

**BOARD OF WORKS**  
**TUESDAY, JULY 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 Nicole Penrod to approve an overview of the June 23, 2020 meeting minutes as presented, Walt Crowder seconded the motion, all voted aye.

**EASEMENT ENCROACHMENT AGREEMENT – DRAKE – 861 S. ARCHER CT.** Donald Drake was present to explain they would like to install a privacy fence. He shared the reason for going into the easement was because they would like to line up with the neighbor's fence line and also have an existing shed there.

Mayor Daniel noted if the City needed to get into the easement to do utility work we would give advance notice to remove the fence and would be at the expense of the homeowner to replace.

Motion was made by Mayor Daniel to approve the encroachment agreement for 861 S. Archer Ct. as presented, Nicole Penrod seconded the motion, all voted aye.

**CHRIS LILLY – FARMER'S MARKET** Chris Lilly explained, with the COVID situation, they were trying to figure out how to continue to accept new vendors at the Farmer's Market. He advised, according to the Purdue Extension Office, there was supposed to be 6 ft. of social distancing between vendors. He explained they currently just skip a spot. He noted they had previously discussed utilizing Van Buren Street for hot food vendors with the vendors parking parallel to the curb. He questioned if it would be possible to utilize the sidewalk if they had the vendor's park in the angle spot versus perpendicular to the curb.

Scott Leatherman advised if the Board of Works would approve the use of the spots and the vendor's were parked in a parking spot and not disrupting traffic he did not have anything to say about it.

Mayor Daniel questioned how many spots were there. Chris Lilly thought there were approximately a dozen which would award them 6 spots. He advised they gain 5-10 additional vendor's in the second half of the season. Nicole Penrod questioned if the empty spots would be blocked off so people would not park in between the vendor's. Mr. Lilly thought if necessary they could use orange pylons. Mayor Daniel thought they would almost have to block the spaces off in between.

Mayor Daniel questioned if the vendor's were supposed to stay 8 – 12:30 pm. Mr. Lilly advised this year nothing was mandatory and just ask if the vendor's leave early that they exit in a safe manner.

Walt Crowder expressed Van Buren was a busy street and felt they could potentially create a hazard. Mr. Lilly advised market customers were already backing in and out of those spots on Van Buren which was more than having the vendor's there.

Nicole Penrod felt it would be fine; as Mr. Lilly mentioned there would be less backing in and out if the vendor's were there.

Mayor Daniel advised he personally did not have an issue with it but did not want there to be an expectation that this would continue into next year. He felt because of the circumstances currently he thought it was good and would also discourage allowing parking in between the vendor's.

Motion was made by Mayor Daniel to allow the Farmer's Market to utilize the diagonal parking spots with the caveat that the spaces in between vendor's remain vacant, Nicole Penrod seconded the motion, all voted aye.

Rosie Coyle suggested monitoring it for a week or two to see how things were working out. Mr. Lilly questioned if he should come back to a meeting. Mayor Daniel suggested to Mr. Lilly if he wanted to ask for the parking in between the spaces then to come back in August.

**STREET CLOSING REQUEST – DYNO DAY & TRUCK SHOW** Megan Shew explained the event has been scheduled but they have had to postpone it a couple times. She advised they have had shows in the past and the VFW has allowed them to use their parking lot but unfortunately the VFW was also having a meeting the same day so were looking at parking being an issue. She explained the proposed layout for the day.

Mayor Daniel questioned if they would be parking on one or both sides of the road. Ms. Shew explained they would park the entire length of the road on the west side but then on the east side they would utilize the parking they have at the side of their building and park some vehicles in the lot behind their business. Mayor Daniel confirmed there would still be a lane to allow for a fire truck or police car to get through. Tom LaRue advised they are supposed to leave 20 ft., which would take up almost the whole road.

Mayor Daniel questioned Ms. Shew if she had talked with the neighbor on the northwest side. Ms. Shew advised she has not been able to make contact with them yet. Mayor Daniel confirmed if they would need to leave that accommodations would be made for them. Ms. Shew advised they absolutely would.

Walt Crowder advised he respected diesel trucks and noted they obviously have a lot of black smoke if engaged. He confirmed there would be no contest or show and tell from an engine stand point. Ms. Shew advised nothing would be done on the road; they have a Chassis Dyno in the building and that would be done inside.

Tom LaRue confirmed all truck owners would remain on site. Ms. Shew advised all truck owners would stay with their vehicles.

Mayor Daniel shared he did not have a problem with the request and the only caveat was that this was in a residential neighborhood and asked to encourage the attendees to keep that in mind. He noted it sounded like the majority of what they would be doing that would cause a lot of sound would be inside the shop. Ms. Shew advised that was correct.

Walt Crowder confirmed the show would be from 10 am – 6 pm. Ms. Shew advised that was correct. Mayor Daniel confirmed 9 am – 7 pm was the actual requested closure time. Ms. Shew advised that was correct so they would have time to set up and clean up.

