

**MINUTES**

**THE BOARD OF PUBLIC WORKS AND SAFETY**

**June 15, 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 15, 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**

All

**Agenda**

Mayor Hodges is asking to add a bounce house for the balloon glow.

Mr. Thompson made a motion to approve adding the bounce house to the agenda, seconded by Ms. Moser. Approved 3-0.

**Standing Business**

Ms. Moser made a motion to approve the Minutes from 6/01/2022, the Claims, and Payroll Voucher 05/30/2022 to 06/12/2022, seconded by Mr. Thompson. Approved 3-0.

**Public Comment**

None

**Sidewalk bids Main Street and Main Cross**

Mr. Tubby Purcell presented bids for the sidewalks:

Temple & Temple Bids	
Island W/Stop Sign	\$8,700.00
Main Cross /Main Street sidewalk	\$8,900.00
Main Cross to Harrison	\$43,600.00
Main Street to Madison	\$20,200.00

Total Bid	\$81,400.00
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Faulkenburg Concrete LLC.

Main Cross to Harrison	\$51,250.00
Harrison to Madison	\$28,350.00

Total	\$79,600.00
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Tubby is recommending Temple & Temple as the most responsive and responsible bidder the amount of the bid is \$81,400.00.

Mr. Thompson made a motion to approve Temple & Temple to replace sidewalks on Main Cross/Main Street, Harrison and Madison, seconded by Ms. Moser. Approved 3-0.

### **Sidewalk Bids – Monroe, Pirate Place and Pleasant Creek**

Mr. Tubby Purcell presented bids on installing sidewalks in conjunction with Community Crossing Grant:

Pirate Place to Pleasant Creek and the cost is \$44,500.00 then attach the sidewalk from Pirate Place to Monroe at the cost of, \$15,900.00. The total is \$60,400.00

Faulkenburg bid was school sidewalk to Monroe and the cost is \$26,500.00  
Monroe sidewalk and that bid was 24,500.00.

Tubby is recommending Temple & Temple as the most responsive and responsible bidder.

Mayor Hodges said she met with school superintendent Mark Laughner and he is minimal to splitting the cost on the sidewalks. It will reduce our cost. We will have an interlocal agreement and bring it before the Board.

Ms. Moser made a motion to approve Temple & Temple to install the sidewalks. At Pirate Place to Monroe and Pleasant Creek, seconded by Mr. Thompson. Approved 3-0.

### **Electric Bids for Monroe Street Lightening and Wiring installation.**

Tubby presented bids for street lightening on Monroe Street from Muench Electrical Services.

Their bid is \$1,068.07 per pole for a total of \$27,770.00.

Eight Twenty Company bid was \$1,110.23 per pole for a total of \$22,204.57.

John Heal Electric did not bid on the job.

Tubby is recommending Muench Electrical Services as the responsive and responsible bidder

Mr. Thompson made a motion to approve Muench Electric to install light poles and do the wiring, seconded by Ms. Moser. Approved 3-0.

### **Revised CDL Training for Employee Handbook.**

Mayor Hodges said we are making an amendment to the employee handbook because the CDL training is expensive The cost is \$4,000.00 per employee. If the employee wants to get their CDL they can and the city will pay for it. There is a Reimbursement Agreement the employee has to sign to get a CDL and if an employee leaves employment with the city either by resignation or termination.

If the employee works less than one year. The employee is required to pay back the entire amount for the CDL training.

If an employee works over one year and less than two years they are required to pay back 75% of the t for their CDL training.

If an employee works after two years and before three years they have to pay back 50% of the cost of the CDL training.

If an employee works over three years and before four years they have to pay back 25% of the cost of the CDL training.

If an employee works over four years they do not have to pay back for the CDL training.

Mr. Thompson made a motion to approve the Reimbursement Agreement, seconded by Ms. Moser. Approved 3-0.

### **Family Activity Passes**

Parks Director Marissa Knoebel said the community is asking about family park passes. There are only 6 weeks before we are only open on weekends. We discounted the family and individual passes because the season is half over. The family pass for (4) is \$120.00, The individual pass is \$30.00 They can use the passes during holiday season for putt putt admission only. It excludes the train ride.

Ms. Moser made a motion to approve the Family Activity Park season tickets, seconded by Mr. Thompson Approved 3-0.

### **Watterson Contract for Inflatables.**

Parks Director Marissa Knoebel presented the contract for the bounce house and the obstacle course. The cost is \$505.00.

Mr. Thompson made a motion to approve the Watterson Contract for \$505.00 and pending legal review by the city attorney, seconded by Ms. Moser. Approved 3-0.

### **Mayors Comments**

The appropriation on the Capital Trust Fund was approved at a meeting last night to fund some of the projects recently approved. The square revitalization, sidewalks, painting city hall and the street lights.

Mayor Hodges said a couple of residents on Jordon Dive saw dump trucks on High Jackson and were concerned about the traffic. Tony said the road belongs to the county. There are no restrictions on the road or any weight restrictions. Brian Dixon is aware and they are looking into it. They are working on a new road called Cristiani Parkway to come from Highway 403 to Highway 62. Tony said the large equipment should be coming from Highway 62. Mayor Hall said there was a Plan Commission meeting and they approved the recommendation for zoning change for Shadow Lake PUD. It includes shops and commercial space on Highway 62. It is across from the old plant on Highway 62 and the entrance is across from Gate 19 of the Army Ammunition Plant.

**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

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DATE