

REGULAR COUNCIL MEETING
DECEMBER 01, 2020
6:00

NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING

To be in accordance with the Governor's proclamation to not hold an in-person meeting, this council meeting was held via ZOOM.

Mayor KayDee Gilkey called the December 1, 2020 regular council meeting to order at 6:03 pm.

Town Council members present on ZOOM were, Jamie Paden, Steve Walk, Valerie Rogers and Emily Thomas. Dave Watling signed on before the public hearing started.

Others present by ZOOM were Bryan Hicks, Devin Billington and Cheryl Loeffler.

Approval of the Minutes

ACTION

Emily Thomas moved to approve the minutes from the November 17, 2020 council meeting, seconded by Jamie Paden. The motion carried 4-0.

Approval of Claims

ACTION

Steven Walk moved to approve the December 1, 2020 claims with EFT's for \$8,630.31 and checks #20325-20346 for \$38,902.87; seconded by Jamie Paden. The motion carried 4-0.

12-1-2020		
Claims		\$29,211.33
Payroll		18,321.85
Total Paid		\$47,533.18

Signed by Jamie Paden, Steven Walk and Emily Thomas.

Engineer Report – Bryan Hicks

Bryan Hicks was notified of a complaint regarding the intersection of Portland Avenue and 1st Street and the difficulty people have experienced accessing Portland from 1st Street with the addition of the sidewalk. One citizen has experienced damage to one of his tires. Bryan provided the following information.

The radius of the edge of asphalt on the NW corner is a little sharper than it was before the project. However, the road itself is not any narrower than before. Portland Ave itself is only about 16 or 17-ft wide, which is very narrow. The edge of the curb & sidewalk was set back 3-feet from the existing edge of asphalt for a total asphalt width of over 20-ft at the narrowest point. This should be adequate for two cars to pass each other at low speed. Due to the existing culvert and ditch at the NW corner of the intersection, it was limited on how far back the sidewalk could be set. Widening the intersection to accommodate all possibilities of turning traffic was beyond the scope of work and project budget. Since Portland Ave. is a low volume, local access street, a standard 20-ft curb return radius was used that should have been adequate for low traffic volumes. It was suggested to have a centerline painted as a visual aide. Devin will be able to paint the stripe.

PUBLIC HEARING FOR Ordinance #395 Final 2021 Budget

Mayor Gilkey opened the public hearing at 6:11.

Some of the funds had to be reviewed and discussed before the final budget could be approved, which will be the next meeting. There is \$11,000 budgeted for the town's matching funds for the Pit Improvement project. Any remaining funds from this project will be used to purchase street flags and brackets and park signs.

With no public to comment, the public hearing was closed at 6:26.

Old Business

Small business grants

After the town requested reimbursement of \$4,745.30 for COVID-19 related expenses which includes nitrile gloves, cleaning materials and new computers for both Cheryl and Devin, the remaining \$10,254.70 will be divided among the three businesses that sent in their applications.

ACTION

Valerie moved to award Adams Electric \$4,608.49, their full requested amount, Fairfield Country Store \$2,823.10 and Top Options \$2,823.11 for a total of \$10,254.70; seconded by Dave. The motion passed 4-0 with Jamie abstaining.

NEW BUSINESS

Ordinance #394 Budget Amendment #1

This budget amendment includes the salary schedule as well as the additional revenue and expenses for 2020.

ACTION

Emily moved to approve Ordinance #395 Budget Amendment #1, seconded by Jamie. The motion was approved 5-0.

Blood mobile

Joe Fairbanks from Vitalant has scheduled a blood drive on January 27th from 11am to 2pm at the Community Center.

Public Works Report

Sewer

- Wastewater samples will be going in this week.

Street

- Potholes are being filled weather permitting.
- We are set up for snow removal for this year.

Parks

- Leaves are being picked up when we have dry weather.

Water

- Bacteria sample will be going in this week.
- Dec. 9th Devin will be attending an online Water Asset Management webinar put on by DOH.

General

- We are servicing town equipment.

An Example of a Regular Task:

Snow Removal (-- Hrs.)

The town is prepared for snow removal. We will be removing snow in accordance with our Snow Removal Policy. Some key points to remember are;

- Please keep the roads clear of all vehicles or anything else that may block or limit the towns ability to plow.
- Due to environmental impact the town will limit to a minimum the use of ice melts and sand.
- Main St. will be plowed with the snow accumulation of 2" or more.
- The rest of town will be plowed with snow accumulation of 3" or more.

The town public works department will be doing our best to keep up with any winter weather ahead, if there are any issues during the winter season as always, we are happy to address your concerns.

Dates to Remember

Cheryl gone

Dec 3 and Dec 23-28

ADJOURN

With no further business, the council meeting adjourned at 6:41 pm.


KayDee Gilkey, Mayor


Cheryl Loeffler, Clerk/Treasurer