

## **AGENDA**

REGULAR MEETING OF THE COMMON COUNCIL FOR THE CITY OF BESSEMER TO BE HELD IN THE COUNCIL CHAMBERS, CITY HALL, ON MONDAY, JULY 3, 2017, AT 5:30 P.M.

### **CALL TO ORDER**

**COUNCIL MEMBERS:** Whitburn, Frello, Nelson, Coleman, Gaiss

### **PLEDGE OF ALLEGIANCE – ROLL CALL**

### **AGENDA APPROVAL**

### **PUBLIC COMMENT ON AGENDA ITEMS**

### **CONSENT AGENDA**

- 1) Approval of Minutes – Regular Meeting of June 19, 2017

### **CLAIMS**

- 1) General Fund
- 2) Major Street Fund
- 3) Local Street Fund
- 4) Water Utility Fund
- 5) Sewer Utility Fund

### **DOCUMENTS AND CORRESPONDENCE**

### **OLD BUSINESS**

- 1) Employee Handbook Workshop - Reschedule

### **NEW BUSINESS**

- 1) Accept Gogebic Range Solid Waste Management Authority Mediation Agreement
- 2) Resolution No. 2015-28 – A Resolution to Repeal Resolution No. 2013-19, Dated March 15, 2015, Dissolving the City of Bessemer's Membership and Participation in the Gogebic Range Solid Waste Management Authority
- 3) Request for Appointment to Gogebic Range Solid Waste Management Authority: Linda Nelson

### **REPORTS**

- 1) City Manager Report
- 2) Department of Public Works Report

### **PUBLIC COMMENT**

### **ADJOURN**

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NOTE: All matters listed under the heading **CONSENT AGENDA** are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the **CONSENT AGENDA** and considered separately under **NEW BUSINESS**.

**A REGULAR MEETING OF THE COMMON COUNCIL FOR THE CITY OF BESSEMER  
WAS HELD IN THE CITY HALL COUNCIL CHAMBERS  
ON MONDAY, JUNE 19, 2017 AT 5:30 P.M.**

**Mayor Whitburn called the meeting to order.**

ROLL CALL: Present – Whitburn, Frello, Gaiss, Nelson, Coleman.  
Absent – None.

**THESE MEMBERS CONSTITUTE A QUORUM.**

**AGENDA** It was moved by Nelson, supported by Coleman and **CARRIED** to approve the agenda with the following additions:  
Under Documents and Correspondence – Add Letter from Special Olympics.  
Under New Business – Add Item #8, Fireworks Permit

It was moved by Nelson and supported by Coleman to move letters received to date, items 3 through 9 under consent agenda and add letters 10-18 and place under documents and correspondence.

A roll call vote was then taken: **AYES** – Nelson, Coleman; **NAYS** – Whitburn, Gaiss, Frello. **MOTION FAILED.**

**CONSENT AGENDA** It was moved by Gaiss and supported by Frello that the consent agenda listed below be approved.

- 1) Approval of minutes – Regular Meeting of June 5, 2017
- 2) Police Contract Monthly Reports: April, May 2017
- 3) Correspondence- Donna Matrella
- 4) Correspondence – Lucy Aspinwall
- 5) Correspondence – Judy Aspinwall
- 6) Correspondence – Dennis Aspinwall
- 7) Correspondence – Chandra Portell
- 8) Correspondence – Juanita & Jim Slagerman
- 9) Correspondence – Brenda Zoglman
- 10) Correspondence – David Paynter
- 11) Correspondence – Nancy Vaara
- 12) Correspondence – Dave and Nancy Carpenedo
- 13) Correspondence – Donna Brown
- 14) Correspondence – Dr. Donald Martinson
- 15) Correspondence – Nikki Lynott
- 16) Correspondence – Al and Karen Archie
- 17) Correspondence – Casey Corullo
- 18) Correspondence – Ruth Gaiss

A roll call vote was then taken: **AYES** – Whitburn, Frello, Gaiss. **NAYS** – Nelson, Coleman. **MOTION CARRIED.**

