

MINUTES

THE BOARD OF PUBLIC WORKS AND SAFETY

December 16, 2019

9:00 A.M.

THE REGULAR MEETING OF THE CHARLESTOWN BOARD OF PUBLIC WORKS AND SAFETY FOR THE CITY OF CHARLESTOWN WAS HELD ON MONDAY, DECEMBER 16, 2019 AT 9:00 A.M. AT CITY HALL WITH MAYOR G. ROBERT HALL PRESIDING.

Board members present were Mr. Ben Ledbetter and Mr. Ted Little. Also present were Clerk Treasurer Donna Coomer and City Attorney Michael Gillenwater.

Pledge

Ben Ledbetter

Minutes, Claims and PR Voucher

Mayor Hall is asking for approval on the Minutes, Claims, PR voucher from 11/29/2019 through 12/08/2019.

Mr. Ledbetter made a motion to approve the Minutes, Claims, PR voucher from 11/29/2019 through 12/08/2019, seconded by Mr. Little. Approved 3-0.

Public Comment-

None

Technical Support-Clerk Treasurers Office

John Spencer presented a contract that will be effective as of December 31, 2019. John will provide ongoing tech support for the one server and 6 work stations in the Clerk Treasurers office. There is a one-time fee to replace and redo the wiring of \$4,500.00. The monthly charges for tech support are:

\$50 per server on the network billed monthly.

\$45 per computer on the network billed monthly.

\$20 per select computer per month (pre designated computers only)

It will contact John when or if there are issues and he will respond.

Mr. Little made a motion to approve the tech contract from John Spencer to provide tech support for the Clerk Treasurers office, seconded by Mr. Ledbetter. Approved 3-0.

Sewer Capacity Letters

Mayor Hall is asking the Board to approve sewer capacity letters to Danbury Oaks and Skippers Ridge.

Mr. Little made a motion to approve the sewer capacity letters, seconded by Mr. Ledbetter. Approved 3-0.

Contract from Verdin Bells & Clocks

Mr. Ledbetter said they've been discussing installing a community clock on the square through the Beautification Committee and DA Inc. We previously received funds from DA Inc. to be used for improvements in the city. Mr. Ledbetter said the clocks range from \$20,000.00 to \$60,000.00.

Mr. Ledbetter made a motion to approve the contract from Verdin Bells & Clock Up to \$25,000.00 including installation, seconded by Mr. Little. Approved 3-0.

Surplus Equipment

Mayor Hall asked that Heather Schrimp be given the authority to determine cell phones, laptops or any other electronics as surplus equipment and dispose of them as determined.

Mr. Little made a motion to approve giving Heather Schrimp authority to dispose of the surplus equipment according to State Board of Accounts, seconded by Mr. Ledbetter. Approved 3-0.

Waiver of Potential Conflict of Interest-Michael Gillenwater

City Attorney Mike Gillenwater is asking the Board of Public Works to sign a waiver of potential conflict of interest statement. It would allow him to appear before the BPW if someone would hire him to represent them against the city. This would allow him to do that. It states he could not use any confidential information that he received while representing the Board.

Mr. Ledbetter made a motion to approve the conflict of interest statement for Mr. Gillenwater, seconded by Mr. Little. Approved 3-0.

Last Meeting for 2019

Mayor Hall said this is the last meeting for the Board of Works of 2019. Mayor Hall thanked everyone for serving on the Board.

Adjournment

Mr. Ledbetter made a motion to adjourn, seconded by Mr. Little. Approved 3-0.

MAYOR, G. ROBERT HALL

DATE

ATTEST:

CLERK TREASURER, DONNA S. COOMER

DATE