
COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING AT 450 S. MAIN STREET.

CALL TO ORDER Chair Melby called the meeting to order at 5:30 PM. Present: Kevin Melby, Connie Hoppenjan (via phone), and Tom McCarthy. Personnel Present: Dave Fry, Spencer Reed, Ashley Oliphant. A quorum was present. Oliphant affirmed proper public notice.

APPROVAL OF MINUTES Motion to approve the July meeting minutes. Motion made by Melby, seconded by McCarthy. Motion Carried.

APPROVAL OF BILLS Motion to approve the Buildings & Grounds bills as presented. Motion made by Melby, seconded by McCarthy. Motion carried. Motion to approve the Public Works bills as presented. Motion made by McCarthy, seconded by Melby. Motion carried.

MONTHLY BUDGET REPORT A formal report was not provided.

DISCUSSION AND ACTION ITEMS

City Hall Carpet Replacement – Reed advised an additional quote had been received; however, he's still waiting to receive samples. No action taken.

Airport Tree Trimming & Easements – Fry requested authorization to pursue obtaining easements on land adjacent to the airport for the purpose of tree trimming. Motion to authorize Fry and Reed to pursue obtaining easements. Motion by Melby, seconded by McCarthy. Motion carried.

PUBLIC WORKS DIRECTOR'S REPORT

Update on Open Positions – Oliphant provided an update on the hiring process for Street Crew and Director of Public Works.

BUILDINGS AND GROUNDS DIRECTOR'S REPORT

Airport Flight Pattern Update – The required documentation to revert the flight to previous pattern was submitted to the State for approval.

Brush Pick Up – Buildings and Grounds Crew will be assisting Street Crew in brush collection.

Summer Employee Updates – The last day for seasonal employees will be August 25th. Fry and Reed were pleased with their performance and have begun recruiting for 2024.

Update on North Pond – the second aerator to be installed within a week. Both aerators will be relocated to provide better water movement. The pond will then be treated.

Phone Change – Reed will be replacing the department cell phone and will assume the responsibility of carrying it.

Dike Lights – 18 lights were replaced in 2023. Additional lights will be requested in the 2024 budget. Concerns were raised regarding inadequate lighting behind the old WWTP.

REPORTS, REQUESTS, CONCERNS None.

SET NEXT MEETING DATE The next regular meeting of the Public Works Committee was scheduled for September 14, 2023 at 5:30PM.

ADJOURNMENT The meeting was adjourned at 5:55PM. Motion to adjourn. Motion made by Melby, seconded by McCarthy. Motion carried.