

BOARD OF WORKS
TUESDAY, JANUARY 14, 2020
5:00 PM

Mayor Ryan Daniel – Present
Clerk Treasurer Rosie Coyle – Present
Attorney Marcia McNagny – Present
Walter Crowder – Present
Nicole Penrod – 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 December 30, 2019 meeting minutes as presented, Walter Crowder seconded the motion, Mayor Daniel and Walt Crowder voted aye, Nicole Penrod abstained.

WHITLEY COUNTY SOIL & WATER CONSERVATION AGREEMENT Rosie Coyle advised she contacted them since the current agreement had expired. She reported nothing had changed, the fee was the same and they provided a new agreement.

Mayor Daniel questioned Mike Shoda and Chip Hill if there was anything that needed to be changed or worked through with the Soil & Water Conservation District. Mike Shoda questioned if it was a one year contract. Mayor Daniel thought it was. Mike Shoda shared a concern that John Gotz was considering retirement after this year. Rosie Coyle confirmed it was a one year agreement unless the party cancels within 30 days. Mike Shoda felt we needed to let the Soil & Water Conservation Board know they needed someone to replace John. Nicole Penrod noted if we have a contract with them they would need to provide the service. Mayor Daniel expressed he did not want a scenario where John would retire and they not fill the position which then leaves us in a bind. Mike Shoda advised it would be nice if they would let us know if that is what they were thinking. Rosie Coyle noted John Gotz would be at the next meeting and could talk with him then. Walt Crowder offered to reach out to them unless it was something Chip Hill would typically do. Mayor Daniel suggested between Chip Hill and Mike Shoda they reach out to them. Mike Shoda advised they would.

Motion was made by Nicole Penrod to approve the agreement for services with the Whitley County Soil & Water Conservation District, Nicole Penrod seconded the motion, all voted aye.

WAYNE RECLAMATION & RECYCLING FACILITY AGREEMENT Mayor Daniel explained this was for the Wayne Waste site and that Burgess & Niple has done the monitoring on this site for a long time. Rosie Coyle noted the fee of \$11,300.00 was the same as the prior year.

Nicole Penrod questioned if they needed to address the State of Ohio thing before approval. Attorney McNagny advised that has been approved each time and thought this to be the exact same agreement as we have been doing.

Motion was made by Mayor Daniel to approve Proposal No. 20-1006 for the Wayne Reclamation & Recycling Facility with Burgess & Niple as presented, Nicole Penrod seconded the motion, all voted aye.

PAY REQUEST DUNIGAN BROTHERS \$92,221.25 Paul Elling explained this was for the additional work assigned to Dunigan Brothers to use up the additional funds available in the SRF loan from the SDI project. He advised they have actually completed a bit more work than the pay request represents. He shared they have finished the underground excavation and looks pretty good out there. He felt overall this was reasonable for the first pay request.

Motion was made by Mayor Daniel to pay Invoice 910784 in the amount of \$92,221.25 to Dunigan Brothers, Inc. as presented, Nicole Penrod seconded the motion, all voted aye.

Paul Elling reported there would be an upcoming change order for Crosby, Inc. for the control panel replacement at the 350 East lift station. He advised the cost estimate was \$125,000.00 which included some radio system upgrades that would have had to have been done anyway. He noted it would be 26 weeks to completion. He asked the Board to consider the change order at the next meeting

LOCATE UTILITY IMPROVEMENTS IN CITY RIGHT-OF-WAY: 1251 E. HANNA STREET Rosie Coyle noted this was a normal submission.

Motion was made by Mayor Daniel to approve the application to locate utility improvements within the City right-of-way for QC Communications as presented, Walt Crowder seconded the motion, all voted aye.

Mayor Daniel thought they had already started work at that location. He asked Rosie Coyle to remind them they needed to come in before they start work. Mayor Daniel thought we had this squared away a year ago. It was noted the work had been going on for a couple weeks. Rosie Coyle advised she just received the request last week. Mayor Daniel asked Rosie Coyle to let them know if it happens again they would be fined. He advised they have been told over and over to get us the permits before they start work. Walt Crowder questioned what the fine was. Mayor Daniel thought it was \$50. Attorney McNagny noted the Board needed to decide whether the fine was sufficient enough to be a deterrent of moving forward or were they more wanting to move forward and pay the fine each time. Mayor Daniel felt if they show multiple times that they do not care then we look at beefing that up. Walt Crowder noted the fine was \$100 per day and \$50 prior to commencement. Rosie Coyle advised they have to pay \$50 to apply for it.

FOOD TRUCK FEES Attorney McNagny noted under the ordinance the Board of Works approves the fees and questioned whether the Board desires a change. She felt it would be good to discuss this annually.

Mayor Daniel reviewed the current fee schedule. He advised he wanted to make sure we were being fair and looked to Chip Hill since he was involved with Columbia City Connect (CCC) and there were some challenges there. Chip Hill could not recall if the fees were waived for CCC for

First Friday's. Mayor Daniel thought the contract was that they could come and request and did not believe we gave them a blanket waiver. He advised this would not only impact CCC but all the different downtown events.

