

MEETING MINUTES
Village of Palmyra
Public Works Committee meeting
Monday Sept. 25th, 2023
100 W. Taft St.
Palmyra Village Hall
8:00 a.m.

The meeting was called to order by Chairperson Angela Petruska at 8:07 am. Roll call: Ball, Petruska, Troiola-present. Also present: Scott Halbrucker

Business

1. Discussion/possible action on a Capital improvement plan for streets and utilities. Scott reviewed a list of Village streets that will need maintenance work or capital work (grinding, replacement of asphalt) and the costs. The Committee discussed the streets and with Scott's recommendations came up with a list of street projects for the next 5-6 years.
 - 2023**-Anemone Ave
 - 2024**-either Northwest St. from 1st to Maple or Eighth St
 - 2025**-parking stall. The State is doing Hwy 59 portion of Main St in 2025 from Hwy 106 (N.2nd St. to the County line) but the Village is responsible for the parking stalls.
 - 2026**-remainder of Main St.
 - 2027**-Bluff St. which will also have some stormwater work done on it with the loader to help water drain better prior to 2027.
 - 2028**-N. First St.

These projects can be moved around but they are a place holder for our 5 yr. road project for the State.

The village will be using approx. \$30,000 of the \$64,000 of county Hwy aid money this year to do Anemone Ave. and the remainder must be used by the end of 2024. This county funding will be going away after that. The Village gets approx. \$60,000 in Hwy Aid from the State every year, which Scott says just goes into the general fund budget. He would like to see that revenue offset by expenses in the street maintenance budget and the streets capital projects budget, depending on what he is doing.

Scott is going to get pricing on a painting machine to paint the white lines of the crosswalks and budget for that in the 2024 budget. Aurelian Springs parking lot lines need to be painted as well as the crosswalks throughout the village.

If Jefferson County were to do the Northwest St. project in 2024 the village would not need to have it engineered or bid out.

Regarding N. Blue Spring Lake Drive, the Village only owns half of that road so the Town would be responsible for repairs to the other half, but we could work together on that.

Scott then reviewed the sewer and water lines within the village and showed where these have been relined and or replaced. There are water valves that will need to be replaced, dpw will work on those a few each year. The utilities have money at the LGIP and in investments that can be pulled out if needed but there is also a budgeted amount that gets put into these accounts every year. Public works is also working on replacing and relining manholes.

2. Discussion/possible action of enforcing village ordinances pertaining to public works dept. Tree trimming was discussed first. Village ordinance is clear that says homeowner is responsible for all trees on private property or in the terrace areas to keep trimmed back away from signs, sidewalks, and streets. Scott said they will go around and trim good this Fall and the Committee suggested putting some information in with the tax bills this year, then if residents don't trim them back next year Scott will send out reminder letters. Scott also pointed out that there are alley ways in the village that aren't being maintained and there are trees that need trimmed there as well, he asked what we should do with those. There was no real solution to this issue, Scott might send out letters for these too.

Two other concerns Scott had was businesses that put items on the sidewalk, like True Value. He feels they have way too much on the sidewalk. The ordinance says businesses can display items from April 1st – Nov. 1st and only use an area 3ft from their building out.

The other are signs that get placed in the road right of ways like realty signs, handyman signs, etc. This would be a police matter so Scott will be talking with the new public safety director when he starts.

Scott is getting more supplies to make barricades for parades as we don't currently have enough.

No further discussion.

Troiola/Ball motion to adjourn at 9:45 am. All ayes-motion carried.

Respectfully submitted,

Laurie Mueller,
Village Clerk/Treasurer

Minutes approved with corrections Oct. 2, 2023