

**BOARD OF WORKS
TUESDAY, NOVEMBER 13, 2012
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 Motion was made by Weigold to approve an overview of the October 23, 2012 meeting minutes as presented, Crowder second the motion, all voted aye.

STREET CLOSING REQUEST – LIGHTED CHRISTMAS PARADE Mayor Daniel explained Jennifer Romano, Martha Acres and himself sat down to discuss making a bigger deal about bringing Santa to his house and turning on the Christmas lights. He explained the hope was to have organizations, groups and clubs make floats with lights that would go from Eagle Tech to the Santa house. He advised the details were still being put together.

Hearing no concerns, Mayor Daniel made a motion to approve the street closing request for November 23, 2012 from 6:00 p.m. – 6:30 p.m. as presented, Weigold second the motion, all voted aye.

STREET CLOSING REQUEST – FIRE & ICE WINTERFEST OUTHOUSE RACE Rosie Coyle reported she met with Becky Walter and shared that they have no clue how long this will take. She stated they have not had hardly anyone respond and were still up in the air about the whole thing.

Dan Weigold suggested they table the issue until a decision has been made. Mayor Daniel agreed. Rosie suggested she might see if Becky could come in. Mayor Daniel did not feel she necessarily needed to attend a meeting but just a response as to whether or not we would need to close the streets or not. Walt Crowder felt they could hold the date but until the logistics were defined he was not sure they could approve the closing; 11 – 5 was a long time to close it.

Mayor Daniel felt the message should be that we would hold the date but did not feel comfortable approving a street closing if there was not going to be an event. Rosie Coyle advised she would get a hold of Becky.

GIS PRESENTATION: BRAD SMITH Brad Smith, Draftsman for the City, gave a presentation on evolving the drafting technician position to include GIS duties. He stated they were looking to evolve with the industry along with what other counties and cities were doing. He explained in order to do this we would need to upgrade our software.

Brad provided a packet of information and explained the GIS, Geographic Information System, would be interactive where people could have maps on their iPads or laptops to take out into the field; the benefits were endless. He advised Mike Smith began to develop this so there were databases already created and he would like to continue the process. He explained Mike used AutoCad software but there was newer software that would be friendlier to trade data with people like the County or anyone who would need our data.

Mayor Daniel asked Brad to explain the difference between AutoCad and GIS. Brad explained AutoCad was basically created as drafting software to develop plans; whereas, the GIS was more of a visual mapping software. He stated with the AutoCad it was more difficult to attach data to each feature (hydrant, pole) but with the ESRI software it was easier to attach data to features. He advised they would not eliminate the AutoCad and were signed on through 2013 so if there was a need to create plans we would still have the capabilities. Mayor Daniel stated it does not sound like the two mesh as well together; you have one or the other. Mr. Smith advised that was correct and in going to meetings you can see the industry shifting to the ESRI software based on the ease and capabilities that AutoCad does not provide.

Brad stated if this was approved they would establish a committee to keep track and get a schedule of how they would like to start implementing the GIS; they would need to purchase some software and there may be some training. He stated he would like to get a partnership with the County so they could swap data; Dan Weigold, Jeff Walker and he have already met to discuss how that might work.

Brad reviewed various costs. He advised the cost of the software was \$1500.00 to get started and has a \$400 annual maintenance fee. He explained if they want to get everything on the iPads that would be \$2500.00 annually, but that would not have to be done right now and suggested just getting everything established on his computer and then they could move forward with the online version.

Brad shared pictures of what the GIS could offer.

Brad reviewed an agreement that we would have with anyone who we would share data with. Dan Weigold explained that way people could not sell or profit from our data. He suggested if we would sell data we should come up with a price structure. Mayor Daniel felt that would be something the committee could come up with.

Discussion followed regarding storage and back up of the system.

Motion was made by Crowder to support the request to make the investment to purchase the software and support for \$1500.00 and 4 terabyte storage for the amount of \$800.00 to start the process of the GIS, Weigold second the motion, all voted aye.

COMMERCIAL LOAD PROFILER AGREEMENT: AEI Mayor Daniel reminded the Board that 2-3 months ago we had a presentation by Automated Energy with our industrial power customers. He stated AE provided a tool for those individuals to look at as something that might be helpful to their business.