Rosie Coyle thought if they were part of a street closure (Old Settlers, First Fridays, etc.) they did not have to pay the fee but if they were not closing the streets they needed to have a permit.

Mayor Daniel advised it did not really matter to him and was fine if the Board of Works decided if the food truck was connected to a downtown festival or event then there would be no fee. He thought the Downtown Business Alliance was paying the food trucks fees to us anyway so seemed silly to take from an organization who was trying to make money. Rosie Coyle confirmed only if the streets were closed. Mayor Daniel agreed. He thought when the food truck ordinance was passed it was about stopping just anyone from coming in and setting up on a random day. Nicole Penrod felt if they were connected with an event she could see dropping the fee. Rosie Coyle confirmed again only if the streets were closed and have come to the Board for permission of the event. Nicole Penrod agreed.

Mayor Daniel went through the fee schedule again; Old Settlers exemption remains; Food trucks on private property are not required to get a permit or pay a fee; Food trucks affiliated with a downtown festival that has a street closure approved has no fee but he questioned if they would still need a permit. Rosie Coyle explained they all have to go through the Board of Health to get a permit. Mayor Daniel questioned if they need anything with the Clerk's office. Rosie Coyle advised not unless they were paying to be downtown. Mayor Daniel reiterated that if the food truck was connected to a downtown event or festival in which a street closure has already been approved then there is no fee and no permit needed from the City; Food trucks that are not affiliated with a festival or event and will be parked on a street or sidewalk they need a street closure permit and if the business is located outside of Whitley County they pay a \$50 fee and if the business is located inside Whitley County they do not pay a fee but still need to fill out a permit with the Clerk's office. Walt Crowder requested clarification with Mayor Daniel on his mention of sidewalks. Mayor Daniel advised that was not what he meant; streets or parking spaces.

Mayor Daniel explained the only difference between the current schedule and the proposed change is that #4 on the current fee schedule (All food trucks without a permanent location in Whitley County and are part of a closure request (street, sidewalk) have to acquire a permit for \$25 per day) is now no charge and they do not have to get a permit. He noted this would be if there is already an event or festival closure; a person could not come in and request a closure just so they do not have to pay. He brought up the issue with Food Truck Wednesday's and if that was considered an event. Rosie Coyle advised that was not an event; the streets have to be closed. Mayor Daniel noted this would be the only scenario in which Columbia City Connect could come in and request a waiver of fees for. Chip Hill advised he would let them know.

Walt Crowder suggested we may need to send out reminders. Rosie Coyle advised she had given most of the information to Leslie Blakely with CCC and would get the amendment to her.

Motion was made by Nicole Penrod to approve the amended Food Truck Fees as discussed, Walt Crowder seconded the motion, all voted aye.

BILLS AND PAYROLL Motion was made by Mayor Daniel to pay the bills in the amount of \$1,462,426.02, Walt Crowder seconded the motion, all voted aye.

Motion was made by Mayor Daniel to approve Allowance Docket for payfile ending 01/03/2020 for all pays except for overtime of \$232,148.26 and overtime only of \$8,331.31, Nicole Penrod seconded the motion, all voted aye.

DEPARTMENT REPORTS **Terry Wherry** – requested new biographies for everyone. **Mike Cook** – awarded 80/20 grant from IPEP, LTCP update, requested permission to get quotes for new loader – Board approved, reported on lift station break downs. **Scott Leatherman** – update on hiring process.

2020 POLICE VEHICLE PURCHASE Scott Leatherman requested permission to purchase their vehicle for 2020. He reported Chrysler quit taking orders on 2020 Chargers back in September and explained they were going to make a new model. He advised they would not start taking orders until October 2020 to order a 2021 Charger. He shared several of the places he has talked to advised Chrysler would not even fulfill their order and those places he has listed were only getting partial orders. He reviewed the quotes with the Board and requested approval to purchase a 2020 AWD Dodge Charger from Thomas Dodge out of Highland for \$25,797.00. Mayor Daniel confirmed locals could not get a Dodge Charger for us. Chief Leatherman advised that was correct and the most local was Fort Wayne and they could not even promise it. Mayor Daniel felt it was a reasonable price, especially if we were getting more car for the money and the fact that City Ford and other locals could not offer us. Walt Crowder agreed and appreciated the homework.

Motion was made by Mayor Daniel to approve the vehicle quote from Thomas Dodge in Highland, Indiana, for a 2020 AWD Charger as presented, Nicole Penrod seconded the motion.

Walt Crowder questioned if this would be paid out of the Riverboat Fund. Mayor Daniel advised it would be paid from the Public Safety LOIT.

Upon the motion, all voted aye.

DEPARTMENT REPORTS CONTINUED **Shawn Lickey** – finishing up at Van Buren Flats, started tree trimming, working with Keystone on the meter replacement project, update on quotes for new Digger Derick truck and generator for MSF. **Mark Green** - Father/Daughter Dance February 7 & 8, update on ice rink, purchased soccer goals, update on the high school property plan and dog park. Mayor Daniel asked for presentation of the high school property at Council meeting. **Mike Cook** – visited Wabash Water Treatment Plant with United Consulting to look at their phosphorus system and hope to have plans presented within the next few weeks.

Having no further business to discuss the meeting was adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle