

**BOARD OF WORKS
TUESDAY, NOVEMBER 12, 2013
8:00 A.M.**

Mayor Ryan Daniel – Present
Clerk Treasurer Rosie Coyle – Present
Attorney Marcia McNagny – Present
Dan Weigold – Present
Walt 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 October 22, 2013 meeting minutes as presented, Mayor Daniel seconded the motion, all voted aye.

STREET CLOSING REQUEST – 130 W. VAN BUREN STREET Scarlet Whitehead explained they would not be closing the street but would be putting a lift on the sidewalk to fix the brick on the building. Tim Longenbaugh advised they would cone off a couple parking spaces so they have room to maneuver the lift.

Walt Crowder questioned the expected time duration. Ms. Whitehead was not sure as it would depend on the weather. Walt advised he wanted to make sure the parking spaces did not need to be closed for weeks at a time. Ms. Whitehead stated she was planning just a couple days.

Motion was made by Mayor Daniel to approve the street closing request for 11/13/2013 plus a couple days for 130 W. Van Buren Street, Weigold seconded the motion, all voted aye

EAGLE GLEN WATER MAIN LOOP PROJECT Mike Dear reported the lowest bid was from H & G Underground Utilities; their base bid was \$91,933.00 for both boring projects. He recommended awarding the project to H & G.

Motion was made by Mayor Daniel to award the bid package to H & G Underground Utilities LLC for the amount of \$91,933.00 per Mike Dear and DLZ's recommendation, Crowder seconded the motion, all voted aye.

POLICE DEPARTMENT – SERGEANT POSITION Tim Longenbaugh requested to put on a new sergeant's position for day shift. He advised they currently do not have a sergeant on day shift; with the amount of projects and activities the Captain is involved he would like to have a sergeant on day shift to supervise the patrolman. He stated they put money in the 2014 budget for this position and would like to have that person ready to go January 1, 2014.

Mayor Daniel confirmed they would be hiring within for that position. Chief Longenbaugh advised that was correct.

Dan Weigold clarified they would be creating a new position but maintaining the same staff. Chief Longenbaugh advised that was correct.

Motion was made by Mayor Daniel to allow Chief Longenbaugh to proceed with putting together the position of sergeant for day shift and can begin the hiring process when he sees fit, Weigold seconded the motion, all voted aye.

POLICE CAR LOGO AND COLOR Tim Longenbaugh reported they have been looking at the possibility of changing the color and logo for the squad cars. He provided a picture of the design they like. He advised if they go to a white car it is \$500 cheaper. He stated if the design was approved the 3 new vehicles would have the new color and design. He explained it could potentially take 8 years to change out all of the patrol cars.

It was the consensus of the Board to move forward with the new color and logo.

FIRE ENGINEER: HIRING PROCESS Tom LaRue reported they have had a goal of April 1 to have a new hire through the process and on the road. He advised in order to hit that goal they need to start the process prior to the first of the year. He asked permission to start the application process and let everything else unfold after January 1. He explained the standard in the fire industry is that we would send the candidates to CPAT physical abilities testing which is an 8 week process. He stated the cost of the test is \$130 per candidate if the candidates pay for it, but if the City pays for it Fort Wayne would reduce the cost. He anticipated 15-20 candidates.

Motion was made by Crowder to allow Chief LaRue to start the process of hiring a fire engineer during 2013 and starting in 2014, Weigold seconded the motion, all voted aye.

ORDINANCE VIOLATION – 112 E. SWIHART STREET Carol Kouyoumdjian presented a letter to the Board requesting her ordinance violation ticket regarding high weeds be waived; pictures were also presented.

After some discussion, motion was made by Crowder that the ticket stand, Weigold seconded the motion, all voted aye.

CURB CUT REQUEST: 782 S. REDSTONE Motion was made by Mayor Daniel to approve the curb cut permit for 782 S. Redstone Court, Crowder seconded the motion, all voted aye.

SPECTRUM ENGINEERING: FIBER REPORT Rod Sibery with Spectrum Engineering distributed and reviewed information with the Board. He advised the total they came up with was \$119,711.79 and was about \$78,000.00 cheaper than the original estimate. Terry Wherry advised he would have an additional \$12,000 - \$13,000 for Centurylink to set up a new switch and do some programming.

Shawn Lickey felt it was important to get the next 3 phases of the engineering done, at least the bid process so they can move forward with getting material and labor costs.

Walt Crowder mentioned the school system and the possibility of discussing this issue with them. Mayor Daniel advised he had a discussion with them and at the time they seemed somewhat interested but we were still in the exploration stage. He stated he could go back to them. Dan Weigold also mentioned maybe bringing in the County. Walt advised he did not want to lose vision of what we wanted to do but also did not want to leave out partners if we could share or subsidize resources. Mr. Sibery advised they did think of that and was laid out in the design.

Walt Crowder advised he would like to know more about the financial side of it and felt they were still fact finding. Mayor Daniel advised he would like additional time to review.

Mr. Sibery advised the proposed schedule would be to go out for bid after the first of the year and have January, February and March to get the bid process done, contractor selected and material ordered.

Walt Crowder questioned if the project would be funded by the electric utility. Shawn Lickey explained the initial discussion was to have the electric utility fund the project and have the other utilities lease the fiber at a reduced rate.

It was decided to put the issue on the December 10 agenda.

REQUEST FOR QUALIFICATIONS (ENGINEERS) – LTCP Jeff Walker advised there was a proposed RFQ in the packets and requested that all RFQ's be submitted to us by December 6th. He asked for the Board's approval to proceed.

Attorney McNagny suggested adding under the selection process a sentence that says the City reserves the right to reject all submittals.

Motion was made by Mayor Daniel to have Jeff proceed with the RFQ process, Weigold seconded the motion, all voted aye.

WESTGATE STORM WATER QUOTES Jeff Walker explained he, Kelly Cearbaugh and Cory Sievers have been working with Reiff Construction and Wigent Excavating to reengineer the original design to pair it down but still get done what needed to be accomplished. He reported Reiff Construction came in at \$31,200.00 and Wigent's came in at \$53,095.00. He advised he has not had a chance to review this with Kelly and Cory but asked the Board to accept the two quotes and take under consideration until he has had a chance to talk with them.

After some discussion the issue was taken under advisement until the next meeting.

STREET CLOSING PERMIT – WHITLEY COUNTY COMMUNITY CHRISTMAS
Rosie Coyle advised they were asking to have just the parking spaces be blocked off on the south side of the court house.

Motion was made by Crowder to accept the request to barricade off the parking spaces on the south side of the court house as presented for the Whitley County Community Christmas on

December 6 from 5 – 10 p.m. and December 7 from 5 – 10 p.m., Weigold seconded the motion, all voted aye.

DON LANGELOH – USE OF PVC VS. DUCTILE IRON PIPE Todd Porter with Wigent Excavating presented information regarding the use of C900 as well as a list of surrounding communities that use this.

REVIEW OF FINANCIALS Rosie Coyle reported wastewater was in the hole \$340,000 in cash but they do have \$146,000 in their improvement fund. Mayor Daniel noted that in looking at the gallons treated vs. gallons billed it was a losing proposition for us which is why we are addressing the LTCP and starting to do more work on storm water.

Walt Crowder questioned what was causing the 55% loss. Mayor Daniel felt a lot of it had to do with the fact that we are a combined system; storm water was included in the pipes but not on the balance sheet. He advised storm water contributes \$250,000 per year over to wastewater.

Rosie Coyle advised there was about \$3 million sitting in the bank for payments on our bonds. She shared that we have to send money every month until the bonds come due every 6 months; the wastewater treatment plant was an expensive operation. Mayor Daniel noted that we have \$12 - \$14 million worth of work left to do for the LTCP.

Walt Crowder questioned when the last time was that we had an evaluation on the rate vs. cost. Mayor Daniel reported Umbaugh did a study earlier this year to look at the phasing in of rates to pay for the current LTCP; it did project a rate increase this year but we have not gotten to it at this point. He felt within the next couple months we would be addressing that.

Rosie Coyle reported the water department has absolutely no money. She stated she was in the process of working with Buzz Krohn and Ice Miller to redo the bonds which will save some money monthly.

Rosie Coyle advised the electric department was in great shape. Shawn Lickey stated they were looking at rates for rentals, disconnects, etc. and shared that they were a little low compared to what other utilities were charging and may address that in the future.

Mayor Daniel noted that depending on what happens with the high school there was a potential that we may lose a huge electric customer. He felt they may want to look at the finances to see how that potential loss would impact the utility and the City as a whole.

Rosie Coyle reported that storm water was sitting pretty good right now.

Rosie Coyle advised she has been working with a company, Smart Bill, who would print all of our bills and do inserts. She stated it would save us about \$5,000 per month and asked the Board's approval to move forward with this. Mayor Daniel advised he contacted his fellow Mayor's and they were all, over and above, pleased with the work of Smart Bill. He felt it was a great plan and wholeheartedly supported this. Walt Crowder and Dan Weigold agreed to proceed.

Rosie Coyle reported she has been working with the Mayor to change the sewer tap fees; we have different area connection fees, tap fees, etc. She advised they have been working with Buzz Krohn on making it a flat rate.

BILLS Motion was made by Weigold to approve the bills as presented in the amount of \$535,879.26, Crowder seconded the motion, all voted aye.

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle