

CITY OF WINCHESTER
BOARD OF PUBLIC WORKS AND SAFETY
MEETING MINUTES
TUESDAY, OCTOBER 21, 2014

Regular meeting @ 8:00 a.m.
Council Chambers / City Hall / 113 E. Washington St.

Pledge – Mayor Croyle
Prayer – Mayor Croyle

Mayor Croyle called the meeting to order and presided over the meeting. Clerk-Treasurer, Vicki Haney, recorded the minutes.

The Clerk-Treasurer's roll call showed three Board of Public Works and Safety members present.

Mayor Steve Croyle
Councilor Todd Schroeder
Mr. Richard Gough

Additional Officials Present:

Meeks Cockerill, City Attorney; Mike Burk, Police Chief; Chris Martin, Waste Water Treatment Plant Superintendent; Kathy Bond, Parks Department Superintendent; and Frank Lowrance, Street Department Superintendent.

Approval of the Minutes

Mr. Gough moved to approve the minutes of the October 7, 2014 meeting. Councilor Schroeder seconded. Motion passed 3-0.

UNFINISHED BUSINESS

Aging in Place

Victoria Dake, ARa Administrators, sent an email with five property owners' applications that need to be approved by the board. Five homes have been completed through this project and four more will be completed by Thursday. Ms. Dake is hoping to meet with two home owners to sign contracts for their renovations on Thursday. Four properties are currently under construction and five properties are pending approval for construction. An extension will need to be filed to allow for construction on the last five homes. The contractors will need to be asked before an extension date can be determined. 312 Clem Street, 406 S. Meridian Street, 439 E. South Street, 524 Western Avenue and ?were presented for approval. Councilor Schroeder moved to approve the applications. Mr. Gough seconded. Motion passed 3-0.

Retention Pond

Mayor Croyle explained in the Retention Basin work at Baker Elementary, the City utilized the space between Lissaaron Drive and Greenville Avenue. A retention basin was installed in the area. One building is on this 4.7 acre lot. The owner of the property wants the City to purchase the property

because it is used for holding water. The Redevelopment Commission had interest in pursuing this purchase if the Board of Public Works and Safety would partner in the purchase. The property was appraised at approximately Seventeen Thousand Dollars (\$17,000.00). Mr. Sandifar, who owns the property, would like to sell it to the City for Nine Thousand Nine Hundred Ninety Five Dollars (\$9,995.00). Mayor Croyle wants to know what the Board would like to do with the property; it makes sense that the City controls the property because of the retention basin being there. This way the retention area will not be disturbed. A gas line runs through the property too. Mr. Gough asked who would maintain the property. The City would maintain the property. Councilor Schroeder moved to accept the proposal for purchase pending the partnership with the Redevelopment Commission. Mr. Gough seconded. Attorney Cockerill recommended approving the purchase even if the Redevelopment Commission does not want to partner with the Board. Councilor Schroeder moved to accept the proposal for the property. Mr. Gough seconded. Motion passed 3-0.

2015 Waste Water Treatment Plant Budget

The 2015 Waste Water Treatment Plant Budget was submitted to the Board Members. Councilor Schroeder moved to approve the 2015 Waste Water Treatment Plant Budget as submitted. Mr. Gough seconded. Motion passed 5-0.

Parks Department Report

Superintendent Bond stated the Park Employees are winterizing the park for the winter and the new compost toilet has been installed.

Waste Water Treatment Plant Report

Superintendent Martin stated the Highway 32 project should begin today. The flows dropped off so the pumps were turned on and both drive units went out. They are both 20+ years old. Replacement units were ordered for the pumps. The replacement parts will cost approximately Five Thousand Dollars (\$5,000.00) to purchase and be installed. One employee has moved on to another job. John Wilson will be giving a refresh-course on Vactor Truck operations. A review of the camera equipment will also be held. Mr. Gough asked if Superintendent Martin has received a quote for the flow meter.

Superintendent Martin stated he has requested the quote but it has not been received. Hurst Technical will be quoting the device. A Doppler flow meter could be installed. Superintendent Martin stated the SCADA computer upgrade was not upgraded to Windows 8. The SCADA system is not compatible with Windows 8 so the computer is running Windows 7. The plant is having many issues with the system. The biggest issue is the file location because they are different between the two operating systems.

Sewage Affidavits

Tim Day, 416 Western Avenue, has applied for a sewage affidavit. The property has extensive fire damage. The plans for the home have not been determined. Mr. Gough moved to approve the sewage affidavit. Councilor Schroeder seconded. Motion passed 3-0.

ADA Sidewalks

Mayor Croyle stated more intersections in town need to be ADA Accessible. Some of the intersections could be completed this year.

Wind Turbine

Mayor Croyle stated the turbine panel is coming from Spain. The MACA Crew that starts the turbines is supposed to be here this week. Mayor Croyle stated the construction trailers have been removed but the fence has not been installed yet. The delays in the project were discussed. If the company creates more delays the City may have to look into the performance bond to get some financial help. Frontier has installed the cable to the turbine, but the cable is lying on the road. The Greenville Avenue project is not progressing because the City is waiting on Frontier to move their lines. A six foot tall fence will be installed around the turbine.

Accounts Payable Vouchers

Clerk-Treasurer Haney presented the accounts payable vouchers for the end of September totaling Two Thousand One Hundred Forty Nine Dollars and Twenty Three Cents (\$2,149.23). October 1 to October 15 accounts payable vouchers totaled Forty One Thousand Nine Hundred Forty Two Dollars and Thirty Cents (\$41,942.30). The Payroll accounts payable vouchers totaled Twenty Three Thousand Two Hundred Sixteen Dollars and Forty One Cents (\$23,216.41). The total of all accounts payable vouchers is Sixty Seven Thousand Three Hundred Seven Dollars and Ninety Four Cents (\$67,307.94). Mr. Gough moved to approve the accounts payable vouchers. Councilor Schroeder seconded. Motion passed 3-0.

Adjournment

There being no further matters to discuss, Councilor Schroeder moved to adjourn. Mr. Gough seconded. Motion passed 3-0. The October 21, 2014 meeting was adjourned at 8:31 am.

Mayor, Steve Croyle

ATTEST: _____
Clerk-Treasurer, Vicki Haney