

**COMMON COUNCIL  
TUESDAY, JULY 12, 2016  
6:00 P.M.**

Mayor Ryan Daniel – Present  
Clerk Treasurer Rosie Coyle – Present  
Attorney Marcia McNagny – Present

**Council Members**

Walter Crowder – Present  
Nicole Penrod - Present  
Jennifer Romano – Present  
Tad Varga – Present via Skype  
Daniel Weigold – Present

The Columbia City Common Council met in regular session with all members present, Mayor Daniel presiding.

**MINUTES** Motion was made by Jennifer Romano to approve an overview of the June 28, 2016 meeting minutes as presented, Nicole Penrod seconded the motion, all voted aye.

**ORDINANCE 2016-6: AMENDMENT TO FIRE PROTECTION CODE – 1<sup>ST</sup> READING**

Motion was made by Daniel Weigold to read Ordinance 2016-6 by title only, Jennifer Romano seconded the motion, all voted aye. Clerk Treasurer Rosie Coyle read Ordinance 2016-6 an ordinance amending Chapter 94, Fire Prevention Code, of Title IX of the Code of Ordinances of the City of Columbia City, Indiana.

Tom LaRue explained this was a code that refers to radio frequencies being transmitted into a building and being able to permeate the building. He shared if the radio frequencies could not permeate the building then the owner would be responsible for putting repeaters inside the building so that all emergency radio traffic is able to penetrate the building.

Mayor Daniel questioned if there was a grandfather clause to this ordinance. Chief LaRue advised there was; this ordinance would only pertain to new construction. Mayor Daniel questioned what type of structure the frequency would not be able to penetrate. Chief LaRue advised steel and heavy concrete. Mayor Daniel questioned how a business owner would know whether or not the signal would work in their building or not. Chief LaRue advised there was a piece of equipment that can read radio frequencies.

Mayor Daniel questioned Attorney McNagny whether this ordinance would fit better under the Planning & Building Code rather than the Fire Prevention Code. Attorney McNagny recalled the City needed to adopt this but recommended the Planning & Building Department be made aware of the ordinance.

Jennifer Romano questioned if this would be the case for every room of the building or just part of the building. Chief LaRue advised every inch of the building has to have radio frequency as strong inside as it is outside. Jennifer Romano questioned if this would pertain to permits

already pulled. Attorney McNagny felt if the permits were pulled, they have already gone through the process they were supposed to go through; therefore, did not feel those projects would fall under the new rule. Chief LaRue advised if someone would pull a permit for a significant remodel they would then have to bring the building up to the current code.

Motion was made by Dan Weigold to approve Ordinance 2016-6 on first reading, Nicole Penrod seconded the motion, all voted aye.

**JOB DESCRIPTION: ELECTRIC OPERATIONS/METER FOREMAN** Shawn Lickey explained they currently have 2 supervisor job descriptions but have only been operating with 1 supervisor over the last 3 years. He shared that he has been trying to move our utility forward with technology, etc. and it has become apparent that he is going to need help with implementing the AMI project as well as other projects he is looking at. He advised he really needed to dedicate someone to just these projects and is proposing to change the verbiage of the Operations Supervisor job description slightly so they can focus on meter foreman and metering projects but would also still do journeyman lineman work. He shared 3 other utilities in the area have a similar type position. He explained this would give us a chance to have a more direct route for AMI project, key accounts, troubleshooting and customer service in general. He felt customer service issues sometimes fall through the cracks; this person would be responsible for making sure contact is made with the customers.

