

Department of Public Works Committee Meeting Minutes

October 2, 2019 at 8:15am

The meeting was called to order at 8:15 am.

The following members were present

Mark Ratterman, Tim Kaufmann, Randy Parham, Clint Williams and Brent Suffian

Staff present

Anne Lamitola; Director of Public Works, Scot Bollinger; Public Works Superintendent, Councilman Patrick Hensley, Councilman John Fox, Mayor Nancy Spewak and Lori Wrobel; Administrative Assistant.

Adoption of the Agenda

Mr. Ratterman asked for a motion to approve the agenda; Mr. Kaufmann made a motion to approve, seconded by Mr. Williams. All present were in favor.

Approval of meeting minutes

Mr. Ratterman asked for a motion to approve the meeting minutes from August 7, 2019; Mr. Suffian made a motion to approve to minutes, seconded by Mr. Kaufmann. All present were in favor.

Update of Current Public Works Projects, Initiatives and associated committees

The Storm Water Advisory Committee will next meet on October 3rd. Work continues on the five funded storm water projects. The Foxboro neighborhood is seeking removal of a project from the Master Plan. The Committee will also discuss the status of MSD potentially re-establishing the OMCI taxing district for Deer Creek which would generate funds \$300,000 for storm water within the watershed. Some municipalities are not in favor. MSD has not yet made a final determination.

BOSTA met in August and September and made recommendations regarding the tree inventory and the Edie's Mulch Site Master Plan. Both have been approved by the City Council. The Committee established goals for 2020 and scheduled a honeysuckle removal date of November 16th for Edie's Mulch Site. Grant application timing and MSD coming through and disturbing the area were discussed. BOSTA will meet again on 12-6-19.

Bond Architects began the Facilities Needs Assessment for City Hall, the Building Department and the Public Works office building. They have met with City staff members and started the engineering analysis of the building on October 1.

Long time employee of Public Works, Al Stahl retired. Interviews are being held for his position.

Conway/Warson Traffic Study

The draft final report was provided to the City on 9-27-19. Ms. Lamitola has been meeting with several of the residents living on the corners of the intersection in order to gage their support. Councilman Hensley has met with the residents on the south-west corner. Easements must be acquired before the grant process. Student transportation has a major impact on the traffic at the intersection. Ms. Lamitola in accordance with the Mayor will reach out to the superintendent for open communication and cooperation.

Discussion of Residential Brush Program

Superintendent Bollinger presented information regarding brush pickup. The program includes a monthly brush pick-up for the months of March through December. The program was last discussed in 2012 when the October pick up was eliminated. After examining six years of data it was determined that the Public Works Department spends 13.1 % of manpower costs on the brush program. A back-log of maintenance work exists in the Public Works Department for storm water maintenance such as culvert repairs or replacement, curb repairs, sidewalk replacement, asphalt pavement patching, and many more items. Potential schedule modifications were discussed, such as elimination of the June pickup. This will be revisited at the December meeting.

The next meeting will be held December 4, 2019 at 8:15

Mr. Kaufmann made a motion to adjourn the meeting. Mr. Williams seconded the motion. All present voted "aye". Meeting adjourned at 9:10 am.

Sincerely,



Mark Ratterman
Department of Public Works Committee