

PUBLIC WORKS/PUBLIC PROPERTY PARKS & RECREATION MINUTES

March 30, 2021 CTO 1:00pm

ROLL CALL: The following answered to roll call - Chair Bob Anderson, Trustee Patti Coughlin, Public Works Committee Member Jim Jonasen and Trustee Eric Anderson attended via online resources, Also present: Village Administrator Amy K. Huber, Village Clerk Daisha Nolan, Village President Darrell Kyle, Public Works Lead Nick Hofstader and back up Plow Operator Pat Coughlin.

REVIEW OF AGENDA: No Changes

MINUTES: A motion was made by Coughlin to approve the regular session minutes from February 23, 2021 as presented, seconded by E. Anderson. MCU

PUBLIC INPUT: None

NEW BUSINESS:

- 1. Operator's Report:** Nick Hofstader presented the Public Works report from March and informed of ongoing projects.
- 2. Tool Purchasing:** Trustee E. Anderson has worked with PW lead Nick Hofstader to compile a list of items needed at the garage. B. Anderson suggested making a purchase order to move forward with purchases as it has placed in the budget already.
- 3. Time Sheets and Weekly Reports:** A new report form was provided from the ATTO time keeping program. It was requested that we research breaking down buildings into more detail.
- 4. Road Salt and Shed Storage:** Tarps will be delivered at the end of March. A grace period has been granted for installing the tarp over the salt. Removing the shed due to condition was discussed.
- 5. Auditorium Maintenance:** A quote was provided to replace batteries needed in the floor sweeper. A quote will be sought for the ceiling repairs needed in the stairwell area, and a new baseboard will be needed downstairs due to wax build up.
- 6. Boat Ramp Damages:** Due to the shifting some repairs will be needed. Public Works can assist with these the first week of April. Document with pictures to present to Luke.
- 7. Amenities and Repairs at Boat Landing:** Repairs are needed to the sign and a small shelter area being built was discussed. Something to prevent backing into the landing and dock will need to be constructed.
- 8. Curb and Gutter on Waterfront Dr:** Tim Huber will present a plan for the next meeting.
- 9. Repairs to Fishing Dock:** Welding repairs will be carried out before fishing opener.
- 10. Trees located by Dairy Queen Dock:** Trees will need trimming. A quote from Harv's Trees Service will be requested.
- 11. Campground Roofing:** It was suggested that repairs to the roof be uniform with those that were done last year on the Ballfield buildings. Painting will also need to be done. A quote will be requested for roofing for shingles and tin.
- 12. Street Sweeping:** This will be completed when weather permits.
- 13. Spring Road Conditions:** The annual road trip will be conducted in May.

CORRESPONDENCE: None

INFORMATION FROM THE CHAIR: The next meeting will be April 27, 2021.

ADJOURNMENT: The committee adjourned at 2:00pm.

Respectfully Submitted,
Daisha Nolan, Village Clerk