

MINUTES OF THE PUBLIC WORKS & PROPERTY

THURSDAY, JUNE 08, 2023 AT 5:30 PM

CALL TO ORDER - Chair Melby called the meeting to order at 5:32 PM. Present: Kevin Melby and Tom McCarthy. A quorum was present. Dave Fry affirmed proper public notice. In attendance from the public was Charles Aber.

APPROVAL OF MINUTES - Motion to approve the May meeting minutes with corrections as stated. Motion made by Kevin Melby, seconded by Tom McCarthy. Motion Carried.

APPROVAL OF BILLS - Motion to approve the Public Works bills as presented. Motion made by Kevin Melby, seconded by Tom McCarthy. Motion carried.

Motion to approve the Buildings & Grounds bills as presented. Motion made by Tom McCarthy, seconded by Kevin Melby. Motion carried.

MONTHLY BUDGET REPORT - Superintendent Nelson advised all funds budgeted for the current phase of the ongoing street project had been expended. No other reports were provided.

PUBLIC WORKS DIRECTOR'S REPORT - Superintendent Nelson reported obtaining an estimate for frame damage on a plow. While plowing, a cast iron structure on a curb was struck causing the damage. The estimate was higher than anticipated; however, a claim was filed with the insurance company reducing the City's repair expense to \$1,000 (deductible). Nelson also provided an update on Phase 2 of the street project stating the sewer line had been installed and the water main was soon to start. It was noted that crew interviews were being arranged and Nelson's final day on duty will be June 16th. Nelson was thanked for his nearly 24 years of service with the City.

DISCUSSION AND ACTION ITEMS - None.

BUILDINGS AND GROUNDS DIRECTOR'S REPORT - Superintendent Fry advised the department hired eight seasonal crew members and two part-time crew members. He expressed gratitude for the high performing workers that have come on board. Fry reported assisting the Parks & Recreation Director with pool maintenance and repairs, as well as having his team assist with curb cleaning in preparation for painting and with brush collection. Fry further advised seasonal crew members will be pressure washing and staining the deck at the Railroad Depot. Fry was unable to obtain additional carpet replacement quotes due to a lack of responsiveness. He intends to continue pursuing this. Fry advised he requested a quote to refurbish the industrial park sign. After inspection, it was determined that the internal components failed. As the sign utilizes outdated technology refurbishment rather than component replacement was deemed necessary.

REPORTS, REQUESTS, CONCERNS - The Committee was addressed by citizen Charles Aber regarding a graveled area at the end of E 5th Street. Mr. Aber requested the City improve the graveled area as part of the current street project. Mr. Aber explained several adjacent property owners support the requested improvement. Mr. Aber was advised that the graveled area extending beyond E 5th Street was not a legal/open city street and as such it was not included in the scope of the street project, nor were improvements to that area budgeted for. The Committee discussed concerns regarding existing utility infrastructure, the process of legally opening the area as a public roadway, lack of funding, and creating nonconforming structures. The Committee also discussed the need to review other areas of concern within the City to adequately plan and budget for the correction of deficits on existing public roadways prior to committing to improving an area not designated as a legal city street. It was noted that this process may be delayed due to Superintendent Nelson's upcoming retirement.

SET NEXT MEETING DATE - The next regular meeting of the Public Works Committee was scheduled for July 13, 2023 at 5:30PM.

ADJOURNMENT - The meeting was adjourned at 7:03PM. Motion to adjourn. Motion made by McCarthy, seconded by Melby. Motion carried.

Minutes recorded by Ashley Oliphant