



PUBLIC WORKS COMMITTEE MEETING

March 21, 2018

5:30 p.m.

MINUTES

Present: Chairman Carlos Williams; Committee Members Angela Douglas and Annie Reid; Public Works Director Reginald McBeth and Clerk Sylvia Young.

Chairman Williams called meeting to order at 5:30 p.m.

NEW BUSINESS:

Public Works Director's Report – Mr. McBeth and Committee discussed department monthly report. Mr. McBeth stated that department monthly report will be presented to Council in April.

Evergreen Cemetery – Mr. McBeth and the Committee discussed the following Evergreen Cemetery items:

- Trees (Evergreen Trees)
- Lawn Mowers
- Duke Energy
- Gate Installation
- A.R. Wilson marker repairs are in process
- Mrs. Simpson house – DOT has done a guiderail study and will install guiderail for safety.
- Markers that identify the road – Mr. McBeth will bring back to Committee descriptions for marker types.

Strategic Planning Session Date – The Committee discussed dates for Strategic Planning Sessions. The Committee agreed to schedule first Strategic Planning Session on Monday, April 2, 2018 at 3 p.m. at City Hall in Conference Room.

Chairman Williams tabled the following items on agenda until Strategic Planning Session:

- Special Projects
- 2018-19 Budget Planning
- Assistant Director Position
- Salary & Compensation Adjustment Requests
- Major Purchases & Grant Applications

2018 Earth Day – The Committee discussed in detail Earth Day event. The Committee agreed to have event at Wylie Park geared towards Wylie Park clean up. The event will kick off at the Wylie Park to prevent being at two locations. The Committee agreed to schedule Earth Day Event on Saturday, April 21, 2018.

OLD BUSINESS:

Chairman Williams tabled items following items on agenda until Strategic Planning sessions:

- Organizational Chart/Job Descriptions
- Vehicle & Other Heavy Equipment
- Public Works Renovations

Baler Grant Status – Mr. McBeth provided the Committee with a handout that outlined grant status with deadline dates for submission of quarterly reports. The Committee discussed in detail grant status and funding to purchase baler. No action was taken.

EXECUTIVE SESSION:

Chairman Williams made a motion that the meeting convene into Executive Session to discuss Contractual Matter – Providing garbage collection services to multi-family complexes/Chester Homes Apartments. Councilwoman Reid seconded motion. The motion carried unanimously. The Committee convene into Executive Session at 6:22 p.m.

Chairman Williams made a motion that meeting reconvene into open session at 6:41 p.m. Councilwoman Douglas seconded motion. The motion carried unanimously. Chairman Williams stated that while in Executive Session the Committee discussed a Contractual Matter – Providing garbage collection services to multi-family complexes/Chester Homes Apartments. No action was taken.

With no further discussion, Councilwoman Douglas made a motion to adjourn meeting at 6:41 p.m. Councilwoman Reid seconded motion. The motion carried unanimously.

Respectfully Submitted By,

Sylvia Young