

DON PEDRO & KNIGHTS ISLAND STREET & DRAINAGE MSTU ADVISORY COMMITTEE
December 4, 2013 – Regular Meeting
2:00 P.M. – San Casa Conference Room

Attendees: Linda Cotherman, Jeffery Jacobson, Timothy Malone, William McNulty, and David Witters

Absent: Donald Milroy (excused)

County: Dawn Harrison

Guests: Sign-in sheet attached

The meeting was called to order at 2:03 p.m. A roll call was taken. A quorum was present.

The minutes from November 20, 2013 were unanimously approved as written.

Old Business:

- Maintenance and the road grading Contract – The Committee discussed the part of Bocilla that was a test area and the Penn State report and made a comparison of the material depth that is in place. The Committee discussed the communication between the Advisory Committee and the County to the contractor. The chair will email Ms. Harrison with clear direction of what they are requesting to be done in the future. Ms. Harrison will email the information to the Project Manager that oversees the contract and the managers. It will be a foreman responsibility to inspect the grading work of the contractor.
- Prep work – Till, scarify, scour, grind, mill and blend all the materials including pavement in the observable rights-of way. Grade shallow swales along the periphery of the road. Removing roughly 2" of existing sandy material from the shoulders and adding this into the travel way alignment. Define the limits of the travel way during this grading and tilling process. The end results are to have the travel way 18' feet wide. The Committee discussed the material that will be used for the grading and the cost of the material compared to the contractors cost of the product. The Committee requested a copy of the PO prior to the commencement.

A motion was made by Mr. Jacobson to move forward with the prep work on the roads seconded by Mr. Witters; the motion was unanimously approved.

- Tree Trimming – Mr. O'Conner and Ms. Harrison will schedule a site visit to review the vegetation and the trees that require trimming.
- Beach Parking – There are 277 parking spaces with 161 required to be maintained by the MSBU in order for the MSBU to receive maximum funding from the Beach Re-nourishment Project. The funding for the shell will come from the Beach Re-nourishment Project. The parking spaces would require two to three inches of additional shell.
- The Committee agreed to have the Chairperson and Vice Chairperson remain the same.

The next meeting is scheduled for Tuesday, January 7, 2014 at 2:00 p.m. in the San Casa Conference Room.

The meeting was adjourned at 3:00 p.m.

Submitted by:

Dawn Harrison
Public Works Department

