

BOARD OF WORKS
TUESDAY, JUNE 13, 2017
5:00 P.M.

Mayor Ryan Daniel – Present
Clerk Treasurer Rosie Coyle – Present
Attorney Marcia McNagny – Present
Walter Crowder – Present
Daniel Weigold – 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 May 23, 2017 meeting minutes as presented, Dan Weigold seconded the motion, all voted aye.

BID AWARD – WOODDALE ENGINEERING Motion was made by Mayor Daniel to enter into the contract with A & Z Engineering for a not to exceed contract amount of \$51,870.00 for the engineering of the Wooddale subdivision project, Dan Weigold seconded the motion.

Dan Weigold confirmed this would just be to put together an idea. Mayor Daniel advised that was correct; they would do all of the engineering of the project including drainage, streets, sidewalks, curbs and any kind of other utilities potentially water and sewer force main. Mayor Daniel advised there was at least one public meeting set as part of the contract to meet with the residents of Wooddale to go over the project.

Upon the motion, all voted aye.

NATIONAL LEAGUE OF CITIES SERVICE LINE PROGRAM – ROB

MESTON Rob Meston was present to discuss a service line program that protects the homeowner on their lateral pipe from the city's connection at the meter to the house. He explained they do have a third product that would cover in-home plumbing. He reported the main purpose was to address the aging infrastructure for water and sewer lateral lines. He shared they are seeing more and more issues arising with this and homeowners are left with the cost as homeowners insurance does not cover this, nor does the City. He shared the National League of Cities partnered with his company, Utility Service Partners, Inc., to administer and facilitate this program. He advised the average cost to repair a break was somewhere in the \$3,000 - \$4,000 range which is a large chunk of money for a homeowner who is not expecting to take on this kind of repair. He noted a lot of homeowners just are not aware this is something they have to take care of. He explained this is where their program is a great benefit to make available to the residents; you can give them some type of coverage on their home lateral lines.

Mr. Meston advised the coverage itself goes up to \$8,000 per water or sewer line. He shared that typically covers about \$4,000 for the lines itself and additional money would be available should City sidewalks or streets need to be repaired.

Mr. Meston explained they make this program available by partnering with the City first; they currently have over 400 municipalities and utilities across the country who partner with them and participate in the program, 8 are in the state of Indiana. He advised they do not make the program available unless there is a partnership first; they see this as the most effective way to do so. He shared this was completely optional to the homeowners to participate in and see it as a free educational program that City Council can offer to them. He advised as a partnering City there would be several mailers per year that go out to the homeowners to let them know this program was available and why.

Mr. Meston shared the coverage itself was a proactive solution for the City and homeowner that they currently may not have. He advised for a small monthly fee, \$6-\$7 per month for water and sewer and in home plumbing about \$9.99 per month, it would cover the homeowner for any kind of repair or replacement that could be needed with no service fee, no deductible and no annual limit on the number of claims. He noted this would cover things like tree root invasions. He advised they only use local licensed contractors to complete the work. He shared the City could provide them with a list of contractors to enroll or they could do their own research.

Mr. Meston shared they also have a revenue share program involved with this. He explained every January the City would receive a report showing the amount of households enrolled and how long they have been enrolled. He advised the City could receive up to 50¢ per program, per household, per month and would be paid back each January. He noted within the first couple years they see about 20% enrollment and begins to increase after year 3.

Mr. Meston explained they have a very simple, straight forward way of making the program available; it was strictly through direct mailing so there was no telemarketing. He shared a letter would go out several times per year making homeowners aware the program was available. He advised the letter would contain the City logo and their logo and would state that the City has partnered with Utility Service Partners; they would facilitate the program completely, everything was geared to contact their company. He shared the homeowner would be made aware of the in-home plumbing product once they have enrolled in one of the other products.

Walt Crowder confirmed this would be strictly for residential. Mr. Meston advised that was correct.

Rosie Coyle questioned what the costs would be. Mr. Meston advised it varies by state but in the terms, for external sewer lines it would be \$7.75 per month, external water would be \$5.75 and in-home plumbing would be \$9.99. He advised those costs included the loyalty program where the City gets money back at the end of the year for participating. He shared that program was optional so if the City was not interested in participating in they would lower the rates by 50¢, except the in-home would remain at \$9.99 per month.

Kelly Cearbaugh questioned if a resident would pay the monthly fee and never use the service could they get their money back if they would move. Mr. Meston advised they would not but there was no annual contract so they could enroll today and opt out next month if they wanted. He shared they could pay on a monthly or yearly basis. He advised if the homeowner would pay up front for the year but then wanted to opt out they would just pay back what had not been used for the year.

Mayor Daniel shared in the past Columbia City has been a member of the NLC but currently we were not. He questioned if we had to be a member of the NLC to have the partnership. Mr. Meston advised they were an endorsed program of the NLC; the City does not have to be a NLC member.

Mike Shoda noted they would do it the way we want; for the lead lines, instead of repairing, they would replace them from the meter pit in. Mr. Meston advised everything they do was to the local codes and guidelines.

