

**BOARD OF WORKS
TUESDAY, DECEMBER 13, 2016
5:00 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 Mayor Daniel to approve an overview of the November 22, 2016 meeting minutes as presented, Weigold seconded the motion, all voted aye.

WARRANTY AGREEMENT – DEER CHASE – PHASE III Mayor Daniel confirmed with Kelly Cearbaugh that the streets were ok. Kelly Cearbaugh advised the streets and sanitary sewer were both inspected and ok. Mike Shoda advised the water was ok but had not looked at the storm water. He shared that Jon Gotz looked at it and did not see anything he didn't like. Dan Weigold advised they had a lengthy discussion with Jon at the Plan Commission meeting and he addressed questions at that time about the storm water. Walt Crowder questioned if Mr. Gotz did a recommendation report. Rosie Coyle advised there was nothing submitted from Jon. Dan Weigold questioned Nathan Bilger if Jon brought a report to him. Nathan did not recall seeing anything like that.

Mayor Daniel questioned Attorney McNagny if they could potentially accept the sanitary sewer, water main and streets as public infrastructure and keeping the storm water private until they get confirmation of its effectiveness from either Jon Gotz or Mike Shoda. He also questioned if they could sign the Mylar. Attorney McNagny felt they should wait to sign. Nathan Bilger suggested they accept everything but his signature would not go on the Mylar until he would get the report from Jon Gotz. Attorney McNagny advised she would be fine with that as long as that is what the Board would approve. Walt Crowder questioned if they sign the Mylar would it open the door to start construction. Nathan Bilger advised nothing could be released until he would sign the Mylar. Walt Crowder suggested setting a 30 day time period that Jon would need to get back with the Board. Mayor Daniel requested Mike Shoda also provide a report.

Rosie Coyle asked that she be notified when everyone has signed so that she knows when to start the warranty period.

Motion was made to accept the construction warranty time frames for Deer Chase Phase III for the sanitary sewer main and applicable appurtenances, water mains, fire hydrants and associated fittings, public streets and the caveat that the storm drainage will need to have final approval from Planning and Building Director, Nathan Bilger, at which time he would notify the City and the clock would start on the 1 year warranty period, Weigold seconded the motion.

Walt Crowder questioned Kelly Cearbaugh if the streets were in final form. Kelly advised they were.

Rosie Coyle confirmed the warranty would begin today on water, sewer and streets. Mayor Daniel advised that was correct; storm water would wait until Nathan's approval. Walt Crowder questioned if they should put a time period as to when this needed to be resolved. He felt they should try to keep it within a perimeter of 30 days or less so it does not get strung out.

Mayor Daniel amended his motion to include that they have 30 days from this date and after that 30 day period it would need to come back to the Board of Works for public acceptance, Weigold seconded the motion.

Tom LaRue mentioned although Appendix D was never adopted into the fire code, it was the appendix they were to use as a fire department for setting appropriate safety measures. He stated if they were not going to use Appendix D he asked the Board to let them know what they would like the department to use as their guideline. Mayor Daniel shared that he would like some guidance from the fire department as to what perimeters would be appropriate. He advised he would like to have it pass in front of Nathan Bilger to see, from the economic development perspective, on how it would impact business development in regards to both impediments and improvements for safety.

Upon the motion, all voted aye.

Motion was made by Mayor Daniel to approve and accept the Mylar drawings for Deer Chase Phase III Section 7, Crowder seconded the motion, all voted aye.

ENCROACHMENT AGREEMENT – 381 N DEER PATH Kegan Perala of 381 N. Deer Path was looking to build a shed in his back yard but was made aware of a 20 ft. easement on the west side and 10 ft. on the south side. He shared that the 10 ft. easement would not be a problem but was looking to reduce the easement on the west side so he could place the shed closer to the back property line. Mayor Daniel questioned if they would be building up that piece of the property, maybe putting in a slab. Mr. Perala advised they would not do a slab; the builder suggested using a limestone base so that they could move the shed in the future if they wanted and at the same time giving it a nice strong base. He shared that there were also a lot of underground utilities and did not want to dig.

Dan Weigold questioned what utilities were in that area. Shawn Lickey advised there was electric and possibly storm water. He shared he would not vacate the easement but could give them permission to put the shed there with the understanding that if we need to move it and accidentally damage it, it would be at the homeowners expense to repair it.

Nathan Bilger reported the setback would be 6 ft. from the rear of the yard which, for a 20 ft. easement, the encroachment would be 14 ft.

Attorney McNagny suggested, for the limitation section of the agreement, stating it as 'a 14 ft. encroachment for a moveable shed with the size of 10 ft. x 12 ft. and 120 sq. ft. maximum with a limestone base.

Motion was made by Mayor Daniel to approve the encroachment agreement with the specified terms that have been added for 381 N. Deer Path, Weigold seconded the motion, all voted aye.

RIGHT OF WAY AGREEMENT – 202 EAST CHICAGO STREET There was no one present representing Mediacom to explain the agreement. It was shared that the work had already begun.

There was discussion on the form they filled out; the City does not have this type of form.

Walt Crowder shared what they were doing was typical but no permit had been given. He suggested tabling the issue and maybe have Jeff Walker contact them to see what is going on. Mayor Daniel advised he did not have a problem tabling the issue but if they have already installed it then there would be a problem.

Mayor Daniel asked Rosie Coyle to contact Mr. Maxwell to let him know the Board of Works tabled the agreement. Walt Crowder noted that the form states they would start work on December 15 and have obviously started ahead of schedule.

The Board was in agreement with tabling the issue until more information could be provided.

UMBAUGH & ASSOCIATES – ACCOUNTING SERVICES AGREEMENT Mayor Daniel advised he asked for this to be drafted for an across the board study for sewer works. He shared that it would serve the purpose of getting information for USDA and OCRA when it comes to applying for grants and/or loans for the LTCP as well as give a good benchmark with the 3rd upcoming utility rate increase that was already in place to know if we are meeting our benchmarks or not.

Mayor Daniel advised it would be a total contract fee of \$7500.00.

Attorney McNagny advised that she looked it over and was ok with it.

Motion was made by Mayor Daniel to approve the H.J. Umbaugh & Associates agreement for the across the board rate study Accounting Services Agreement dated December 22, 2016 as presented in the billing of \$7500 as set forth in the agreement, Weigold seconded the motion, all voted aye.

UPDATE ON 320 NORTH MAIN STREET VIOLATION Rosie Coyle reported a recheck was done and the officer said that everything was almost completely gone. No further action was taken.

HIRING OF DISPATCHER Tony Hively reported they had an opening and would like permission to start the process of filling the position for a Communications Operator in Dispatch. He shared that one of his employees resigned.

Motion was made by Mayor Daniel to move forward with the hiring process of a new dispatcher to replace the one who resigned, Crowder seconded the motion, all voted aye.

QUOTES FOR WASTEWATER TRUCK PURCHASE Mike Cook shared the two lowest quotes were from Auto Truck for \$117,205.00 and WA Jones for \$124,498.00. He advised there were other quotes but their prices were higher. He compared the two quotes; WA Jones followed the specs completely and had everything that was asked for and the other one just sent information on a demonstrator model. He provided and reviewed information with the Board on the differences in the trucks.

Mike Cook recommended going with WA Jones for \$124,498.00.

Dan Weigold felt everything WA Jones was proposing were major safety features of high necessity.

Mike Cook shared the plan was to have this vehicle in excess of 10 years.

Motion was made Weigold to accept Mike Cook's recommendation to go with WA Jones for the purchase of the 2017 service truck with a 30 ft. crane in the amount of \$124,498.00, Crowder seconded the motion.

Mayor Daniel noted when they did the last rate study this was included in the overall budget.

Mike Cook advised he talked with Rosie and the money was available but would probably be March 2017 before the truck would be in.

Walt Crowder questioned if this would be an addition to the fleet. Mike Cook reported they would be getting rid of the 2003 pickup.

Upon the motion, all voted aye.

QUOTES FOR POLICE CARS Tony Hively provided quotes and reviewed information on the 2 new vehicles he was requesting. He recommended going with a V8 Durango AWD with a Hemi and a 2017 V8 AWD Charger. He requested going with the O'Daniel quotes.

Walt Crowder questioned with purchasing 2 vehicles would there be any more of a discount. Chief Hively advised they were at the bottom price. He shared that they try to keep the base vehicle price each year at about \$52,000.00 and they were at about \$51,700.00.

Motion was made by Mayor Daniel to approve the purchase based upon Chief Hively's recommendations of the 2017 Dodge Charger V8 from O'Daniel and the 2017 Dodge Durango V8 from O'Daniel, Crowder seconded the motion, all voted aye.

EMPLOYMENT TRAINING AGREEMENTS – POLICE OFFICERS Tony Hively advised this was for his 2 new police officers.

Motion was made by Mayor Daniel to approve the employment training agreements for Brette Ayres and Brendon Barber as presented, Weigold seconded the motion, all voted aye.

BILLS Motion was made by Weigold to pay the bills as presented in the amount of \$968,029.63, Mayor Daniel seconded the motion, all voted aye.

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle