

**BOARD OF WORKS**  
**TUESDAY, SEPTEMBER 25, 2012**  
**5:15 P.M.**

Mayor Ryan Daniel – Present  
Deputy Clerk Treasurer Sally Wherry – 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** Motion was made by Weigold to approve an overview of the September 25, 2012 meeting minutes as presented, Crowder second the motion, all voted aye.

**AGREEMENT FOR SERVICES: W.C. SOIL AND WATER CONSERVATION**

**DISTRICT** Jeff Walker explained this was the contract we have had ongoing for several years; in the past we have done 2 year renewal periods at a time. He reported the contract expired in August but with the unexpected passing of Gene Haskins we were never able to get the contract executed. He advised last year we established a not to exceed fee of \$19,450.00 and was comfortable in leaving that amount at this point; if at some time during the course of this next contract period they would see it was going to exceed that he would have to come back to the Board of Works for approval anyway. He discussed the idea of going to a single year contract but did not see an advantage or disadvantage to doing that and was good going either way.

Walt Crowder noted that the contract was expired and questioned if all of the responsibility relies on City staff. Jeff advised that was correct. He explained that Nadine has forwarded information to him for the annual report and expected to be billed for her time. Walt felt the challenge was we sign the contract but they may not have someone qualified on staff at this time. Nadine explained she has been working with Matt Jones out of Allen County when something comes up.

Dan Weigold advised he just wanted to make sure there was a level of accountability with this contract and we were getting what we were paying for.

Dan Weigold questioned if they were still thinking of going with a 2 year contract. Walt Crowder agreed they could. Mayor Daniel advised he would like to give them and their new employee the opportunity to earn their way with a 2 year contract.

Motion was made by Mayor Daniel to enter into agreement for services with the Whitley County Soil & Water Conservation District for an amount not to exceed \$19,450.00, Weigold second the motion, all voted aye.

**SOUTHSIDE STORM WATER IMPROVEMENTS** Cheryl Cullers with GAI was present to discuss the storm water study. She distributed and reviewed the results of their study for the

Walnut and Vine Street area to reduce flooding. She explained the options they came up with were (1) to run to the Phillips Ditch off of Vine Street, (1A) run down the abandon railroad right of way to the Phillips Ditch and (2) outfall to the Blue River. She stated with Figure 1 it was a good option but does have some downfall as there would be some deep sewers and would need to get some easements. She stated they added a rebuild of the surface of Vine Street so it would be a 2 for 1 project which makes it valuable since the street was in pretty tough shape. She explained Figure 1A was a little less expensive; however, there were a lot of unknowns going down that old right of way. She stated they put money in for the unknowns; there have also been some vacation of the railroad right of way so there were homes really close to where the path would be and would have those kinds of negotiations. She stated Figure 2 has some positives they could look at putting in extra catch basins but on the flip side there were a ton of utilities in this area and had a hard time finding a path to put the storm sewer through. She advised there was a lot more pavement, easements and a longer run of pipe and was the most expensive of the 3 options.

Ms. Cullers reviewed costs which included construction costs, non-construction cost and probable costs. She stated Figure 1 Phase I was \$570,000.00 Phase II was \$310,000.00 for a total cost of \$880,000.00; Figure 1A initial cost were \$460,000.00 Phase II \$390,000.00 for a total cost of \$850,000.00 and the outfall to the Blue River was a total of \$1,030,000.00.

Mayor Daniel asked Ms. Cullers to talk a little about the railroad option as a part of the cost estimate it was assumed there would be some environmental things in there. He stated the only reason he asked was because we have been bitten in the past with contamination issues and quite frankly was the route he would like to take but if we are going to have to pay an additional \$100,000.00 because of issues which knew could not be assumed. Ms. Cullers explained they took some liberties to assume a certain amount of costs; \$25,000.00 was included for removal and replacement of unsuitable fill materials which was probably quite cheap when doing these projects around old railroad tracks. Mayor Daniel questioned Jeff Walker if he could give a rough estimate as to how much in soil removal we spent. Jeff Walker advised it was upwards of \$200,000.00.

