



## **PUBLIC WORKS COMMITTEE MEETING MINUTES**

August 22, 2019 at 4:30 p.m.

**PRESENT:** Chairwoman Betty Bagley; Committee Members, Councilwoman Susan Kovas and Councilman William King; City Administrator Stephanie Jackson; Public Works Director Reginald McBeth; and Public Works Clerk Sylvia Young.

Chairwoman Bagley called the meeting to order at 4:30 p.m.

### ***OLD BUSINESS:***

#### ***Review Items from Last Meeting***

Chairwoman Bagley informed the Committee that the meeting will start with the review of items discussed at last meeting. The Committee discussed in detail bids received for Downtown lawncare and abandoned buildings. The following businesses submitted bids: C & C Lawncare and Landscaping, Young's Lawn Care & Services and R & R Lawncare. Chairwoman Bagley request that Mr. McBeth ask for bids with dates from April to November 1<sup>st</sup> instead for a year of service. Mr. McBeth stated that he will go back and request bids for seven months maintenance service instead of a year to help lower the cost. The Committee discussed the number of utility laborer positions needed with the hiring of a lawncare provider.

Chairwoman Bagley stressed to Mr. McBeth the importance of properly training employees to have better work performance; however, she stated that the city looks 110% better than before but it will take 110% more work to get it like it supposed to be. She commended Mr. McBeth for the great job his department has started with city beautification and cleanup. The Committee discussed in detail the replacement of broken benches and tables located Downtown.

#### ***Mulch Site***

Mr. McBeth gave the Committee an update on equipment repairs and cleaning at the mulch site. Mr. McBeth informed the Committee that the mulch site has a new screener that has never been used and he requested approval to sale equipment with an estimated value of \$11,000 to \$12,000. The equipment is used for the screening of top soil. The Committee had much discussion about equipment. Chairwoman Bagley's recommendation to the Committee is to utilize the equipment. She requested that Mr. McBeth find out what other municipalities use same equipment for the making of top soil and bring back a report to the Committee. Mr. McBeth told the Committee that he will call the Environmental Manager to find out additional information about utilizing equipment at facility site. The Committee had a brief discussion about city ordinance on the sale and/or auctioning of old vehicles and at the facility site.

#### ***Downtown Beautification***

Chairwoman Bagley expressed to Mr. McBeth that regardless of downtown improvements the removal of trees from several streets was needed. The Committee and Mr. McBeth discussed the removal of trees on Wylie Street, Gadsden and Columbia Street. Mrs. Jackson instructed Mr. McBeth to plant flowers where mulch has been placed for the beautification downtown. The Committee discussed in detail the planting of flowers or Jupiter grass in the front of City Hall and

Downtown. Chairwoman Bagley request that Mr. McBeth cut and remove tree limbs obstructing the view of road by the property of Judge Short.

### ***Cost of Leasing Vehicles***

Mr. McBeth gave the Committee an update concerning the cost of leasing vehicles. The Committee discussed in detail the vehicle lease agreement, cleaning streets, vehicle maintenance and cost. The Committee request that Mr. McBeth arrange a vehicle demonstration for Council. Mr. McBeth gave the Committee an update concerning the One Arm Bandit repair cost and maintenance. Councilwoman Kovas informed the Committee that a representative from Waste Industries was coming to the next meeting scheduled on September 12, 2019 at 4:30 pm to give them another demonstration on what they can offer the city. The Committee discussed in detail recycling, landfill cost and the county cost to store recyclables.

### ***Wesley Memorial Church Parking Lot***

Mr. McBeth gave the Committee an update concerning the parking lot repairs at the Wesley Memorial Church. The Committee discussed cost and repairs of parking lot. Mrs. Bagley advised Mr. McBeth to seek feedback from Jamal Williams at Williams Concrete in reference to parking lot repairs and provide the Committee with a report. She expressed her concerns to the Committee about completing repairs to prevent accidents.

### ***Employee Training***

The Committee discussed the importance of employee training. Mr. McBeth assured the Committee that he was working with training employees.

### ***Municipal Parking Lot***

Chairwoman Bagley informed the Committee that they had discussed the sale of old vehicles as discussion preceded to item Municipal Parking Lot. The Committee briefly discussed the spraying of weed killer on overgrown vegetation in the city. Chairwoman Bagley expressed the importance of employee safety while applying weed killer.

### ***Rediscover the Curb***

Mrs. Jackson gave the Committee an update concerning rediscovering the curb project and citizens partnership. The Committee briefly discussed incentives for citizens beautification partnership in each ward.

## **NEW BUSINESS**

### ***Dead Trees Downtown***

Chairwoman Bagley asked the Committee if they planned to replace trees downtown. The Committee had discussion about the best trees to replace downtown and electrical box repairs. Mr. McBeth assured the Committee that all electrical boxes will be checked and repaired before any events downtown. He informed the Committee that he will call Jamie in reference to generators and banners downtown. Councilwoman Kovas expressed to the Committee her concerns about the painting of street lights. After a brief discussion, Mr. McBeth informed the Committee that he will contact DOT about street lights and Traffic Engineering in reference of traffic signal light repairs. Also, the Committee discussed liability insurance and vendor fees for Hilarity Festival.

### ***Weed Killer Spray***

Mr. McBeth gave the Committee an update concerning weed killer spray. The Committee had a brief discussion about the type of weed killer spray used for vegetation.

***Pickup of Small Limbs/Leaves***

Mr. McBeth gave the Committee an update concerning the crew schedule for the removal of small limbs and leaves. The Committee discussed removal of debris at Evergreen Cemetery.

***Employee Training***

Chairwoman Bagley stated that the Committee has already discussed employee training.

***Safety Policy/Personnel Policy Accidents***

Mrs. Jackson informed the Committee that she put item on agenda to discuss safety policy and procedures revisions. Mrs. Jackson gave the Committee an update concerning Public Works Department accidents. She informed the Committee that a safety policy revision will come before Council to includes that the City Administrator must be notified about an accident. The Committee had a brief discussion about current policy and revisions.

With no further discussion, Chairwoman Bagley made a motion to adjourn at 6:10 pm. Councilwoman Kovas seconded the motion. The motion carried unanimously.

Respectfully Submitted By,

*Sylvia Young*

Sylvia Young  
Public Works Clerk