

BOARD OF WORKS
TUESDAY, APRIL 8, 2014
5:15 P.M.

Mayor Ryan Daniel – Absent
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 except Mayor Daniel present, Dan Weigold presiding.

MINUTES Motion was made by Weigold to approve an overview of the March 25, 2014 meeting minutes as presented, Crowder seconded the motion, all voted aye.

Motion was made by Weigold to approve an overview of the April 3, 2014 meeting minutes as presented, Crowder seconded the motion, all voted aye.

BREWHA REQUEST FOR A DRIVE THROUGH WINDOW IN ALLEY NEXT TO 120 N. MAIN STREET There was no one present representing Brewha. Dan Weigold noted that a letter was received by the neighbor, Mr. Hosler, approving of the drive through window. He noted the fire department had concerns of the gas meters on the north and south side of the alley.

Fire Chief Tom LaRue reported he contacted NIPSCO and believed the tentative agreement was that they were going to take care of putting up crash barriers around the meters.

Rosie Coyle noted that Mr. Hosler was not the owner of the property and felt the approval should come from the owner. She advised Kay was going to try and get something in writing from the owner.

Dan Weigold advised he still had concerns because of the traffic flow and the possibility of traffic backing up on to Main Street. He shared that he talked with the Planning Department and there was no other place in the downtown area that had a drive through on an alley.

Walt Crowder agreed and felt there was still a lot of concern; he was trying to be optimistic but also needed to look out for the best interest of the City and public safety.

Walt Crowder recommended tabling the issue to allow for further discussion and for the Mayor's return. Weigold agreed.

UTILITY SERVICE GROUP PRESENTATION Mark Hansen with Utility Service Group gave a presentation on our water tanks. He advised they have a contract with the City to manage our three tanks. He discussed acid management for our tanks as well as future work that will be needed. He stated the City should never have to build another tank unless we were expanding and need more capacity. He explained they manage the coating on the tanks that protects the

steel, interior and exterior; exterior should last 8 – 10 years, which our million gallon tank needs to be cleaned and painted this year with the other 2 to follow. He reviewed the work schedule for the east tank and will be working with Mike to coordinate what needs to be done. He advised the tank will be out of service for 45 days.

Mr. Hansen briefly discussed tank mixing and believed all tanks should have mixers in them.

Walt Crowder noted that we have been approached over the years about putting cell towers on top of our water tanks and have taken a pretty strong stance not to do that. He questioned Mr. Hansen from his profession if that was a minute thing. Mr. Hansen explained like any city the revenue comes from meters for the water system. He stated their stance was that cell towers were good; they manage over 2,000 contracts and have negotiating power to market our towers at no cost. He explained they would take 30% and the city would get 70% of the contract price. Walt Crowder confirmed that structurally it was not an issue. Mr. Hansen shared that it would be if we would allow a company to just throw their stuff on the tower. He advised it would be another source of revenue and worth looking into.

ORDINANCE VIOLATION: REQUEST FOR EXTENSION – MATTHEW DAVIS;

154 W. WALKER WAY Matthew Davis explained his license plate was expired. He advised it was an out of state plate and he lost his title. He advised he called the State of Texas and they mailed him a form to get a replacement title; he filled out and mailed the form back but it could take up to 2 weeks to get the replacement title. He advised he was taking the necessary steps and asked the Board not to fine him.

Attorney McNagny felt it would be reasonable to grant him additional time since he had to deal with a different State.

Walt Crowder advised he was fine with giving him until the first of the month.

Motion was made by Weigold to extend the request for 154 W. Walker Way until May 1, 2014, Crowder seconded the motion, all voted aye.

ORDINANCE VIOLATION: REQUEST FOR EXTENSION – ARCHIE HALL; 507 S. TOWERVIEW DRIVE

Archie Hall was present to request an extension for as long as the Board would allow. He advised he was having a hard time removing items since they did not have a truck. He asked the Board if they could give him 30 days.

Walt Crowder understood the challenge but seriously needed to see weekly improvements. If improvements were not made weekly then Officer Yorg had the authority to move forward with writing a citation.

Motion was made by Weigold to evaluate the property on a weekly basis for 28 days by having Officer Yorg investigate and if progress was not made Officer Yorg had the authority to take the next step, Crowder seconded the motion, all voted aye.

GIVING GARDENS, INC. – LAND USE REQUEST Zack Arnold, President and Founder of Giving Gardens of Indiana, along with his wife, Catherine, and another Board Member were present to discuss the Giving Gardens. Mr. Arnold explained they were a 501c3 nonprofit organization that provides fruit and vegetable seedlings to those willing to donate a portion to someone in need. He advised their mission was to foster healthy communities by empowering individuals and families with the tools and knowledge needed to produce optimum nutrition.

Catherine Arnold advised they had a specific location in mind that was owned by the City; 479 S. Towerview Drive. She explained they were proposing to have an agreement with the City where the City would still own the land but they would put raised beds on the property where they could get volunteers to come in and grow with them, arrange reach out programs to the high school for volunteer hours and share the produce with families in need as well as churches. She advised there was water access at the northwest corner of the property where they could tap in and would be willing to pay for the utility usage. She stated they would like to put a sign up that states it is a Columbia City Community Garden and if security was a concern they would propose putting in a fence that they would fund. She explained there was currently no parking within the lot and could do off street parking or could consider bringing in gravel.

Kelly Cearbaugh questioned if this was the same concept as the community garden out on 150 North. Mr. Arnold thought maybe by title but their main goal was to raise funds to support the rest of their mission; they were not just garden/food oriented, they span a different array of various things. Kelly shared that his department hauled a lot of wood chips out there to help with their raised beds and if there was a need at this location they could haul some there too. Mr. Arnold advised wood chips were a great resource and would work perfectly with what they do.

Walt Crowder questioned if this was the first introduction to the City. Jeff Walker advised they talked with the Mayor and the Mayor then sent emails to the department heads requesting additional information on it. Walt advised he loved the concept. He questioned if there were dos & don'ts of the program. Mr. Arnold shared some of the particulars have not been figured out yet. Mrs. Arnold advised they would have a fully developed volunteer program and were already established on volunteermatch.com. Walt questioned Jeff Walker if the Mayor had given any insight of what his next step was. Jeff advised he had not given anything to him. Rosie Coyle advised she talked with him and he thought it was a good idea if we could come up with some type of agreement. Shawn Lickey questioned the type of agreement we would be looking at just in case something would come up that we would need the land. It was noted that there would be no permanent structures on the land just the raised beds. Mr. Arnold stated long term would be ideal for them but they also understand the City's side of it. Mrs. Arnold shared that a renewable agreement would be fine and the fencing was only a proposal if the Board feels potential vandalism was a concern. Walt Crowder felt the fence would also keep the deer out. Kelly Cearbaugh added that someone might see it as a dump site too if there was not a fence.

Walt Crowder felt they should move forward in the process but was not sure they were ready to make a commitment because of the unknowns; conceptually felt everyone thought it was a great concept. He questioned the legal side of it. Attorney McNagny advised they would have to carry insurance that would protect the City. She explained the agreement could be crafted that if

the City is going to need the property for something there would be a termination period for them to get crops off.

Kelly Cearbaugh mentioned as far as parking he was not sure Hanna could support it. Mrs. Arnold thought it would have to be on Towerview but if that was not feasible, and they were permitted, they could bring gravel in for a small parking lot. Jeff Walker felt that was the route to go but putting gravel only would be a nonconforming parking lot through the ordinance so the Board would have to approve the modification.

Walt Crowder suggested they continue to do homework then come back and meet with the Mayor again. Weigold agreed.

QUOTES FOR MOWER PURCHASE: WASTEWATER Rosie Coyle advised Mike Cook's recommendation was to go with the quote from More Farm Store.

Walt Crowder questioned the total cost of the John Deere versus More's. Rosie Coyle advised the John Deere was \$25,147.00 and More Farm Store was \$27,854.32. She stated Mike would like to stay local and they all liked the Kubota.

Walt Crowder advised he was supportive of staying local, the percentage was not that great of a percentage when looking at the big picture. Dan Weigold agreed and if any replacements parts were needed it would be right here in town.

Rosie Coyle explained the only thing that was not included was a trade in price; Mike asked about selling it but it would have to be publicly advertised. The quote does not include a trade in.

Motion was made by Walt Crowder to accept the recommendation of Mike Cook from More Farm Store to purchase the Kubota tractor and accessories for the amount of \$27,854.32 not to include trade in and advertise to the public to sell the existing tractor with a minimum bid required, Weigold seconded the motion, all voted aye.

REQUEST FOR LEAVE OF ABSENCE WITHOUT PAY Rosie Coyle advised this would need to be retroactive because the employee had to leave for the military before there was a meeting.

Motion was made by Crowder to honor the request for leave of absence as presented being retroactive to the departure date of April 6 – April 11, 2014, Weigold seconded the motion, all voted aye.

