra 2% in funding assistance. They also had drainage agreements with many of the gated communities as well as MOAs for debris removal, in addition to ordinances established prior to the storm, which helped them when applying for funding assistance.

After Hurricane Matthew passed it was essential for emergency clearing to begin to be able access critical facilities and begin damage assessments after getting staff back on island. After doing some research it was determined they needed to go through NRCS, using their Emergency Watershed Program (EWP) for funding assistance for debris removal. FEMA expressed that all resources needed to be exhausted before contacting them for additional assistance. The Town of Hilton Head began with the exigency program through NRCS, which is available for life threatening situations, which they identified with repetitive loss areas to flooding from their GIS system.

One challenge they ran into was that the local share for the grant was over \$100,000, so it was debated whether or not they needed to go to Town Council for approval. The exigency program allows only 10 days for all of the work to be completed from the date it is signed. Once signed, the Town immediately applied for the 10 day extension as the result of a recommendation

from NRCS to ensure they have plenty of time, should they run into challenges such as poor weather conditions or issues with equipment. Knowing that any unused funds had to go back to NRCS, the Town asked if they were allowed to do additional work if any money and time were left after completing the approved work. The Town was told they could do additional work only if it fell within the geographic zones that were approved and it was similar work. They had 11 channels approved and ended up being able to complete 13.

After finishing the exigency projects the Town began working on a standard grant through NRCS. This type of grant allows 220 days for work to be completed. They continued doing project scopes to determine the amount of work, cost estimates and review property rights. In some cases they had to go out and acquire right of entry and easements that were needed to complete work. The Town finished the standard grant work a few weeks ago and NRCS submitted a letter indicating they had depleted all available NRCS funds, so they could work on trying to get FEMA assistance.

The Town is currently working with FEMA and developed new project scopes and reviewed property rights. FEMA had different criteria for property rights, in which they require you to have them in place prior to a storm. They are expected to complete all federal subsidized drainage debris work by September.

Mr. Buckalew noted that NRCS and FEMA were very different to work with as NRCS utilized thorough bureaucracy (wait to start) versus proceed at your own risk with FEMA. The transition between the two for funding assistance was very unclear, but they worked through it. The local match for the assistance programs was 25%.

Some lessons that were learned throughout the process were to research up front, effective communication (knowing who the right person to reach out to), having organized data in GIS and property right agreements in place, knowing roles and responsibilities, creating a flow chart of the process, establishing a funding reserve, and having access to good contractors and monitors.

In reference to a question about the pump stations, Mr. Buckalew indicated that the Town has two pump stations with major damage that they are working to repair. They are looking into the possibility of installing a mechanical debris screen as a preventative measure for the future.

[The EWP presentation is attached to the minutes.](#)

B. SC170 Drainage Issues – The property owner was not present, so this agenda item was not discussed.

7. Public Comment(s) – None.

8. Next Meeting Agenda – Approved.

9. Meeting Adjourned



Town of Hilton Head Island

**Using Federal Assistance
to Remove Disaster Debris
from Drainage Ways**

Hurricane Matthew

June, 2017



Planning and Prior Knowledge

- Debris Management Plan
- Easements and MOA with PUD/POA
- Ordinances (Post-Disaster Debris Collection, and Storm Water Ord)
- Pre-Event Competitive Contracts



Hurricane Matthew

- Emergency Clearing
- Critical Facilities Access/Assessments
- Getting Staff back to the Island
- The Feds - Who does what?
- Direction and Action



USDA - NRCS

- Emergency Watershed Protection Program (EWP)
- Staff Research
- Data Development
- Coordination (local, state, federal)
- Exigency vs Standard work Grants



Exigency Grant

- Tied to Repetitive Loss Areas
- Developed Project Scopes/Estimates
- Debris Removal Only – (No Bank Stabilization or Sediment Removal)
- Attorney Opinion of Property Rights
- In-House Grant Execution
- Federal Grant Execution
- 10-Days to Complete all work