Walt Crowder questioned with Option 1 if there would be acquisitions that would need to occur. Ms. Cullers advised they would recommend an easement; the property owner could still enjoy their property but give us rights to be on there for maintenance and operation of the storm sewer. Walt questioned what the size of the easement would be. Jeff Walker advised it depends on construction needs but would not settle for anything less than 20 ft.

Jeff Walker reported he mentioned to the Board previously that our financial consultant, Umbaugh, looked at this project and our rates and determined our existing rates could support a bond issue for this project. He advised those costs are not included in this. He added that this project was in a cost range that does not fit neatly into issuing a bond; it was a small enough project that the bond costs, by percentage, would be extraordinary for the overall price. He suggested if we do move forward to try and negotiate something with a local bank. He advised we have done that in the past and felt they would be very receptive. Mayor Daniel concurred.

Ms. Cullers explained they have submitted copies of executed agreements and would be willing to hold the price of their engineering fees knowing that they could get started this year so it could maybe be constructed next year. She did not feel they could hold their fees for another year.

Mike Cook shared that this type of project would be beneficial to the wastewater plant. He advised they do have a bigger new facility to handle the water but in looking at the quarterly financial statements they were only billing about 50%, and sometimes over, for the water they are treating. He stated one month they treated 74 million gallons of water and only billed for 48% of it. He advised he was all for separating projects instead of sending it to the plant.

Dan Weigold questioned the guys if they had any input on which route would be recommended; he stated if something goes wrong they ultimately would be the ones dealing with it. Kelly Cearbaugh felt the Phillips Ditch route made the most sense financially plus they would be cutting back over a project that was just completed and know what kind of issues there were in that area. Mike Cook agreed with that, go the shortest route and avoid areas of unknowns.

Walt Crowder felt everyone concurred this was an area we needed to address but felt the issue was how we accomplish it. He advised he was for proceeding with caution but felt there was still some homework that needed to be done on the financial side of it.

Mayor Daniel questioned Ms. Cullers if they had put together final design costs separated from the actual construction. Ms. Cullers thought she might have those back at the office. Mayor Daniel felt if we could approve the final design that would allow GAI to get going and then we could figure out the financial portion of the construction. Ms. Cullers advised those costs were in the agreement for a not to exceed lump sum for design services of \$139,000.00. Jeff Walker explained that would get it ready for bid. Ms. Cullers explained they would then go into Other Service, as authorized, the reason being is because the design is done but now there are new things that crop up that need to be handle which there is a cost for. She explained it is pretty difficult to determine the exact cost of everything until the actual design was done, permits, etc. She explained there was a lump sum of \$139,400.00 for engineering services but if they get past that then there would be construction administration costs and inspection costs if GAI was chosen to do the work. Mayor Daniel confirmed that price was included in the \$880,000.00. Ms. Cullers advised it was. Mayor Daniel questioned if the final design was included in the \$880,000.00. Ms. Cullers advised it was.

Walt Crowder felt the investment we make, at the end of the design, we would have another decision to make on whether to put it out for bid or not. Ms. Cullers advised that was correct and was partly why they broke it up into phases because the whole watershed has to be dealt with not just Vine Street and the corner.

Mayor Daniel wondered if this was something we could pay the final design in cash and do a loan for the actual construction. Jeff Walker did not see why we could not do that.

Jeff Walker stated if we get beyond the first hurdle we need to decide which route we would take to Phillips Ditch. He felt we needed to look hard at what kind of trouble or challenges we would have with easement acquisition and would like to advance soil borings along the proposed

routes. He felt there were advantages to both routes; if we go Vine Street we would get a new street, if we go the old railroad bed Friends of the Eel River would love us. He felt with the challenges we have had with contamination with past projects we need to look really hard at that. Walt Crowder advised his personal feeling is to stay on Vine Street and to stay totally away from the railroad. Mayor Daniel concurred and felt that was a more appropriate route. Dan Weigold agreed and wanted to make sure the public understood this would not increase sewer or storm water rates.

