

BOARD OF WORKS – MINUTES
MONDAY, SEPTEMBER 14, 2020

MEMBERS: Mayor Matt Gentry, Rebecca McClure, Bill Stoner, Dick Robertson,
Allen Milburn

Also present – Attorney Rob Schein, Clerk-Treasurer Tonya Thayer

Mayor Gentry calls the meeting to order at 5:30 p.m. and everyone is led in the Pledge of Allegiance.

Roll Call conducted by Clerk-Treasurer Tonya Thayer – All present

APPROVAL OF AUGUST 24,2020 MINUTES

Motion by Stoner to approve said minutes, 2nd by McClure. Motion carries by a unanimous vote

REPORTS FROM DEPARTMENT HEADS

POLICE DEPARTMENT – Major Tony Bayles – Verbal report given & written report submitted.

FIRE DEPARTMENT – Chief Chuck Batts – Verbal report given & written report submitted.

PARKS DEPARTMENT – Superintendent Billy Smith – Verbal report given & written report submitted.

PLANNING DEPARTMENT – Director Ben Bontrager – No report given.

STREET DEPARTMENT – Superintendent David Newell – Verbal report given & written report submitted.

ENGINEERING Department – City Engineer Kevin Krulik – Verbal report given & written report submitted.

COMMUNICATIONS DEPARTMENT – Director Joe LePage – Verbal report given & written report submitted.

OLD BUSINESS

STOP SIGN INSTALLATION APPROVAL (Subject to Council Approval of Ordinance 2020-08) Kevin Krulik, City Engineer discusses moving forward with a 3-way stop sign at Lafayette Avenue & West Main Street along with Elizaville Road & Elm Swamp Road. After some discussion, the Board of Works and City Council have agreed to remove the 3-way stop sign to be placed at Elm Swamp Road and Golfside Drive that was in the original Ordinance. A decision was also made to remove the provision that would, in the future, allow the decisions to be purely made by the Board of Works and Engineering Department, the Council stated they wanted to remain involved with those decisions. Further discussion regarding Engineering Warrant Analysis and criteria is explained by Krulik.

Motion by Robertson to approve the stop sign installation subject to Lebanon Common Council approval of Ordinance 2020-08, 2nd by Milburn. Motion carries by a majority vote with Bill Stoner voting nay.

NEW BUSINESS

TEMPORARY PARKING PASSES: TRIBBETT & RICH INSURANCE – Derek Warren Planning Department would like to request 26 parking passes for those that currently Lease parking spaces (from Tribbett & Rich Insurance) and park on the North side of the Old Montgomery Ward Building. The Building is scheduled for demolition soon and it should take about 2 – 2 ½ months, during this time the leasee’s would be able to park anywhere around the Courthouse Square by putting a placard (made by the City and signed by the Mayor) on the dashboard of their vehicle, once the project is finished they would turn the placard back in to the City.

MAYOR GENTRY ASKS FOR PUBLIC COMMENT, NO ONE COMES FORWARD.

Motion by Robertson to approve the temporary parking during the demolition process of the Old Montgomery Ward Building, 2nd by Stoner. Motion carries by a unanimous vote.

SURPLUS EQUIPMENT – PARKS DEPARTMENT – Bill Stoner discusses a sprayer that needs to be deemed surplus at the Lebanon Parks Dept. This sprayer will be used as a trade in for another sprayer.

Motion by Stoner to deem sprayer surplus, 2nd by McClure. Motion carries by a unanimous vote.

ACCEPTANCE OF RIGHT OF WAY DEDICATIONS: LAFAYETTE AVENUE – Kevin Krulik, City Engineer explains the City is ready to start building sidewalks from where sidewalk stops at Camp St. and Lafayette Ave. north across the intersection of Riley Rd. to where the sidewalks stop at the south end of Clear Vista. There are multiple parcels but essentially only 2 owners; John George owns all the land between Riley Rd. and Camp St. on that side and the Sanfords owns the house on the NW corner of Riley Rd. and Lafayette Ave. Both have agreed in principle to donate land in the City's effort to install sidewalks, both will be dedicating 25' of ROW for their half of the street and that will facilitate the sidewalks. We are still working with the Surveyors to get final land descriptions to insert into the ROW Agreement and ROW Warranty Dedication. Kevin would like to move forward with acceptance to ROW Dedication.

Motion by Milburn to accept the ROW along Lafayette Avenue subject to legal review and authorize the Mayor to accept those dedications on behalf of the Board of Works, 2nd by Stoner. Motion carries by a unanimous vote.

CLAIMS

Motion by Stoner to approve claims, 2nd by McClure. Motion carries by unanimous vote.

ADJOURNMENT

Motion by Robertson to adjourn, 2nd by Stoner. Motion carries by unanimous vote.

The next Board of Works meeting is scheduled for September 28, 2020 at 6:15 p.m.

Respectfully submitted by Tonya Thayer Lebanon Clerk-Treasurer.