

**BOARD OF WORKS
TUESDAY, MARCH 8, 2022
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 Mayor Daniel noted a couple spelling corrections.

Motion was made by Mayor Daniel to approve an overview of the February 22, 2022, meeting minutes with the noted changes, Nicole Penrod seconded the motion, all voted aye.

APPLICATION FOR APPROVAL TO LCOATE UTILITY IMPROVEMENTS WITHIN CITY RIGHT-OF-WAY Motion was made by Walt Crowder to approve the request for utility improvement right of way at 900 W. Connexion Way, Nicole Penrod seconded the motion, all voted aye.

PERMIT TO CUT INTO RIGHT OF WAY: 305 W LONGFELLOW – GAS INSTALLATION Motion was made by Mayor Daniel to approve the permit to cut into curbs, streets or alleys for 305 W. Longfellow Blvd. as presented, Nicole Penrod seconded the motion, all voted aye.

SPECTRUM ENGINEERING – AGREEMENT FOR PROFESSIONAL SERVICES Shawn Lickey explained he has had an agreement with Spectrum Engineering for years that if he needed something done short term he would not have to wait on the PO process for projects under \$10,000. He advised Spectrum was purchased by EN Engineering Company and needed to have their name added to the contract. He shared this would be an open-end contract for him to be able to solicit their services on a yearly basis not to exceed \$10,000. He noted this would run the gamut for all utilities.

Walt Crowder confirmed it would be itemized per utility. Shawn Lickey advised that was correct and explained if they would get to the \$10,000 limit, they would come back to use to see about signing another agreement, which would have to come before the Board.

Motion was made to approve the agreement for Professional Services with Spectrum Engineering Corporation an EN Engineering Company as presented, Walt Crowder seconded the motion, all voted aye.

A & Z WESTGATE PHASE 1 CONSTRUCTION PHASE SERVICES Chip Hill explained this was for the construction inspection and administration for the Westgate grant. He advised he

and the Mayor felt more comfortable with A & Z since they drafted the plans and had direct contact with the engineers. Mayor Daniel noted there was another firm that had bid.

Motion was made by Mayor Daniel to approve the agreement for Phase I Westgate Subdivision construction services with A & Z Engineering in a not to exceed amount of \$84,500., Nicole Penrod seconded the motion, all voted aye.

WESTGATE SUBDIVISION ROADWAY RECONSTRUCTION – AGREEMENT Mayor Daniel shared we were notified by A & Z that we may have done some things a little to quick. Rosie Coyle explained because we did not have all of the paperwork in hand the Board needed to go through the approval process again.

Motion was made by Mayor Daniel to approve the agreement between owner and contractor with Wayne Asphalt and Construction Company for the Westgate Subdivision Roadway Reconstruction project, Nicole Penrod seconded the motion, all voted aye.

WESTGATE SUBDIVISION ROADWAY RECONSTRUCTION – NOTICE TO PROCEED Motion was made by Mayor Daniel to approve the Notice to Proceed with Wayne Asphalt and Construction Company for the Westgate Subdivision Roadway Reconstruction project, Nicole Penrod seconded the motion, all voted aye.

DRAINAGE ASSESSMENTS Mayor Daniel reminded the Board that one of the things that goes into our stormwater fee for our residents was that the City pays for the drainage fees, unlike those outside the City limits who have to pay their own. He advised it was down fairly significantly from previous years.

Mayor Daniel advised we received the request in an urgent fashion and since it was under \$10,000, he went ahead and approved it but requested the Board's retroactive approval.

Motion was made by Mayor Daniel to pay the drainage fees as presented, Walt Crowder seconded the motion, all voted aye.

CITY HALL/CLUGSTON ALLEY CLOSING RETROACTIVE APPROVAL – FORT WAYNE ROOFING Mayor Daniel advised this was a retroactive approval for crane placement in the alley between City Hall and the Clugston. He noted they have been working on the Clugston for quite some time. He shared Chief Parrett was ok with the request as well.

