

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

JUNE 02, 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, JUNE 02, 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 two items to the agenda, a janitorial contract effective May 01, 2021 and dog park administrative discussion.

A motion was made by Ms. Moser to add the janitorial contract and the administrative discussion to the agenda and approve the agenda, seconded by Mr. Thompson. Approved 3-0.

Minutes

A motion was made by Mr. Thompson to approve the Minutes from 05/19/2021, the Claims and Payroll Voucher from 05/17/2021 to 05/30/2021, seconded by Ms. Moser. Approved 3-0.

Public Comment

None

Old Business

None

New Business

175 Maple Street (Habitat for Humanity)

Building Commissioner Tony Jackson said this property had terrible living conditions. The bank donated it to the city and the house was demolished. Tony is asking the Board to approve donating the property at 175 Maple Street to Habitat for Humanity, a non-profit organization.

Mr. Jerry Linder with Habitat for Humanity said the new house will be built to match the current neighborhood.

Ms. Moser made a motion to approve transferring the 175 Maple Street property to Habitat for Humanity, seconded by Mr. Thompson. Approved 3-0.

City Attorney said he has prepared a quit claim deed and it can be transferred this week. Tony said we are looking at 161 Maple Street and are waiting to see if the owner will turn it over to the city. This property can be donated to Habitat for Humanity.

Paul Boggs Band (Music in Greenway Park)

Mayor Hodges said the parks department is having a band play once a month in the park. This contract is for the Paul Boggs Band for \$600.00 to play on June 4th in Greenway Park. This amount will come out of the Summer Entertainment Fund.

Mr. Thompson made a motion to approve the Paul Boggs Band Contract for \$600.00, seconded by Ms. Moser. Approved 3-0.

Janitorial Contract (Carrie Prince)

Mayor Hodges presented a one-year contract from Carrie Prince effective May 01, 2021 for cleaning services at city hall. The cost is \$60.00 per day for 2 days a week.

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

Parks Master Plan (Dog Park)

The Parks Department Master Plan is to make the dog park free. Some users of the park have reached out about access to the park. They want to see some type of control over the gate. They are concerned someone can let the dogs out. Mayor Hodges said we can still do the key fob so users can get through the gate. The user will come in and sign a form showing they read the rules of the dog park and will abide by them.

Mr. Thompson made a motion to approve changing the dog park to a free park and still use the key fob to access the park and keep some control over the park gate, seconded by Ms. Moser. Approved 3-0.

Mayor Updates

Balloon Glow is scheduled and there will be bands and vendors at the event. Founders Day will kick-off on June 26th. We have the events on our Facebook page. We have extended an offer for a new Media Director and hope to have someone by June 14th.

City Auction

Mr. Jackson said we received \$188,660.00 from surplus items sold at the auction. The money will go back into the funds from which it was paid. This will allow us to buy equipment for areas that need it.

Departmental Distribution from Auction

Police DRMO	\$104,745.50
LOIT	\$43,600.00
EPIC	\$14,214.50
General	\$5,000.00
Sewer	\$17,600.00
MVH	\$3,500.00
Total	<u>\$188,660.00</u>

Adjournment

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



MAYOR, TREVA HODGES

6-15-2021
DATE

ATTEST.


CLERK TREASURER, DONNA S. COOMER

6-15-2021
DATE