Motion was made by Mayor Daniel to approve the street closing request with the caveat that all neighbors were notified to ensure they were aware of the show and understood that if they needed to leave they were able to do that, Nicole Penrod seconded the motion, all voted aye.

**SRO AGREEMENT – WHITLEY COUNTY CONSOLIDATED SCHOOL** Mayor Daniel explained there were 2 SRO agreements and every year 1 of the 2 agreements was being approved. He stated between himself, the school corporation, Scott and Rosie it was agreed to combine them into 1 agreement for a period of 5 years. He advised both parties feel the SRO program was going well and was impactful to our community and safety of our kids.

Motion was made by Mayor Daniel to approve the School Safety Memorandum of Understanding as presented, Walt Crowder seconded the motion, all voted aye.

**STREET CLOSURE – ELM STREET (EAGLE TECH)** Mayor Daniel advised he did ok the closure as they seemed to be in a time crunch.

Motion was made by Walt Crowder to approve the request for the reroofing of Eagle Tech Academy from July 6 – July 31 as presented, Nicole Penrod seconded the motion, all voted aye.

**PARKING SPACE CLOSURE REQUEST – 128 W. VAN BUREN STREET** Rosie Coyle explained they were remodeling the apartments above the Chamber of Commerce but there was no good place to put a dumpster. They were requesting approval to put a dumpster in the parking spaces in front of the Chamber.

Motion was made by Nicole Penrod to approve the street closing to place a dumpster for trash removal in front of the Chamber of Commerce from July 15 – 17, Mayor Daniel seconded the motion.

Scott Leatherman questioned where exactly the dumpster would be. He noted if the police do not block it off people will continue to park there. Rosie Coyle advised the request came from Ann Fahl and Sharon Geiger and would try to make contact with them.

Upon the motion, all voted aye.

**POST OFFICE PARKING SPACES CLOSING REQUEST – NIPSCO** Rosie Coyle explained NIPSCO would be replacing a gas meter at the post office and were requesting spaces on both sides of the parking lot. She was unsure why they needed space on both sides. She advised they contacted Ball Furniture so they were aware.

Motion was made by Mayor Daniel to approve the gas meter replacement parking space request by NIPSCO as presented, Nicole Penrod seconded the motion, all voted aye.

**PAY REQUEST #2 – JAMES S JACKSON – PHORPORUS REMOVAL** Mike Cook advised everything was in order and recommended approval of the pay request.

Motion was made by Mayor Daniel to approve payment #2 for Contractor Project #205100 in the amount of \$64,800.00 as presented, Nicole Penrod seconded the motion, all voted aye.

**BILLS AND PAYROLL DOCKETS FOR 06/26, 07/02 & 07/10** Motion was made by Nicole Penrod to pay all of the accounts payable in the amount of \$2,455,233.19, Mayor Daniel seconded the motion, all voted aye.

Motion was made by Nicole Penrod to pay all paytypes except overtime in the amount of \$251,277.02 plus overtime pay of \$13,259.39, Walt Crowder seconded the motion, all voted aye.

Motion was made by Mayor Daniel to pay allowance docket with the payfile ending 07/02/2020 for all paytypes except overtime in the amount of \$8,525.00 as presented, Nicole Penrod seconded the motion, all voted aye.

**DEPARTMENT REPORTS** **Scott Leatherman** – offers of employment to Busz, Bingham and Crabtree were all accepted, IN-Digital testing 911 system. **Mike Cook** – engaged Donohue & Associates for the 700 E force main cleaning.

**ELECTRIC DEPARTMENT – HIRE EMPLOYEE** Shawn Lickey reported Ryan Barnett submitted his intent to retire in January and requested permission to begin the hiring process to fill his position. Board approved moving forward.

**WATER DEPARTMENT – PINECREST APARTMENTS – DRAIN** Mike Shoda reported there was a ditch that needed dredged at Pinecrest Apartments. He advised it was actually a County ditch and was going to cost about \$7,000.00. He noted they would be putting out bids for other jobs but felt we needed to get it taken care of. He felt it would be money well spent.

Mayor Daniel advised in the past they typically come to us to let us know how much we need to put in the drainage fund. He questioned Mike if that was what he was proposing or just proposing for us to just do it. Mike Shoda advised the County was going to do it and probably should have been done a couple years ago. Mayor Daniel questioned if they wanted to do it this year. Mike Shoda was unsure.

Motion was made by Mayor Daniel to approve payment if they want to do the project this year, Nicole Penrod seconded the motion, all voted aye.

Mayor Daniel noted if they want to wait and do it next year to have them put it on the ditch assessment we get each year.

**CHAUNCEY STREET - SINK HOLE REPAIR** Rosie Coyle reported Wigent Excavating would be fixing the sink hole at Chauncey and Van Buren Street tomorrow. She advised Cory Sievers said they would have the street closed to the alley by City Hall.

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