**CLAIMS** The following claims were presented for consideration and payment:

**GENERAL FUND**

|                               |           |
|-------------------------------|-----------|
| 44 NORTH                      | \$ 296.59 |
| ANGELO LUPPINO, INC           | 2,500.00  |
| BAKER & TAYLOR BOOKS          | 594.97    |
| C&M OIL COMPANY               | 24.86     |
| EAGLE WASTE – ASHLAND         | 12,425.35 |
| G T C AUTO                    | 218.27    |
| HAUTALA DISTRIBUTING          | 27.50     |
| IRONWOOD DAILY GLOBE          | 1,162.21  |
| JOHN HELLMAN & SONS           | 405.00    |
| KORPELA & KAUPPI LAW OFFICE   | 651.00    |
| LAKES DISTRIBUTING, INC.      | 110.45    |
| SAFETY-KLEEN CORP             | 478.54    |
| STEIGERS HOME CENTER          | 187.15    |
| THE COMPUTER DOCTORS          | 134.00    |
| U.P. OFFICE EQUIPMENT SYSTEMS | 47.01     |
| U.P. REGION OF LIBRARY COOP   | 1,365.15  |

**TOTAL GENERAL FUND** \$ 20,628.05

**MAJOR STREET FUND**

|                  |           |
|------------------|-----------|
| ANGELO LUPPINO   | \$ 591.56 |
| CITY OF BESSEMER | 2,255.52  |
| HALLMAN-LINDSAY  | 1,377.00  |

**TOTAL MAJOR STREET** \$ 4,224.08

**LOCAL STREET FUND**

|                               |           |
|-------------------------------|-----------|
| ANGELO LUPPINO                | \$ 591.56 |
| CITY OF BESSEMER GENERAL FUND | 2,671.89  |

**TOTAL LOCAL STREET FUND** \$ 3,263.45

**SEWER UTILITY FUND**

|                      |           |
|----------------------|-----------|
| STEIGERS HOME CENTER | \$ 248.12 |
|----------------------|-----------|

**TOTAL SEWER UTILITY FUND** \$ 248.12

**WATER UTILITY FUND**

|                            |           |
|----------------------------|-----------|
| HACH COMPANY               | \$ 219.89 |
| HD SUPPLY WATERWORKS, LTD. | 1,545.34  |
| STEIGERS HOME CENTER       | 180.87    |

**TOTAL WATER UTILITY FUND** \$ 1,946.10

**DDA FUND**

**TOTAL DDA FUND**

**\$ -0-**

It was moved by Coleman and supported by Gaiss that the claims, as presented, be approved for payment as funds become available.

A roll call vote was then taken: AYES – Whitburn, Coleman, Frello, Nelson, Gaiss. NAYS – None. **MOTION CARRIED.**

**FINANCIAL STATEMENTS  
MAY 31, 2017**

It was moved by Frello, supported by Gaiss and **CARRIED** to receive the May 31, 2017 Financial Statements and place on file.

**CORRESPONDENCE SPECIAL  
OLYMPICS**

It was moved by Gaiss, supported by Nelson and **CARRIED** to support the special Olympics with their proposal to the Council for September 8-9, (Use of Bluff Valley Park).

**MASTER PLAN UPDATE**

City Manager Loper gave a brief update on the master plan progress and reviewed the transportation section of the plan with the Council. No formal action was taken.

**C2AE APPROVAL OF  
PAYMENT #4**

It was moved by Nelson and supported by Gaiss to approve payment #4 on the Water/Sewer USDA-RD project and approve authorized signatures.

A roll call vote was then taken: AYES – Nelson, Coleman, Frello, Gaiss, Whitburn. NAYS – None. **MOTION CARRIED.**

**MEDICAL MARIJUANA FACILITIES UNDER THE 2016 LAW  
POLICE POWER ORDINANCE  
AND ZONING CHANGE**

It was moved by Gaiss, supported by Coleman and **CARRIED** to send the proposed ordinance on the Medical Marijuana Facilities under the 2016 Law, back to the planning commission for further work.

**MEDICAL MARIJUANA 2008  
LAW DISCUSSION**

It was moved by Nelson and supported by Coleman to obtain a second opinion from an outside attorney to get an update on the 2008 Medical Marijuana Law and what the City can or cannot do with respect to this law.

A roll call vote was then taken: AYES – Coleman, Nelson; NAYS – Gaiss, Whitburn, Frello. **MOTION FAILED.**

**PUBLIC PARTICIPATION  
POLICY**

It was moved by Frello and supported by Gaiss to approve a Public Participation Policy as presented.