Jeff Walker explained subsequent to that presentation, we had one customer that accepted the program and at that point we became a service provider for that as a pass through from Automated Energy, which necessitates an agreement with AEI. He explained Attorney McNagny has reviewed the agreement.

Rosie Coyle questioned if that involved anything as far as billing. Jeff Walker advised it would be a pass through, we would be required to bill the customer and then AE would bill us. Rosie questioned if it would have to go through our billing system or could it be billed separately; would she have to change the software program. Mayor Daniel questioned if we could just send an additional bill. Jeff felt it would probably be to our advantage if it was separate because it has nothing to do with their usage.

Additional discussion took place regarding the program and how it works.

Mayor Daniel explained this was an informational piece for our major power customers who were paying thousands of dollars per month on electric bills; it allows them to potentially space out things so that they do not get into the peak area.

Walt Crowder questioned if a customer joins, but then decides it does not benefit them, could they opt out. Jeff Walker advised the agreement was between us and AEI, the customer could drop out immediately. Walt questioned if the customer drops out would the City be accountable to pay the charge. Jeff advised there would be no charge because there was no data being collected.

Jeff Walker explained when they started investigating this as a tool for Economic Development the number of other IMPA communities all really liked it. He stated one community offered it to everyone in the community, including residential.

Walt Crowder advised he would like the opportunity to table this to understand the program better and to make sure we have a good process for how we were going to bill. Mayor Daniel questioned if it would push anything back timeline wise for the customer. Jeff Walker shared that Ron Gallmeyer has been working to get everything in place for the new meter and Ethernet. Rosie Coyle advised she did not have a problem with the billing if it did not have to be included on their actual bill.

Rosie Coyle questioned if we had an agreement with AEI or if the customer had an agreement with AEI. Jeff Walker advised the contract was between Columbia City and AEI. Mayor Daniel questioned how we secured the company that would be coming onto the system. Jeff Walker advised there was no formal agreement with them. Attorney McNagny stated if the company was making a request to be part of the system there would have to be some agreement. She was surprised that there was nothing that says they want to be part of the program and understand they will be billed on a monthly basis. Rosie Coyle questioned where the commitment was. Jeff advised it was in email correspondence. Mayor Daniel questioned if in other communities when they sign up for service was there some kind of agreement between the City and the customer or between AEI and the customer. Jeff advised Ron Gallmeyer was in constant contact with other superintendents and would check into that right away. The issue could be tabled.

Mayor Daniel asked Jeff if in the meantime he could get additional information to Walt and Dan on the program.

PAY REQUEST – AMERICAN STRUCTUREPOINT \$2,415.72 INVOICE #58341 Jeff Walker reported this invoice was covering follow up work for the 6f mitigation and also utility coordination dealing with Mike's concerns regarding corrosion. He advised everything was in order and recommended the Board act favorably in the amount of \$2,415.72.

Motion was made by Weigold to pay American StructurePoint for Invoice #58341 for the amount of \$2,415.72, Crowder second the motion, all voted aye.

PAY REQUEST – DONOHUE & ASSOCIATES \$2,080.00 INVOICE #12135-01 Jeff Walker reported this was the first invoice in the instrumentation of programming for the PLC's for the recycle station and clarifiers. He advised everything was in order and recommended the Board approve the invoice in the amount of \$2,080.00.

Motion was made by Mayor Daniel to pay Invoice 12135-01 in the amount of \$2,080.00, Weigold second the motion, all voted aye.

PAY REQUEST – DONOHUE & ASSOCIATES \$990.00 INVOICE #12148-09 Jeff Walker reported this was for collecting final information and coordinating for substantial completion of the project. He stated as of today they issued certificate of substantial completion as well as final completion on the project. He advised everything was in order and recommended the Board act favorably in the sum of \$990.00.

Motion was made by Crowder to accept Invoice 12148-09 from Donohue & Associates for \$990.00, Weigold second the motion, all voted aye.

PAY REQUEST – BURGESS & NIPLE \$37,962.00 INVOICE #517071 This issue was tabled.

PAY REQUEST – BURGESS & NIPLE \$16,633.00 INVOICE #516589 This issue was tabled.

