

Town of Gordon

Scheduled Work Meeting – Highway Department

Wednesday, October 4, 2023 12:00 p.m. Gordon Town Hall

MEETING MINUTES - Approved

Chair, Jen Knutson, called the meeting, held at the Gordon Town Hall, to order at 12:15 p.m.

Roll call: Chair Jen Knutson, Supervisor Craig Golembiewski, Supervisor Cody Eagle, Clerk Carla Scharber, Department Foreman Justin Holmes.

Pledge of Allegiance: Recited

Approval of Agenda: C. Golembiewski made a motion to approve the agenda C, Eagle seconded the Motion. Motion carries unanimously.

Discussion and Possible Action Items:

- a) **Priority Work Projects:** Replacing worn signs, snowplowing [the last week of October, the department will be hauling salt, sand & prepping plows], road maintenance, lawn mowing, cutting edges are under order, the loader plow needs welding and fabricating.
- b) **Review work needs for highway department, building and grounds;** a schedule needs to be established for replacing large equipment with high priority being given to the Tandem Dump Truck; Discussion of time commitment and constraints for snow removal. The time commitment involved in lawn mowing is difficult to assess. C Golembiewski will establish a map of areas being mowed.
- c) **Year-To-Date Budget Review:** The current year's budget was not available at the meeting. The current year's expenditures were reviewed.

Chair Report: J Knutson led discussion on time commitment of department with regards to lawn mowing, snow removal, road maintenance, preparation for Good Neighbor Days, etc.

Supervisor Report: J Holmes is further researching costs for a Loader Plow (approx.. \$18k.).

Clerk Report: C Scharber will research costs for replacing signs.

Adjourn: J Knutson made a motion to Adjourn at 1:50 p.m. C Eagle seconded. The motion carries unanimously.

Respectfully Submitted
Carla Scharber, Clerk