A roll call vote was then taken: AYES – Frello, Gaiss, Whitburn. NAYS – Nelson, Coleman. **MOTION CARRIED.**

**BESSEMER HOUSING COMMISSION -- REQUEST FOR REAPPOINTMENT KEVIN NYQUIST**

It was moved by Nelson, supported by Gaiss and **CARRIED** to approve the recommendation of Mayor Whitburn and reappoint Mr. Kevin Nyquist to a 5-year term on the Housing Commission Board of Directors.

**2017 FUTURE COUNCIL MEETINGS**

It was moved by Gaiss, supported by Coleman and **CARRIED** to post the dates and times of the remaining Council meetings for 2017.

**FREEDOM OF INFORMATION ACT POLICY**

It was moved by Coleman and supported by Nelson to approve a new Freedom of Information Act Policy

A roll call vote was then taken: AYES – Coleman, Nelson, Frello, Gaiss, Whitburn. NAYS – None. **MOTION CARRIED.**

**PLAN FOR 107 W. SELLAR DEMOLITION**

It was moved by Gaiss, supported by Frello and **CARRIED** to plan for the demolition of a City owned property at 107 West Sellar Street to be worked into the 2018/19 fiscal year budget.

**REQUEST FOR APPROVAL PLAN – 308 W. LEAD STREET**

It was moved by Coleman, supported by Frello and **CARRIED** to approve a plan for Mr. Phillip Mannion to repair a roof on a property he owns at 308 W. Lead Street in 2018. He was issued a blight notice which required repairs in 2017.

**RESOLUTION NO. 2015-27 YEAR END BUDGET AMENDMENT**

It was moved by Frello and supported by Nelson to adopted Resolution No. 2015-27 and approve the year end budget amendments as presented.

A roll call vote was then taken: AYES – Gaiss, Coleman, Nelson, Whitburn, Frello. NAYS – None. **MOTION CARRIED.**

**RESOLUTION NO. 2015-27**

**Approval of June 2017 Budget Amendment**

The City Council for the City of Bessemer, County of Gogebic, State of Michigan, met at a regular meeting in the Council Chambers, City Hall, City of Bessemer, Michigan on the 19<sup>th</sup> day of June 2017, at 5:30 p.m.

PRESENT:  
ABSENT:

WHEREAS; following completion of the May 2017 City Financial Reports, the City Clerk/Treasurer went over the entire 2016-2017 City Budget and has prepared a Budget Amendment at the appropriation level for the Council's consideration, and

WHEREAS; the City Auditor will be furnished a copy of said Budget Amendments for his review.

NOW, THEREFORE, BE IT RESOLVED that the City Council approve the attached Budget Amendments and the City Clerk be instructed to have these amendments incorporated into the June 2017, City of Bessemer Financial Reports.

\_\_\_\_\_  
Kathy Whitburn, Mayor

Certification

I, James K. Trudgeon, the duly appointed and acting City Clerk for the City of Bessemer, do hereby certify that the above is a true copy of a resolution adopted by the Common Council for the City of Bessemer at a regular meeting held on June 19, 2017.

\_\_\_\_\_  
James K. Trudgeon, Clerk

**Attachment June 2017 Budget Amendment**

The 2016-17 Fiscal year budget is hereby amended with the following changes:

|               | Increase<br>(Decrease) |
|---------------|------------------------|
| General Fund: |                        |
| City Council  | \$ (1,050)             |
| City Manager  | (20,415)               |
| Elections     | 1,908                  |
| Audit         | (1,235)                |
| City Assessor | 375                    |
| City Attorney | 4,000                  |
| City Clerk    | (1,100)                |

|  |                        |
|--|------------------------|
| Ordinance Enforcement/Building Inspector | 250                    |
| General Office                           | 5,660                  |
| Fringe Benefits                          | (30,061)               |
| Treasurer                                | (150)                  |
| Cemetery                                 | 2,735                  |
| Building and Grounds                     | (3,820)                |
| Fire Department                          | (600)                  |
| Streets and Sidewalks                    | 43,240                 |
| Street Lighting                          | 3,120                  |
| Garbage Collection                       | (7,624)                |
| Parks and Recreation                     | 3,500                  |
| Library                                  | 4,895                  |
| Debt Service                             | (11,191)               |
| Blight Remediation                       | 24,011                 |
| Planning                                 | 630                    |
| Unappropriated                           | <u>9,886</u>           |
| <br>Total General Fund                   | <br><u>\$ 27,194</u>   |
| <br>Downtown Development Authority       | <br><u>\$ 3,550</u>    |
| <br>Sewer Fund                           | <br><u>\$ 205,000</u>  |
| <br>Water Fund                           | <br><u>\$ (30,909)</u> |
| <br>Total Appropriation Increase         | <br><u>\$ 204,835</u>  |

