

**PUBLIC WORKS
AGENDA
September 10th, 2019
10:30 A.M.**

- I. Agenda Changes

- II. Adoption of Minutes
 - 1. August 8th 2019

- III. School Complex Grounds & Maintenance Proposal

- IV. General Information
 - 1 Grading of Alleys
 - 2 Tennis Courts Update

- V. Town Council Agenda

- VI. Next Meeting Date: November 14th, 2019

- VII. Adjournment

**PUBLIC WORKS COMMITTEE
MINUTES
August 8th 2019**

Robert Lawrence called the meeting to order at 10:30 A.M. Committee members present included Robert Lawrence, Chairman; Jack Lawson and James Pruett.

Also Present: Debbie Ball, Vice Mayor; John Edwards, Town Manager; Karen Barrow, Town Clerk; Walt Feurer, Director of Public Works and Jon Morr, Building Inspector.

I. Agenda Changes

There were no changes made to the agenda.

II. Adoption of Minutes

1 July 11th 2019

Mr. Lawson made a motion to adopt the minutes as presented, seconded by Mr. Pruett. Upon a unanimous vote, the motion was approved.

III. School Complex Grounds Maintenance Proposal [See Attached Draft Proposal]

Mr. Edwards presented the Committee with a draft grounds maintenance proposal from the School System. For a long time the town has maintained the ball fields even though some of it is owned by the schools. The town cuts the grass, drag the fields, maintain the bathrooms and concession stands and the lights on the baseball & softball fields but not the football field. The town also owns the gravel parking lot. There has been a crossover on who maintains the school property and who's responsible for what.

Mr. Lawrence asked if the schools take back more responsibility, would the schools need funding for the extra responsibilities.

Mr. Edwards stated that the town's budget for maintaining the ball field is \$10,000 per year that includes the rental of equipment to change light bulbs. The proposal only frees up 8 hours of labor in the summer, it will not reduce the town's budget.

Mr. Lawson advised that the schools do not understand what property is theirs and what's not. They want control of the property, but they don't want to pay to maintain the property.

Mr. Lawrence asked the Town Manager for a recommendation.

Mr. Edwards advised that the current arrangement is doing fine without any changes, the Town has not asked for any changes, the changes are a request from the schools. If the agreement was to be changed, it should be that each entity be responsible for their property, it's less confusing.

Mr. Edwards advised that he will be meeting with the schools next week to discuss the proposal.

IV. General Information

1 Grading of Alleys

Mr. Lawrence asked what the current status is of grading the alleys.

Walt Feurer advised that alley maintenance is an ongoing process that is scheduled 5 days a month. Grading is done first followed with the replacement of gravel.

2 Tennis Courts Update

Mr. Edwards advised it would appear that the schools and a local foundation are working on the tennis court issue. Details about the joint venture are not available yet, it does not include town money, it will include support.

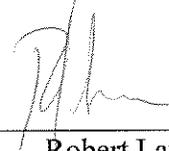
V. Town Council Agenda

Mr. Edwards advised there was nothing for the Town Council Agenda.

VI. Next Meeting Date: September 12th 2019

VII. Adjournment

There being no further business, Mrs. Ball made a motion to adjourn at 10:54 A.M.



Robert Lawrence
Chairman

ATTEST:



Karen M. Barrow
Town Clerk

Here is what WPPS is proposing in terms of what we think we can reasonably handle in relation to maintaining additional Sportsflex fields and facilities. Some things WPPS just does not have the equipment or expertise to handle.

- WPPS would takeover mowing and weed eating of all grassed areas associated with school grounds and playing fields. This includes ball fields and fence lines as outlined on the attached map. This would NOT include anything associated with the gravel parking lot or fields outside of the diagrammed area.

- WPPS would take over responsibility for the general maintenance and upkeep of the restrooms associated with the concession stand. This would include cleaning, fixture repair/replace and painting. WPPS would NOT be responsible for major plumbing issues such as septic repair or main water lines. Restrooms would be locked except when used for games. At the division's expense, 2 porta potties would be put on site for general use.

- WPPS would NOT take over any responsibility for the maintenance or cleanliness of the brick concession stand itself.

- WPPS would take responsibility for trash pick-up, emptying trash receptacles and general cleanliness of the grounds within the Sportsplex diagrammed area, including dugouts.

- WPPS would NOT be responsible for any maintenance or issues involved with lighting of the ball fields (pole lights) or the scoreboard.

- WPPS will be responsible for the general maintenance and repair of the in-ground sprinkler system on the football/soccer field.