

## **PUBLIC WORKS/PUBLIC PROPERTY PARKS & RECREATION MINUTES**

**January 21, 2020 CTO 6:28pm**

**ROLL CALL:** The following answered to roll call - Chair Jim Jonasen, Trustees Jake Fuller and Patti Coughlin. Also present: Village Administrator Amy K. Huber, Village President Darrell Kyle and Village Clerk Daisha Nolan. Trustee Nelson was absent. Several members of the public were in attendance.

**REVIEW OF AGENDA:** No changes made.

**MINUTES:** A motion was made by Fuller to approve the open session minutes, as presented, from December 17, 2019, seconded by Coughlin. MCU A motion was made by Fuller to approve the closed session minutes as presented from December 17, 2019, seconded by Coughlin. MCU

**PUBLIC INPUT:** Public input was invited throughout the meeting based on subject,

### **NEW BUSINESS:**

- A. Snowblower: The committee will not pursue this purchase at this time..
- B. Procedures manual: Topics were suggested to be researched for the February 25th meeting.
- C. Snow Plowing Plan: The new snowplowing plan based on school bus route times was discussed. The following points were made conversationally between the committee and the public in attendance:
  - o Suggestions on how to improve the new plow plan and avoid backing up on roads, based on the type of plow articulation were mentioned.
  - o The most efficient use of Village's time and money is required..
  - o A weekend process when school is not in session was questioned.
  - o The use of the Armed Forces Tribute area for snow storage was questioned.
  - o Appreciation for utilizing back up plow drivers was given from the public.
  - o Several instances of citizens plowing village roads were mentioned as well as the need for community cooperation.
  - o The conditions of this winter season were discussed, above average snowfall has occurred.
  - o It was questioned by the public works employees why there was a need for so much change. The committee responded citing citizen complaints and the need for back up plow drivers when PW1 and PW2 were out of town at the same time in December.
  - o Complaints from this year have increased in comparison to years past. The amount of complaints received has initiated the construction of a new approach to plowing plans with a hope to create an open and efficient process.
  - o It was the consensus of the committee that roads were expected to be clear by 6:30 am, 7 days a week, when conditions permit.
  - o Back up plow driver Coughlin reported the route, as printed excluding the ball field, took 5 hours to complete with the big plow. Dawson reported that it takes PW1 and PW 2 12 hours to complete the village in its entirety.
  - o Public Works Chair Jonasen thanked the public for their input and requested that Public Works continue to run the current plan and keep track of the amount of time it takes to continue towards a well constructed plan for future storms.
- D. Garage Furnaces: Installation is complete and furnaces are working well. There is a maintenance program in place to service them on a regular basis.

- E. Garage Inventory: An inventory of equipment and tools is being completed by the Public Works employees. J. Dawson questioned the value of items to be inventoried, with the limit set at \$500.00 replacement value.
- F. Back Up Plow Policy: A motion was made by Coughlin to recommend to the Board a maximum work shift of 12 hours, preceded by an eight hour break before work eligibility resumes, seconded by Fuller. MCU
- G. Assessor Major Recreational Request: The request from the assessor to park a camper at the Village Garage during the evaluation this Summer. Attorney Torvinen will be contacted to research if a waiver needs to be signed and if compensation should be required for electricity.

**CORRESPONDENCE:** None

*A motion was made by Fuller to move into closed session under section 19.85(1)(c) regarding employee evaluation data, seconded by Coughlin. MCU 7:50pm.*

*The committee adjourned from closed session.*

Respectfully Submitted,  
*Daisha Nolan*, Village Clerk