**Public Works Committee**

**Thursday, May 20, 2021**

**(Virtual Meeting)**

**Members Present:** Tom Majewski, Fred Hundt, Lisa Reeves, Rachel Venegas, Kay Rashka, Kathy Engelberger and Mayor Swadley

**Absent/Excused:** Rodney Scheel

**Staff:** Public Works Director Brett Hebert and Jennifer Wagner

**Guests:**

**Call to Order:** *Hebert* called the meeting to order at 6:07 PM

**1) Communications:** *Hebert* reported:

* This week is Public Works week so we took some time to recognize staff and all the hard work they do throughout the year. We also had a socially distanced cookout this week in their honor
* Flowers were added downtown near City Hall and the Post Office
* 40 bare root trees were planted in the gravel bed located behind the Public Works building. These are the trees that residents can submit an application to get at no cost to them due to an Emerald Ash Bore tree loss
* We will be planting 70 trees next week in the Natural Urban Forrest
* *Swadley* reported there has been ongoing parking complaints in the DOT Highway 51 Majors Project on E Main from Fifth Street to Spring Road and there is a plan in motion to put in a bike lane and widen the terrace

**2) Approve March 18, 2021 Meeting Minutes:** **Motion by Reeves seconded by Majewski to approve the minutes. Motion carried 6-0.**

**New Business:**

**3) Nominate and Elect the Public Works Committee Chair:** *Reeves* nominated Majewski

**Motion by Reeves, seconded by Swadley to approve Majewski as Chair. Motion carried 6-0**

**4) Nominate and Elect the Public Works Committee Vice-Chair:** *Reeves* nominated Hundt

**Motion by Reeves, seconded by Majewski to approve Hundt as Vice-Chair. Motion carried 6-0**

**5) Appoint a Representative from the Public Works Committee to the Tree Commission:** *Engelberger* said she would volunteer to be on the Commission. *Hebert* informed Committee that *Bergeson* is no longer on the Tree Commission effective immediately so they are still in need of one more volunteer.

**6) Public Works Overview:** *Hebert* introduced himself to the new members and provided a power point presentation of each department and their responsibilities.

**7) Review and Approve the 2021 Crack Filling Contract:** *Hebert* presented a spreadsheet for each roadway that is need of work along with a bid for each road. Budget for this project is $75,000 and total bid amount came back at $50,000.

**Motion by Reeves, seconded by Hundt to approve bid. Motion carried 6-0**

**8) Discuss Dissolving the Cemetery Board and Shifting all Oversite Duties to the Public Works Committee:** *Hebert* stated this board typically only meets once a year. He also reached out to all current board members who were in support of dissolving the Committee.

**Motion by Hundt, seconded by Reeves to approve dissolving the Committee. Motion carried 6-0**

**9) Discuss Status of the Prairie and Natural Area Maintenance Plan:** *Hebert* presented the quote ERC provided to go through the area and come up with a basic plan. Quote came back at $3,500. *Majewski* suggested Public Works reach out to other surrounding City Municipalities to get an idea of an average cost for such plans.

**10) Future Agenda Items:**

DOT Highway 51 Majors Project parking complaints

New Members tour of Facility and Yardwaste Site

**11) Adjourn:** **Motion to adjourn by Hundt, seconded by Reeves to adjourn the meeting at 7:27 pm. Motion carried 6-0.**

Respectfully submitted by Jen Wagner