**Public Works Meeting Minutes**

**Tuesday August 4, 2020**

**Held Virtually via Zoom**

**Call to Order:** Tom Strayer, chair

**Members Present**: Tom Strayer-chair, Tonya Galbraith-Town Manager, Ron Crider-Public Works Commissioner, Mark Witsman-Town Engineer

**Members Absent**: Patrick Bragg

**Others Present**: Stephanie Crider-Utility Supervisor, Ryan Crum- Director of Planning and Building

**Approval of Minutes July 7, 2020**

Motion was made by Ms. Galbraith to approve July 7, 2020 meeting minutes as presented. Second by Mr. Witsman and passed 4/0

**Gate Control Quotes**

Quotes from RU Electric and Walker IT for electric power to new gate installation for the recycling receptacles at Town Hall.

Motion to recommend to Town Council to approve RU Electric estimate #3842 for $2495.85 was made by Mr. Crider. Second by Ms. Galbraith and passed 4/0

Motion to recommend to Town Council to approve Walker IT quote #7037 for $4542.76 for data and key fob installation was made by Mr. Crider. Second was made by Ms. Galbraith and passed 4/0

**On Street Parking Regulation Update**

Ryan Crum gave an update on this issue which started with the Meadows of Sagebook neighborhood and on-street parking. A request for parking on one side of the street and fire hydrants and mailboxes on the other side was declined. Street parking has been discussed with the Police and Fire Department and they are seeking more standard restrictions. Proper Emergency vehicle in and out of neighborhoods is important.

Suggestions of no parking at any entrance on either side and no parking where there are medians, fire hydrants, and mailboxes within a certain distance were all discussed. There are concerns about compliance and officers measuring distances as well as conflicts with neighbors and enforcing more thorough and comprehensive standards. Mr. Strayer continued the discussion with solutions such as signage and curb painting. Signs may be considered an eyesore and Mr. Crider added that painting would require more maintenance. Mr. Witsman agreed that the painting would require more maintenance and it is usually found in downtown areas and not neighborhoods and asked if this was a big problem. Ms. Galbraith supported painting curbs in front of fire hydrants and signage at intersections. She added that maintenance comes with the territory on public works issues. Mr. Crum would like consistency and enforceability and suggested more research in other communities. Mr. Strayer will bring this topic up at Town Council during his Public Works update to discuss and get feedback for the next Public Works meeting.

**Pay Applications and Invoices:**

**Baumgartner and Company**

Motion was made by Mr. Witsman to pay Baumgartner and Company $35,893.40 for invoice #220035-2. Second was made by Mr. Crider and passed 4/0

**Whitaker Engineering**

Motion was made by Mr. Witsman to pay Whitaker Engineering $17,000.00 for Invoice #20/07-2. Second was made by Mr. Crider and passed 4/0

**Walsh Construction Company**

Motion was made by Mr. Witsman to pay Walsh Construction Company $211,995.00 for WWTP Phase 5 Expansion under Walsh Job #220075

**Engineers Report**

Mr. Witsman reviewed and responded to questions on items listed in the Engineers Report which is attached to these minutes. Mr. Witsman has been working with Diversified on an upgrade in Council Chambers to make it more Zoom meeting friendly. There are camera options that include decisions on split screen, individual camera, broad angle and podium. Mr. Witsman requested feedback to get direction and quotes. The committee agreed that this video and audio upgrade should be researched and hope to have more information for the September meeting.

**Old Business**

None

**New Business**

None

**Next Meeting September 1, 2020**

**Adjourn**

Motion to adjourn was made by Ms. Galbraith. Second was made by Mr. Witsman and passed 4/0