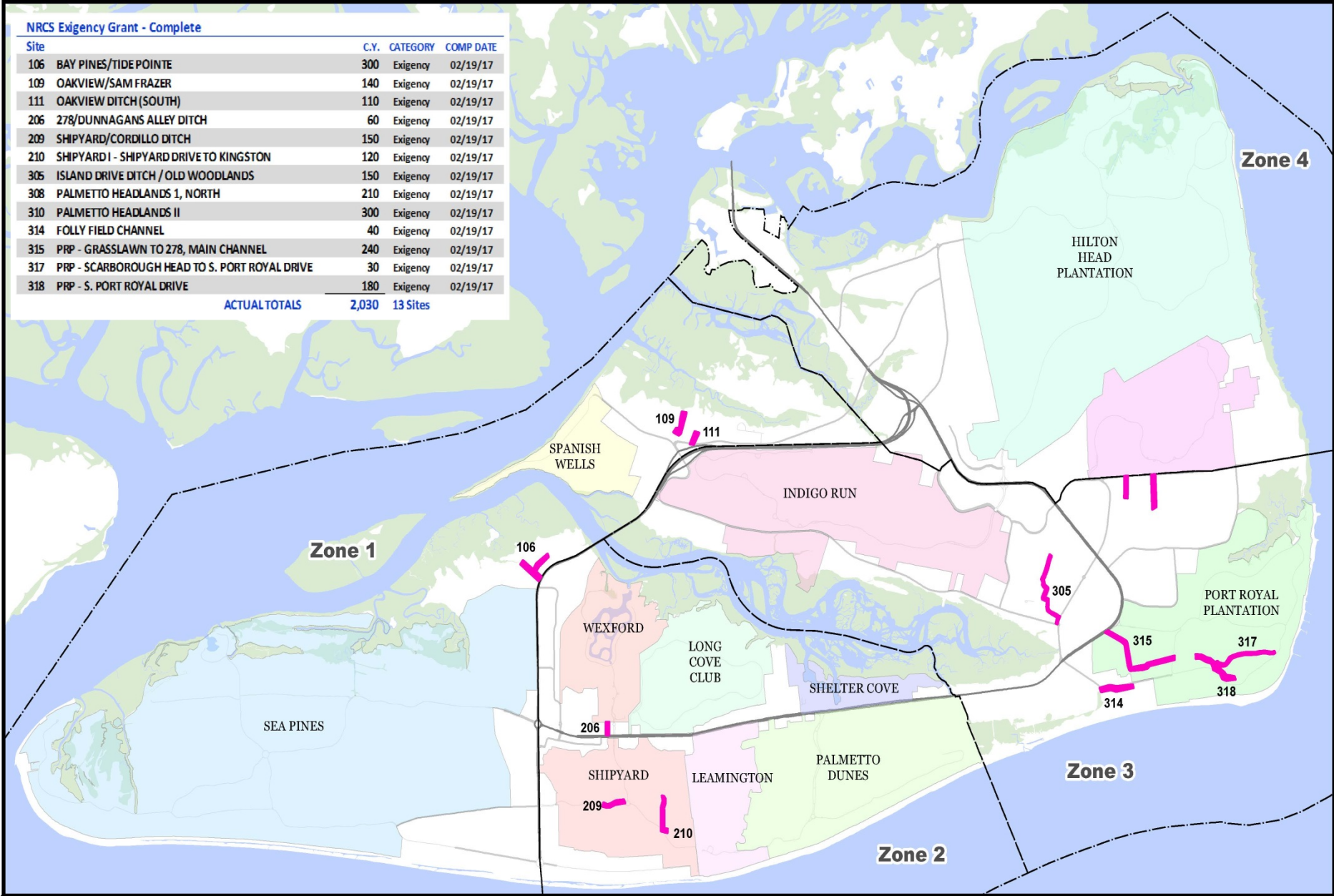


Exigency Grant

- Awarded 1/31/17
- Extension Requested Immediately
- Used Local on-call drainage contracts
- Work Completed 2/1/17 – 2/19/17
- **\$477,698 – Total Budget** (\$366,598 Fed, \$111,099 Local, \$30,909 T.A.)
- **\$222,896 = Actual Cost** (\$167,172 Fed, \$55,724 match)
- **13 Channels, 2030 CY removed**