Fire Chief LaRue brought up discussion that was held regarding the City Hall and Clugston fire department connections there in the alley. He advised he and Chris LaRue were able to come up with a solution if needed. He noted that was why they do not allow parking in the alley.

Motion was made by Mayor Daniel to approve the street closing permit retroactively for Fort Wayne Roofing as presented, Walt Crowder seconded the motion, all voted aye.

FARMERS MARKET STREET CLOSING Chris Lilly shared they would like to make some changes they believe would improve the Market. He explained the way in which the agreement

was previously the vendors on the east side vended towards the curb; whereas the vendors on the west side of Chauncey vended towards the middle of the street. He shared it was the Board's opinion that if everyone were facing the center of the street it would create one traffic loop which would improve the situation for the vendors on the west side of the street. He advised they were trying to level the playing field for the vendors to have equal chances of customers walking through the Market.

Chris Lilly advised they do not have any commitments from vendors yet but there was some discussion that the north side of Van Buren would no longer be allowed because of safety concerns. Jennifer Romano advised that was correct, the Police and Fire Departments did not feel it would be safe. Mr. Lilly questioned even if they were parked parallel to the curb, which is what they have done previously. Jennifer Romano shared there was concern for people or children running or walking absent minded into Van Buren as the traffic flow is much different on that street. After additional discussion it was determined that food trucks, who would only vend curbside, would be the only vendors located on Van Buren Street. Chief LaRue advised he was not aware, in the Ordinance meeting where this was discussed, they were including food trucks as vendors, which would change his opinion. Attorney McNagny advised the Ordinance Committee did not discuss food trucks, just vendors in general. Mr. Lilly advised he would be willing to put more of the yellow barriers around the food trucks to limit people darting out into Van Buren. He stressed food trucks would be the only vendors he would put at that location; he had no intentions of putting anyone but food truck vendors there.

Mayor Daniel advised he felt the Board was ok with what has happened in the past as well as switching the direction the vendors would be facing. He shared, in terms of the food trucks on the north side, he was not real comfortable saying yes to that since Chief Parrett was not present. He advised he would like to approve the street closing request and delegate the food truck conversation to the Police & Fire Chief and Chris Lilly.

Motion was made by Mayor Daniel to approve the Farmers Market street closing permit from May 7 to October 29 as presented with the caveat that any food trucks located on the north side of the courthouse square be approved by both the Police and Fire Chief in advance, Nicole Penrod seconded the motion.

Walt Crowder confirmed this was a one-time event. Mayor Daniel advised this would be a blanket approval for the whole year. Mr. Lilly questioned if the food truck permission be a blanket as well or per instance. Mayor Daniel advised it would be a blanket approval as well but needed approval from both the Police & Fire Chief.

BILLS AND PAYROLL Motion was made by Nicole Penrod to pay all accounts payable in the amount of \$855,232.32 from the allowance of accounts payable vouchers dated March 8, 2022, Walt Crowder seconded the motion, all voted aye.

Motion was made by Nicole Penrod to pay all paytypes except overtime in the amount of \$249,065.03 plus overtime in the amount of \$20,597.06 for the payfile ending February 25, 2022, Walt Crowder seconded the motion, all voted aye.

DEPARTMENT REPORTS **Mike Cook** – plant repairs, update on various testing, LTCP inspection scheduled, waiting on quotes for chemicals. **Mike Shoda** – started installing new service lines at Westgate, booster station back online. **Tom LaRue** – high water usage at museum, 2 vehicles at the mechanic, changed lights at museum to LED lights. **Shawn Lickey** – storm outages, received last of polyphase meters and once installed they will be 100% complete with the AMI conversion, doing locates for next phase of broadband project. **Terry Wherry** – preparing for FBI audit, working with SDS on firewall issues, working with Spectrum Engineering on updates to SCADA system. **Chip Hill** – Westgate project starting May 1. **Mark Green** – baseball/softball registration, ice rink taken down and put away, pickleball and tennis court nets are up.

Having no further business to discuss, Mayor Daniel called the meeting adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle