

# MINUTES

## THE BOARD OF PUBLIC WORKS AND SAFETY

June 01, 2022

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, JUNE 01, 2022 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 was Clerk Treasurer Donna Coomer and City Attorney Perry McCall.

### **Pledge**

None

### **Agenda**

Mayor Hodges entertained a motion to approve the agenda as submitted, there are no changes.

Mr. Thompson made a motion to approve the agenda as submitted, seconded by Ms. Moser.

### **Standing Business**

Ms. Moser made a motion to approve the Minutes from 5/18/2022, the Claims, and Payroll Voucher 05/16/2022 to 05/29/2022, seconded by Mr. Thompson. Approved 3-0.

### **Public Comment**

None

### **Harmony Lane drainage issues at the Cottage Houses and Patio Homes**

Director of Planning & Zoning Mr. Tony Jackson said this drainage issue that has created flooding was done in 2007. Tony met with Mr. Omerod a resident of the cottage homes, the engineers and Mr. Frankenberger a developer. Tony is asking the Board to approve him to get quotes on installing five drainage boxes. Tony said the cost will be between \$12,000.00 to \$15,000.00. Tony said the issue is the developers were required to get a bond, then it changed to a letter of credit and when the letter of credit expired the developers never got a bond.

Ms. Moser made a motion to approve to approve Tony Jackson to get quotes on installing drainage boxes, seconded by Mr. Thompson. Approved 3-0.

### **Parks Department Contract for Bounce houses**

Parks Director Marissa Knoebel is asking for approval on the contract the Family Activity Park. Thursday night they are having teen night and Friday will be family contract night. One of the bounce houses will have a water slide. The cost for the events is \$1,080.00, which includes set up and take down of the bounce houses.

Mr. Thompson made a motion to approve the contract on the bounce houses, seconded by Ms. Moser. Approved 3-0.

### **Surplus Items**

Mayor Hodges said she asked city departments to list any items to be declared as surplus so it can be auctioned. She received a list from sanitation, maintenance and technology.

Ms. Moser made a motion to declare these items as surplus and allows them to be auctioned, seconded by Mr. Thompson. Approved 3-0.

### **No Parking Signs on Jackson Way**

Tony Jackson is asking the Board to make Jackson Way a no parking street because it has become a safety issue since houses are being built in that area. City attorney said we need an Ordinance that allows it to be enforceable and what the penalties are. Mayor Hodges asked the board to approve a no parking sign on Jackson Way and it was approved but she later amended the vote and recommend it to go before the Council to adopt an Ordinance for on street parking.

Mr. Thompson made a motion to recommend to the Council on adopting an Ordinance for street parking, seconded by Ms. Moser. Approved 3-0.

### **City Hall and City Square Renovations**

Mayor Hodges said she will ask the City Council for funding to paint the exterior of city hall, install a new roof and landscape improvements to the city square. We received four different bids on the square and gazebo from three different bidders. We asked for extra seating along the flower beds, better access to the gazebo so people do not have to walk on the grass and to make it more welcoming.

The first bid is from Greenscapes and there were no renderings. Theirs was only to update the landscape for \$10,540.00.

The second bid is from Lamb's Lawn Service for \$82,210.00 and did not include the walkway to the gazebo.

Reeds gave two bids one was a rendering that shows a walkway from the monument to the gazebo. It also showed triangle shape flower beds with higher brick walls for extra sitting during events on the square. The amount is \$73,285.00

Reeds seconded bid was \$105,755.00 and would add the handicap ramp to the gazebo.

Mayor Hodges is recommending approving the first bid from Reed Company and authorize her to execute the contract pending the approval of the Council of \$73,285.00.

Mr. Thompson made a motion to approve Mayor Hodges to execute the contract not to exceed \$74,000.00 pending approval from the City Council for the funding, seconded from Ms. Moser. Approved 3-0.

### **Exterior Painting**

Mayor Hodges presented a contract from Lazaro LLC. to paint the exterior of the city hall building for &\$28,176.00. It includes the prep work, pressure washing the building and painting 9-12 lamp post on the square. This is the only bid we received. Ms. Moser asked why we are receiving bids from other companies. Mayor Hodges said it could labor shortages or not being able to get supplies.

Ms. Moser made a motion to approve Lazaro Painting LLC for \$28,176.00 to paint the outside of city hall and the light poles on the square, seconded by Mr. Thompson. Approved 3-0.

**Roofing for City Hall**

Silver Creek Roofing bid was \$46,000.00 to install a new roof.  
Roof Lynx bid was \$44,139.00 to install a new roof.

Mr. Thompson made a motion to approve Roof Lynx to install a new roof at City Hal for \$44,139.00, seconded by Ms. Moser Approved 3-0.

**Adjournment**

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

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MAYOR, TREVA HODGES

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DATE

ATTEST:

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CLERK TREASURER, DONNA S. COOMER

\_\_\_\_\_  
DATE