NRCS Exigency Grant - Complete

Site	C.Y.	CATEGORY	COMP DATE
106 BAY PINES/TIDE POINTE	300	Exigency	02/19/17
109 OAKVIEW/SAM FRAZER	140	Exigency	02/19/17
111 OAKVIEW DITCH (SOUTH)	110	Exigency	02/19/17
206 278/DUNNAGANS ALLEY DITCH	60	Exigency	02/19/17
209 SHIPYARD/CORDILLO DITCH	150	Exigency	02/19/17
210 SHIPYARD I - SHIPYARD DRIVE TO KINGSTON	120	Exigency	02/19/17
305 ISLAND DRIVE DITCH / OLD WOODLANDS	150	Exigency	02/19/17
308 PALMETTO HEADLANDS 1, NORTH	210	Exigency	02/19/17
310 PALMETTO HEADLANDS II	300	Exigency	02/19/17
314 FOLLY FIELD CHANNEL	40	Exigency	02/19/17
315 PRP - GRASSLAWN TO 278, MAIN CHANNEL	240	Exigency	02/19/17
317 PRP - SCARBOROUGH HEAD TO S. PORT ROYAL DRIVE	30	Exigency	02/19/17
318 PRP - S. PORT ROYAL DRIVE	180	Exigency	02/19/17
ACTUAL TOTALS	2,030	13 Sites	