- FIREWORKS PERMIT** It was moved by Nelson, supported by Coleman and **CARRIED** to approve the fireworks permit for the 4<sup>th</sup> of July fireworks display and place on file.
- CITY MANAGER'S REPORT** It was moved by Nelson, supported by Gaiss and **CARRIED** to receive the City Manager's report and place on file.
- DPW REPORT** It was moved by Frello, supported by Nelson and **CARRIED** to receive the Department of Public Works report and place on file.
- PUBLIC COMMENT** Mr. John Turkal cited several instances where the court refused to approve lawsuits that tried to declare medical marijuana illegal.  
Mrs. Virginia Finnegan, Ms. Donna Brentar, and Ms. Chandra Portell all asked why can't the City get a different attorney to look at the medical marijuana issue.  
Bill McDonald wants his 4-lane highway.  
Ms. Donna Brown asked about the banners for the highway.

Ms. Ruth Gaiss read the letter she submitted to the Council which concerned her and Al's private email and cell phone number getting out in the public. She was not happy to be receiving comments regarding City business. Mr. Don Martinson talked about odor control and other issues regarding medical marijuana.

Mrs. Archie had problems with what Mr. Frello said and that nobody on the Council wants to listen to the public.

Mrs. Slagerman spoke about the survey that was conducted several months ago and that Ms. Nelson wants to discredit the survey because the results did not go the way Ms. Nelson wanted.

**CLOSED SESSION**

It was moved by Nelson, supported by Coleman and **CARRIED** to go into closed session to discuss ongoing litigation and strategy.

**OPEN SESSION**

It was moved by Nelson, supported by Coleman and **CARRIED** to go back into open session.

**ADJOURN**

It was moved by Nelson, supported by Frello and **CARRIED** to adjourn at 7:45 p.m.

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Kathleen Whitburn, Mayor

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James Trudgeon, City Clerk



| Claimant                              | Amount Claimed | Amount Owed | Amount Rejected |
|---------------------------------------|----------------|-------------|-----------------|
| 1. AMERICAN SOLUTIONS FOR BUSINESS    | 367.84         |             |                 |
| 2. AmeriPride                         | 37.26          |             |                 |
| 3. GOGEBIC COUNTY REGISTER OF DEEDS   | 43.00          |             |                 |
| 4. MICHIGAN MUNICIPAL WC FUND         | 16,773.00      |             |                 |
| 5. NORTH AMERICAN, INC.               | 41.25          |             |                 |
| 6. STEMPIHAR, INC.                    | 998.04         |             |                 |
| 7. TRI-STATE BUSINESS SYSTEMS         | 487.36         |             |                 |
| 8. USABlueBook                        | 249.13         |             |                 |
| 9. WAKEFIELD NEWS/BESSEMER PICK & AXE | 82.00          |             |                 |
| 10. WHITE WATER ASSOCIATES INC        | 34.00          |             |                 |
| 11. ZVARA, CAMERON                    | 280.00         |             |                 |
| ***TOTAL ALL CLAIMS***                | 19,392.88      |             |                 |

INVOICE REGISTER REPORT FOR CITY OF BESSEMER  
 EXP CHECK RUN DATES 07/05/2017 - 07/05/2017  
 BOTH JOURNALIZED AND UNJOURNALIZED  
 BOTH OPEN AND PAID

