

**Department of Public Works Committee  
Meeting Minutes**

**September 11, 2023  
Legislature Office**

Attendees: Lynne Johnson, Bill Eick, Ed Morgan, Jack Welch, John Papponetti, Craig Lane

Absent: None

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible Party</b>
Resolution for Capital Project payments using bond money.	This resolution authorizes payments for various capital projects using bond money.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to backfill a Senior Building Maintenance Worker position.	Commissioner is seeking permission to backfill a vacant Senior Building Maintenance Worker position due to a termination.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for agreement with Erdman Anthony.	This resolution is for an agreement with Erdman Anthony to provide engineering services for the design of a replacement culvert on South Holley Road just north of Hinds Road utilizing bond money.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution to purchase and install a Sanitary Pump Station Liquid Level Monitoring Device.	The DPW is seeking permission to purchase a liquid level monitoring device and have it installed to monitor the liquid level of the sanitary pump station located at the nursing home due to the constant failure of the existing float system.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for agreement with Arnold Tree Service.	This resolution is for an agreement with Arnold Tree Service to removed two trees within power lines that are a hazard to the traveling public.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Resolution for agreement with Takeform for Wayfinding Signs for COB.	This resolution is for an agreement to fabricate and install various wayfinding signs/devices at the Central Office Building to better improve the navigation of the public in the building.	Committee Approved. Resolution submitted to Clerk of Legislature.	Commissioner of DPW
Update on block building demolition at DPW.	To-date nothing has been done in regards to removing items from the building that belong to the previous tenant. Several attempts have been made by Deputy Commissioner Lane to offer assistance. The tenant indicated that he has been moving stuff on the weekends, but there is no sign of any action.	Chairman to follow up with County Attorney.	Chairman of Legislature
COB North Auxiliary Parking.	The Commissioner mentioned that the County will no longer be responsible for snow removal of this parking lot. He advised that a notification be sent to employees to find alternative parking.	Committee agreed. CAO also recommended the gap in the guiderail be closed.	Commissioner of DPW
Capital Project Update.	Chairman requested the Commissioner provide a status update on all County Capital Projects.	Commissioner will update the Status Report and send to all Legislators, CAO and Treasurer.	Commissioner of DPW

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<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>	<b>Responsible Party</b>
Resolution for agreement with LaBella.	This resolution is for an agreement with LaBella for design services for the new Emergency Management Building.	Committee Approved. Resolution submitted to Clerk of Legislature. Commissioner to work with Treasurer for bonding requirements.	Commissioner of DPW
Fuel Farm Update.	During a capital projects meeting it was discussed to consider a rate increase for the purchase of fuel. After further investigation, it is the recommendation of the Commissioner to hold off on the rate increase until it is determined as to what direction the County will move in with the replacement of the existing facility.	Committee Agreed.	Commissioner of DPW
Fixed Assets.	Committee would like the Commissioner to coordinate with the Treasurer to determine what is needed to make sure the County's bridges, culverts, roads, signs, guiderails, etc. are included in the fixed asset database.	Commissioner to coordinate with Treasurer.	Commissioner of DPW

The above information is being submitted by:

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John M. Papponetti, PE - Commissioner of Public Works

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September 18, 2023

Date