

PUBLIC WORKS COMMITTEE MEETING

December 5, 2022

In Attendance:

Members Present: Jim Engelman, Chairman, Jeff Link, Barry Mitchell, and Mayor Janet Winkler

Others Present: Jonathan Greer, Town Manager, Shana Guy, Finance Officer and Tammy Swanson, Town Clerk

Call to Order:

Chairman Jim Engelman called the meeting to order at approximately 9:30 am.

Streetscape:

Jonathan presented the following staff request.

Staff Request: The Public Works Committee approve the reallocation of \$100,000 from Contracted Services-Streets (not Powell Bill funds) to a new streetscape project for the Town.

Background: Beginning in late summer 2021, the Town of Hudson, with assistance from Western Piedmont Council of Governments, began the process of creating a new Comprehensive Plan for the Town. The new Comprehensive Plan has been adopted by the Board of Commissioners and is now our guiding document for zoning, land use, transportation, etc. One recommendation from this plan is to update the streetscape, primarily along Central Street and a portion of Cedar Valley Road. This recommendation includes making a portion of Central Street one-way, creating new parking, wider sidewalks, and new way-finding signage. The renderings of what an updated streetscape created great buzz and was well received at public meetings. In the current budget year, the Town budgeted \$100,000 in Contracted Services-Streets to repave Central Street. This money is not Powell Bill Funds and is not budgeted in our Powell Bill accounts. If the Town elects to move forward with a new streetscape design, repaving Central Street now may be premature due to the potential construction a new streetscape could entail. I recommend we move this paving money into a project for a new streetscape. This money would then be used first for design/consulting services, and then any remainder would begin the construction process. Any streetscape project, no matter how small, is a multi-year endeavor. Until we begin the process, we do not know the full cost, or estimates, of hiring a consultant and any construction related expenses.

Recommendation: Staff recommends the Public Works Committee recommend the BOC approve the reallocation of \$100,000 from Contracted Services-Streets (NOT Powell Bill) to a new streetscape project for the Town.

Discussion:

Jim Engelman asked how much the design & consulting would cost.

Jonathan stated that he does not have an exact amount for the design and consulting costs, but a good estimate would be \$50,000. He added that this would be a multi-year project, and the costs involved would depend on how far the Town wanted to go with the project.

Jonathan stated that as far as disrupting water and sewer lines under the street, according to Lenoir, there would not be much to it. It would probably involve new cutoff valves, which Lenoir has indicated they would be willing to do at their expense. Jonathan commented that these changes would be beneficial to Lenoir as well.

Motion: (Jeff Link/Barry Mitchell) to approve the reallocation of \$100,000 from Contracted Services-Streets (not Powell Bill funds) to a new streetscape project for the Town as requested, and to recommend full Board approval as well. Unanimously approved.

Discuss Brush and Leaf Pick-up Routes:

Jonathan presented the following memo pertaining to the routes for brush and leaf pick-up.

Request

Staff requests the Public Works Committee approve a new brush and leaf pick-up schedule for the Town.

Background

The Town’s current brush and leaf schedule, attached, has not been updated since 1995 when the leaf vacuum was purchased. As new subdivisions were built, they were simply added to the schedule according to location and that has made some routes heavier than others. That schedule needs to change for various reasons, mainly because it cannot be followed as written, primarily during leaf pick-up months.

The addition of the brush truck has made brush collection easier and uses less man-power than the old chipper. Typically, a one or two-man team can run the route with the truck. Before the truck, it would take 3-4 employees to chip brush. That process was more labor intensive and slower than the new truck.

Leaf pick-up is still a labor intensive process. It takes a minimum of three employees, but four is safer, to run the route. The Public Works Department only has six employees. When other issues arise, such as hanging Christmas lights (3-4 employee job), it prevents the safe pick-up of leaves, putting us behind schedule. If an employee is out sick, or if equipment breaks down, we do not have much leeway in the schedule to accommodate these instances. Since some routes are heavier than others, they can actually take more than one day to complete, putting the crew further behind schedule.

In consultation with the Public Works Department, I propose we make the schedule more general and less specific, attached. We currently split the Town east-west and collect by street. I propose we collect the west side of Town the first two weeks of each month, and the east side of town during weeks 3 and 4. This provides flexibility but still gives our citizens a general timeframe of when their leaves and brush will be collected. It also provides Public Works flexibility to better deal with absences, equipment failure, weather, and other duties.

Recommendation

Staff recommends the Public Works Committee approve, and recommend the BOC also approve a new brush and leaf pick-up schedule for the Town.

Current Schedule:

1 st & 3 rd MONDAY OF EACH MONTH (Southwest)	2 nd & 4 th TUESDAY OF EACH MONTH (Southeast)	1 st & 3 rd WEDNESDAY OF EACH MONTH (Northeast)	2 nd & 4 th THURSDAY OF EACH MONTH (Northwest)
Artville Avenue Autumn Lane Birch Circle Drive Boxwood Street Central St. (South) Cloverdale St. Dell Circle Elm Avenue Fairway Avenue Greenbrook Sub. Hemlock Street Hickman Ave. Hickory Street Holly Street Holly Hill Street Hud. Cahah Mtn Rd Huntington Drive Huss Avenue Merlin’s Way Museum Street Olive Street Spruce Avenue Valley Street Willow Street Winterhill Ct. Woodland Street	Balsam Street Bean Avenue Cedar Valley Rd Charlois Street Chestnut Street Circle Drive Colvard Avenue Deercreek Sub. East Street Eastview St. Eastwood Village Evergreen Street Hawthorne St. Herman Street Hillcrest Street Ivy Street Lemont Avenue Meadowood St. Meadowcrk. Sub. Palmer Avenue Pine Mtn. Rd. Powder Creek Ct. Providence Ct. Rivercliff (Partial) Rockwood Ct. Shady Oak Ter. Shamrock Circle Sharon Place Short Street Solar Avenue Thompson Drive Vance Street Wayside Street	Archer Avenue Dogwood Street Elcaney Drive Family Tree Lane Floral Avenue Hall Avenue Hayes Avenue Hilltop Street Hope Avenue Hudson Heights Justice Avenue Kristin Lane Leclare Street Locust Avenue Maple Lynn Place Mt. Herman Rd. Mulberry Street Optimist Avenue Power Circle Power Street Rector Street Redwood Street Ridge Street Roy E. Coffey Dr. Throneburg Ave. Walnut Ave. Whispering Pines	Ash Street Cedar Avenue Central St(North) Cypress Street Delmar Street Fir Street Huss Avenue Laurel Street Legion Road Main Street Maple Street Maplewood St. Mathewson St. Olympic St. Pleasant Hill Rd Sheldon St. Sherrill St. Spring St. Sullivan Avenue Sunset Street Thronewall St. Trenton Avenue Winsdor Pointe

Proposed Schedule:

1st & 2nd WEEKS OF EACH MONTH (WEST)		3rd & 4th WEEKS OF EACH MONTH (EAST)	
Artville Ave	Ash St	Balsam St	Archer Ave
Autumn Ln	Cedar Ave	Bean Ave	Dogwood St
Birch Circle Dr	Central St. (North)	Cedar Valley Rd	Elcaney Dr
Boxwood St	Cypress St	Charlois St	Family Tree Ln
Central St (South)	Delmar St	Chestnut St	Floral Ave
Cloverdale St	Fir St	Circle Dr	Hall Ave
Dell Cir	Huss Ave	Colvard Ave	Hayes Ave
Elm Ave	Laurel St	Deercreek Sub	Hilltop St
Fairway Ave	Legion Rd	East St	Hope Ave
Greenbrook Sub	Main St	Eastview St	Hudson Heights
Hemlock St	Maple St	Eastwood Village	Justive Ave
Hickman Ave	Maplewood St	Evergreen St	Kristin Ln
Hickory St	Mathewson St	Hawthorne St	Leclare St
Holly St	Olympic St	Herman St	Locust Ave
Holly Hill St	Pleasant Hill Rd	Hillcrest St	Maple Lynn Pl
Hud. Cajah Mtn Rd	Sheldon St	Ivy St	Mt. Herman Rd
Huntington Dr	Sherrill St	Lemont Ave	Mulberry St
Huss Ave	Spring St	Meadowood St	Optimist Ave
Merlins Way	Sullivan Ave	Meadowcreek Sub	Power Cir
Museum St	Sunset St	Palmer Ave	Power St
Olive St	Thronewall St	Pine Mtn Rd	Rector St
Spruce Ave	Trenton Ave	Posder Creek Ct	Redwood St
Valley St	Windsor Pointe	Providence Ct	Ridge St
Willow St		Rivercliff (partial)	Roy E. Coffey Dr
Winterhill Ct		Rockwood Ct	Throneburg Ave
Woodland St		Shady Oak Ter	Walnut Ave
		Shamrock Cir	Whispering Pines
		Sharon Pl	
		Short St	
		Solar Ave	
		Thompson Dr	
		Vance St	
		Wayside St	

Motion: (Barry Mitchell/Jeff Link) to approve the proposed leaf pick-up schedule for the Town, and to recommend full Board approval of the schedule. Unanimously approved.

Brush and Leaf Policy:

Jonathan stated that in October of this year, the Board approved changes to the Brush and Leaf Policy, and now we have one additional change that needs to be made. Under Item #3 of the Leaf and Grass Clippings section, the following statement needs to be added: "Piles of leaves cannot be mixed with piles of brush. The leaf vacuum cannot pick up brush, rocks, limbs, or other debris."

Motion: (Jeff Link/Barry Mitchell) to approve the amendment, as requested, for the Brush and Leaf Policy, and to recommend full Board approval of the amendment as well. Unanimously approved.

The changes in the guidelines below are highlighted in **blue**.

Town of Hudson

Yard Waste Guidelines & Collection

DO NOT PUT ANY METAL (Wire, Nails, Metal Poles, etc.) INTO YARD DEBRIS!

A. Leaf and Grass Clippings.

1. A vacuum vehicle is used to collect leaves in bulk during the months of November, December and January according to the route schedule* (townofhudsonnc.com). Leaves must be raked close to the curb, but NOT in the street or near stormwater drains. During these months, brush collection will be suspended.
2. During the months of February – October leaves, grass clippings and vines, must be bagged and placed at the curb of the street or sidewalk for collection.
3. Do not mix trash, rocks, or dirt with yard waste. Piles of leaves cannot be mixed with piles of brush. The leaf vacuum cannot pick up brush, rocks, limbs, or other debris.
4. Bags must not weigh more than 30 pounds. Bags that are too heavy will not be picked up.

B. Brush (Limbs).

1. **Brush/Limb Collection is suspended during leaf pick-up (Nov., Dec., Jan.)**. A brush/limb pickup schedule is available on the Town Website under Public Works Dept. (townofhudsonnc.com). Limbs do not need to be bundled or bagged.
2. Piles of brush may not exceed four feet in height.
3. Tree limbs and branches must not exceed eight feet (8') in length.
4. Piles of brush must be placed at the curb of the street or sidewalk for collection with all large ends of the limbs facing the street and laid as straight as possible. Limbs should NOT be placed in the street or within 10 feet of stormwater drain openings.
5. Logs, stumps, roots and root balls can be collected, but must be free of dirt.
6. Trimmings and clippings from trees and shrubs that are not at least 2 feet in length need to be bagged the same as leaves and grass clippings.
7. During scheduled pick-up, the Town will pick up the first load of brush/limbs at no charge. Beginning January 1, 2023, each subsequent load from the same pile, will be charged \$50 per truck load.

The Town of Hudson will NOT be responsible for trees, limbs or brush cut/trimmed by commercial contractors and reserves the right to refuse the collection of brush deemed to be a by-product of commercial work or to refuse collection of leaf, grass, clippings, or brush that does not follow collection guidelines.

***Please Note:** In case of severe weather, unforeseen circumstance, or during peak leaf season, it can be difficult for the Town yard waste collection crews to maintain the scheduled weekly yard waste routes. Therefore, during the months of November, December and January, brush collection will be suspended, and your weekly collection may sometimes be delayed. In such cases, the Town will pick up leaves as soon as possible.

Leaf Box for Dump Trucks & Leaf Truck:

Leaf Box:

Jonathan stated that Public Works is checking on having a “leaf box” fabricated to fit the dump trucks for leaf collection. The cost of the box is approximately \$9,500, and the man making the box is interested in possibly trading out the cost of the labor for the old leaf truck.

New Leaf Truck:

Jonathan commented that one piece of equipment that would be very beneficial during leaf season is a leaf vacuum truck. This type of truck is a vacuum and truck all in one, and could be operated by one person. Jonathan added that this type of truck could also be used to clean debris from curb and guttering, which would be very helpful in keeping our storm drains clear. Jonathan stated that we could talk more about a new leaf truck during budget discussions.

Adjournment:

Motion: (Barry Mitchell/Jeff Link) to adjourn the meeting. Unanimously approved.

Tamra T. Swanson, Town Clerk