

PUBLIC WORKS COMMITTEE

Public Works Department 623 E 7th Carthage MO 64836
Tele: (417) 237-7010 Fax: (417) 237-7011

"America's Maple Leaf City"



09-05-2023 PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: David Armstrong, Brandi Ensor, and Robin Blair, and Chris Taylor

Staff Members present: Zeb Carney, Public Works Director, Greg Dagnan, City Administrator, Nate Dally, City Attorney, Ryan Wooldridge, Commercial Building Inspector, and Rachel Sutherland, Public Works Administrative Assistant.

Chairman David Armstrong called the Public Works Committee meeting to order at 5:32 p.m.

A motion was made by Chris Taylor to accept the minutes from the August 1, 2023 Committee meeting. All ayes, motion passed.

Citizen Participation:

1. Jeff Meredith, from Economic Development, gave a presentation and explanation of various Incentive Programs such as NID, SID, CID, which are used for improvements in Neighborhoods, and for Commercial Purposes.

New Business:

1. Proposal to increase the Junk Removal/Mowing Fees. Zeb explained the process Shaun goes thru when a complaint is made regarding yards. He generally send 2 letters to the property, does repeat visits to the address and the home owner is given 12-14 days to rectify the situation. This computes to approximately \$72.80 just in salary fees for Shaun per each address. Shaun does between 700-800 inspections per year. Zeb would like to add an Admin. Fee of \$75.00-\$100.00 to the billed amount to offset some of the expense incurred by the City.
Discussion was made regarding these amounts, decided in favor of \$100.00 Admin fee, and revisit in 1 year to see if the fee needs to be increased. It will also be up to the discretion of the Public Works Director to waive the fee if there is a hardship to warrant this. Nate suggested that tickets could be issued to repeat offenders, which would result in additional fines/court costs.
Currently citizens have 12-14 days to get rid of items, such as couch, mattress that are left at the curb, board is in favor of changing this to 48 hours, before a ticket is issued, and a fine of \$50.00 + Court Costs. Republic Services does offer to pick up bulky items, when the citizen contacts them and requests for pick up.
Brandi Ensor made a motion to forward to Council, all ayes motion carried.
2. TAP1601 (704) Sidewalk. Bids were taken for the construction phase. G & G Construction submitted the lowest bid, and Zeb suggests the bid be accepted.
Chris Taylor made motion to accept the Bid. All Ayes, motion carried.

Staff Reports:

Zeb reported on the following:

- The Street Department has 2 full time mechanics working on City Vehicles. They have done maintenance on 10 vehicles for the Police Department in August. This new program has saved The City \$5,300.00 in labor costs on these 10 vehicles. They are getting ready to work on Fire Department vehicles next.
- An increase in salary for the mechanics may need to be considered due to the added responsibilities.

- The backhoe that the Street Dept. ordered is being brought to Fabick Cat and we may have it by the end of September.
- Considering trading the current Road Grader for a smaller one that will better suit the department.
- The replacement truck for Julie has been on order for about 1 1/2 years, and Zeb is going to look into finding a low mileage, used vehicle to save The City money as opposed to the cost of a new vehicle.
- The Street Dept. has signed up to participate in the Touch A Truck Event that will be part of The Maple Leaf Festivities. The event will allow kids to climb on, touch, get into and ask questions about a variety of vehicles.
- The Goal is to have the Ping Pong Table installed at the parking lot 5th & Grant, by Maple Leaf.
- Duncan Donuts will open September 15, 2023.
- Ryan Wooldridge has been an employee of the City since 2009, he started in The Street Dept. and worked his way up to the Commercial Building Inspector, and has been in this position for 4 years. For the month of August Ryan did 232 inspections. Commercial projects can require several inspections and the inspections can be very involved. Ryan spent 8 hours on Friday, inspecting the new Quads being built at Peach Tree. Ryan is also responsible to assign addresses, and conduct Food Truck inspections. He has done 48 this year so far, compared to 22 last year.
- A value of 5.2 Million dollars in Building Permits have been issued.
- Spire Gas is projecting to be done by 2029.

Greg reported on the following:

- Comprehensive Plan has been met with a lot of struggles, has now gone through Planning and Zoning and will be going to City Council 9/26/2023.
- The new Tourism Director will start on 9/14/2023.
- Giltner Trucking wants to build a terminal off of Fairview, just outside of City Limits. 250 Semi Trucks are projected daily at this location. This company does not want to be a part of The City, but they may have to be forcibly annexed into the City so that taxes can be assessed to help offset the cost of street repairs, as the roads are not built to withstand heavy truck traffic on Baker Street.

David Armstrong stated that he has received 1 complaint about excessive potholes on Airport Drive that have been caused by Spire.

No further discussion by committee.

Brandi Ensor made a motion to adjourn the meeting at 7:20 p.m. All ayes, motion carried.