



WILDWOOD

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

Tuesday, August 8, 2023, at 5:30 p.m.
Record of Proceedings – **APPROVED**
Council Chambers at City Hall

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 Clark
Council Member McCutchen (via Zoom)
Council Member Farmer (late)
Council Member Jakcsy
Council Member Hopper (via Zoom)
Council Member Nyhan

Council Members Absent

Council Member Edens

City Staff Members in Attendance

City Administrator Thomas Lee
Director of Public Works Rick Brown
City Attorney John Young (via Zoom)
Meeting Recorder Michelle Scherer

II. Approval of Minutes

The minutes of the July 11, 2023, meeting was submitted for approval.

MOTION: Council Member Jakcsy motioned for approval of the minutes, and Council Member Clark seconded the motion. A voice vote was taken and all present voted Aye. Chair Garritano declared the motion passed and the minutes were approved.

III. Public Participation

No items

IV. Administration

A. For Information

1. Internet Access Project: Phase2 Update (Wards – All)

City Administrator Thomas Lee updated the group on the status of the project and explained the process of creating the next list and the next phase of the project. The topic was discussed and questions about the list were raised and discussed.

B. For Action

1. Investment Management Services RFP Update Project (Wards – All)

City Administrator Thomas Lee updated the committee on the progress of RFP evaluation. He asked that the committee compile a list of questions for the person evaluating the RFP. Custodians and banking institutions were discussed, and definitions clarified. Dawn Kaiser, City Accountant, explained the current investment situation. Council Member Farmer asked for suggestions for questions to ask. Dawn emphasized safety and security as the two most important investments and advisors and fees were discussed. The topic was tabled until the next meeting. Committee members were asked to send a list of questions to Thomas Lee.

V. Public Works

A. For Information

1. Update on Waste Hauler Transition (Wards – All)

Public Works Director Rick Brown explained the state of the waste hauling transition period in the second week of service with new haulers. He mentioned the call volume and commended City staff for their efforts. He explained that the haulers are coordinating efforts to remove the excess carts and cart collection days and strategies to each hauler. Council Member Hopper asked about the Waste Connection bin, and their pickup strategy was explained by Thomas Lee. Council Member McCutcheon expressed concern that people are worried that they will be penalized for leaving excess carts out. Thomas Lee explained that the city will overlook cart ordinances during the transition process. Council Member Farmer asked about missed yard waste with the previous hauler. Council Member Clark recommended that the city solidify pick up plans and have a frequently asked questions page on the website. Council Member Jakcsy asked how Gateway's plan will be communicated. Various situations regarding the transition were discussed, including communication strategies that were used and that could be used.

MOTION: Council Member Farmer made a motion to sign the agreement to relinquish the ownership of Meridien carts to the haulers. Council Member Jakcsy seconded the motion. All voted Aye and the motion passed.

B. For Action

1. MODOT Cost Share Supplemental Agreement for Route 100 Left Turn Lane Project (Ward 1 and 6)

Director of Public Works Rick Brown explained the project, expenses, the timeline, and project cost matching of both plans.

2. MODOT Cost Share Supplemental Agreement for Route 100 J-Turn Lane Project (Ward 1 and 6)

MOTION: Council Member Jakcsy made a motion to approve both the left turn lane and the J turn lane. Council Member Nyhan seconded the motion. Council Member Clark questioned whether the right turn lane to Mueller Rd could be added to these Highway 100 MODOT projects. Rick Brown suggested the city reach out to MODOT to see if it is part of their current plan. With no further discussion, all voted Aye, and none opposed, and therefore the motion passed.

X. Miscellaneous

- A. Council Member McCutchen questioned whether there should be a motion for the investment management item because it was a "For Action" item. City Administrator Thomas Lee responded that it was under "For Action" in the case that the group was ready to choose a vendor.
- B. Council Member Clark questioned whether the City had an updated strategic plan for August. The City Administrator responded that it is in process and will be discussed at a staff meeting the next day.
- C. Chair Garritano mentioned that the Motion regarding the Waste Hauler Update is under a "For Information" item. It should be under a "For Action" item, but he will assume that if there is no opposition from the Committee, this will be presented to Council. City Administrator Thomas Lee explained the reasoning and situation.
- D. Council Member Clark wanted to know why the signage remained after all safety equipment was removed after resurfacing on Wild Horse Creek Rd. Rick Brown explained that the signage remained for the striping which needs to take place after a few weeks after the repaving project, for best results. It will be re-striped as a one lane bridge.

XI. Next Meeting Tuesday, September 5, 2023, at 5:30 pm

XII. Adjournment

Council Member Farmer motioned for meeting adjournment, and Council Member Clark seconded the motion. A voice vote was taken with unanimous support. Therefore, Chair Garritano declared the motion passed and the meeting adjourned at 6:39 pm.