**Town of Hilton Head Island
Hurricane Matthew Recovery
Drainageway Debris Removal
NRCS Exigency Map**

July 6, 2017

1 inch = 4,000 feet



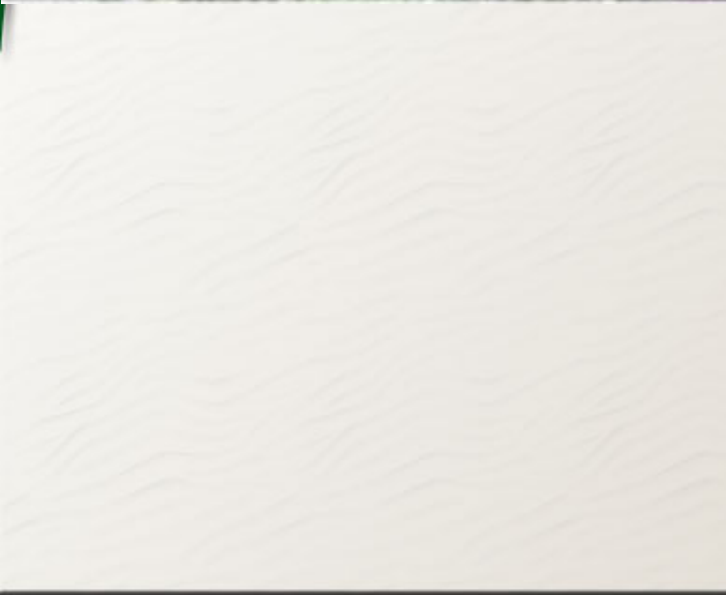


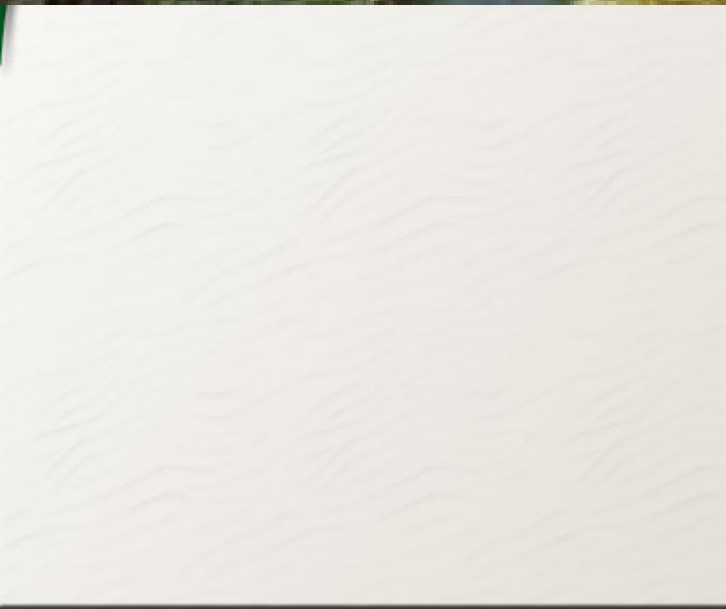












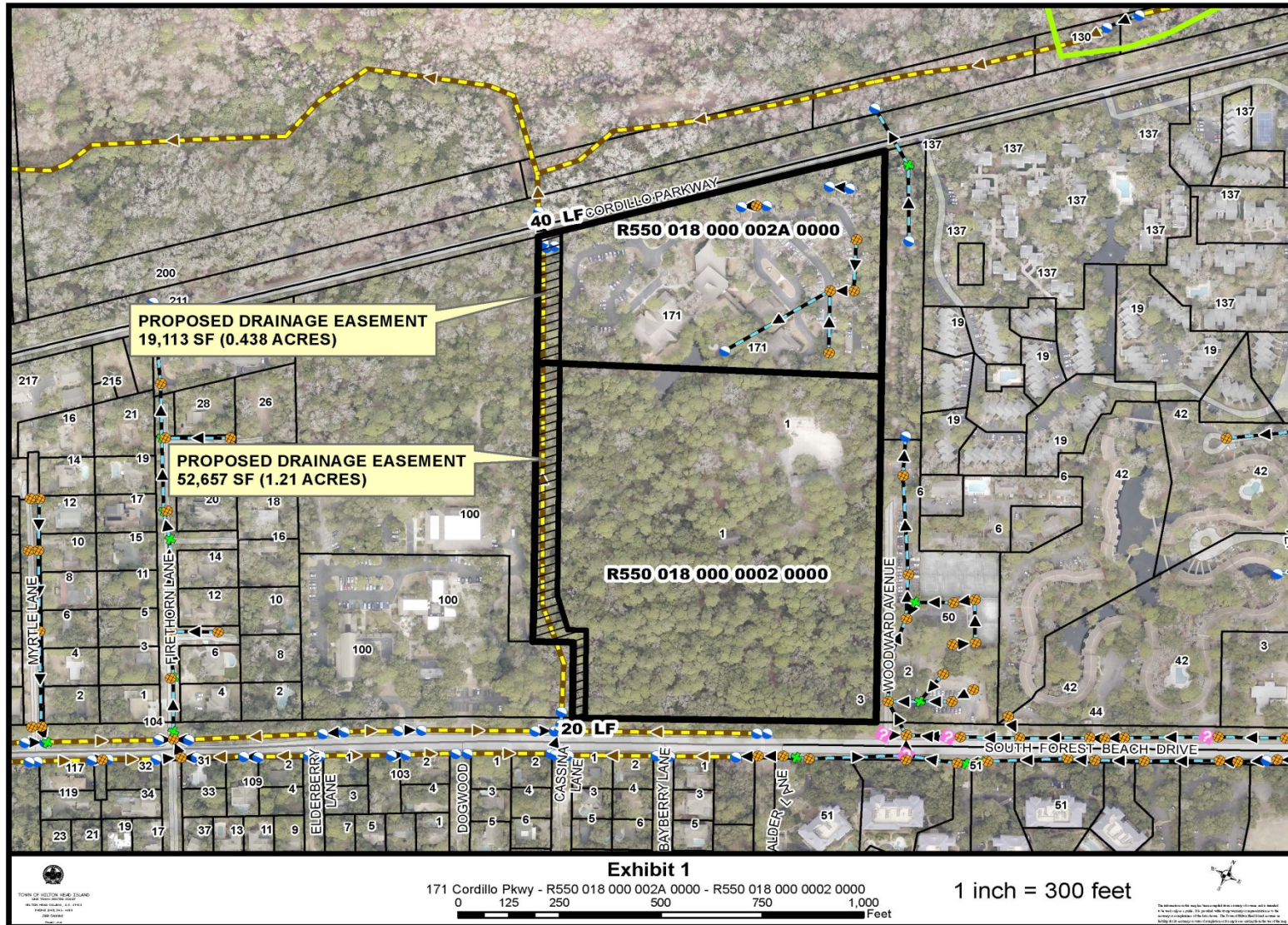


Standard Grant

- Developed Project Scopes/Estimates
- Property Rights
- Federal Grant Execution
- Awarded 5/11/17
- 220-Days to Complete all work
- Work Began 5/15/17
- Work was Completed as of 7-5-17



Property Rights



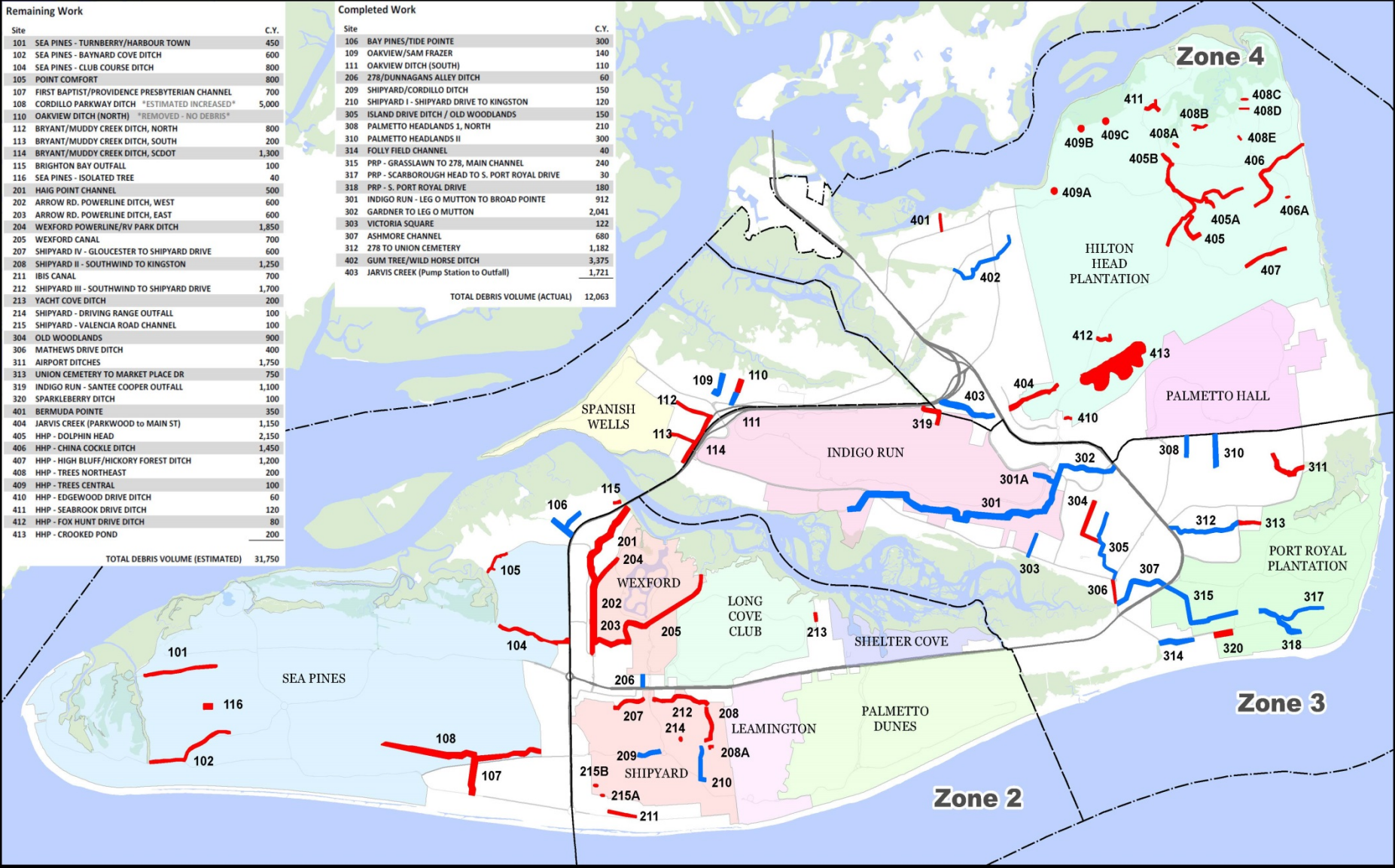


Standard Grant

- Using Crowder Gulf and Tetra Tech – Debris Contracts
- \$1,316,219 – Total Grant Award - (\$1,010,122 Fed, \$306,097 Local Match, \$91,829 TA)
- \$1,419,516 = Actual Cost (\$1,010,122 Fed, \$409,394 Local Match and TA)
- 14 Channels, 18,460 CY (actuals)
- Depleted All Available Funds

Remaining Work	
Site	C.Y.
101 SEA PINES - TURNBERRY/HARBOUR TOWN	450
102 SEA PINES - BAYNARD COVE DITCH	600
104 SEA PINES - CLUB COURSE DITCH	800
105 POINT COMFORT	800
107 FIRST BAPTIST/PROVIDENCE PRESBYTERIAN CHANNEL	700
108 CORDILLO PARKWAY DITCH *ESTIMATED INCREASED*	5,000
110 OAKVIEW DITCH (NORTH) *REMOVED - NO DEBRIS*	
112 BRYANT/MUDDY CREEK DITCH, NORTH	800
113 BRYANT/MUDDY CREEK DITCH, SOUTH	200
114 BRYANT/MUDDY CREEK DITCH, SCDOT	1,300
115 BRIGHTON BAY OUTFALL	100
116 SEA PINES - ISOLATED TREE	40
201 HAIG POINT CHANNEL	500
202 ARROW RD. POWERLINE DITCH, WEST	600
203 ARROW RD. POWERLINE DITCH, EAST	600
204 WEXFORD POWERLINE/RV PARK DITCH	1,850
205 WEXFORD CANAL	700
207 SHIPYARD IV - GLOUCESTER TO SHIPYARD DRIVE	600
208 SHIPYARD II - SOUTHWIND TO KINGSTON	1,250
211 IBIS CANAL	700
212 SHIPYARD III - SOUTHWIND TO SHIPYARD DRIVE	1,700
213 YACHT COVE DITCH	200
214 SHIPYARD - DRIVING RANGE OUTFALL	100
215 SHIPYARD - VALENCIA ROAD CHANNEL	100
304 OLD WOODLANDS	900
306 MATHEWS DRIVE DITCH	400
311 AIRPORT DITCHES	1,750
313 UNION CEMETERY TO MARKET PLACE DR	750
319 INDIGO RUN - SANTEE COOPER OUTFALL	1,100
320 SPARKLEBERRY DITCH	100
401 BERMUDA POINT	350
404 JARVIS CREEK (PARKWOOD to MAIN ST)	1,150
405 HHP - DOLPHIN HEAD	2,150
406 HHP - CHINA COCKLE DITCH	1,450
407 HHP - HIGH BLUFF/HICKORY FOREST DITCH	1,200
408 HHP - TREES NORTHEAST	200
409 HHP - TREES CENTRAL	100
410 HHP - EDGEWOOD DRIVE DITCH	60
411 HHP - SEABROOK DRIVE DITCH	120
412 HHP - FOX HUNT DRIVE DITCH	80
413 HHP - CROOKED POND	200
TOTAL DEBRIS VOLUME (ESTIMATED)	31,750

