

## BOARD OF WORKS – MINUTES

MONDAY, OCTOBER 12, 2021

**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 by Clerk-Treasurer Tonya Thayer – All present

### REPORTS FROM DEPARTMENT HEADS

**POLICE DEPARTMENT** – Deputy Chief Tony Bayles – Verbal report given & written report submitted.

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

**PARKS DEPARTMENT** – Director John Messenger– Verbal report given & written report submitted.

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

**PLANNING DEPARTMENT** – Director of Planning Ben Bontrager – Verbal report given & written report submitted.

**STREET DEPARTMENT** – Superintendent David Newell – Not present this evening

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

**Mayor Gentry has permission from the Board to take agenda out of order.**

**NEW BUSINESS**

**ROAD CLOSURE REQUEST – KLOOZ BREWZ** – General Manager, Austin Shutt comes before the Board to request street closure on October 16, 2021, from 2:00 – 11:00 p.m. on Meridian St. from Main St. to Washington St. for the Klooz Brewz Fall Festival. Fun family event with Dunk Tank, face painting, bouncy house etc.

***Motion by Stoner to approve the street closure request on Meridian St. from Main St. to Washington St. on October 16, 2021, from 2:00 – 11:00 p.m., 2<sup>nd</sup> by Milburn. Motion carries by a unanimous vote.***

**CITY OF LEBANON – EMPLOYEE HANDBOOK APPROVAL** – Clerk Treasurer, Tonya Thayer presents the new employee handbook.

***Motion by Milburn to approve the Employee Handbook, 2<sup>nd</sup> by McClure. Motion carries by a unanimous vote.***

**SUNBROOK SECTION 1 – ASPHALT PERFORMANCE BOND RELEASE &**

**MAINTENANCE BOND ACCEPTANCE** – Kevin Krulik, City Engineer explains at the time this section was originally built they couldn't get the asphalt surfacing on the street before winter hit. We are now prepared to accept the asphalt surfacing they did earlier in the year along with repairs and seal coating, because repairs were needed and there were some other issues, we have asked for a 3-year Maintenance Bond which will replace the Performance Bond.

***Motion by Robertson to release the Asphalt Performance Bond and accept the Maintenance Bond for Section 1 of Sunbrook, 2<sup>nd</sup> by Stoner. Motion carries by a unanimous vote.***

**SURPLUS ITEMS – STREET DEPARTMENT – 2 BACKHOE BUCKETS** – Board member Bill Stoner discusses the Case 18" and 24" backhoe buckets, as they are no longer needed.

***Motion by Stoner to surplus the 2 backhoe buckets, 2<sup>nd</sup> by McClure. Motion carries by a unanimous vote.***

### CLAIMS

*Motion by Milburn to approve claims, 2<sup>nd</sup> by Robertson. Motion carries by unanimous vote.*

### ADJOURNMENT

*Motion by Robertson to adjourn, 2<sup>nd</sup> by Stoner. Motion carries by unanimous vote.*

The next Board of Works meeting is scheduled for October 25, 2021, at 6:15 p.m.

Respectfully submitted – Tonya Thayer– Lebanon Clerk-Treasurer