

MINUTES

PUBLIC WORKS COMMITTEE

FEBRUARY 1, 2021

Attendees:

Daron Stephens, Engineer
Bridget Stidham, Public Works Administrative Assistant
Kitty Strode, City Commissioner
Mike Flynn, City Manager
Shanda Cecil, Planning Department
Dianna Layne, Deputy City Clerk

NEXT MEETING - March's meeting will be Monday, **March 1, 9:30 AM, in the Commission Chambers.**

MINUTES – The minutes of the January 4, 2021 meeting were submitted. Shanda made a motion to approve; Mike seconded. Minutes were approved.

MAIN STREET SIDEWALKS – Southern Contractors are finished with this job. We put some cold patch next to where they poured because the asphalt plants are closed. Public Works may have to go back and pour asphalt in there at a later date. We are going to move that part of Cleveland Avenue up in the paving program and pave from Wall Street so it looks nicer. The acceptance is on the next Commission agenda. Once approved, we will refund their 15% retainer.

FY22 SIDEWALK REPLACEMENT PROGRAMS – Daron handed out a paper outlining his proposal for sidewalk replacement. Palmer Engineering will be enlisted to design the downtown ramp from the high side of Main Street to East Broadway. This will give handicap access to basically all of downtown. Southern will bid a yard of concrete, which will include everything needed to put that piece of sidewalk back. They will give the same type of quote for handrails. Daron will track the tickets for waste. The contract will be an on-call contract for one year, during which we could use them every day or once a month or whatever we need. There will be a one-time \$250 fee for mobilization of their equipment each time they come to town. Daron is recommending an initial budget investment of \$75,000 for downtown sidewalks. This committee will review and prioritize what needs to be replaced.

For community sidewalk replacement, we are not proposing that the City take over all sidewalks. We have difficulty finding contractors who are interested in doing the small jobs, so we would give the contractor a bid order of projects in a general area. Again, we would pay them a one-time mobilization fee, and we would give the property owner three options: 1) They can do the work themselves or find their own contractor; 2) we will do the work and they pay the bill upfront; or 3) we will do the work and they pay it back over the course of 6 months or 12 months. Any project under \$500, we will finance over six months. Any project over \$500, we will finance over one year. They will pay the \$250 mobilization fee plus 1% interest plus the costs of each project. Daron will ask for an initial \$25,000 budget investment in this project.

This idea, if accepted, would solve the problems we are experiencing in finding contractors and get the sidewalks repaired. On a yearly basis, we will look at the success or failure of the project to see what we need to tweak. If a property owner defaults on their loan, we will put a lien on their property. Mike suggested we put this proposal on the 4:30 p.m. agenda to discuss with the Commission.

LINCOLN STREET DEVELOPMENT – They have the grading permit. We do not physically have deeds, but we were given the go ahead from the attorneys to get started. We had the initial \$34,000 change order, and ≈\$17,000 credit from WMU because they are absorbing the cost of their underground piping. Last week we had another change order of ≈\$2,000 for underground utilities because electric will be ≈8’ deep. If they hit rock, there may be some additional costs. They have given us a not to exceed bid of \$6,500. We will do a final reconciliation change order for the Allen Company instead of putting each separate item on the Commission agenda.

STORM WATER ISSUES

- **Royal Oaks** – We have not been able to do the debris removal that the Fire Department was going to assist with because there were 16 firefighters off due to COVID. We were given some drawings from Palmer of a “trash” grate that costs less than \$1,000. Bridget will purchase the grates, and Pat can schedule the installation, and we can get this issue resolved. After that we can say we are waiting on future developments, and we are done with this project.
- **Vaught Road** – The Board of Education agreed to allow us to do the project. We are waiting on the MOA from Brian Thomas and the grant will be submitted by Friday. The project will reduce water in the area by 6”.
- **7 Lakeview Drive** (Wendy Berryman) – Mrs. Berryman is getting all the rain coming from Belair. There is a berm Public Works put in years ago that has eroded. Once asphalt plants reopen, PW will redo the berm. We may put in a grate behind the berm to help with the water flow. The other complaint is the creek that runs between her property and the Slone property (Creekside Development). The creek is meandering toward her pool and fence. There is not a whole lot that we can do, because it is doubtful that the Division of Water would grant a permit to reroute this creek when it is healthy. The brush and growth are keeping the creek from moving toward the Slone property. If they ever develop that side, then they would have to address the creekbank issue.

CITY CURB REPLACEMENT – Mike has discussed curb replacement on state highways with central office many times. There used to be a program to replace curbs and the state would pay a portion of the expense. Jonathon Taylor said if we wanted to put together a request then he would send it through the process for approval. Mike will send in approximately \$10-20,000 worth of requests and see if they are approved. If there is something that has been a problem for years, this is an opportunity to get rid of it. We are going to try to get this submitted before our next meeting. We need to be sure that we include all areas of town. There are some problem areas on both South Main and North Main, as well as the Boone Avenue area.

MAPLE STREET CONCRETE PANEL & BRUSH REMOVAL – We will get quotes for pressure washing the concrete panels on Maple Street and removing brush on the top side that is hanging over. This may be a pricy project since there will be traffic control issues with at least one lane of traffic being closed for pressure washing. Daron will be point person for the project.

SEVENTH STREET EXTENSION PROJECT – The State Legislature has appropriated \$4.54 million for this project. Palmer Engineering’s quote is \$4.996 million, so there will be a shortfall that they will look to Winchester to provide. Our original commitment was \$300,00; however, Mike feels confident that we will commit the remaining monies to finalize the project. They plan to quote the project close to the end of this year and start construction sometime next year. It is anticipated to take two years. There are six properties that must have right-of-way

acquired (five property owners). We plan to meet every two weeks until we get a firm hold on the scope of the project. For commercial properties, there is a 40' encroachment per parcel. CDBG monies are available; however, when you get these monies, it obligates you to a whole other level of government oversight. The consensus of the committee was to forego the CDBG monies.

The State also talked about the Bypass, which would be a huge dollar project. Mike felt the priority should be 7th Street, Fulton Road, and then Bypass.

DOWNTOWN CROSSWALK ISSUES – The State has proposed removing four crosswalks: Lexington Avenue at Wall Street, Main Street at Cleveland, Main Street at Court, and Main Street in front of Leed's. They will keep one at Court and remove all the other markings and signage. They want to do it but all improvements will have to be paid by the City. If we do what the State is proposing, we will lose 2-3 parking spots at every place that we install bump outs. Their issue is site distance for motorists seeing pedestrians behind cars. They are scheduling the removal of these crosswalks as soon as the weather clears.

Main Street Winchester has a group that is proposing to take over the downtown portion of Main Street. The State will need a thoroughfare through the City so it would have to be moved over to Maple Street. There is another contingent of people who know the responsibility and the cost and they are not for this proposal. Mike doesn't feel that the State will give Main Street up. They would not even agree to replace the guardrail on Lexington Avenue that is their responsibility. The City is paying for that project also.

ADJOURN – Dianna made a motion to adjourn; Mike seconded. Meeting was adjourned.