Completed Work	
Site	C.Y.
106 BAY PINES/TIDE POINT	300
109 OAKVIEW/SAM FRAZER	140
111 OAKVIEW DITCH (SOUTH)	110
206 278/DUNNAGANS ALLEY DITCH	60
209 SHIPYARD/CORDILLO DITCH	150
210 SHIPYARD I - SHIPYARD DRIVE TO KINGSTON	120
305 ISLAND DRIVE DITCH / OLD WOODLANDS	150
308 PALMETTO HEADLANDS 1, NORTH	210
310 PALMETTO HEADLANDS 2	300
314 FOLLY FIELD CHANNEL	40
315 PRP - GRASSLAWN TO 278, MAIN CHANNEL	240
317 PRP - SCARBOROUGH HEAD TO S. PORT ROYAL DRIVE	30
318 PRP - S. PORT ROYAL DRIVE	180
301 INDIGO RUN - LEG O MUTTON TO BROAD POINTE	912
302 GARDNER TO LEG O MUTTON	2,041
303 VICTORIA SQUARE	122
307 ASHMORE CHANNEL	680
312 278 TO UNION CEMETERY	1,182
402 GUM TREE/WILD HORSE DITCH	3,375
403 JARVIS CREEK (Pump Station to Outfall)	1,721
TOTAL DEBRIS VOLUME (ACTUAL)	12,063



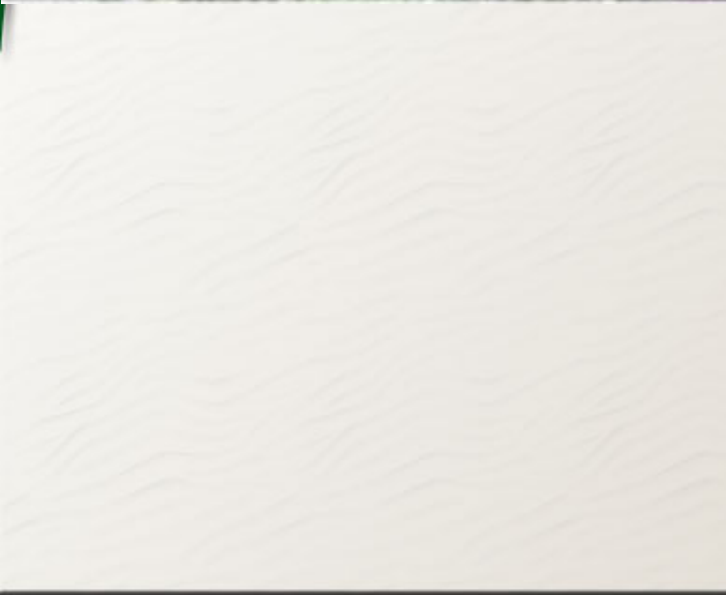
TOWN OF HILTON HEAD ISLAND
 1000 TOWN CENTER DRIVE
 HILTON HEAD ISLAND, SC 29928
 PHONE 843.666.4843
 FAX 843.666.4843
 Date Created: Tuesday, June 13, 2017
 Please Contact the 311 Call Center

