

Public Works Meeting Minutes July 8th, 2020

Meeting called to order by Labudda

Members present: Labudda, Reuter, Rollins, Pennekamp, DPW Hauth, Lead Grounds Specialist Ron Mara

Previous minutes approved by Pennekamp, Rollins

Ron Mara gave an overview of current golf course, park and cemetery operations

Park 2, golf course help will assist if needed

Golf Course 6

Cemetery 2

Trimming 4 along with other duties including disinfecting equipment

Field prep 1

Trimming is a 3- week rotation of all city properties: Cemetery, Golf Course, Parks and fields, all shops and buildings, wastewater plant, excluding the airport. There are several abandoned properties being mowed at this time also. Cemetery trimming is completed before each holiday; Mother's Day, Memorial Day, Father's Day and July 4th. Normally by mid-July the need for trimming slows down.

Ron can't be in all places to supervise all 16 people, he also does all the spraying, mechanical work, ordering, scheduling, grave openings and record keeping.

Many things are not getting done because the part-time help needs guidance with projects.

There is no back up for Ron, all his help is part-time including students and retired people. There is a need to have someone with mechanical skills, eventual chemical application license, leadership ability. Cross training and flexibility between departments would be necessary. During snow events John normally is operating salt truck or filling in on plow routes which takes him away from his work.

Committee asked John and Ron to put together a report of tasks that are not getting completed, a job description for a new position, pay range, title, and benefit to city of this position. Committee would like to meet again in early August to review.

Future agenda items: Suggestion to consider a memory garden at cemetery, painting of chapel, need for some residents to have more than one recycling container and possible semi-annual rubbish pick up. Proper line of communication for recommendations from parks and rec committee.

Meeting adjourned by Pennekamp and Rollins

Submitted by Hauth