| Inv Ref# | Vendor                            | Inv Date   | Due Date   | Inv Amt   | Amt Due   | Status | Jrnalized |
|----------|-----------------------------------|------------|------------|-----------|-----------|--------|-----------|
| 15356*   | STEMPIHAR, INC.                   | 06/26/2017 | 07/05/2017 | 998.04    | 998.04    | Open   | Y         |
| 15357    | ZVARA, CAMERON                    | 06/11/2017 | 07/05/2017 | 280.00    | 280.00    | Open   | Y         |
| 15358    | GOGEBIC COUNTY REGISTER OF DEEDS  | 06/21/2017 | 07/05/2017 | 43.00     | 43.00     | Open   | Y         |
| 15359    | AMERICAN SOLUTIONS FOR BUSINESS   | 06/19/2017 | 07/05/2017 | 367.84    | 367.84    | Open   | Y         |
| 15360    | NORTH AMERICAN, INC.              | 06/22/2017 | 07/05/2017 | 41.25     | 41.25     | Open   | Y         |
| 15361    | WAKEFIELD NEWS/BESSEMER PICK & AX | 06/19/2017 | 07/05/2017 | 82.00     | 82.00     | Open   | Y         |
| 15362    | WHITE WATER ASSOCIATES INC        | 06/19/2017 | 07/05/2017 | 34.00     | 34.00     | Open   | Y         |
| 15363    | USABlueBook                       | 06/07/2017 | 07/05/2017 | 249.13    | 249.13    | Open   | Y         |
| 15364    | AmeriPride                        | 06/15/2017 | 07/05/2017 | 37.26     | 37.26     | Open   | Y         |
| 15365    | MICHIGAN MUNICIPAL WC FUND        | 03/30/2017 | 07/05/2017 | 16,773.00 | 16,773.00 | Open   | Y         |
| 15366    | TRI-STATE BUSINESS SYSTEMS        | 06/13/2017 | 07/05/2017 | 267.80    | 267.80    | Open   | Y         |
| 15367    | TRI-STATE BUSINESS SYSTEMS        | 06/16/2017 | 07/05/2017 | 94.71     | 94.71     | Open   | Y         |
| 15368    | TRI-STATE BUSINESS SYSTEMS        | 06/23/2017 | 07/05/2017 | 124.85    | 124.85    | Open   | Y         |

|                                   |    |        |    |         |           |           |
|-----------------------------------|----|--------|----|---------|-----------|-----------|
| # of Invoices:                    | 13 | # Due: | 13 | Totals: | 19,392.88 | 19,392.88 |
| # of Credit Memos:                | 0  | # Due: | 0  | Totals: | 0.00      | 0.00      |
| Net of Invoices and Credit Memos: |    |        |    |         | 19,392.88 | 19,392.88 |

\* 1 Net Invoices have Credits Totalling: (323.81)

--- TOTALS BY FUND ---

|                                   |           |           |
|-----------------------------------|-----------|-----------|
| 101 - General Fund                | 18,512.98 | 18,512.98 |
| 248 - Downtown Development Author | 367.84    | 367.84    |
| 590 - Sewer Fund                  | 124.56    | 124.56    |
| 591 - Water Fund                  | 387.50    | 387.50    |

--- TOTALS BY DEPT/ACTIVITY ---

|                               |           |           |
|-------------------------------|-----------|-----------|
| 000 - General                 | 16,773.00 | 16,773.00 |
| 173 - General Administration  | 310.94    | 310.94    |
| 253 - City Treasurer          | 405.51    | 405.51    |
| 265 - Buildings & Grounds     | 41.25     | 41.25     |
| 276 - Cemetery                | 52.66     | 52.66     |
| 446 - Highways & Streets      | 790.52    | 790.52    |
| 570 - Production & Pumping    | 283.13    | 283.13    |
| 574 - Customer Accounting     | 62.42     | 62.42     |
| 728 - Projects and activities | 367.84    | 367.84    |
| 751 - Parks & Recreation      | 25.61     | 25.61     |
| 790 - Library                 | 280.00    | 280.00    |

RESOLUTION NO: 2015-28

**A RESOLUTION TO REPEAL RESOLUTION NO. 2013-19, DATED MARCH 15, 2015, DISSOLVING THE CITY OF BESSEMER'S MEMBERSHIP AND PARTICIPATION IN THE GOGEBIC RANGE SOLID WASTE MANAGEMENT AUTHORITY.**

CITY OF BESSEMER  
Gogebic County, Michigan

Minutes of a regular meeting of the City Council of the City of Bessemer, County of Gogebic, State of Michigan, held in the City Hall in said City, on the \_\_\_\_ day of \_\_\_\_\_, 2017:

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council member \_\_\_\_\_ and supported by Council member \_\_\_\_\_:

WHEREAS, the City Council for the City of Bessemer adopted on March 15, 2015 Resolution No. 2013-19, dissolving the City of Bessemer's membership and participation in the Gogebic Range Solid Waste Management Authority, hereafter "Authority", and:

WHEREAS, the City of Bessemer and the Authority have reached a negotiated settlement in Gogebic County Circuit Court Case G-16-75-CK, whereby the City and Authority reached an agreement on financial obligations, membership participation and other conditions regarding the City of Bessemer's membership and participation in the Authority; and:

WHEREAS, one of the conditions of the negotiated settlement requires the City of Bessemer rescind Resolution No. 2013-19, and:

WHEREAS, the Bessemer City Council at its June 19, 2017 regular meeting accepted the terms of a April 24, 2017 settlement agreement, requiring it to rescind Resolution 2013-19:

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City of Bessemer rescinds Resolution 2013-19, dated March 15, 2015.
2. The City of Bessemer shall notify the Authority of the repeal of Resolution 2013-19, and proceed forthwith to process the City's financial obligations pursuant to the financing

agreement of July 1, 2013 and the order of the court in Gogebic County Circuit Court Case No. G-16-75-CK.

