

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

JANUARY 20, 2021

9:00 A.M.

THE REGULAR MEETING OF THE CHARLESTOWN BOARD OF PUBLIC WORKS AND SAFETY FOR THE CITY OF CHARLESTOWN WAS HELD ON WEDNESDAY, JANUARY 20, 2021 AT 9:00 A.M. AT CITY HALL WITH MAYOR TREVA HODGES PRESIDING.

Board members present were Mr. Ernie Thompson and Ms. Gwen Moser. Also present were Clerk Treasurer Donna Coomer, Mayor Hodges and City Attorney Mickey Weber.

Pledge

Everyone

Agenda

A motion was made by Mr. Thompson to approve the agenda, seconded by Ms. Moser. Approved 3-0.

Minutes

A motion was made by Mr. Thompson to approve the Minutes from 01/06/2020, seconded by Ms. Moser. Approved 3-0.

Claims

A motion was made by Mr. Thompson to approve the Claims, seconded by Ms. Moser. Approved 3-0.

PR Voucher

A motion was made by Mr. Thompson to approve the Payroll Voucher from 01/03/2021 to 01/10/2021, seconded by Ms. Moser. Approved 3-0.

Public Comment

None

Keystone Contract

Mayor Hodges said this is a renewal for the Keystone Software, License and Maintenance Contract used by the Clerk Treasurer's Office is in the amount of \$15,890.00.

A motion was made by Ms. Moser to approve the Keystone Software, License and Maintenance Contract, seconded by Mr. Thompson. Approved 3-0.

Jacobi Toombs & Lanz Work Order NO. R2021-01

Mr. Hillman said work order NO. R2021-01 is a Wastewater on-call contract and allows JTL to keep the wastewater and general services separated. If there is a sewer issue or if the Mayor needs support on wastewater issues.

A motion was made by Ms. Moser to approve the JTL work order NO.R2021-01, seconded by Mr. Thompson. Approved 3-0.

Jacobi Toombs & Lanz Work Order NO. R2021-02

This a general contract that allows JTL to address things like streets, drainage or other things that may come up.

A motion was made by Ms. Moser to approve the JTL work order NO. R2021-02, seconded by Mr. Thompson. Approved 3-0.

Mayor's Comments

Mayor Hodges said she would like to fund the social worker with a grant from OCRA. She will apply for the grant. We have money in the EPIC Fund, but will put our EPIC money aside, if we get the grant. The social worker is currently on hold until we know about the grant. Mr. Chuck Ledbetter pulled the data on police calls and 2,600 were calls a social worker could handle. This would free up the police department to work on violent and criminal issues. We received two donations one from America Place for \$5,000.00 and one from Outward Bound for \$1,500.00.

Department Reports

Wastewater Report

Mr. Richard Wheeler said the lift station at Highway 62 was shut down due to an overflow and had to report it to IDEM. There was a problem at the Polymer Feed that processes sludge it was repaired. The annual flow meter calibrations are due and reported to IDEM the cost will be \$2,495.00. The Headwork's bar screen and are waiting on parts. We will be repairing fusers in the sludge pond. We will do some investigating on Bohart, Glendale and Basham manholes. Mayor Hodges asked about smoke test and Rick told her that will be done in the Spring depending on weather.

Planning & Zoning

Mr. Tony Jackson said he wanted to sale 200 permits last year and he sold 178 permits last year. The cost of construction of all new homes in the city is about \$43,188,507.00. Ace Hardware, Huck's, Sunoco, the Hospital, Skippers Ridge, Coomer Way are still under construction. Danbury Oaks is planning 162 new homes.

Heritage Place and Ashley Springs still has lots. Springville Manor will build 3 bedroom homes. Woodford Farms is completed. Charlestown Landing Road is under construction for apartments and homes.

Highway 62 and Highway 3

Mayor Hodges said they sent out on Facebook asking for feedback on the entrance at Highway 62 and Highway 3. She will review and address those at a redevelopment meeting.

Parks Department

Marissa Knoebel, thanked everyone who helped on Martin Luther King for picking up trash and the city employees for organizing the Christmas lights, decorations making it easier to put up the decorations next year. We advertised the Master Plan and asked for feedback on our parks and had over 500 to give their public input. Charlestown Beatification will be selling Valentine Day gift boxes. This is for those who don't know what to get a loved one. There will be a blood drive at the A&C Center on March 12th from 12 till 2 p.m.

Sidewalk Report

Devon Beevers said sidewalks on Main Street, Monroe Street and Charlestown Middle School will depend on the weather. They can't pour concrete when it's cold. They can get it formed and ready so they can finish the sidewalks once they can pour concrete.

Mayor Hodges said we want the kids to have a safe access to schools. We do have a interlocal agreement with Greater Clark County Schools to put in a sidewalk at the middle school.

Drainage

Tubby said they had about 14 people at the meeting in the A&E Building. He had some issues from that meeting and some have been addressed. Glendale, Pleasant Run, Hillside Circle, Reynolds Street, Quality Court, High Street and Highview/ Lakeview. These all have drainage issues and there may be a grant for the one at Denham to divert the water.

Sanitation

Jason Dunn talked about the new Comcade system and how it has streamlined picking up cans brush and junk. It records the number of cans and if they have more than one can it allows us to track to make sure they are paying for the extra can and streamlines the calls coming in from residents. It holds residents and us more accountable.

Multi Media Department

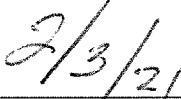
Leah Lowe said Civic Plus is working on the city website. Due to other cities that are scheduled therefore they are about 6 months out.

Adjournment

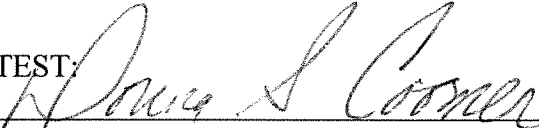
Mr. Thompson made a motion to adjourn the meeting, seconded by Ms. Ms. Moser.
Approved 3-0.



MAYOR, TREVA HODGES



DATE

ATTEST: 

CLERK TREASURER, DONNA S. COOMER



DATE