**Public Works Committee Meeting**

**Tuesday July 2, 2019**

**Call to Order**- Tom Strayer

**Members present-** Tom Strayer-Chair, Patrick Bragg, Tonya Galbraith-Town Manager, Ron Crider-Public Works Commissioner, Mark Witsman-Town Engineer

**Also Present**- Staci Starcher-Utility Supervisor, Ryan Crum-Director of Planning and Building

**Approval of Minutes**-June 4, 2019

**700 W Requests- Mark Witsman**

This issue was discussed at the last meeting and followed up on by Mr. Crider and Mr. Witsman. They met with John Price and Pam Elliott of Cardinal Woods on site to look at some of the issues they are concerned about and thought the Town should be made aware of and correct. A&F Engineering evaluated some of the issues and staff made recommendations. Add a Curve Ahead Sign with a Reduced Speed placard added. This is caution advisory to slow down. Mr. Crider said the grass was mowed and Public Works will continue doing this. The hump on Cardinal Woods Drive can be reduced so it is more easily mowed. The erosion is minor at this time and will keep an eye on the ground cover. The Town doesn’t do landscaping. Town will mow around guard rail but not on the west side of path. It is wooded and hard to maintain. No other action at this point.

**Pay Applications and Invoices**

**-Whitaker (WWTP Designs)**

This project is progressing and 38% complete. There were air piping issues and needed a redesign. It was still expecting to finish on time. Motion was made to approve payment of $32,546.81 by Mr. Witsman. Second by Mr. Crider. Motion passed by a vote of 5/0

**-Milestone (600W)**

A new invoice will be provided with a $1686.00 reduction. This project is complete. Holding retainage-not the final payment until next month. Motion made by Ms. Galbraith to pay this invoice in the amount of $240,278.25 to Milestone. Second by Mr. Witsman and approval with a vote of 5/0.

The striping complaint was settled between Milestone and driver.

**-Baumgartner (600N)**

This invoice closes out this project under budget. This was a Community Crossing Project. Mr. Witsman made a motion to pay this invoice in the amount of $190,762.60. Second by Mr. Bragg and was passed by a vote of 5/0.

**Engineer’s Report**

See document handout dated July 2, 2019 and presented by Mr. Witsman

**Old Business**

None

**New Business**

None

**Public Comments**

Mr. John Price, Cardinal Woods HOA President thanked Mr. Crider and Mr. Witsman for meeting him onsite to check out issues. He said he appreciates the effort of the Town but is still concerned about the trees of the West side. Mr. Strayer is concerned there is enough staff to cover everything they are asking. There needs to be consistency with area to mow the frontage. Steeper and is maintained by the property owners and the HOA. Mr. Crider said he would look at this issue. Mr. Witsman explained the ROW but there is still some confusion regarding who is responsible for maintaining the property. The issues need to be treated as all other neighborhoods and ROW.

Pam Elliott, resident of Cardinal Woods mentioned that there was a tree branch laying against the guardrail. She is concerned about safety issues. Mr. Crider said he would go out in the morning and look at what needed to be done.

**Next Meeting- August 6, 2019**

**Adjourn**

Motion to adjourn was made by Ms. Galbraith. Second was made by Mr. Witsman and passed by a vote of 5/0