

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

MAY 19, 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, MAY 19, 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 asked to add medical insurance to the agenda.

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

Minutes

A motion was made by Ms. Moser to approve the Minutes from 05/05/2021, the Claims and Payroll Voucher from 05/03/2021 to 05/16/2021, seconded by Mr. Thompson. Approved 3-0.

Mask Removal

Mayor Hodges spoke to city hall staff and since everyone is fully vaccinated. She is asking approval from the Board to make wearing a mask optional.

Mr. Thompson made a motion to make wearing a mask optional, seconded by Ms. Moser. Approved 3-0.

Public Comment

None

Old Business

None

Health Insurance

Deputy Clerk Heather Schrimp presented the quote for the medical insurance renewal. Our agent Larry Lynn with RL Clarkson negotiated a 7% increase from the original quote of 14% increase. The employee’s will receive an increase of their premium of 7%.

Mr. Thompson made a motion to approve the medical insurance increase of 7%, seconded by Ms. Moser. Approved 3-0.

The employee’s medical premium will increase 7%.

Employee only - increase will be \$13.00 to \$14.50.
Employee and Child - increase will be \$27.00 to \$29.00.
Employee and Family increase will be \$40.00 to \$43.00.

Mr. Thompson made a motion to approve the employee’s increase on the medical insurance, seconded by Ms. Moser. Approved 3-0.

BMS Contract

Deputy Clerk Treasurer Heather Schrimp presented a renewal on the BMS premium only plan contract in the annual amount of \$150.00.

Ms. Moser made a motion to approve the BMS Contract of a \$150.00, seconded by Mr. Thompson. Approved 3-0.

New Business

Mayor Hodges presented two contracts for Media Services.
Underproduction Multi Media’s bid was \$46,500.00.
Extol Media bid was \$48,000.00.
Stone Valley Productions did not submit a bid.

Mr. Thompson made a motion to approve the bid from Underproduction Multi Media’s bid, seconded by Ms. Moser. Approved 3-0.

Founder’s Day

Mayor Hodges said due to Covid, Founders Day events will start on Saturday, June 26th. The first event will be a 5K run at the State Park.

Sunday, June 27th Little Pirate Prince and Princess pageant
Monday, June 28th Blood Drive
Tuesday, June 29th Historical Walking Tour
Wednesday, June, 30th Family Gospel singing
Thursday, July 1st Trivia Night
Friday, July 2nd Balloon Glow

Mayor Hodges said due to Covid the fireworks vendor cannot get fireworks. Director of Planning & Zoning Tony Jackson presented the agreement for a balloon glow to be held at Monroe Street and Highway 3. He said the cost of the balloon glow will be \$9,215.00 and is under budget. The cost of fireworks was \$12,000.00. Mayor Hodges said we are looking for sponsors.

Mr. Thompson made a motion to approve the balloon glow contract from SkyCab Balloon Promotions, seconded by Ms. Moser. Approved 3-0.

Department Reports

City Services

Mr. Jackson said the auction money will allow us to buy Tasers for the police department. City maintenance wants a skid loader. The Family Activities Park will open on May 31st. The crews are getting it ready. CEEF Banners are up and some flags are up. The others will be put up when the CEEF Banners are taken down. Paving starts in June and we are doing street repairs. Stop signs and street signs are being replaced. Tony said they have sold 82 permits this year.

Sanitation Department

Mayor Hodges said Director Jason Dunn can't be here due to a sanitation truck issue. We are waiting on the new sanitation truck. It should be in soon.

Parks

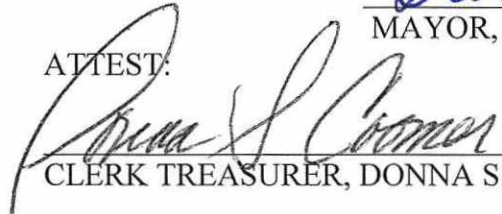
Director Marissa Knoebel said the Family Activities Park will open on May 31st. City crews have done a great job getting everything ready. The mini golf course has new greens and looks great. On June 4th Music in the park will feature the Paul Boggs Band.

Adjournment

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

ATTEST: 
MAYOR, TREVA HODGES

6-2-2021
DATE


CLERK TREASURER, DONNA S. COOMER

6-2-2021
DATE