STREET CLOSING REQUEST – CONCERT ON THE SQUARE Jeff Walker explained this would be the night of the 3 on 3 basketball tournament on June 21. He stated they would be using the Old Settlers stage on the south side of the courthouse but anticipated food vendors on the Chauncey Street side from earlier in the day. He shared that they would like to request the one block of Chauncey Street from Van Buren to Market remain closed until after the concert that night.

Motion was made by Weigold to accept the street closing permit for Saturday, June 21 from 5 – 10 pm for the concert on the square, Crowder seconded the motion, all voted aye.

STREET CLOSING REQUEST – W.C. AUTUMN ART FESTIVAL Jeff Walker reported this would be September 6, 2014 for the one block on Chauncey Street from Van Buren to Market Street.

Motion was made by Weigold to accept the street closing request for September 6, 2014 from 5 a.m. – 5 p.m., Crowder seconded the motion, all voted aye.

QUOTES FOR PRINTING AND MAILING UTILITY BILLS Rosie Coyle explained she previously shared she was trying to get information on resourcing our bills out. She advised she included quotes from two different vendors and the difference was not even a penny. She recommended going with Komputrol who was our current software vendor.

Rosie Coyle stated they would also be able to do inserts such as the yearly water report and our city newsletter.

Rosie Coyle shared that our savings would be over \$5,000.00 per month just for the utility bills. She also stated that we would have the option to no longer send disconnect notices and just put the disconnect date right on the initial utility bill that goes out. She advised there was so much we could do with this.

Walt Crowder questioned, from a legal perspective, if notice of the disconnect was sufficient notice on the primary bill. Attorney McNagny advised she would need to add additional language, which has been provided.

Walt Crowder advised he was comfortable with the recommendation and had his support with whichever quote was chosen. Dan Weigold agreed it would be a wise move.

Motion was made by Crowder that the Board of Works supports Rosie Coyle's recommendation for Komputrol to be the provider with a three year contract to do all of our mailing and bill processing for utility bills and disconnects, Weigold seconded the motion.

Rosie Coyle pointed out, regarding disconnect, the verbiage states "all delinquent amounts must be paid prior to the 3rd day of the following month in order to avoid disconnection of service"; she questioned if the shut off date should be specified each month. Walt Crowder questioned how it was done today. Rosie Coyle advised there was a specific date, usually the 3rd or 4th, but it depends how it falls in the month. After some discussion it was agreed that more time was needed to figure that out.

Upon the motion, all voted aye.

SCOTT RICHMOND – DUMPSTER – 205 W. VAN BUREN Scott Richmond was present to request permission to put a dumpster in front of 205 W. Van Buren for no more than 36 hours

and would like to have it for this week. He advised he would take up 2 – 3 parking spaces for the dumpster.

Motion was made by Crowder to approve the request to put a dumpster in front of 205 W. Van Buren Street for no more than 48 hours for Richmond Construction to complete their roofing project, Weigold seconded the motion, all voted aye.

BILLS Motion was made by Weigold to pay the bills as presented in the amount of \$642,900.58, Crowder seconded the motion, all voted aye.

RIVER GREENWAY REPAIR – QUOTE Mark Green reported two sections of the greenway had fallen into the river. He advised they have those areas barricaded off and have a quote from Niblock to repair both areas for \$41,000.00. He was unsure where the money was going to come from. Rosie Coyle advised she also talked with the Mayor and it would be discussed at Council for appropriations.

Dan Weigold felt this was an emergency situation and we needed to move as quickly as possible.

Walt Crowder questioned if Niblock had an immediate or temporary fix. Mark Green advised it would be a permanent fix. Walt questioned if we needed to consider closing the trail until this was resolved. Mark felt it might not be a bad idea. Attorney McNagny questioned if there was a chance the whole thing could cave in. Mark advised right now it was not undermined but it could continue to get worse. Attorney McNagny questioned if people could still go off into the grass. Mark advised they could. Attorney McNagny stated if people wanted to continue to use the trail we could put barricades up to close the trail in that vicinity but they could still run around in the grass. She advised people were going to use the trail anyway and suggested they go ahead and put up trail closed signs. She stated if there were other areas of the trail that is compromised then we just need to close the whole trail.

SPEED LIMIT – NORTH STREET Kelly Cearbaugh mentioned an email that was sent regarding the speed limit on North Street. Rosie Coyle shared the complaint was for North Street from Line Street out of town it was 20 mph; from Line Street to Main Street it was 30 mph and then from Main Street to the school it was 20 mph. She advised the complainant talked with various officers and they felt it should all be 20 mph. Walt Crowder noted that historically we have had the police department evaluate it first and suggested having Chief Longenbaugh make a recommendation.

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

Daniel Weigold

Attest:

Clerk Treasurer Rosie Coyle