

**BOARD OF WORKS
TUESDAY, MARCH 26, 2013
5:15 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.

MINUTES Mayor Daniel noted one spelling error under the Rain Barrel discussion.

Motion was made by Weigold to approve an overview of the March 12, 2013 meeting minutes as amended; Crowder seconded the motion, all voted aye.

BID OPENING FOR DOMESTIC SOLID WASTE Rosie Coyle opened and read bids submitted for the trash contract.

She advised the first bid was from Advanced Disposal Services; their bid was \$7.17 per unit per month, annual community clean-up was \$82.00 per hour and per tonnage would be \$25.50.

She advised the next bid was from Republic; their bid was \$8.69 per unit, the annual clean-up was \$88.82 per hour and per ton fee for the clean-up would be \$18.50 and additional bags were \$.90.

She advised the next bid was from Earth First; their bid was \$8.14 per unit, the annual clean-up was \$84.00 per hour and the tonnage for the clean-up was \$28.00 per ton and additional bags were \$1.00 each.

She advised the next bid was from Washler; their bid was \$8.46 per unit, charge for annual clean-up was \$35.00 per hour and the annual tonnage charge was \$45.00 per ton and additional bags were \$1.00

She advised the last bid was from Whitley Environmental; Option 1 if the City purchases the carts up front the cost would be \$7.66 per household, Option 2 if Whitley Environmental purchases the carts the cost would be \$8.31 per household and Option 3 was if Whitley Environmental purchases the carts but the City owns them at the end of the term the per unit cost would be \$8.62, the annual clean-up was \$83.50 per hour and the per ton fee was \$33.60 and additional bags would be \$1.50 each.

Mayor Daniel advised they would take the bids under advisement and have a decision at the next Board of Works meeting.

CEMETERY BID AWARD Rosie Coyle reviewed the bids opened at the last meeting; Wise Property Management \$15,200.00 per year and Emerald Knight \$14,400.00 per year. She advised she called some references on Emerald Knight and they were good comments.

Walt Crowder mentioned there was a one year and three year award, on Emerald Knight it states for three years there was a 10% discount and questioned if the discount was off the total. A representative from Emerald Knight explained the \$16,000.00 was for a one year contract and if they get the 3 year contract they gave a 10% discount which would save the City \$2400.00 over the three years.

Kelly Cearbaugh advised the references checked out and we do have the option after one year to rebid if they were not cutting to our specs.

Walt Crowder questioned the additional mowing services at an hourly rate for \$25.00 and questioned what would engage an additional fee. It was explained under the bid it said there could be additional mowing that the City may want done in addition to the cemetery. Mayor

Daniel confirmed it would be at our discretion. Rosie Coyle explained that was in our current contract but was basically for abandon homes which the Water Department was doing.

Motion was made by Crowder to recommend going with Emerald Knight for a three year contract, Weigold seconded the motion, all voted aye.

SEWER TAP – 412 S. CHAUNCEY STREET Kelly Cearbaugh explained this house was tied into the neighbor's house and they would like to disconnect from there and have their own single tap. He advised during the Chauncey Street project there was a tap extended over to that property from the sewer across the street. He felt since they were already tapped in, to waive the tap fee would be a good gesture.

Mayor Daniel advised he did not have a problem waiving the tap fees for these individuals. Walt Crowder and Dan Weigold both agreed.

Motion was made by Weigold to waive the tap fees for 412 S. Chauncey Street; Mayor Daniel seconded the motion, all voted aye.

Walt Crowder questioned if we should do a follow up letter to the owner so they know what transpired. Mayor Daniel asked Kelly to spear head that.

ANDREA WHITE: CITY PROPERTY USAGE REQUEST Andrea White shared some background information on the purpose of her request to use the City Hall lawn. She stated in 2010 she spent 5 weeks working with the children in a squatter village in the Philippines. She explained a squatter village was basically unclaimed land that they build makeshift shelters on and call 'home'. She advised in May she was hoping to go back and work with a ministry that was helping to give these kids hope for the future. She stated for 24 hours, she along with some friends, would like to live like these people, build cardboard shelters, and raise funds for her trip. She advised she would like to use the City Hall lawn because of its central location and help bring attention to this situation to the people in our community. She stated it would also help fund her trip to go and minister to the Filipino people. She asked permission from the Board to use the City Hall lawn for a 24 hour period from 7 am April 27 to 7 am April 28.

Dan Weigold questioned if the City Hall lawn would be big enough. Ms. White advised there would be 4 people tops so would not need much space. Dan questioned if there would be signage. Ms. White advised there would be.

Tom LaRue questioned what they would use for cooking appliances. Ms. White stated her thought was they would probably have someone bring them food. Chief LaRue advised there was concern with the number of cardboard boxes and getting into high piled combustibles, etc.

After some discussion, it was recommended to take the issue under advisement until the April 9 meeting.

URBAN FORESTER CONTRACT Mayor Daniel reported Davey Resources has been our urban forester for the Tree Board. He stated the recommendation from the Tree Board is to approve a not to exceed amount of \$3,000.00.

Motion was made by Mayor Daniel to approve the Urban Forester contract for 2013 on behalf of the Tree Board for an amount not to exceed \$3,000.00; Weigold seconded the motion, all voted aye.

STREET CLOSING PERMIT: W.C. AUTUMN ART FESTIVAL Jeff Walker advised this was now a Humane Society sponsored event and there was no change from last year. He reported Mr. Espich was asked to talk with Chris Lilly regarding the Farmer's Market. He requested to be able to use City Hall again this year for the student art show.

Motion was made by Weigold to approve the street closing request for September 7, 2013 street closing request as presented, Mayor Daniel seconded the motion, all voted aye.

GIS SOFTWARE PROPOSAL Brad Smith reported they have been looking at software to get the GIS in the field and have come to the conclusion that the software that Northeastern REMC uses would be a good option for us. He reviewed the cost break down and stated it would be

about \$30,000.00 to get started and get the maps in the field. He advised if we were to go forward with this software it would require our GIS software to be upgraded from the basic version to the standard version and that would be a \$4500.00 increase. Mayor Daniel questioned if there was an annual maintenance fee for that. Mr. Smith advised our maintenance fee would increase from \$400 to \$1200 per year but it would provide many more options to allow us to analyze the data. He stated the final item was for ArcPublisher which was \$2500.00 software and would allow any map that is created to be viewed by any city employee.

Dan Weigold advised he was able to sit in on some of the demonstrations and felt it was the way we need to go.

Walt Crowder questioned how this would be distributed from a cost perspective. Rosie Coyle felt electric could do the initial \$30,000.00 that way they would own the system and then the maintenance and upgrades could be split among the utilities. Walt felt if we were going to make this investment we really want a good implementation plan of what, who and how it was going to be used.

Mayor Daniel felt if we were going to go forward with this he would like to add another Toughbook so each utility would have one; that would put us at a total of \$39,815.45.

Motion was made by Mayor Daniel that we purchase the Go! Sync Software and everything being proposed with \$32,365.45 be paid by the electric department and the remaining \$7,450.00 be divided among the other utilities for a total cost of \$39,815.45, Weigold seconded the motion, all voted aye.

RAIN BARREL PROGRAM Jeff Walker advised after the last meeting he and Jon Gotz went back and did some tweaking to the program. He explained the overall requirement was part of the 6 minimum control measures and this particular one was for public participation and involvement. He stated it was incumbent upon us as a MS4 community to develop programs under that umbrella and this was one they felt they could get into fairly easy and inexpensively. He stated there was a point of having specifications or requirements of the program and they have developed an outline of 8. He stated the other thing was the ongoing administration and compliance and they modified it to state that a representative would go out and verify that the barrel has been installed prior to the resident receiving their rebate check. He advised there was also concern of having a single source for the barrel and accessories and they have now opened that up to being able to purchase from anywhere as long as it met the criteria. He advised as far as the aesthetics of the rain barrel he has not found anything in the Eagle Glen restrictive covenants or City ordinance that would preclude a rain barrel anywhere in the City. He reported that Attorney McNagny did provide a liability clause.

Mayor Daniel questioned what would be a success to the State with this program; 1 person, 5 people. Jeff Walker advised it does not matter as long as the program was implemented and we try our best.

Walt Crowder questioned what our obligation would be if after the rebate is given we identify that it does not meet the criteria. Jeff Walker advised they would not be eligible until the barrel is installed correctly and frankly they do not plan on going out after the initial time. He stated they figured that anyone that is going to step up, they would do it correctly if they were going to invest the money.

Motion was made by Crowder to support the recommendation for the rain barrel program to qualify us for the MS4 criteria we have been asked to follow, Mayor Daniel seconded the motion, all voted aye.

ORDINANCE VIOLATION EXTENSION REQUEST – 604 E. JACKSON STREET After some discussion, motion was made by Crowder to give resident until April 11, 2013 to resolve the violations that have been identified or meet with the Board of Works on April 9, 2013, Weigold seconded the motion, all voted aye.

BILLS Motion was made by Weigold to pay the bills as presented in the amount of \$931,894.02, Mayor Daniel seconded the motion, all voted aye.

GARBAGE COMMITTEE/BIDS Rosie Coyle questioned if the Committee would need to get together. Attorney McNagny advised they would. She made a comment regarding the bids in that the first bid did give a per bag amount it just did not get reported; it was \$.95 per bag.

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

ATTEST:

Clerk Treasurer Rosie Coyle