

## MINUTES

### THE BOARD OF PUBLIC WORKS AND SAFETY

May 3, 2023

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, MAY 3, 2023, AT 9:00 A.M. AT CITY HALL WITH MAYOR TREVA HODGES PRESIDING.

Board members present were Mr. Ernie Thompson and Ms. Gwen Moser. Also present were Deputy Clerk Treasurer Lacey Gammons and City Attorney Perry McCall.

#### **Pledge**

All

#### **Agenda**

Mayor Hodges presented the agenda. There were no changes.

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

#### **Standing Business**

Ms. Moser made a motion to approve the Minutes from April 19, 2023, the Claims, and the PR voucher from 04/10/2023 to 04/23/2023, seconded by Mr. Thompson. Approved 3-0.

#### **Public Comment**

None

#### **New Business**

#### **Swearing in of New Officer**

Chief Wolff addressed the Board to announce that Reserve Officer Bradley Hammers will be the full-time replacement for Corporal Darren Baker. Mr. Thompson motioned to approve the hiring of Bradley Hammers, seconded by Ms. Moser. Approved 3-0.

Mayor Hodges performed the swearing in of the new officer.

#### **Health Insurance Renewal**

Larry Lynn from RH Clarkson gave an update on the health and dental insurance renewal, to be

effective June 1st. The renewal for medical and dental with Anthem will have an increase of 4%. The employee rates will increase correspondingly. Rates for term life and vision will remain unchanged for the year. Ms. Moser motioned to accept the renewal, seconded by Mr. Thompson. Approved 3-0.

### **Picnic Table Program**

There were 7 submissions for the picnic table art program on May 13<sup>th</sup>. Mr. Thompson motioned to approve the program, to include a \$100.00 stipend, seconded by Ms. Moser. Approved 3-0.

### **Private Rental Policy for Staff**

It is standard practice that the city allows staff, council members, and city appointed board members 2 free private rentals per year at the Arts and Enrichment Center or the Family Activities Park. There needs to be clarification on the terms of the rentals. Mr. Thompson motioned to confirm that the private rental policy for staff is limited to private rentals for staff and cannot be transferred to non-staff members and is not to be open to the general public, seconded by Ms. Moser. Approved 3-0.

### **A&E Center Cleaning Contract**

Marissa Knoebel provided a cleaning contract with Starlena Williams for the A&E Center. The contract has been through legal review and the cost is \$200.00 for one cleaning per week or \$150.000 each for two cleanings per week. Mr. Thompson motioned to accept the contract, seconded by Ms. Moser. Approved 3-0.

### **Santa Contract**

Marissa also provided the Board with a contract for Lincoln Crum to play Santa at various events on the following dates: November 24, 30 and December 6, 7, 14, 18, 18, 20. The cost is \$500.00 per day for a total of \$3500.00. Mr. Crum has also agreed to donate his time for Shop with a Cop. Ms. Moser motioned to accept the Santa contract, seconded by Mr. Thompson. Approved 3-0.

### **Founders Day Band Contracts**

Marissa provided the Board with 2 band contracts for Founders Day. These will take place at the Balloon Glow on June 24<sup>th</sup>. Big Steel Train will perform from 6 PM-8:30 PM with a cost of \$1000.00 and the Jason Lee McKinney Band will perform from 9 PM-11 PM with a cost of \$1200.00. Mr. Thompson motioned to approve the band contracts, seconded by Ms. Moser. Approved 3-0.

Attorney Perry McCall gave an update on the lease for the Little League. Ms. Moser motioned to extend the existing Little League lease from May 31<sup>st</sup> to the end of this year, seconded by Mr. Thompson. Approved 3-0.

### **Adjournment**

Mr. Thompson made a motion to adjourn, seconded by Ms. Moser. Approved 3-0.

Treva Hodges  
MAYOR, TREVA HODGES

5/17/23  
DATE

ATTEST:

Donna S. Coomer  
CLERK TREASURER, DONNA S. COOMER

5/17/2023  
DATE