3. The City of Bessemer by its City Council shall enable its City Clerk, City Manager and City Attorney to process any financial and legal conditions required to fulfill this resolution and conclude its obligations under the settlement agreement of April 24, 2017.

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

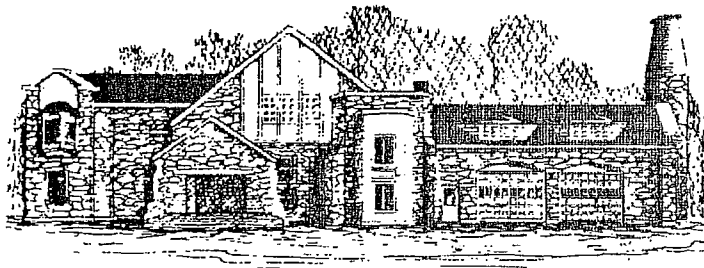
RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
James Trudgeon  
City of Bessemer Clerk

#### CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Bessemer, County of Gogebic, State of Michigan, at a regular meeting held on \_\_\_\_\_, 2017, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of 1976, and that the minutes of said meeting were kept and will be or have been made available as required by the Act.

\_\_\_\_\_  
James Trudgeon  
City of Bessemer Clerk



**CITY OF BESSEMER  
CITY HALL  
411 S. Sophie Street  
Bessemer, Michigan 49911**

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City Clerk (906) 667-0333      City Treasurer (906) 663-4101      City Manager (906) 663-4311

FAX: (906) 667-0467  
Michigan Relay TDD: 1-800-649-3777

**Kathleen Whitburn  
Mayor**

**Manager's report**

June 29th, 2017

To break away for the 4<sup>th</sup> of July Festivities, I'm going to keep my report light.

**Summer Workers** Our Summer workers have been doing a terrific job. We have three working with the DPW crew filling pot holes, mowing, weed whacking, etc. The three workers have been very positive and are doing fantastic work. We also have three high school students under the DHHS program. They have been picking up garbage, painting curbs, sweeping, weeding, and thoroughly cleaning inside city hall. They too have been working very hard and city hall and down town looks wonderful.

**Master Plan** We almost have the first draft done. It will go to the Planning Commission on Wednesday, July 12<sup>th</sup>. Then it will go to the City Council for your approval for distribution. We will distribute it to local governments and utility companies for their comments. This is a 63-day process. Throughout this I will continue to bring sections of it to the City Council for discussion. Anything can be changed through this time. After the 63 comment period we will bring the revised Master Plan to the Council for final approval and hopefully adoption.

As always, my door is open. Feel free to stop in.

Respectfully,

Charly Loper  
City Manager

**To:** Charly Loper: City Manager

**From:** Neal Nelson: DPW Leadman

**Re:** Progress Report

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Work Completed 6/16-6/29

**Streets:** The DPW has cleaned streets, cleaned ditches, repaired street signs, cold patching, graded gravel roads, graded snowmobile/atv trail, applied dust control, painted streets and cross walks, flood damage repairs, cleaned sidewalks and mowed road shoulders.

**Buildings:** The DPW has been doing repairs to lights, doors, windows and janitorial work.

**Water:** The DPW repaired meters, read meters, cleaned valve boxes, operated valves repairs to hydrants, valve boxes, Miss Dig locates and general water plant operations.

**Sewer:** The DPW has been locating, flushing mains and laterals cleaning and checking problem manholes. Repaired sewer manholes and flushed mains.

**Parks:** The DPW has been mowing parks town lots, watering flowers, cutting weeds, and removing debris, mowing and maintenance of recreational trails.

**Shop:** The DPW has repaired mowing equipment and doing preventive maintenance of equipment.

The DPW will be doing building maintenance, Miss Dig locates water system maintenance, equipment repairs, and street maintenance.