

**BOARD OF WORKS
TUESDAY, OCTOBER 25, 2016
5:00 P.M.**

Mayor Ryan Daniel – Present
Clerk Treasurer Rosie Coyle – Present
Attorney Marcia McNagny – Present
Daniel Weigold – Present
Walter Crowder – Present

The Columbia City Board of Works met in regular session with all members present, Mayor Daniel presiding.

PROMOTION OF POLICE SERGEANT Tony Hively explained one of their shift sergeant's was selected as K-9 handler. He knew this would be contingent on the K-9 program being approved as would this promotion. He advised they selected Officer Chapman to promote as police sergeant contingent upon the K-9 program being approved in December. He stated the effective date would be January 1, 2017.

Motion was made by Mayor Daniel to approve the promotion, Weigold seconded the motion, all voted aye.

2017 VOLUNTEER FIRE DEPARTMENT AGREEMENT Tom LaRue reported this was the annual contract with the volunteer firefighter's. He advised the agreement has not changed.

Motion was made by Weigold to approve the 2017 Volunteer Fire Department Agreement, Mayor Daniel seconded the motion, all voted aye.

SPECIFICATIONS FOR SUBDIVISION LIFT STATIONS Mike Cook explained with the last 2 lift stations the City has taken over, or will be taking over, they have run into several issues with them. He advised with the help of Attorney McNagny and Nathan Bilger they were able to come up with specifications to add to the subdivision ordinance pertaining to lift stations.

Dan Weigold questioned if a lift station were to be added outside of a new subdivision would it fall under the same. Mike Cook explained they would follow the same specifications whether they are in a subdivision or not.

Motion was made by Mayor Daniel to adopt the specifications to the subdivision lift stations as presented, Weigold seconded the motion.

Rosie Coyle questioned if this would actually go in the subdivision ordinance. Attorney McNagny explained it would be incorporated as a policy so Mike could make adjustments and changes without having to always change the ordinance. Dan Weigold confirmed this policy would be forwarded to the Planning Director. Attorney McNagny advised it would.

Upon the motion, all voted aye.

BILLS Motion was made by Weigold to pay the bills as presented in the amount of \$1,192,471.63, Mayor Daniel seconded the motion, all voted aye.

CURB CUT REQUEST Kelly Cearbaugh explained this was for a resident on Kirkwood Court who wanted to put a garage behind their house and wanted access off of Hanna Street.

Jeff Walker advised he and Kelly met with the resident to make sure she knew what to convey to her contactor. He felt that everything was good.

Jeff Walker explained many years ago the Plan Commission had concerns about any driveways coming right out directly onto Hanna Street since it was a collector street. He shared that they found over the years, though it was good to consider, it was not as imperative as they had originally thought. He advised that Nathan Bilger agreed. He shared that he and Kelly both agree the Board should act favorably on the request.

Motion was made by Mayor Daniel to approve the curb cut/street cut request for 784 Kirkwood Court as presented, Weigold seconded the motion.

Walt Crowder now present.

MINUTES Mayor Daniel noted a minor correction of wording under the dangerous dog discussion but it did not change the context of the minutes.

Motion was made by Weigold to approve an overview of the October 11, 2016 meeting minutes as amended, Crowder seconded the motion, Weigold and Crowder voted aye, Mayor Daniel abstained.

ORGANIZATIONAL CHANGE – COMMUNICATIONS DEPARTMENT Mayor Daniel distributed some information regarding the reorganization of how some of the departments work. He advised he was proposing to change some job descriptions so that Dispatch would now fall under the Police Chief, Terry Wherry would be moved purely to an IT Director position which made more sense to then put the GIS Coordinator under Information Technology. He advised the Communications Supervisor would remain in charge of the department under the Police Chief.

Mayor Daniel advised he talked with Attorney McNagny about how this change would need to occur. He explained he had the ability to move things around as Mayor but did need approval of the job description changes, which was why he was going to City Council. He wanted to share this with the Board, since it was the Board of Safety, of why he wanted to make the changes.

Terry Wherry explained the work load of the IT Department has grown each year which has not allowed the time or ability to manage the Communications Department. He advised Amie LaRue has been doing that very well as the Supervisor; he was basically just an overseer of the Department. He felt it was probably past time for this change to happen.

Chief Hively explained he has daily, almost hourly, interaction with the Communications Department already so he would be available to assist with the supervision there. He shared he has wanted this change for a while. He advised when they answer the phone they are answering “Columbia City Police Department” so they were a direct representative of the Police Department already and felt it was appropriate to be under the Chief of Police.

Mayor Daniel shared that he has informed the dispatchers that he would be proposing this change. He advised he has answered some of their questions and has received no issues at this point. He shared one of the concerns he had at the start of the process was where utilities would fall. He advised Chief Hively has reassured him that nothing would change with the utility service.

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle