**Public Works Committee Meeting**

City Of Virden

City Council Chambers

Thursday July 20, 2023

Meeting called to order by Alderman Bertolino at 7:00 pm.

**Aldermen in attendance**: Bertolino, Boster, Calloway, Ibberson, Mitchell, Mottershaw and Neighbors.

**Additional in attendance:** Mayor Murphy and Public Works director Gary Etter

* 7:01 pm City Clerk Shelly Boster joined the meeting.

**Visitors:** Stephanie Ballinger (Benton and Associates)

* 7:06 pm Stephanie Ballinger left meeting.

**Topics:**

1. **Approval of Meeting Minutes 6/15/23**

Motion made by Mitchell seconded by Bertolino to approve meeting minutes for 06/15/2023. Motion passed with all in favor.

1. **Approval of Meeting Minutes 5/18/23**

Motion made by Bertolino seconded by Boster to approve meeting minutes for 05/18/2023. Motion passed with all in favor.

1. **Discuss water funds to be transferred (Court Money)**

Item on agenda was not discussed.

1. **Discuss sale of property at 135 E. Stoddard St.**

Committee members agree to take to council to place surplus property 135 E. Stoddard St to auction with Ben Ladage Auction with the right to accept or reject any and all bids.

1. **Discuss hiring of a custodian**

The previous custodian that was to be hired found another position. Committee members agree to take the council to re-advertise for custodian position.

1. **Discuss East Park concession stand roof**

Director of Public Works Gary Etter did get a bid from B&H Roofing. Committee members agree to get a second bid and take bids to the council. The plan is to put another flat roof on. The roof does have enough fall. Suggestion from Alderman Mitchell to get a pitched roof but roofing company states there is enough fall for a flat roof and replacement of another rubber roof will last 25-30 years. The roof was damaged by the storm. Insurance did pay out for storm damage; however, the replacement cost will be more than the insurance check.

1. **Discuss Scrap Metal**

Previously public works has collected scrap metal and turn it. Public Works then takes that money and will get an item for the shop. Public Works Director Gary Etter is asking permission to be able to do this again this year. The Public Works Director will have the receipt of the amount received and will inform the council what was purchased. Committee members agree to follow past practice.

1. **Discuss 2023 Rock & Oil Programs/Alleys**

We will Rock and Oil August 31st and September 1st. Each Council member chooses two alleys in their ward that have rock and oil put down. Gary Etter would like to have which alleys each council member chooses for him before the next council meeting on August 7, 2023. If a council member does not pick the Public Works Director will pick two alleys in their ward.

1. **Discuss OSLAD grant application**

It is not known if we are a distressed community. To have Benton and Associates to start working on it we need to start the process. The ideas of what the community wants and what the cost will be has not been brought back to the council. The Park Initiative group seems to have a good idea of what is needed but nothing has been brought back to the council. The timeframe is short, but it would be a shame if we find out that we are a distressed community and distressed gets 100%. The deadline for the application is August 31, 2023. Committee members agree they want to move forward but most feel they do not have enough information on the plan or cost. Committee members did not come to a consensus to take it to council to hire Benton and Associates for $6000.00 to work on OSLAD application. Plan to invite Parks Initiative to next Public Works meeting.

1. **Review Public Works laborer applications submitted/set up interviews**

Thirteen applications were obtained. Discussed in executive session.

**Additional:**

* Stephanie Ballinger with Benton and Associates update on Dean street there is a new form that needs the mayor’s signature for submittal to local roads. We will have to submit prefinal plans and final plans to local roads to be approved. Dean Street will be up for bidding in the Spring. We can write a deadline date into final if the city wants to. Safe Route to school are in a similar pattern with getting prefinal plans in by October, final plans in by January, March or April for bid letting with construction complete by August 2024.
* New animal control ordinance for Carlinville. Committee members agree to place it on the Council agenda.
* Kendal Cole invoice will discuss in finance committee meeting.
* Joe Royer states that the boring ordinance is illegal regarding the fee. It is not a fee it is a deposit. The deposit is returned once the Public Works Director signs off the job.
* Annexation of hospital property. We have not heard back.
* City Cleanup- Republic will allow us to use the transfer station. Tentative dates September 9th and September 16 if the council agrees.
* Badger water meter we will be having a meeting. It will be either July 24, 25, or 26th.

Motion made by Bertolino seconded by Boster to enter executive session at 7:56 pm.

**Executive Session:**

1. **Personnel- Employment 5 ILCS 120/2(c)(1):**

In executive session, motion made by Bertolino seconded by Ibberson to exit executive session at 8:34 pm. Motion passed with all in favor.

Motion made by Calloway seconded by Bertolino to adjourn at 8:35 pm. Motion passed with all in favor.

Meeting adjourned at 8:35 pm.

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Shelly Boster

City Clerk

Date Minutes Approved: 7/26/2023