

**BOARD OF WORKS  
TUESDAY, JULY 19, 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** Motion was made by Nicole Penrod to approve an overview of the June 28, 2022 meeting minutes as presented, Walt Crowder seconded the motion, all voted aye.

**ENCROACHMENT AGREEMENT – 766 N. NORFOLK RD. – SCHRADER** Carsen Schrader was present to explain the request. He shared he was unaware he needed a permit to install a fence and advised it was already up and was encroaching into the utility area. He advised if anyone needed access, he would take it down and put it back up.

Motion was made by Mayor Daniel to approve the encroachment agreement for 766 N. Norfolk Cove as presented, Walt Crowder seconded the motion, all voted aye.

**SIDEWALK AND PARKING SPACES CLOSURE - 217 W, VAN BUREN STREET** Mark Zumbrun was present to explain the request. He shared Cathy at Bravo Basket asked him to look at her façade as she had some damage and her awning got ripped off during the storm several weeks ago.

Mayor Daniel confirmed they would only need 3 parking spaces. Mr. Zumbrun advised his trailer was 27 ft and each parking space was about 9 ft. He noted if he would drop the ramp that would be another 10 ft. so would require 4 spots. Walt Crowder questioned if they would leave the trailer parked there. Mr. Zumbrun advised he would take it home at night.

Rosie Coyle confirmed they were trying to work this project in their schedule so there were no definite dates and is why nothing was listed. Mr. Zumbrun advised that was correct, they were pretty booked for the rest of the year.

Mayor Daniel questioned if 4 spaces would be enough. Mr. Zumbrun advised that would be plenty.

Walt Crowder questioned if the area would be closed to pedestrians. Mr. Zumbrun advised he would block the scaffolding off but would not need to block the entire sidewalk off.

Mayor Daniel requested they notify the neighboring businesses whenever the work was going to take place.

Chief LaRue questioned if the north/south alley would remain unobstructed. Mr. Zumbrun advised it would.

Chief Parrett questioned if it would be a problem leaving the trailer parked there. He advised with the residents above it would be easiest to just leave it.

Mayor Daniel questioned how much in advance could they let the City know. Mr. Zumbrun advised 2 weeks.

Motion was made by Mayor Daniel to approve the street closing permit request for the 4 spaces in front of Bravo Baskets from the alleyway over for M & D with 2 caveats; that they let the adjacent businesses know and they give the City 2 weeks' notice, Nicole Penrod seconded the motion, all voted aye.

**CURB CUT PERMIT: 315 N. SWEET BRIAR CT.** Motion was made by Mayor Daniel to approve the permit to cut into curbs, streets or alleys for 315 N. Sweet Briar Ct. as presented, Nicole Penrod seconded the motion, all voted aye.

**CURB CUT PERMIT: S. JAMES ST. & W. BUSINESS 30: MOVE FACILITIES** Motion was made by Mayor Daniel to approve the permit to cut into curbs, streets or alleys for S. James & W. Business 30 as presented, Nicole Penrod seconded the motion, all voted aye.

**SCADA RADIO REPLACEMENT** Mike Cook explained this was discussed at the retreat and gave an update on the project. He shared the \$24,988.97 from J & K was the first step of the project to convert over to the new radio system. He advised the second part of the project was from Donohue to put in the equipment needed for the new radio's to talk on the current system. He shared the total project cost was just under \$450,000 but was going to be spread out over 4 years. He advised the quote from Donohue was \$53,510.00.

Motion was made by Mayor Daniel to approve the J & K Communications quote for \$24,988.97, Nicole Penrod seconded the motion, all voted aye.

Motion was made by Mayor Daniel to approve the telemetry upgrade from Donohue with only the amount of \$53,510.00, Walt Crowder seconded the motion, all voted aye.

**ORDINANCE VIOLATION EXTENSION REQUEST: JAY MORRIS 401 WALLACE** Rosie Coyle explained the violation was for weeds around the house. She advised they had someone to do the work but were asking for 2 weeks extension.

Motion was made by Nicole Penrod to grant the extension of 2 weeks for the Morris's at 401 Wallace Avenue to take care of the weeds.

Rosie Coyle questioned if Friday, July 29 would be ok to set as the deadline. The Board was in agreement.

Mayor Daniel seconded the motion, all voted aye.

**BILLS** Motion was made by Nicole Penrod to pay all accounts payable in the amount of \$3,017,541.17 from the allowance of accounts payable vouchers dated July 19, 2022, Walt Crowder seconded the motion, all voted aye.

**PAYROLL** Motion was made by Nicole Penrod to pay all paytypes except overtime in the amount of \$271,559.53 plus overtime in the amount of \$11,106.33 for the payfile ending July 1, 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 \$8,800.00 for 3<sup>rd</sup> quarter clothing allowance for the payfile ending July 8, 2022, Mayor Daniel seconded the motion, all voted aye.

**DEPARTMENT REPORTS** **Mike Shoda** – requested permission to begin the hiring process to fill an open position and for one retiring in August, Board approved. **Mike Cook** – received control panel for Columbia Shores liftstation, surveys completed for force main project at Jefferson and Main, met with Midwestern Engineers on the CSO project. **Gary Parrett** – holding interviews for Sergeant’s position, detectives submitted resignation letters and will go back to road patrol effective December 30, held Board of Works interviews for new candidates, Spillman patch in Dispatch. Mayor Daniel shared there was potential for multiple other changes in the Police Department that would leave us shorthanded and would like to move forward with hiring all 3 candidates pending financial approval of the Clerk Treasurer. He requested approval from the Board contingent on Rosie’s financial approval. The Board approved. **Shawn Lickey** – last phase of Westgate in getting overhead lines converted to underground, August 9 will be bid opening for the Main Street project. **Tom LaRue** – update on new firefighter training, interviews scheduled for other open position. **Mark Green** – fireworks successful, Aquatics Center busy, Lutheran staff visited Aquatics Center and took some video footage, mowing, JFL practices will be starting, baseball/softball tournaments. **Chip Hill** – update on Westgate project.

**WESTAGE PAY APPLICATION #1** Motion was made by Mayor Daniel to approve the pay application for the Westgate Subdivision project in the amount of \$205,535.75, Nicole Penrod seconded the motion, all voted aye.

Having no further business to come before the Board, Mayor Daniel called the meeting adjourned.

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Mayor Ryan Daniel

Attest:

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Clerk Treasurer Rosie Coyle