



WILDWOOD

**MEETING OF THE  
ADMINISTRATION/PUBLIC WORKS COMMITTEE**

Tuesday, June 7, 2022 at 5:30 p.m.  
Record of Proceedings – **APPROVED**  
City Hall Council Chambers and via Zoom

**I. Roll Call**

Chair Garritano called the meeting to order at 5:30 pm. An attendance roll call resulted as follows.

Council Members in Attendance

Chair Garritano  
Council Member Bertolino  
Council Member Clark  
Council Member Edens  
Council Member Farmer  
Council Member Hopper  
Council Member Jakcsy  
Council Member Nyhan

Also Present

Council Member Rambaud

City Staff Members in Attendance

Director of Public Works Rick Brown  
Assistant City Engineer Dan Rahn  
Senior Planner Travis Newberry  
Meeting Recorder Justina Hudak

**II. Approval of Minutes**

The minutes of the May 3, 2022 meeting were submitted for approval. Council Member Farmer motioned for approval of the minutes, and Council Member Jakcsy seconded the motion. A voice vote was taken with 7 voting in favor and Council Member Clark abstaining since not having been present at the May 3<sup>rd</sup> meeting. Chair Garritano declared the motion passed.

**III. Public Participation**

None.

**IV. Administration**

A. For Information

1. **Update on Accessibility** (Wards – All)

Council Member Clark gave an update on accessibility. Per her discussion with Director of Planning & Parks Vujnich, there will be ASL interpreters at all the Music on Main and any other events having music. She will ask about having a back-up agency available if Deaf, Inc. does not have any interpreters.

B. For Action – none

1. **Update on Deer Management Subcommittee** (Wards – All)

Council Member Rambaud was present to answer questions regarding the subcommittee's report. He recommended the Admin/Public Works committee proceed with the Deer Management subcommittee's plan. Council Member Edens made a motion to proceed with Phase 1 of the subcommittee's plan by recommending City Attorney Young draft a no feed ordinance to go to Council. The second part is initiation of an RFP with White Buffalo. This motion was seconded by Council Member Jakcsy. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed. Further discussion included asking the Department of Public Works, in consultation with the City Administrator, to put together a communication plan to inform and educate the residents on the no feed ordinance.

2. **Develop Policy Regarding Sunshine Requests by Council Members** (Wards – All)

Council Member Edens made a motion to ask City Attorney Young to prepare a draft legislation that council members would be treated as members of the public regarding sunshine requests with the exceptions made to information that is pertinent to doing their jobs or helping a resident. The motion was seconded by Council Member Nyhan. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

**V. Public Works**

A. For Information – none

B. For Action

**1. Proposed City-Consultant Agreement for Preliminary Design of Structure 3-107 on Wild Horse Creek Road (Ward 1)**

Public Works Director Brown recommended moving forward with the proposed consultant agreement with Cochran Engineering to complete the preliminary engineering of plans to replace structure 3-107 on Wild Horse Creek Road in its entirety, the cost of that would be no more than \$43,200.

Council Member Farmer made a motion to proceed with the recommended department proposal. Council Member Hopper seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

**2. Proposed City-Consultant Agreement for Design of Route 109 Sidewalk from Manchester Road to South of Viola Gill (Ward 8)**

Public Works Director Brown recommended executing a city consultant agreement with HR Green, not to exceed the amount of \$11,000, to allow the city to finish up the final steps to be able to proceed to bid this project for construction.

Council Member Edens made a motion to proceed with the recommended department proposal. Council Member Farmer seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

**3. Recommended Projects for TAP Federal Funding Applications (Wards 5 and 8)**

Public Works Director Brown presented two projects for consideration for the TAP Federal Funding. The first, a 10' wide pedestrian & bike path on the east side of Eatherton Road between Manchester Road (the new streetscape section) north to Cambury. The second, a trail from Villages of Bright Leaf subdivision to Green Pines Park.

Council Member Farmer made a motion to proceed forward with the plans. Council Member Jakcsy seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed.

**VI. Items Not Ready for Action**

1. Develop Resident Survey for 2022 (Start July 2022)
2. Review of City Clerk and City Administrator Performance Appraisal Process (July 2022)
3. Develop/Review Social Media Policy (July 2022)
4. Consideration of Sewer Lateral Insurance Program (August 2022)

**VII. Miscellaneous**

None.

**VIII. Next Meeting:** Tuesday, July 5, 2022 at 5:30 pm

**IX. Adjournment**

Council Member Clark made a motion to adjourn the meeting and Council Member Farmer seconded the motion. A voice vote was taken with unanimous favorable support. Therefore, Chair Garritano declared the motion passed and the meeting adjourned at 6:35 pm.