Motion was made by Mayor Daniel to go ahead and approve the final design phase with GAI for Figure 1 and then talk about construction at the time in which we receive the final plan for a not to exceed lump sum fee of \$139,400.00 for design services, Weigold second the motion.

Ms. Cullers advised that was their fee but there would also be geotechnical services that they would need to be involved with. Walt Crowder questioned if that would be above and beyond the \$139,400.00. Ms. Cullers advised it would not. Walt Crowder questioned when this would be due. Ms. Cullers explained they would bill on a progressive monthly basis.

Walt Crowder confirmed Attorney McNagny had reviewed this. Jeff Walker advised she had.

Upon the motion, all voted aye.

It was noted that the agreement would need to be updated with the new administration names and amendment to the dates.

**REQUEST TO VACATE EASEMENT – FOREST VIEW PARK SUBDIVISION** Jeff Walker explained Dave Roth approached him and was looking to purchase this vacant lot. He advised this property was subdivided last year and was just west of the Eaton building in the Gateway Industrial Park area. He stated when this lot was established there was a new easement laid in on the north side and what Dave would like to do is have that easement vacated to make the property work for his improvements. He advised we do have sewer and water feeding all of the lots around him already so would have no reason to put another sewer or water main in the easement there and did not feel we would never need access to it.

Motion was made by Weigold to grant the vacation of easement for Forest View Park as presented, Crowder second the motion, all voted aye.

Mayor Daniel questioned if the plat or anything would need to be changed in the Recorder's Office. Jeff Walker advised that would be Mr. Roth's responsibility to do.

Walt Crowder questioned if Mr. Roth elects not to buy the lot does that void this request. Jeff Walker advised it would. Walt questioned how we would know if it goes through. Jeff advised Mr. Roth wanted to move quickly and did not think that would be a problem.

**PAY REQUEST: ROBERT E. CROSBY, INC. INV.# 11136-4 \$19,600.00** Jeff Walker reported this was for the miscellaneous improvement project and has been reviewed by our

consulting firm. He recommended the Board act favorably. He advised it has been forwarded to SRF under Loan #2.

Motion was made by Crowder to accept Jeff Walker's recommendation for payment #11136-4 for the amount of \$19,600.00 as presented, Weigold second the motion, all voted aye.

**PAY REQUEST: AMERICAN STRUCTURE POINT INV. #57867 \$3,344.68** Jeff Walker explained this invoice was for work done on the water/sewer design, gathering information for our meeting at the State and follow up on the mitigation approval of the 6F. He advised the DNR has approved all of the paperwork and forwarded it on to the Federal level. He recommended the Board act favorably on this in the amount of \$3,344.68.

Mayor Daniel questioned if we had heard anything from INDOT. Jeff Walker reported they did meet last Friday but has not heard anything.

Motion was made by Mayor Daniel to approve Invoice #57867 for the amount of \$3,344.68, Weigold second the motion, all voted aye.

**PAY REQUEST: BOWEN ENGINEERING CORPORATION INV. #22 \$335,529.00** Jeff Walker reported this was the final pay application for Bowen and has been reviewed by Burgess & Niple. He recommended the Board act favorably in the sum of \$335,529.00. He advised we did not have enough money in SRF and thought we would be paying the balance out of operational revenue.

Motion was made by Crowder to pay the final bill for the amount of \$335,529.00 for Invoice #22 to Bowen Engineering, Weigold second the motion, all voted aye.

**STREET CLOSING REQUEST: HAUNTED JAIL** Mayor Daniel reported the Haunted Jail was going right now but they messed up on getting here to get the road closed. He informed them that pending the approval tonight they could potentially have it closed tomorrow. Mayor Daniel advised it was the same as they have done in the past.

Motion was made by Weigold to approve the street closing for the Haunted Jail, Mayor Daniel second the motion, all voted aye.

**ALLEY CLOSING – 405 NORTH CHAUNCEY STREET** Sally Wherry reported one of the buildings needed a new roof and they wanted to put the dumpster in the alley so that they could just push the shingles off into the dumpster.

Walt Crowder was comfortable letting the Police and Fire Chief evaluate it and give approval or not. Chief Longenbaugh advised he had not been to the area. Mayor Daniel asked that they report back in email form to the Board of Works on what was decided.

Motion was made by Crowder to give authority to the Police and Fire Chief to evaluate the request for alley closing behind 405 N. Chauncey Street at their discretion and inform the Board of their decision, Weigold second the motion, all voted aye.

**WATER DEPARTMENT PERSONNEL** Mayor Daniel reported Mike Dear has an individual who will be retiring from his department and requested approval to start the hiring process to replace that individual.

Motion was made by Mayor Daniel to allow Mike Dear to move forward on starting the process for a new hire, Weigold second the motion.

Walt Crowder questioned if there was a specific job title. Mayor Daniel thought it was for a Laborer.

Upon the motion, all voted aye.

**BILLS** Motion was made by Mayor Daniel to pay the bills in the amount of \$810,070.75, Crowder second the motion, all voted aye.

**RATE STUDY – UMBAUGH & ASSOCIATES** Mayor Daniel asked for approval from the Board to do a rate study with Umbaugh. He explained we have just completed Phase IIA of the Long Term Control Plan and have also had a water rate increase. He shared what he heard mostly from the residents was that they wanted, instead of having one huge rate shock; they preferred to have it phased in. He advised we all know with the next phase of the LTCP we are looking at \$7 million. He stated he would like, with the Board's approval, to have Umbaugh do a rate study for wastewater to give Council options for the future whether that means a phased in approach beginning in 2013, 2014, 2015 or whatever.

Dan Weigold agreed we needed to have an idea to make the proper decision.

The Board approved moving forward. Mayor Daniel advised he would try to have something drafted for potentially the next meeting.

**WASTEWATER DEPARTMENT** Mike Cook gave an update on equipment upgrades and repairs and he would be ordering a rain gauge.

**COMMUNITY DEVELOPMENT** Jeff Walker reported on the installation of landscaping at the Main Street lift station and the trail extension

**ELECTRIC DEPARTMENT** Larry Whetstone reported on new service installations, tree maintenance and transformer change outs. He advised they trenched and ran conduit in the Park for the Communications Department. He has been in contact with South Whitley about signing their portion of the agreement. He reported the Christmas decorations were in very bad shape and was unsure if we wanted to spend money to replace everything or invest in nicer decorations to just do the courthouse square. A Committee was formed consisting of Mayor Daniel, Larry Whetstone and a Council member to discuss the decorations.

**POLICE DEPARTMENT** Tim Longenbaugh reported they would be applying for a grant through Drug Free Indiana, Detective Stephenson and Officer Chapman would be attending instructor development training, he had an officer injured during a foot pursuit and was unsure

how long he would be off of work, he would be speaking with the high school kids about career choices, literacy skills and job skills, Officer Hunter would be helping with Mary Raber's bicycle safety class and they were getting ready for Halloween patrol and the Veteran's Marathon.

**PARK DEPARTMENT** Mark Green reported on JFL, Dashing in the Snow 5K would be December 7, they have been working on the Father/Daughter dance, Veteran's Marathon and overseeing the bridge and trail project.

**STREET DEPARTMENT** Kelly Cearbaugh reported they dug out Mr. Curless's stump and leaf pickup would start October 22.

**FIRE DEPARTMENT** Tom LaRue reported they would be handing out glow sticks on Halloween again this year, they have Christmas candy on order to hand out on Christmas Eve and were investigating having a golf outing next year to replenish the candy fund. He advised they were looking at options to bringing the 1990 truck back up to where it needs to be to pass vacuum testing. He reported his option at this point was to spend a lesser amount to rebuild parts and then evaluate what needs to happen in the future.

Having no further business to discuss the meeting was adjourned.

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Mayor Ryan Daniel

Attest:

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Deputy Clerk Sally Wherry