

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

July 06, 2022

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, JULY 06, 2022 AT 9:00 A.M. AT CITY HALL WITH MAYOR TREVA HODGES PRESIDING.

Board member present was Mr. Ernie Thompson. Ms. Gwen Moser arrived a few minutes later. Also present was Clerk Treasurer Donna Coomer and City Attorney Perry McCall.

Pledge All

Agenda

Mayor Hodges is asking to add the installation of a drainage culvert on Poplar Drive and Cypress Drive in Lakeview/Highview subdivision and tree removal service on Main Street to the agenda.

Mr. Thompson made a motion to approve adding the culvert replacement and the tree trimming to the agenda, seconded by Mayor Hodges. Approved 2-0.

Ms. Moser entered for the meeting.

Standing Business

Mr. Thompson made a motion to approve the Minutes from 06/15/2022, the Claims, and Payroll Voucher 06/13/2022 to 07/03/2022, seconded by Ms. Moser. Approved 3-0.

Public Comment

Mayor Hodges said since there is no public comment. Director of Parks Marissa Knoebel asked her to recognize Rebecca Putnam for her contributions to the City of Charlestown. She has continued what her dad & mom started on the Ice Cream Social/Gospel Night for Founders Day. Mayor Hodges presented to her a Certificate for Volunteering and a Challenge Coin that recognizes outstanding contributions to the City of Charlestown.

Drainage issue at Southern Commons

Mr. Tony Jackson said he has talked to Mr. Primavera and Jacobi Toombs & Lanz to give an estimate on what needs to be done. Tony said he recommends an engineer to make sure it is done correctly.

Swearing in Police Reserve

Assistant Chief of Police, Brion Gilbert is asking to swear in Officer Robert Smith as a reserve officer. He is coming from Clark County Sheriff Department.

Ms. Moser made a motion to approve the swearing in of Officer Robert Smith, seconded by Mr. Thompson Approved 3-0.

Sweeping Agreement (INDOT)

Mayor Hodges presented the contract from INDOT on the sweeping agreement for Highway 3. This agreement pays the city \$3,240.00 every year not to exceed \$12,960.00 for four years. City Attorney McCall said he has reviewed it and with the price of gas and other cost going up. They have a clause that the city has to give a thirty-day notice to terminate this agreement. They do not have a clause about them giving a thirty-day notice to the city before they terminate the agreement. City Attorney will contact INDOT and bring it back to the next BPW meeting.

Mayor Hodges asked to table this agreement until the next meeting to give the City Attorney time to review and talk to INDOT.

Mr. Thompson made a motion to table this INDOT agreement until the next meeting on July 20th, seconded by Ms. Moser. Approved 3-0.

SJK Appraisals

These appraisals are for Monroe Street. There is no easement or right of way. The City will need to acquire easements. Their fee of \$1,400.00 was for 2 acquisitions on Monroe Street at \$700.00 each.

Mr. Thompson made a motion to approve SJK Appraisals for \$1,400.00, seconded by Ms. Moser. Approved 3-0.

Parks Garage Air Conditioner

The parks garage air conditioner went out and we got quotes but because of it being an emergency due to the hot temperature outside. Crain Heating & Air Conditioning Service was the only one that was able to do it sooner. The cost of the air conditioner is \$5,500.00.

Ms. Moser made a motion to approve Crain Heating & Air Conditioning for \$5,500.00, seconded by Mr. Thompson. Approved 3-0.

Bounce House Insurance

Mayor Hodges presented this invoice for \$216.00 to cover the insurance that is needed for the city to use a bounce house for Founders Week.

Mr. Thompson made a motion to approve the invoice for \$216.00 to cover insurance for the bounce house, seconded by Ms. Moser. Approved 3-0.

Band Contracts for Family Activity Park

Assistant Parks Director Carrie Prince presented three contracts for bands to play at the Park.

August 19 - Jason Beliles	\$500.00
September 9 – The DUO	\$500.00
September 30 – Robin Embry Music	\$500.00

Ms. Moser made a motion to approve each band \$500.00 each to play at the Family Activity Park, seconded by Mr. Thompson. Approved 3-0.

Poplar and Cypress Drive (culvert replacement)

Mr. Tubby Purcell presented 3 bids to replace the culvert at Poplar & Cypress Drive in Lakeview/Highview. Bids are as follows:

Henderson	\$4,500.00
Abbott	\$3,865.00
Temple & Temple	\$3,650.00

Mr. Thompson made a motion to approve the Temple & Temple bid to replace the culvert on Monroe Street, seconded by Ms. Moser. Approves 3-0.

Tree Service on Main Street

Mr. Tubby Purcell presented bids to have some trees removed on Main Street. We are putting in new sidewalks. The bids are as follows:

Shady Deals Tree Service	\$9,000.00
Grasshopper Tree Service	\$5,650.00
GTK Lawn & Landscaping	\$6,300.00

Mr. Thompson made a motion to approve GTK Lawn & Landscaping to remove the trees on Main Street, seconded by Ms. Moser. Approved 3-0.

Glendale Complaints on Speeding

Mayor Hodges said the residents in Glendale Subdivision are concerned about speeding on Glendale Drive. We will use some of our equipment to collect data for a study on speeding.

Adjournment

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



 MAYOR, TREVA HODGES

7/20/22
 DATE

ATTEST:


 CLERK TREASURER, DONNA S. COOMER

7/20/22
 DATE