Mayor Daniel questioned if something would go sideways between Utility Service Partners and a homeowner of ours, and if the City is partnering with Utility Service, where would the City fall in that situation. Mr. Meston advised the City would not be involved whatsoever; they would shoulder everything. He explained outside of the marketing letter and the approval of the letter that was really the only involvement of the City; just to provide the logo and approval of the letter. He advised nothing was ever mailed until there was approval by the City. Mayor Daniel shared there were already letters going out to our residents from companies, Home Serve being one of

them, without our knowledge so the only difference would be we would have approval of the documents being sent out and the use of our logo. Mr. Meston advised that was. He explained Home Serve was their parent company, they purchased Utility Service Partners last March. He shared they stopped that portion of just mailing out letters; they liked the approach Utility Services provided so it would strictly be the NLC service line portion of it.

Walt Crowder pointed out we were a diverse utility where we go outside of the city limits and may only provide water because the residents already have septic. Mr. Meston advised the City would just need to let them know what the additional addresses were. He shared they do cover septic so if there was a septic line they could incorporate that as well. He advised they would make notation of which houses only have water or sewer so they would only receive that specific mailer.

Kelly Cearbaugh questioned if a homeowner would be covered as soon as they sign up or was it based upon what they pay each month. Mr. Meston advised it would be effective as soon as they sign up; there use to be a 30 day waiting period but it was now effective immediately and coverage goes up to \$8,000.

Walt Crowder questioned how it would work for condominiums. Mr. Meston explained it would be established under the property owner.

Mayor Daniel advised they would take the issue under consideration.

QC COMMUNICATIONS: APPLICATION TO LOCATE - OPPORTUNITY DRIVE Motion was made by Mayor Daniel to approve the locate of utility improvements within City right of way for QC Communication for Mediacom as presented, Walt Crowder seconded the motion, all voted aye.

REGIONAL CITIES AGREEMENT Mayor Daniel advised Columbia City was approved by the Indiana Economic Development Corporation for Regional Cities funding for the Russel and Evelyn Fahl aquatics facility. He shared this was the subrecipient agreement for the funds to be dispersed to us. He asked for approval of the agreement and advised Attorney McNagny reviewed the agreement.

Motion was made by Dan Weigold to approve the subrecipient agreement with the Northeast Indiana Regional Development Authority, Walt Crowder seconded the motion, all voted aye.

POLE ATTACHMENT AGREEMENT – WANRACK, LLC. Shawn Lickey reported WANRack had been working on this agreement for about 3 months. He advised it was a new pole attachment agreement and does fall under the underground protection; they have submitted all paperwork required and the evidence of performance seems to conform to his standards. He shared this was a project for the school and they were trying to have it up and going before the start of school.

Walt Crowder questioned how long the contract was for. Shawn Lickey believed it started as a 10 year contract and adjusts from there. Mayor Daniel questioned if it followed our standardized rate schedule. Shawn Lickey explained the standards have changed in the way they are doing attachments now. He stated they were really pushing for lower fees so any new contract that is signed would be less than it use to be.

Motion was made by Walt Crowder to approve the pole attachment agreement as presented.

Attorney McNagny advised the commencement date was not completed and questioned what that should be. Shawn Lickey advised that would be up to Rob and could get with him. Attorney McNagny suggested if the Board was going to approve the agreement they would need to know something because as it stands it was an incomplete

agreement. Mayor Daniel questioned if they could stick in a date and amend it later. Discussion followed.

Walt Crowder amended his motion to have the start be effective as of this date towards the 10 year contract, Dan Weigold seconded the motion, all voted aye.

POLE ATTACHMENT PERMIT – WANRACK, LLC Attorney McNagny explained this was being submitted under the co-location preference and all of the information provided was based upon that preference. She advised the Board of Works was the permitting authority pursuant to our new ordinance.

Motion was made by Mayor Daniel to approve the application for permit for WANRack as presented, Walt Crowder seconded the motion, all voted aye.

BILLS Motion was made by Dan Weigold to pay the bills in the amount of \$909,475.69, Mayor Daniel seconded the motion, all voted aye.

ELECTRIC DEPARTMENT POSITION Shawn Lickey requested permission to start the process to fill a position that had been open for 3 years.

Dan Weigold questioned which position they were looking to fill. Shawn Lickey advised he would like to fill the Journeyman Lineman position but if they can not get that filled then may have to look into hiring at the bottom and do the training.

Mayor Daniel shared as he and Shawn have been talking, and as the Board could probably guess, it was very challenging to hire someone who is high on the chain and who could be supervisor material. They have talked about the idea of finding someone who has the skills who could potentially be supervisor in the future.

The Board was in agreement to begin the hiring process.

MECHANIC POSITION Kelly Cearbaugh requested permission to begin seeking the replacement of our mechanic. He shared our mechanic was seeking employment elsewhere.

The Board was in agreement to begin the process.

DUMPSTER PLACEMENT – VAN BUREN BANQUET HALL Rosie Coyle reported there was a company who needed to place a dumpster at the Van Buren. They thought the work would be done but need additional time. She shared they would remove the dumpster and shoot for Old Settlers then bring it back in and have work complete by the end of the month.

Mayor Daniel advised he did give temporary approval to the owners of the Van Buren to do improvements to their 3rd floor but asked them to come back to the Board of Works if it was going to go past this date.

The Board approved the dumpster extension request

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle