

BOARD OF WORKS
TUESDAY, AUGUST 11, 2020
5:00 PM

Mayor Ryan Daniel – Present
Clerk Treasurer Rosie Coyle – Present
Attorney Marcia McNagny – Absent
Walter Crowder – Present
Nicole Penrod – Present

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

MINUTES Motion was made by Walt Crowder to approve an overview of the July 28, 2020 meeting minutes as presented, Nicole Penrod seconded the motion, all voted aye.

PROPOSED DRIVE – 605 W. ELLSWORTH STREET Brad Bores was present to discuss the proposed drive at 605 W. Ellsworth Street. Mayor Daniel reviewed the drawing that was submitted. He questioned Kelly Cearbaugh if there was any problem with having a manhole in the driveway. Kelly Cearbaugh advised there was not.

Mayor Daniel questioned if this would effectively be a curb cut. Kelly Cearbaugh advised it would.

Walt Crowder questioned if they had talked about the maintenance and support of the manhole. Kelly Cearbaugh advised he would like to talk with whoever does the work to make sure there is enough stone put in to secure the manhole. He noted asphalt or concrete was scheduled to be done the following spring. He also suggested a ½” to 1” lip at the street so water would run past the drive instead of into the drive and towards the house.

Walt Crowder confirmed the hard surface would be put in next spring. Mr. Bores advised it would. Walt Crowder questioned how this would be monitored. Mayor Daniel advised it would be more of a Planning Department issue but the Board does have the ability to grant permission with the caveat it was finished up next spring.

Mayor Daniel questioned if there were concerns with the LTCP. It was advised there was not.

Kelly Cearbaugh hoped to be able to resurface that road next year or later this year.

Mayor Daniel advised he would like to have a curb cut request form filled out. Rosie Coyle advised she could email it to Mr. Bores. Mayor Daniel suggested attaching the submitted documents to the request form. He noted a date would be established, probably late spring, to have the hard surface completed.

Kelly Cearbaugh questioned Mr. Bores if he knew when the construction might start. Mr. Bores thought September at the earliest. Mayor Daniel suggested to Mr. Bores to return the form as quick as possible so that formal approval could be given at the next meeting.

NO PARKING REQUEST – NORTH WASHINGTON STREET Mayor Daniel personally felt blocking the parking spaces would be much easier than closing Washington Street completely. Nicole Penrod and Walt Crowder were in agreement.

Motion was made by Mayor Daniel to approve the street closing permit request only for closing the parking spaces on the east side of North Washington Street between East Van Buren and East Jackson as presented, Nicole Penrod seconded the motion, all voted aye.

Chief Leatherman advised his department could post temporary no parking signs.

STREET CLOSING REQUEST – BACK THE BLUE Mayor Daniel explained there was a group who wanted to do a Back the Blue event on the courthouse square and were requesting Chauncey from Van Buren to Market be closed.

Motion was made by Mayor Daniel to approve the street closing request, Nicole Penrod seconded the motion, all voted aye.

CHANGE ORDER #2 – R. E. CROSBY – \$6,673.00 Mike Cook advised everything was in order.

Motion was made by Walt Crowder to approve Change Order #2 to R.E. Crosby for the amount of \$6,673.00 as presented, Nicole Penrod seconded the motion, all voted aye.

PAY APPLICATION #11 – R.E. CROSBY, INC Mike Cook advised everything was in order and recommended approval.

Motion was made by Mayor Daniel to approve Contractor's Application for Payment #19119-11 in the amount of \$475,765.11 as presented, Walt Crowder seconded the motion, all voted aye.

STREET CLOSING – HAUNTED JAIL Mayor Daniel assumed they would be following all public health information and would be taking the needed precautions during the global pandemic.

Nicole Penrod advised she had concerns since outside festivals and activities were being cancelled. She was not sure how they would make it safe with that many people going through. She was not sure the Board of Works was the entity to say they cannot have it but also did not know if she wanted to put the Board's approval on it either.

Rosie Coyle suggested having them come in and explain what their plan was. Nicole Penrod advised she would also like to see an ok from the Health Department and a detailed plan of how they were going to handle things.

Mayor Daniel suggested tabling the issue for 2 weeks to have them come in and present a plan from a public safety standpoint and to see if discussions have been held with the Health Department.

Rosie Coyle advised she would have them come in.

JUDICIAL SHARING AND SIERRA WIRELESS – POLICE Mayor Daniel shared the State of Indiana has appropriated to each city, town and county across the State a certain amount of money for CARES Act funding which is directly related to the COVID-19 pandemic. He advised Columbia City has been appropriated \$297,000.00 towards eligible expenses. He shared it was a reimbursement process, not just a lump sum check. He advised Beth Igney, Rosie and he have been trying to figure out what would make the most sense to spend dollars on, etc. He reported Chief Leatherman brought forth two different items that would help cut down on the amount of paper sharing and allow additional access within their police cars to basically be a working office. He noted he ran both of these items in front of the Indiana Finance Authority for pre-approval and was granted approval on both judicial sharing and Sierra Wireless. He advised money has to be spent before December 31.

Scott Leatherman explained judicial sharing to the Board. He advised it was already a part of the Spillman system they use. He explained it takes all of the data from videos, photos or any files added in a case report and stores it in the cloud, securely, which allows that information to then be shared with whomever, primarily the Prosecutor. He advised it would reduce paper, disks and the number of touches. He noted they looked at this before and were holding off to maybe appropriate for next year but this opportunity came up. He shared for a 5 year service to install the final parts and activate into Spillman would cost \$25,094.00. He advised it would include training, storage and maintenance. Walt Crowder questioned what would happen at the end of the 5 years. Chief Leatherman advised there would then be a yearly subscription, which would be about \$5,000.00 per year.

Scott Leatherman shared the second project to enhance their mobile office was the Sierra Wireless car modem/router. He explained they currently use a regular mi-fi that was not really designed for the harsh environments of being in a car. He shared they were looking at a ruggedized modem with GPS tracking. He advised he received 2 quotes and presented the lowest quote from Sierra Wireless for the amount of \$24,667.85, which would include installation. He shared it would cover all of their cars and give them one extra as a spare.

Mayor Daniel explained those 2 items would be about \$55,000, they have about \$13,000 set aside for personal protective equipment, about \$20,000 for staffing costs, dollars were set aside for food purchase and they were working on a project to outfit the Council room so that meetings could be broadcast live. He shared they were also setting aside dollars for the purchase of air packs for the fire department.

Motion was made by Walt Crowder to take the recommendation of Police Chief Scott Leatherman in regards to a quote from D & H Wireless Solutions for the COVID-19 promotion being funded by the State CARES Act with total cost of \$24,667.85 plus an additional \$6,000.00 for installation, quote# 25664, Nicole Penrod seconded the motion, all voted aye.

Walt Crowder noted the quote was only valid until 08/20. Mayor Daniel felt, unless Council had a problem with it, we would be able to move forward with it.

Motion was made by Nicole Penrod to go ahead with the judicial sharing modules as presented by Chief Leatherman in the amount of \$25,094.00, Walt Crowder seconded the motion, all voted aye.

CHAUNCEY STREET DOORS – LOCK REPLACEMENT Terry Wherry shared in talking with Scott Leatherman and Troy Gawthrop it was found that the lock needed to be replaced on the Chauncey Street doors. He advised since we have the CARES Act funding opportunity they would like to possibly put in the card reader system, like what is at the main entrance of City Hall. He advised it would make it a touch free situation and dispatch would have the capability of locking/unlocking the doors.

Mayor Daniel questioned if the \$4,051.62 was a full encompassing price. Terry Wherry advised it was but with the caveat that we would run the AC. He shared Troy Gawthrop was working with Rider Electric on that today.

Motion was made by Nicole Penrod to approve the recommendation presented by Terry Wherry to update the doors on Chauncey Street, Walt Crowder seconded the motion, all voted aye.

BILLS AND PAYROLL Motion was made by Nicole Penrod to pay all of the accounts payable in the amount of \$1,012,118.21, Walt Crowder seconded the motion, all voted aye.

Motion was made by Nicole Penrod to pay all paytypes except overtime in the amount of \$233,625.07 plus overtime of \$4,662.57, Walt Crowder seconded the motion, all voted aye.

PARK – MAINTENANCE JOB OPENING Mark Green asked for approval to begin the hiring process to fill their General Maintenance position. He advised it would be a replacement.

The Board was in agreement to move forward.

POLICE DEPARTMENT – VEHICLE PURCHASE Scott Leatherman shared due to a shortage in the budget they had to pull a vehicle purchase for this year. He advised in talking with the Mayor he advised additional funds had been appropriated and would like to request to purchase another police vehicle this year.

Mayor Daniel explained this would be pending Council approval. He shared we had an additional \$86,000.00 came in through public safety LOIT.

Chief Leatherman shared they received quotes on a 2020 Dodge Durango AWD with the lowest quote coming in at \$30,888.00 from Thomas Dodge. He noted there would be additional equipment installation charges.

Motion was made by Walt Crowder to replace one vehicle from Thomas Dodge for the amount of \$30,888.00 with additional cost of \$5,000.00 for the installation of interior electronics hardware pending Council approval, Nicole Penrod seconded the motion, all voted aye.

MSF – ROOF REPAIRS Shawn Lickey reported he had a couple companies coming in to look at the roof at the Maintenance Facility as there were several places that it leaks.

BROOKS CONSTRUCTION – PAY REQUEST #1 - \$86,779.65 Mayor Daniel shared this was for the Community Crossings street, curb and ramp repair project. Kelly Cearbaugh advised he reviewed the request.

Motion was made by Mayor Daniel to approve pay request #1 for Brooks Construction in the amount of \$86,779.65 as presented, Walt Crowder seconded the motion, all voted aye.

COVID-19 UTILITY BILL DISCONNECT SCHEDULE Rosie Coyle reported the Governor’s utility no disconnect order expires August 14. She shared AIM sent out information on things that should be taken into consideration when developing a disconnect schedule. She presented a disconnect schedule and payment agreement to the Board and advised she had the City Attorney review but would also like the Board’s backing. She advised if people need help she would work with them. She shared customers were doing very good at continuing to pay but some have not paid anything. She advised customers have not been charged the penalties but will go back into effect in August.

The Board of Works was supportive of the schedule and payment agreement.

Having no further business to come before the Board the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle