

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

MARCH 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, MARCH 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 and City Attorney Mickey Weber.

Pledge

Everyone

Agenda

Mayor Hodges is asking the Board to add the Baker Tilly Engagement Letter and the Contract for Rick Wheeler to oversee the Wastewater Plant until the end of April.

A motion was made by Ms. Moser to amend the agenda, approve adding the Baker Tilly Engagement Letter and the Contract for Rick Wheeler, seconded by Mr. Thompson. Approved 3-0.

Minutes

A motion was made by Mr. Thompson to approve the Minutes from 03/03/2021, the Claims and Payroll Voucher from 03/01/2021 to 03/14/2021, seconded by Ms. Moser. Approved 3-0.

Public Comment

None

Police Officer Promotion

Assistant Police Chief Brion Gilbert said Chief Wolff asked him to present the promotion of Officer Darren Baker to Corporal. The Chief and Officer Baker are at an accident and can't be here. The Chief is asking for approval to promote Officer Baker today and swear him in later.

A motion was made by Mr. Thompson to approve promoting Officer Darren Baker to Corporal, seconded by Ms. Moser. Approved 3-0.

Community Crossing Paving Bids

Mayor Hodges said there were nine bids to open and asked Mr. Josh Hillman to open and read the bids for paving as follows:

Company	Total Bids	Division P-T	Division A-O
All Star Paving	\$1,059,045.77	\$245,273.09	\$813,772.68
Dave O’Mara	\$1,336,443.20	\$351,701.00	\$984,742.00
E&B Paving	\$1,109,055.87	\$248,776.87	\$860,279.44
Paul Paving	\$1,087,269.50	\$267,281.00	\$819,987.60
Libs Paving	\$973,090.88	\$209,915.67	\$763,175.21
Louisville Paving	\$1,014,944.66	\$237,794.52	\$777,150.44
Mac Construction	\$990,465.00	\$199,363.00	\$791,102.00
Temple & Temple	\$821,431.10	\$182,723.50	\$638,707.60
Wingham Paving	\$889,842.95	\$181,694.00	\$780,148.95

P-T is where we added on additional items.
A-O is what we had a 25% community match on.

Mr. Hillman said the City was awarded a grant for paving of about \$624,000.00 from Community Crossings. Temple & Temple gave the lowest bid of \$821,431.10. He is asking the Board to take this under advisement and approve for Mayor Hodges to sign a Notice of Award to Temple & Temple pending legal review by the City Attorney and Mr. Hillman.

Mr. Thompson made a motion to approve the Temple & Temple Contract pending the review of the City Attorney and Mr. Hillman, seconded by Ms. Moser. Approved 3-0.

Steve Heil Contract for City Auction

Mr. Heil will auction off surplus property for the city on May 08, 2021 at 9:30 a.m. His fee is 12% of the total sales.

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

Baker Tilly Engagement Letter

Mayor Hodges said this is an engagement letter from Baker Tilly. They are financial advisors we’ve used on the budget analysis, appropriations and other accounting services.

Mr. Thompson made a motion to approve the Baker Tilly Engagement Letter, seconded by Ms. Moser. Approved 3-0.

Rick Wheeler Wastewater Contract

Mayor Hodges presented a monthly contract extension on Mr. Rick Wheeler until April 30, 2021. He has been overseeing the wastewater plant part-time since last October.

His fees are the same of \$800.00 weekly, \$20.00 weekly fuel reimbursement and \$50.00 per hour for an emergency call outs.

We are waiting on the Council to see what is going to happen with creating a Sanitary Sewer Board.

Mr. Thompson made a motion to extend Mr. Wheeler's contract until April 30, 2021, seconded by Ms. Gwen Moser. Approved 3-0.

Update on Founder's Day

Mayor Hodges said last year 2020 was our 20th Anniversary for Founder's Day and was cancelled due to Covid -19. It was a disservice to our Clerk Treasurer Donna Coomer as she has worked on it all those years. Mayor Hodges in meeting with staff, the police department, parks department and city employees There will be some site modifications for this year. We are going to have a virtual full acknowledgment of Founder's Day on Tuesday, June 29th, on this day the City of Charlestown was founded on June 29, 1808. It has always been celebrated the last weekend in June. There will be smaller events on June 29, 30 and July 1st. We will be Covid conscious. We have received suggestions that we hold the fireworks on the 4th of July. We scheduled them on July 2nd and the fireworks vendor said he can do that date. We will have Movies in the Park, free hot dogs and apple pies on July 3rd and then in September on the 16th, 17th, and 18th we can have the bands and vendors. On Saturdays in April, we are going to allow pop-up vendors on Short Street. They can open at 9:00 a.m.

Ms. Moser made a motion to approve closing Short Street on Saturdays during April and allow pop-up vendors to set up, also allow changes and site modifications to Founder's Day, seconded by Mr. Thompson. Approved 3-0.

Adjournment


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


MAYOR, TREVA HODGES


DATE

ATTEST

CLERK TREASURER, DONNA S. COOMER


DATE