

**MEETING MINUTES**  
**NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE**  
**February 5, 2014 – Regular Meeting**  
**2:00 p.m. at Building Construction Services Conference Room**

**Attendees:** Buz Collins, Paul Pilch, and Jeri Reif

**Absent:** Michael Auclair (unexcused), Fred Brown, (unexcused)

**County:** Judith Nothdurft and Sandy Wright

**Guests:** Sign-in sheet attached

The meeting was called to order at 2:00 p.m.

A roll call of members was taken that established a quorum was present.

Committee membership and absences were discussed. Michael Auclair and Fred Brown have three unexcused absences in the past twelve months. The Committee asked that letters be sent to terminate the members' terms and the terms be advertised as vacancies.

Election of Officers:

1. Mr. Collins nominated Mr. Pilch as chair; Mr. Pilch declined the nomination.
2. Mr. Pilch nominated Mr. Collins to continue as chair; Mr. Collins accepted the nomination.
3. Mr. Collins nominated Mr. Pilch as vice chair; Mr. Pilch accepted the nomination.

The meeting minutes from October 23, 2013 were unanimously approved as written.

**Unfinished Business:**

- Piping & Swale Work – Ms. Nothdurft conveyed an update from Mr. Free. All of the existing piping has been replaced. There are 37 swale intersection conversions that need to be done. This work will take about two months to complete. Due to the heavy workload, Mr. Free is hoping to schedule a crew to start in April or May. The Committee requested a list of pending streets left to be done, as they are receiving calls from residents. The pothole on Lackawana near Eisenhower has been repaired.
- Bridge Slope Repairs – Ms. Nothdurft conveyed an update from Mr. Cohen on the status of the four slopes as follows:
  1. Eisenhower – fabric-form poured, pouring curbs this week
  2. Biscayne (east side) – fabric-form poured, forming curbs
  3. Biscayne (west side) – graded and fabric-form installed this week
  4. McPherson – being graded

Ms. Nothdurft conveyed that Mr. Collins met with Mr. Holbach to discuss funding from the Gas Tax funds for the bridge slope repairs. An October 29, 2013 e-mail sent by Mr. Holbach authorized the work for four additional slope repairs recommended by Engineering because this was a maintenance necessity. Two slope repairs for the bridge on Biscayne over the Apollo Waterway will be funded by Gas Tax Funds, as this is a Road and Bridge Road. One bridge slope repair on Eisenhower over the Venice Waterway and one bridge slope repair on McPherson over the Hastings Waterway will be funded by the MSBU, as these roads are not designated as Road and Bridge roads. There was discussion regarding all of the bridge slopes and if any others needed repairs. The Committee requested a list of all slope repairs and their status. Ms. Nothdurft will follow up.

- Signage – a graphic of a Hidden Intersection sign was distributed for review and discussion. Ms. Nothdurft conveyed information from Mr. Vattikuti pertaining to two separate issues. First, the County will install Hidden Intersection signs at all humped bridges in the NW Port Charlotte MSBU; work will begin next week. Second, data has been collected at the intersection of Biscayne and Cornelius to determine if a 4-way stop sign is warranted. If it is determined that a 4 way stop is not warranted, Mr. Vattikuti will look into having solar powered lights installed over the existing stop signs. Mr. Vattikuti will report back with the County's findings and recommendations at the next MSBU meeting. The estimate

**NORTHWEST PORT CHARLOTTE STREET & DRAINAGE ADVISORY COMMITTEE**  
**February 5, 2014 – Regular Meeting**  
**Page 2**

for solar lights is \$3000 per light for two lights (one at each Stop sign) and one light as a spare totaling \$9,000 for the intersection. The Committee requested information regarding the life span and the required maintenance on the solar lights.

- Herbicide Treatment – The estimate for the lower half of Work Zone 58 that was requested at the last meeting was \$25,200 or \$264 per mile; applied twice yearly. Ms. Nothdurft conveyed from Mr. Layport that the price may vary a bit due to the age of the estimate. There is another MSBU contracting for herbicide treatment that this project could be added to. Mr. Collins made a motion to proceed with one 5 mile area at a cost not to exceed \$300 per mile as marked on the Northwest Port Charlotte Work Zone map in zone 58 (western lower half) and a second location to be provided to Ms. Nothdurft by February 14, 2014; the motion was seconded by Ms. Reif and passed unanimously.
- Excess Fees - There was more discussion regarding the excess fee reimbursement to MSBUs. Ms. Nothdurft provided comparative information on the Excess Fees reimbursement from four other MSBUs as requested by Mr. Collins. Four of the MSBUs (including NW Port Charlotte S & D) had a 61% return rate for Excess Fees reimbursed from the Tax Collector Fees; one MSBU had a 67% return rate. Vickie Potts from the Tax Collectors Office offered to talk with Mr. Collins about fees. The Committee may request that she attend one of their future Community League meetings.

**New Business:**

- Financial Reports – The History and Activity reports were distributed for review and questions. The equipment replacement charges were explained. On the Financial History Report, the 2013/2014 budget shows \$109,299 less reserve FS 129.01; the Committee asked for an explanation for that. Ms. Nothdurft will follow up and report back.
- Mr. Pilch stated that he attended the Waterway meeting where it was stated that the contractor is paying \$2.25 per cubic yard to haul away the dredged material. Is the contractor responsible for repairing any road damage that they may cause? Mr. Pilch stated that when hauling was done at the Bethal Property, there was a bond in place that allowed MSBU to receive \$33,600 in damages. Ms. Nothdurft will follow up and report back.
- Trimming – There was discussion regarding pepper tree trimming needed in some areas. Ms. Nothdurft will follow up and report back.
- Ms. Nothdurft conveyed that the palm trees located at the Chancellor and Eppinger Intersection are on private property. The County cannot enter onto private property to trim, however the inspector left a door hanger for the property owner requesting them to trim the trees.
- There was discussion regarding a traffic light at SR 41 and Chamberlain. SR 41 is a state road requiring the state to be contacted regarding a traffic light at that location.

The next meeting is scheduled for Thursday May 1, 2014 at 2:00 p.m.

The meeting was adjourned at 3:28 p.m.

Submitted by:



Sandy Wright  
Public Works Department

**CHARLOTTE COUNTY  
 PUBLIC WORKS DIVISION  
 NORTHWEST PORT CHARLOTTE S&D ADVISORY COMMITTEE  
 ATTENDANCE ROSTER**

**MEETING DATE:** Wednesday, February 5, 2014

**MEETING TIME:** 10:00 A.M. – Building Construction Services Conference Room

**INFORMATION SUPPLIED ON THIS FORM BECOMES  
 PUBLIC RECORD**

NAME (please print)	Email Address	Telephone Number
Judy Nothdurft, MS DR	Judith.Nothdurft@charlottefl.com	575-3656
Sandy Wright, Admin	Sandra.Wright@charlottefl.com	575-3692
<i>PAUL Pilch</i>		
<i>JERI K. Reif</i>	<i>tomnjeri33953@gmail.com</i>	<i>9412353243</i>
<i>Roger Helber</i>	<i>VISITOR</i>	<i>—</i>
<i>Boz Collins</i>		