

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

FEBRUARY 17, 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, FEBRUARY 17, 2021 AT 9:00 A.M. AT CITY HALL WITH MAYOR TREVA HODGES PRESIDING.

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

Pledge

On hold

Agenda

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

Minutes

A motion was made by Ms. Moser to approve the Minutes from 02/03/2021, seconded by Mr. Thompson. Approved 3-0.

A motion was made by Mr. Thompson to approve the Claims and Payroll Voucher from 02/01/2021 to 02/14/2021, seconded by Ms. Moser. Approved 3-0.

Public Comment

None

Wastewater & Sanitation Charge Offs

Mayor Hodges said the charge offs are from property that was sold. and there were outstanding charges. The total of the charge offs is \$1,198.02.

Ms. Moser made a motion to approve the charge offs of \$1,198.02, seconded by Mr. Thompson. Approved 3-0.

Employee Recognition

Mayor Hodges is asking for approval to start a program to recognize employees that exceed their job duties. An employee can acknowledge the superior work performance of their co-workers. They can file a Maintenance of the Way Certificate and submit it to the Mayor or Clerk Treasurer for approval. Once an employee gets 25 certificates, they can turn them in for a \$25.00 gift certificate for any place of their choosing. The Mayor or Clerk Treasurer can also submit a Maintenance of Way Certificate on an employee.

Mr. Thompson made a motion to approve the employee recognition program, seconded by Ms. Moser. Approved 3-0.

Snow Removal

Mayor Hodges said the employees have been doing a great job on keeping the roads salted and plowed. We have about 53 miles of roadway to take care of in the city and about 30% of our salt left.

Adjournment

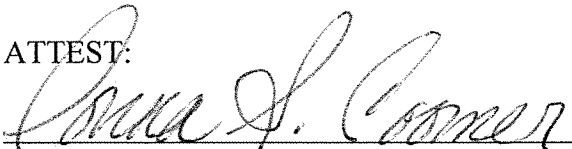
A motion was made by Ms. Moser to adjourn the meeting., seconded by Mr. Thompson. Approved 2-0.




MAYOR, TREVA HODGES



DATE

ATTEST:


CLERK TREASURER, DONNA S. COOMER



DATE