

Minutes
Public Works Committee
March 4, 2019
4th committee meeting

Members present were Chairman Larry Goodson , Committee members Dale Black and Scott Crosby. Interim PW Director Kevin Bronson and City Administrator Brandon Madden were also present.

1. Call to Order- Chairman Goodson
2. Public Comment- None
3. Reading and Approval of Minutes
 - a. Public Works Committee Meeting: February 11, 2019
Councilman Crosby made a motion to approve the minutes with Councilman Black seconding. The vote was unanimous (3-0).
4. Reports or Communications from City Officers
 - a. Budget Review- The departments are in line with where they should be.
 - b. Department Report-
Drum grinder
5. Unfinished Business-None
6. New Business
 - a. HVAC at City Hall- Building Maintenance staff is working to complete the second of two planned replacements of HVAC units at City Hall for this fiscal year. The first HVAC replacement was completed in October 2018.

Unit #5 is approximately 20 years old and has increasing service and maintenance needs over the last five years. Staff recommends replacement of this unit rather than continued maintenance.

During the replacement of the first unit, unexpected circumstances increased the expense from the planned \$12,000 to \$13,997.

Since the capital account for HVAC replacement units was approved at \$24,000, the cost of the first replacement unit totals \$13,997 and the bid amount for the second replacement unit is \$12,000 (if awarded to the lowest bid) there is insufficient budgeted funds in the capital account to cover the second replacement unit.

Staff does not anticipate additional work will be required beyond the work included in the bid. However, out of an abundance of caution staff is asking for City Council to authorize the transfer amount (\$2,000) to cover the bid in hand and an amount not-

to-exceed the approximate overage of the last replacement (\$2,000) for a total of \$4,000. Staff will report the final expense back to the City Council once the project is complete.

Chairman Goodson said he wants to keep the HVAC project not to exceed \$12,000. If something unforeseen comes back up, then come back to committee and council. Councilman Black asked if all the bids were apples to apples. We have replaced a lot of HVAC units. Are they all the same tonnage? Same type? Kevin said he can't remember on the type, but knows they are the same tonnage. He can find out and let committee know.

Councilman Black said part of the building is hot, part of it would be freezing. Has any study been done on whether we need dampers or something else to direct the flow of air? He asked if Brandon could look into that. Brandon will check into this and report back to committee.

Chairman Goodson said what is being considered now is the transfer for \$2,000 to have \$12,000 to pay for this unit. It will come from repair and maintenance and go to capital.

Councilman Black made a motion to send this to council to transfer \$2000 from repair and maintenance to capital. Councilman Crosby seconded the motion and the vote was unanimous (3-0).

7. Public Comment- None

8. Committee Concerns

Councilman Black said he noticed a couple of our employees on a scissor lift at the Sports Center. He has been told that we are paying a company approximately \$100 to pick up and deliver the lift because we don't have the means to transport it. Councilman Black asked if we didn't have a trailer we could put it on. He was told we do have a trailer, but the lift cannot be put on the trailer because of the incline. Councilman Black asked if we could get ramps. Should we get another trailer? He hates to pay someone to transport the lift if we can buy something that could be used. Brandon said he could get something and bring it to committee.

Councilman Black said he has noticed some brush on state roads and mentioned it to Brandon. He said we need to look into picking it up. Brandon said he talked to Kevin about it and it will be removed.

Chairman Goodson said he has noticed that our maintenance guys have been replacing some of the fluorescent lights in city hall. He said he still has his plans from Burdett Engineering where we paid them \$22,000 to draw the whole city with its facilities. He wants to make sure some of this is done in-house. Staff has changed several lights. Kevin said the replacements are being done as time and budget permitted.

Chairman Goodson said he would like to have a meeting between us and DOT to come to a partnership on our road maintenance. He would like to see if there is something we can do jointly. Kevin said PW is going to meet with the local DOT maintenance shop and then set down with a larger group of DOT representatives.

Councilman Black asked where we are with sidewalk repair. The place in front of the Church of God is very raised up. We can't wait on the state. Someone might get hurt walking through there.

Councilman Crosby said he has had good service from General Air and thinks we should contact them on our HVAC. Councilman Black said we like to use in-city businesses when we can.

Dennis Raines said he has been on those lifts before and if you try to drive them on to a trailer they shut down for safety.

9. Adjourn- Chairman Goodson adjourned the meeting.

Respectfully Submitted,

Cindy Miller
Municipal Clerk