

# MINUTES

## THE BOARD OF PUBLIC WORKS AND SAFETY

May 17, 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 17, 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 agenda, seconded by Ms. Moser. Approved 3-0.

### Standing Business

Ms. Moser made a motion to approve the Minutes from May 3, 2023, the Claims, and the PR voucher from 04/24/2023 to 05/07/2023, seconded by Mr. Thompson. Approved 3-0.

### Public Comment

Don Croucher from 835 Park Street addressed the the Board regarding a follow-up on the status of a flooding issue on his property and to inform the Board about unfinished light posts and the need for sidewalks at the intersection near his property. Mayor Hodges informed Mr. Croucher that Hart Engineering did not find an issue with water flow but that they will check the property again and the other issues will be addressed as well.

### New Business

#### Family Activities Center Bids

One bid was received, which was from Dan Cristiani:

Base Bid	\$231,569.00
Landscaping	\$4200.00
Lighting	\$30,000.00

Hart's Engineering recommended the bid be accepted. It will be reviewed by the attorney.

### COBRA Admin Renewal

The renewal for administering COBRA is at a cost of \$0.65 per employee with a \$50.00 minimum and a renewal fee of \$150.00. Mr. Thompson made a motion to approve the renewal, seconded by Ms. Moser. Approved 3-0.

### Balloon Glow Contract

This is a contract with SkyCab Balloon Promotions, Inc. for the Balloon Glow on June 24<sup>th</sup>. This is the same contract as last year with a cost of \$2,250.00. Ms. Moser motioned to approve the contract, seconded by Mr. Thompson. Approved 3-0.

### Miami Nation of Indians Contract

This contract is for a Founder's Day event consisting of three wigwams and a village in Greenway Park for historical interpretation. The cost is a flat fee of \$225.00. Mr. Thompson motioned to approve the contract, seconded by Ms. Moser. Approved 3-0.

### Paul Boggs Band Contract

Marissa Knoebel addressed the Board regarding a contract for the Paul Boggs Band for the Senior Dinner on June 1<sup>st</sup> at a cost of \$600.00. Mr. Thompson motioned to approve the contract, seconded by Ms. Moser. Approved 3-0.

### Lost Boys Contract (Correction)

This is a revision from the May 3<sup>rd</sup> BPW meeting. The approval of the contract for *Big Steel Train* should have named the band *Lost Boys*. This is for June 24<sup>th</sup> at a cost of \$1000.00. Mr. Thompson made a motion to accept the revised contract, seconded by Ms. Moser. Approved 3-0.

### Big Steel Train Contract

This contract is for Music in the Park on June 9<sup>th</sup> at a cost of \$800.00. Ms. Moser motioned to approve the contract, seconded by Mr. Thompson.

### Adjournment

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

Treva Hodges  
MAYOR, TREVA HODGES

6-7-2023  
DATE

ATTEST:

Donna S. Coomer  
CLERK TREASURER, DONNA S. COOMER

6-7-2023  
DATE