TREE TRIMMING PERMIT: NORTHEASTERN REMC Rosie Coyle explained REMC does some tree trimming in town and informed them with the new ordinance they would have to apply for a tree trimming permit. She suggested that we give them a blanket permit but have them notify her office before they did any trimming. She questioned whether to charge them the \$5 fee or waive it for them since they were another utility.

Dan Weigold questioned how long the blanket would last. Rosie advised it would be for one year.

Walt Crowder felt we needed to work together as utilities and did not feel we should charge anything because they have helped us and we have helped them. Mayor Daniel clarified with Walt that, as a Utility Board, he was saying we should waive the fee. Walt suggested we do in

this circumstance and then go back and ask Council for an amendment. Dan Weigold agreed. Walt suggested staying with the open permit for a year and, again, go back to Council to see if they would reconsider the ordinance to have a clause of exemption for the utility company. Attorney McNagny suggested it might not be bad to have a utility do their permit every year and just waive the fee; that way if another utility comes in we could at least make sure they have insurance and were in compliance. Dan Weigold agreed the utility should have to sign the agreement. Attorney McNagny suggested with REMC they could come in every year to confirm that everything was still correct and sign a new agreement but if a new utility would come in we would still have some check and balance.

Motion was made by Mayor Daniel to approve a one year tree trimming for Northeastern REMC and waive the \$5 fee, Weigold second the motion, all voted aye.

REQUEST FOR LEAVE OF ABSENCE WITHOUT PAY Chief Longenbaugh reported Officer Eber has turned in military orders for deployment. He advised he did not have a problem with the absence without pay and would shift people around to get the shifts covered.

Motion was made by Crowder to honor the request for leave of absence without pay as presented, Weigold second the motion, all voted aye.

BILLS Motion was made by Mayor Daniel to approve the bills in the amount of \$901,032.63, Weigold second the motion, all voted aye.

COMMUNITY DEVELOPMENT Jeff Walker gave an update on the trail and bridge project and the Long Term Control Plan Project.

IS/COMMUNICATIONS DEPARTMENT Terry Wherry reported they were waiting on weather proof boxes for the camera system at the Park and vendors were in with Scott Jones, 911 Coordinator, to look over Dispatch to get the information needed to bid a new 911 system.

WATER DEPARTMENT Mike Dear reported they cleaned out valves at the north and south towers as well as on the high service pumps, they replaced 11 meters, their new guy started today and Friday is the last day for the one retiring.

ELECTRIC DEPARTMENT Larry Whetstone reported on miscellaneous maintenance and repair issues, he sent a crew to South Whitley to go over their system, they have 47 trees to do for the Tree Board but they need somewhere to put the wood that is accessible to the public. Mayor Daniel questioned Mark Green what his thoughts were on using the Park. Mark Green advised they now have the leaves at the back of the Park, they could put it at Baker Park. Larry questioned if we owned the lot at the corner of Hanna and Towerview; that would be ideal. Mayor Daniel suggested we check into that location.

Mayor Daniel asked for approval of the purchase of Christmas lights; 23 snowflake and 23 candle pole mount light displays for a total of \$13,685.00.

Motion was made by Weigold to approve the purchase of Christmas lights, Crowder second the motion, all voted aye.

PARK DEPARTMENT Mark Green reported on the Veteran's Marathon and thanked everyone for all of their help, they would be starting the remodel on the pavilion bathrooms, they have started shutting down bathrooms for the winter and have put the tables and trash cans under the pavilion, the Dashing Through the Snow 5K was scheduled for December 7 and committee meetings would be starting for baseball and softball.

POLICE DEPARTMENT Tim Longenbaugh reported on their upcoming training and they were taking applications for one full time officer and 2 reserve officers until Friday. He advised he sent an email out regarding the purchase of 2 new vehicles and distributed numbers from 3 different dealerships. He explained they would be replacing a 2004 Police Interceptor and a 2005 Ford Explorer. He stated he would like approval to move ahead with ordering the vehicles but they would not be paid for until 2013. He recommended going with the bid from O'Daniel.

Motion was made by Weigold to go ahead and order the Charger in the amount of \$23,596.00 as well as the Ram in the amount of \$25,400.00 from O'Daniel,

Mayor Daniel noted that the dollars for these vehicles would be paid out of the Riverboat Fund.

Upon the motion, all voted aye.

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle