

## MINUTES

### THE BOARD OF PUBLIC WORKS AND SAFETY

May 04, 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, MAY 04, 2022 AT 9:00 A.M. AT THE A&E BUILDING WITH MAYOR TREVA HODGES PRESIDING.

Board members present were Mr. Ernie Thompson and Ms. Gwen Moser. Also present were Clerk Treasurer Donna Coomer and City Attorney Perry McCall.

#### **Pledge**

All

#### **Agenda**

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

Ms. Moser made a motion approve the agenda as submitted, seconded by Mr. Thompson. Approved. 3-0.

#### **Standing Business**

Mr. Thompson made a motion to approve the Minutes from 04/20/2022, the Claims, and Payroll Voucher 04/18/2022 to 05/01/22, seconded by Ms. Moser. Approved 3-0.

#### **Public Comment**

Mr. Steve Ormerod 1925 Harmony Circle spoke about a drainage issue in his subdivision. He is asking for guidance. Mayor Hodges said we will need more information on this before we can take any action. She asked Tony and Tubby to look into it and set up a meeting between the developer Dennis Frankenberger, Clark Nickels, Mike Gillenwater and Perry McCall. Mr. Thompson asked if they had contacted the developer. Mr. Ormerod said he didn't know who to contact. Tony said we need to get the plans and everyone can meet to get an update. Mayor Hodges said we will follow up at the June meeting.

#### **Amendment to Employee Handbook**

Mayor Hodges is asking to change the PTO time off. It has been that an employee has to work a year without paid time off, this makes it difficult to hire new employees. You are asking people to not get sick or take a vacation. She asked Heather to look at a formula to accrue time off and after their ninety-day probation they can accrue up to 40 hour's vacation, 40 sick and 40 personal in the first year, it will be a weekly accrual percentage. There are 3 employees that are being grandfathered in, Aly the sanitation receptionist upstairs, Billy Bays, a laborer and our Media Director Brian Smith.

Heather said we have another new employee Seth Eurton in the sewer department.

She is asking the Board to approve this as an amendment to the employee handbook and make it retroactive for those employees.

Ms. Moser made a motion to approve the PTO amendment to the employee handbook, seconded by Mr. Thompson. Approved 3-0.

**Picnic Table Murals**

Mayor Hodges presented more submissions for murals to be painted on the picnic tables. The city will furnish the paint and each artist will receive a \$100.00 honorarium for their idea and participation. Some of these artist are children. The participants are Gabby Basham (lemons & bees), Allison Basham (flowers & butterflies), Kathy Myers (mushrooms & mountains), Corinne Ramsey (forest scene), Riley Abersold (butterflies, flowers & sun), Shelby Riley (fireworks) and Jack Cornett, (sea turtles). Ms. Moser asked if there was going to be any public recognition for them. Mayor Hodges said they will sign their art work on the table. Mr. Thompson asked about a small plaque to be put on the end of the table with their name, age and date.

Mr. Thompson made a motion to approve all eight submissions on the murals for the picnic tables and each artist will sign their work, receive a plaque and a \$100.00 honorarium for their time and participation, seconded by Ms. Moser. Approved 3-0.

**Mural on the steps from Market Street up to the Square**

Shelby Riley has submitted drawings to paint a mural on the steps that goes from Market Street up to the square. She has submitted a budget and qualifications and the cost will be \$2,800.00. She submitted three designs for our consideration. Mayor Hodges said she did an impromptu from the staff and the clouds were the favorable one. Mr. Thompson asked about posting it on the city website to get the city resident's opinion. The Council and Redevelopment Board can review and give their opinion. Mayor Hodges said she will have Brian post it on the city website and seek feedback from the community.

Ms. Moser made a motion to approve the mural project for \$2,800.00, seconded by Mr. Thompson. Approved 3-0.

**Beer Garden at city events**

Mayor Hodges said Councilman Bertram has expressed interest in allowing alcohol at some city events. Some community members have asked to serve alcohol at their wedding in the A&E Building. The state would have to approve it, also have security and must be managed by a bartender. The current park ordinance does not allow alcohol in the city parks or buildings. This will go before the Council at the June meeting.

**Adjournment**

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

  
\_\_\_\_\_  
MAYOR, TREVA HODGES

  
\_\_\_\_\_  
DATE

ATTEST:  
  
\_\_\_\_\_  
TREASURER, DONNA S. COOMER

  
\_\_\_\_\_  
DATE CLERK