

MUNICIPAL PROPERTIES COMMITTEE

REGULAR MEETING

MINUTES

401 Davis Avenue
City Hall, Council Chambers
November 13, 2023
11:00 a.m.

Present were Committee Members: N. Bross-Fregonara, D. Parker, C. Kerns.

Also present were: Jerry Marco (mayor), Mike Kesecker (operations manager), Gerry Roberts (city attorney), Tracy Judy (treasurer), Steve Himes (fire chief), Travis Bennett (police chief), and Sutton Stokes (city clerk).

MINUTES

Parker **MOVED APPROVAL OF THE MINUTES OF THE MEETING OF OCTOBER 17, 2023.** The motion carried.

NEW BUSINESS

a. Architect's update concerning Sanitation Garage

Bryson Van Nostrand, the architect and project manager supervising the project to construct a new Sanitation Garage, provided an update concerning the recent public bidding for this project. Because of the state requirement that bids for this kind of project must include performance bonds, only two bids were received. The bids were substantially higher than anticipated (low bid was \$1.63 million, against expected amount of \$1 million or \$1.1 million). Because of the already minimal design, very little in the way of savings is likely to be realized by making design changes.

b. Architect's update on city hall HVAC project

Van Nostrand, also the architect and project manager supervising the project to update HVAC and other systems in city hall, provided an update concerning this project, which has not yet been bid out. Because of the performance bid requirement, and the resulting likelihood that the low bid will be a regional rather than local company, Van Nostrand expressed concern that this project will also cost much more than previously anticipated. As one indication, Van Nostrand reported that asbestos abatement previously expected to cost around \$25,000 was recently estimated at around \$100,000.

c. Briefing on abandonment request

Stokes briefed the committee about an abandonment request docketed for the committee's next meeting.

- d. Request from RCDA for endorsement of additional Industrial Access Road Grant concerning Riverbend Road

Parker **MOVED APPROVAL OF A REQUEST FROM RCDA FOR ENDORSEMENT OF ADDITIONAL INDUSTRIAL ACCESS ROAD GRANT CONCERNING RIVERBEND ROAD.** The motion carried.

- e. Location for recycling site

C. Lee, the manager of the Phil Gainer Community Center, reported on discussions of using the PGCC property as the location for a recycling drop-off site. The Elkins Parks & Recreation Commission has not yet considered this possibility.

- f. Darden House proposal from Woodlands Development & Lending

The committee reviewed an updated proposal from WDL. The update clarified that the carriage house would convey with the property and that WDL would be responsible for grass cutting.

Parker **MOVED TO RECOMMEND APPROVAL OF THE PROPOSAL TO TRANSFER THE DARDEN HOUSE TO WDL BY COUNCIL.** The motion carried.

- g. Governor Kump House

Priscilla Gay, member of the Kump Education Center Board of Directors, relayed that the Kump House Endowment Trust Board of Directors (the body administering the bequest), has recently adopted a motion affirming the trust's responsibility for all maintenance and repairs, including grounds upkeep, etc. "There will be no expectation that the Operations Department is required to do anything," Gay said. "The trust will not look to Operations to provide any services for the Kump House."

The City Attorney will draft an updated MOU.

The meeting adjourned at 12:52 p.m.

The foregoing minutes were approved at the meeting of _____, 2023.

Name & Title

Signature