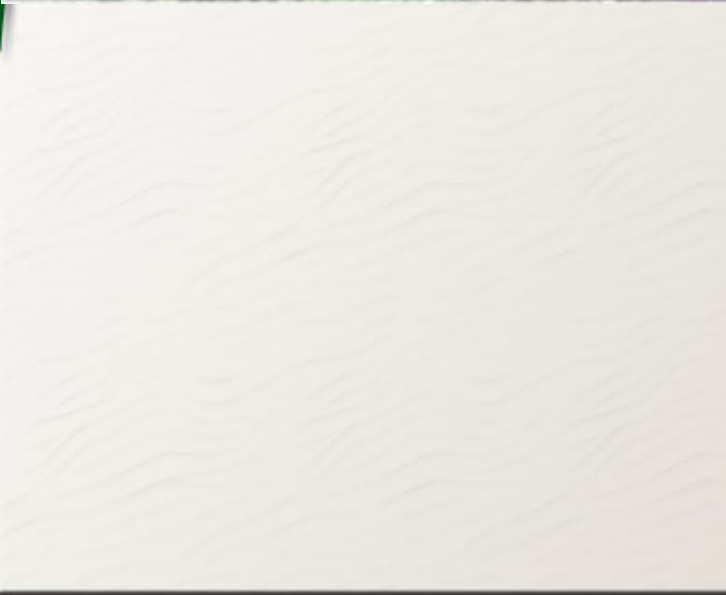
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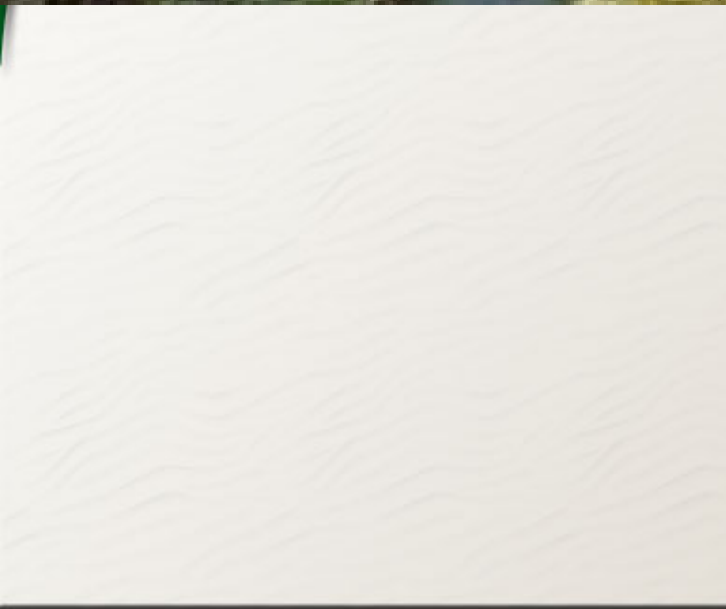
Town of Hilton Head Island
 Hurricane Matthew Recovery
 Drainageway Debris Removal
 Site Status Map

1 inch = 4,000 feet
 June 13, 2017

This information on this map has been calculated from a variety of sources and is intended to be used as a guide. It is not intended to be used as a substitute for a professional survey or a complete set of site plans. The Town of Hilton Head Island assumes no liability for errors or omissions in this information.









FEMA Public Assistance

- Developed Project Scopes/Estimates (for FEMA PW)
- Property Rights (different criteria)
- \$2,079,300 Job Order
- 38 Channels @ 27,200 CY (est.)
- Work Began 7/11/17
- Work to be Completed by 10/9/17



NRCS vs. FEMA

- Differences in Programs / Agencies
- NRCS-EWP
 - Thorough Bureaucracy
- FEMA – Public Assistance
 - Proceed at Your Risk
- The Nebulous Transition



Total Projected Costs

- NRCS expected to provide \$1,177,294 with a local match (25%) of \$480,118
- FEMA expected to provide \$1,778,000, with a local match (25%) of \$593,000
- Total Fed Assistance \$2,955,294
- Total Town Cost \$1,073,118



Total Project Completion

- We expect to be completed with all federally subsidized drainage debris work by September.



Lessons Learned

- Research
- Communication
- Organized Data – GIS is key
- Property Rights – Dedications / Town Codes
- Funding Reserves
- Process – Map with flow chart
- Roles and Responsibilities – Org Chart
- Good Contractors / Monitors