

## BOARD OF WORKS – MINUTES

MONDAY, MAY 8, 2023

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

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

Mayor Gentry calls the meeting to order at 5:30 p.m.

Everyone is led in the Pledge of Allegiance.

Roll Call conducted by Clerk-Treasurer Thayer – all present

### APPROVAL OF MEETING MINUTES FOR APRIL 10 AND APRIL 24, 2023

*Motion by Stoner to approve said minutes, 2<sup>nd</sup> by McClure. Motion carries by a unanimous vote.*

### REPORTS FROM DEPARTMENT HEADS

**POLICE DEPARTMENT** – Chief Chad Morgan – absent – Bo. Co. United event

**FIRE DEPARTMENT** – Chief Chuck Batts – absent – Bo. Co. United event

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

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

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

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

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

### NEW BUSINESS

**STREET CLOSURE NOTICE – DOWNTOWN COURTHOUSE SQUARE** – Street Superintendent David Newell explains they will be cleaning the pavers around the Courthouse Square, closing one street per day. They will do this in the spring and fall each year.

**PERFORMANCE AND MAINTENANCE SURETIES AND SECONDARY PLATTING APPROVAL - CEDAR RIDGE SECTION 2 AND SECTION 3**– Kevin Krulik, City Engineer explains when subdivisions are nearing completion and ready to start selling lots and building homes, there is a surety or bonding process before they are allow to record their plats, as long as work has been completed and accepted by the appropriate Utility or City we will accept a Maintenance Bond, that will cover the maintenance and infrastructure pieces for three years by the developer. There could be other items that are complete but not fully accepted, there may be some outstanding repairs that they need to do, or they may not even be completed at all in the case of sidewalks they will post Performance Bonds which is a running Surety that burdens the developer for as long as it takes. Performance Bonds renew annually they never expire until we release them, Maintenance Bonds last for 3 years, then we go in and do an inspection and issue any repair notices that we find.

***Motion by Robertson to accept the Performance and Maintenance Sureties and approve the Secondary plat for Cedar Ridge Section 2 and 3, subject to staff review, 2<sup>nd</sup> by Stoner. Motion carries by a unanimous vote.***

#### **CLAIMS**

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

#### **ADJOURNMENT**

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

The next Board of Works meeting is scheduled for May 22, 2023, at 6:15 p.m.

Respectfully submitted – Tonya Thayer Clerk-Treasurer