**Public Works Committee Meeting**

**February 5, 2109**

**Meeting Minutes**

Meeting called to order by Mr. Strayer, chair.

**Members present:** Patrick Bragg, Tonya Galbraith, Tom Strayer-Chair, Ron Crider, Mark Witsman

**Members Absent:** none

**Others present**: Staci Starcher-Utility Supervisor, Ryan Crum- Director of Planning and Building

**Approval of Minutes** December 17, 2018- special meeting, January 2, 2019

Motion to approve December 17, 2108 special meeting minutes by Mr. Crider, 2nd by Mr. Witsman. Vote to approve in favor 5/0

Motion to approve January 2, 2109 meeting minutes by Ms. Galbraith, 2nd by Mr. Witsman.

Vote to approve in favor 4/0. Mr. Crider did not vote because he was absent from the January 2, 2109 meeting.

 **Pay Applications and Invoices**

Whittaker Engineering WWTP Expansion Invoices (2)

Mr. Whitsman motions to approve invoice number 1 payment of $18,986.00. 2nd by Ms. Galbraith. Vote to approve 5/0.

Mr. Whitsman motions to approve invoice number 2 payment of 18,875.63. 2nd by Ms. Galbraith. Vote to approve 5/0.

**IT Upgrades**-Mark Witsman

The ideas for the IT upgrades was taken to the Town Council at their last meeting. They advised to solicit more quotes and information was sent to additional vendors. Two of these vendors responded in a timely manner. There was a significant price difference between the two vendors.

Mr. Witsman presented the bids to the committee and there was discussion on comparing these two bids. Mr. Strayer has questions and concerns regarding the equipment quality from each proposal. All agreed to continue to review according to the specs they were given. Installation pricing and WIFI must be added as well. Mr. Strayer wants to recommend the information presented tonight be available to Town Council at the next meeting. Mr. Strayer also has concerns about laptops, but he was advised that they would get microcomputers. Mr. Witsman can provide a memo detailing the cost for all other elements that would be added to the project. Ms. Galbraith suggested to keep other system in place in case it is still usable. Ms. Galbraith made the recommendation of using Sensory at amount they presented for the project. Motion to approve Sensory Technologies ($27,393.00) by Ms. Galbraith and 2nd by Mr. Witsman. Motion was approved by a vote of 5/0 by the committee.

**Discussion on Sidewalk shoveling**

Ms. Galbraith wanted to bring to attention that she has received several calls regarding the shoveling of snow on sidewalks. She thought it would be best to bring it up for discussion to find the best ideas on handling the issue in the future. Indianapolis has an ordinance to shovel. Ms. Galbraith presented three other community’s (Aurora, Evansville, Fort Wayne) policies regarding sidewalks. Mr. Strayer questions if there are fines or penalties and if there are ordinances. Some other cities have a penalty but no fine and some have a code violation. There area both sides to the opinions and it is being brought up as protocol at resident’s request. How does it impact the elderly, citizens unable to shovel and those who are out of town?

Mr. Strayer wants to add to snow removal policy that residents should be expected to shovel their sidewalks as a common courtesy, but not a mandate. Mr. Crum is concerned it would be negative PR to enforce. Everyone agrees that it is part of being a good neighbor. Mr. Crider adds that the snow plow can blow up onto sidewalk before or after it has been shoveled. All thought it was a good idea to post on website when the weather is bad to try when possible to shovel the sidewalks in front of their homes.

Mr. Strayer wants to know if it should be brought up at council and decided he would present as an update. Mr. Bragg agrees it should be sent as a Friday Blast as a reminder when the weather is bad, not a requirement but a common courtesy.

**Engineer’s Report**

Mr. Witsman says GMA (Geist Montessori Academy) has site approval. Working through the language on the commitment for a passing blister for that development and that will be tied into building the permit. The Town needs to get with the property owner and Mr. Crum will be following up on the issue. If there is any more of a delay, there will be the need to begin imminent domain procedures, which will be brought to the Town Council.

McCord Point section B needs a repair before continuing to record that plat.

**Old Business**

Security updates are still in progress and quotes were sent out last week according to Mr. Crider. These include cameras around the building and changing locks on 10 doors. Two cameras will be remote and wireless. We currently have 4 cameras that need to be integrated into the new system. Mr. Crum also added door lock information. There are 10 doors that need to have locks installed. He will have information ready for the next Town Council Meeting.

**New Business**

Mr. Strayer brought up an issue about the stop light at 67. INDOT says it has been taken care of but there still seems to be an issue with the length of the light and getting stuck on 67 with the timing of that stop light. Mr. Crum said we may have investigate having it assessed because the intersection light timing seems to be off according to several sources.

**Public Comments**

John Price, a town citizen, wanted to thank Public Works Department for taking care of a downed tree on 700W so quickly.

 He also brought up questions about crosswalks on 600W. This could be taken care of in 2019. Mr. Crum answered that Federal Government has authorized these upgrades and it has also been approved at the state level. It is not part of capital projects yet. Mr. Witsman suggested that it can be arranged for this funding instead of sidewalk along 600 and 750. With the realignment a sidewalk may not be necessary. It was agreed that March would be the earliest we can have an answer.

Mitchell Kirk from Daily Reporter introduced himself. He is new to the area and will be covering McCordsville.

**Next Meeting is scheduled for March 5, 2019**

**Adjourn**

Motion to Adjourn was given by Ms. Galbraith, 2nd by Mr. Witsman.