Dan Weigold questioned if there was a salary expectation. Shawn Lickey shared they discussed 50¢ to \$1.00 above a journeyman lineman but would still be below supervisor pay. Mayor Daniel confirmed it would be a specialized position. Shawn advised it would be. He shared journeyman lineman do not deal with voltage issues on a normal day; the electrician side is different from the lineman side a little bit. He advised he would like this person to be more involved with the customer to help lead them in the direction to get the problem addressed. Walt Crowder questioned if we would have them participate with an electrician or go into the house would there be fees established. Shawn advised there would not. Mayor Daniel confirmed with Shawn these were duties he was currently doing. Shawn explained a lot of times he will handle them or direct the customer to contact an electrician but felt if we could offer assistance he would love to do so. Jennifer Romano advised she liked the idea from a customer service angle; she has had individuals contact her who feel their electrical bill was too high but do not know why. She questioned if this would be the vision for this individual, to go and help those customers. Shawn advised it absolutely was.

Jennifer Romano questioned Attorney McNagny if there would be any liability to do this. Attorney McNagny explained if we would be doing private work as opposed to City work then we would need to be careful. She stated the minute we cross the line and begin working for the customer then the City would be subjected to the problems created when the customer should have hired their own electrician. Shawn advised they would do no work past the point of where we are responsible but they would be available for ideas of what may be wrong. Walt Crowder felt if we would be giving the customer suggestions it was still a gray area. He advised he liked customer service but we needed to be cautious as to how far we would go.

Mayor Daniel suggested the position may need to be tweaked. He felt the important part of the position was to focus on the special projects that will need special attention. He was not sure it was necessarily the role of the Superintendent to take a special project and lead it through when he was also in charge of the other guys in his department and things going on in the City. He shared from that perspective, he liked the idea of the position.

Shawn Lickey noted there was nothing in the job description that says the individual would be working on the customer's side.

Mayor Daniel pointed out the position would supervise the meter technician and questioned how that would work. Shawn Lickey explained the only person this position would supervise is the meter technician or what use to be called meter reader.

Walt Crowder shared that he and Shawn have had good discussions over this but there were still some gray areas. He noted there was currently a vacant supervisor position that had not been filled for 3 years. He advised he was trying to determine what we would be gaining by titling this person who, today, technically is a Lineman. He suggested they should maybe focus on filling the supervisor's job to help offset the workload; he felt the Superintendent was still maybe too deep in day to day operations.

Mayor Daniel requested Council summarize their thoughts and opinions on the issues of the position and send those to Shawn.

**TAX ABATEMENT COMMITTEE** Mayor Daniel asked someone from Council to serve on the Tax Abatement Committee to review, score and make recommendations on tax abatement requests. Nicole Penrod advised she would like to serve on the Committee.

**DEPARTMENT REPORTS** **Tom LaRue** – candidate interviews, ladder testing, high school fire class update. **Tony Hively** – Officers Cook and Calhoun at the academy, 2 saves with the Narcan the Officers have been outfitted with, training update, application process update. **Shawn Lickey** – flickering light issue at west substation, service upgrade at NOVA. **Mike Shoda** – Jeffrey Drive complete and will be starting on Shinneman Drive, fixing storm drains. **Kelly Cearbaugh** – trimming limbs in alleys, sidewalk project updates.

**REDEVELOPMENT COMMISSION** Walt Crowder reported Kevin Snell submitted his resignation from the Redevelopment Commission as of August 9, 2016. Mayor Daniel advised the Redevelopment Commission had some individuals in mind and would be forwarding recommendations to Council for a determination.

**MAYOR UPDATE** Mayor Daniel reported on a trafficking class put on at the Library, Thomas Marshall Plaza dedication and ribbon cutting, City Hall security meeting, US 30 coalition meeting.

**PLANNING & BUILDING WORKSHOP** Jennifer Romano reported on a workshop she and Mayor Daniel attended with Nathan Bilger and his staff at the Planning & Building Department.

**CONTRACTOR MEETING ON DOWNTOWN BUILDINGS** Jennifer Romano reported they would be holding a meeting with several different contractors to try to come up with creative ways to help people who would like to start a business or do something with downtown buildings.

Having no further business to discuss the meeting was adjourned.

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Mayor Ryan Daniel

Attest:

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Clerk Treasurer Rosie Coyle