

BOARD OF WORKS
TUESDAY, DECEMBER 9, 2014
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 November 25, 2014 meeting minutes as presented, Crowder seconded the motion, all voted aye.

Motion was made by Crowder to approve an overview of the November 17, 2014 executive session meeting minutes as presented, Weigold seconded the motion, Crowder, Weigold and Romine voted aye, Mayor Daniel abstained.

Motion was made by Weigold to approve an overview of the November 20, 2014 executive session meeting minutes as presented, Crowder seconded the motion, Weigold, Crowder and Romine voted aye, Mayor Daniel abstained.

EMPLOYEE SUSPENSION Mayor Daniel explained there was an employee discipline matter before the Board of Works. He noted that Ben Romine was serving as his proxy in this matter. He questioned whether the Board of Works supported the discipline of the employee set for by H.R.

Motion was made by Crowder to support the discipline to the employee, Romine seconded the motion.

Dan Weigold questioned if the disciplinary conditions put in place as far as the insurance were within the legal guidelines of the City to apply those fees to the individual even though they are suspended after the first of the year. Attorney McNagny advised H.R. did not ask her of that question and felt there must not have been any issues. Rosie Coyle advised H.R. checked with the insurance company and that was what the policy states.

Ben Romine pointed out that the notifications outlined on the 2nd page states they are to be provided within one day of receipt and questioned what happens if it falls on a weekend. Attorney McNagny felt those were to be determined as business days.

Upon the motion, Weigold, Crowder and Romine voted aye, Mayor Daniel abstained.

BREAKER REPLACEMENT PROJECT Shawn Lickey recommended they move forward with the Spectrum Engineering bid in the amount of \$467,020.00 for the breaker replacement for the north substation. He explained this would get us on the fiber ring that was coming in and would allow them to communicate with our substations. He stated it would make it safer for our employees and more reliable as well as opening up other possibilities down the road. He advised this would also help them target issues much quicker

Rod Siebery with Spectrum Engineering added, from a safety perspective, the age of the equipment out there now is past its industry standard life cycle. He stated this would also upgrade the main components within the system. He explained the total project was \$467,020.00 but what would be approved for Spectrum Engineering would only be \$95,870.00; the switch gear would be bid out and the miscellaneous construction costs would be for a contractor to place the switch gear. He stated Spectrum would then come back in to do the testing, commissioning and signing off of the substation.

Mayor Daniel questioned how long the process would be. Mr. Siebery advised there were different ways; if they set the switch in a completely new location the changeover could be a matter of a couple days but if they set it in the exact same place it would be a 2 ½ - 3 week outage for that station. He stated they would want to time it when the load was down so it would not impact the other substations.

Walt Crowder questioned how it would be financed. Rosie Coyle advised Shawn has the money in his budget.

Mayor Daniel confirmed they would only be approving the \$95,870.00 now. Shawn Lickey advised that was correct.

Motion was made by Mayor Daniel to approve proposal #142CCMU1122014B in a not to exceed amount of \$95,870.00 as presented, Weigold seconded the motion, all voted aye.

Shawn Lickey explained there were certain terms and conditions for every one of the projects. He stated they would like to approve signing a blanket terms and conditions for all of the projects coming with Spectrum including the breakers, switch gear, construction, SCADA and fiber projects. He advised if they would do this they would not have to sign one every time and Attorney McNagny would not have to review them every time. He stated Attorney McNagny has reviewed this. Walt Crowder questioned if there was a timeline schedule in the terms and conditions. Mr. Siebery explained it would be determined by each specific tasks; each task will have specific to it some type of schedule that drives the specific request of services. Crowder questioned how we would be billed. Mr. Siebery explained it would depend on how it was set up per the size of the task; it may be time and material on a monthly basis, percent complete or just a lump sum. He advised that was the advantage of having a master service that whenever a task comes up you can fit it to whatever payment method that is in the agreement. Crowder confirmed it would not automatically generate a payment. Mr. Siebery advised that was correct you would still have to approve the scope, schedule and budget.

Motion was made by Crowder to pre-sign the agreement between owner and engineering professional services task order edition so that future bids do not have to go through all paperwork, Weigold seconded the motion, all voted aye.

SIGN REQUEST: 112 N MAIN STREET Justin Wall was present to discuss the proposed sign request.

The Board was in agreement to allow Mr. Wall to move forward with the sign request as presented.

UNITED CONSULTING SUPPLEMENTAL AGREEMENT NO. 1 – LONG

TERM CONTROL PLAN Keith Bryant, Vice President of United Consulting, presented the supplemental agreement for the next phase of the Long Term Control Plan. He reviewed the suggested amendments to Appendix A, C and D to the original scope of work.

Motion was made to approve Supplemental Agreement No. 1 between the City and United Consulting in particular Appendix D with a not to exceed amount of \$99,000.00 which is an increase of \$73,000.00, Weigold seconded the motion, all voted aye.

APPLICATION FOR PERMIT FOR BURIED TELEPHONE FACILITIES

Motion was made by Crowder to approve request from CenturyLink, work order # E672109, Weigold seconded the motion, all voted aye.

TRUCK QUOTES – PARK Mark Green discussed quotes for a new maintenance truck. He advised he received quotes for an F250 truck from 3 different businesses. He stated it would be a 4 wheel drive truck as they do not have one. He reported they were down 2 trucks which were hand-me-downs from other departments that no longer work.

He advised they set aside \$30,000.00 in the CUM Fund for this and the quotes came in \$5,000.00 under.

Motion was made by Mayor Daniel to allow Mark Green to move forward in 2015 for the purchase of the truck from City Ford in the amount of \$24,054.42, Weigold second the motion, all voted aye.

VOLUNTEER FIREFIGHTER BILLS Motion was made by Weigold to pay the volunteer fireman bills in the amount of \$22,600.00, Mayor Daniel seconded the motion, Weigold and Daniel voted aye, Crowder abstained.

BILLS Motion was made by Weigold to pay the bills as presented in the amount of \$538,663.29, Mayor Daniel seconded the motion, all voted aye.

SPECIAL BOARD OF WORKS MEETING – DECEMBER 12, 2014 Mayor Daniel reminded the Board that there was a special Board of Works meeting to hopefully approve the SR 205 project.

2014 FINAL BOARD OF WORKS MEETING – DECEMBER 30TH

EMPLOYEE DISCIPLINARY PROCEDURES Dan Weigold made a request to look at updating the employee disciplinary procedures and address some of the issues that came around with this last review.

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

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle