



## **PUBLIC WORKS COMMITTEE MEETING**

October 18, 2017

5 p.m.

### **MINUTES**

**Present:** Chairman Carlos Williams; Committee Member Angela Douglas; and Sylvia Young.

Councilman William called meeting to order at 5 p.m.

#### **OLD BUSINESS:**

Public Works Department Budget Review – The Committee discussed department operating on last year budget. Councilwoman Douglas reported to the Committee that the department repairs and maintenance expenses were out of control. She suggested the need to implement inventory and expenses controls to resolve issues. The Committee discussed the following in detail: Budget amendment out there to fix PW budget, expenses balance, out-sourcing mechanic shop – no more waste, no software at Public Works Department, one cent sale tax, no identifying balance, and sidewalk project. No action was taken.

The Committee agreed that department heads should keep track of monies spent. Chairman Williams expressed to the Committee the need for a good organizational guide, we should do this in each department.

Public Works Director Position - The Committee discussed adding back employee staff that were relocated into the Administration and Recreation Departments to better utilize employees for the operations of the city. They discussed the need to update the Public Works Director job description and reopening the Assistant Director position.

Hospitality use for Public Works Projects - Councilwoman Douglas stated that the new director will take care of expenses and one cent sale tax accountability. It will be the responsibility of the new Public Works Director to oversee spending. Councilwoman Douglas reported that the budget reports \$72,000 in hospitality, \$32,000 encumbered, and the need to find \$100,000 that could have been used for projects.

**NEW BUSINESS:**

Dilapidated Properties – Councilwoman Douglas gave a report from the last Properties Committee meeting. Received complaints about victorian house, dreams and hopes to design home, painted half the window, property looks bad. Two houses on 185 West End and one on 169 Loomis Street needs improvement. The Committee agreed to beef up enforcement some to resolve dilapidated properties. Chairman Williams stated that the previous Administrator told him that repairs will be done but not repairs were completed. He gave an example that the New Director in Laurens County he got several homes demolished. Councilwoman Douglas suggested the following solutions to resolve dilapidate properties: \$500 fines a day, enforce fines, Clemson has the best codes, and encourage enforcement part to saves property. Chairman Williams included that he would ride around with new PW Director to make him aware of problem. Waiting on background check and salary negotiations for new director starts work.

Garbage and Refuse Collection – Chairman Williams expressed his concerns about several reports that city looks bad. Mobley Carpet building has a vegetation problem, complaints about hedges need to be maintained, and brush piles have not been removed in a month. Problem with garbage collection at Ann Street and Jewel Street needs to be resolved. The Committee discussed the Waste Away Company issues with containers, barrels and the possibility of burning trash within the city limits. Wylie Park needs to be cleaned up because it looks bad. Funding for projects were discussed in detail.

With no further discussion, Councilwoman Douglas made a motion to adjourn meeting at 6:01 p.m. Chairman Williams seconded the motion. The motion carried unanimously.

Respectfully Submitted By,

Sylvia Young