

**BOARD OF WORKS
TUESDAY, AUGUST 29, 2023
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 August 8, 2023, meeting minutes as presented, Nicole Penrod seconded the motion, all voted aye.

Mayor Daniel noted a misspelling in his name. Motion was made by Nicole Penrod to approve an overview of the August 15, 2023, special meeting minutes as presented, Walt Crowder seconded the motion, all voted aye.

PETITION TO VACATE: COMMUNITY BIBLE CHURCH – 325 N. ELM STREET Joe Flowers, Chairman of the Board for the Community Bible Church, was present to explain their petition to vacate. He explained they would like to build a building on the back of their property, either attached to the church or on their adjacent lot across the alley. He shared it would be a multi-purpose type facility. He expressed concern for the safety of those walking across the alley as it is used as a cut-through for people. He advised it was their thought that if they could vacate that alley, they would install a barrier, as well as pave it to match their current parking lots.

Mayor Daniel questioned if there were any utilities running through that alley. Chip Hill advised they were not aware of any.

Mayor Daniel expressed a concern that when we go to plow alley's there would not be a turning radius for the trucks. Mr. Flowers suggested they would not have to put a barrier up. Mayor Daniel shared that if the alley is vacated it would end up being their property and suggested if there was a way in which there could be a turning radius for the plows it would alleviate some concerns; maybe utilize the 10 ft. easement for the trucks to be able to make that turn south. Mr. Flowers shared they were certainly open to whatever would be easiest.

Mayor Daniel questioned Attorney McNagny if there should be an agreement between the City and the Church that allows us to use the area as a turning radius. Attorney McNagny agreed that would be a good idea. Mayor Daniel suggested having Attorney McNagny and Kelly Cearbaugh work to come up with an agreement that could then be presented to the Church Board.

Motion was made by Mayor Daniel to approve the vacate petition and move to City Council with the caveat that the Church and City work toward a collective agreement for our Street Department on the alley, Nicole Penrod seconded the motion, all voted aye.

ENCROACHMENT AGREEMENT – 243 W. BAY BRIDGE COURT – AARON MOSLEY Aaron Mosley of 243 W. Bay Bridge Court was present to explain the encroachment request. He advised he would like to install a 4 ft. picket style fence for his dog. He shared it would match up with his neighbor's fence.

Mayor Daniel explained if there was an emergency and we need to get to the easement we would remove the fence but would be at the owner's expense to put the fence back.

Motion was made by Mayor Daniel to approve the encroachment agreement for 243 W. Bay Bridge Court as presented, Walt Crowder seconded the motion, all voted aye.

STREET CLOSING REQUEST – HOMECOMING PARADE Motion was made by Mayor Daniel to approve the street closing permit for the Homecoming Parade on September 15 as presented, Nicole Penrod seconded the motion, all voted aye.

EUGENE CHILDERS – ORDINANCE VIOLATION – 401 S. MAIN – STATUS UPDATE Eugene Childers was present to give an update on the status of his property. He shared all of the project cars have been moved to another facility and were currently working on removing the tires. Chief Parrett reported there was significant improvement. Mayor Daniel questioned how much longer would be needed to finish up the work. Mr. Childers advised he would need about a month.

Motion was made by Mayor Daniel to extend the abatement process for Mr. Childers for one month or by the next Board meeting on September 26, Nicole Penrod seconded the motion, all voted aye.

BID AWARD: 100 S. SEWER EXTENSION Chip Hill reported they reviewed the bid as well as met with API to confirm they were fully confident in their bid amount. He recommended approval of the bid for API in the amount of \$947,810.00.

Motion was made by Mayor Daniel to award the 100 S. sewer extension as suggested by Chip Hill and Wessler Engineering to API Construction Company in the amount of \$947,810.00 as presented, Nicole Penrod seconded the motion.

Walt Crowder understood this was a partnership and questioned who would be monitoring the invoices and pay-outs. Mayor Daniel noted it was the City's project and confirmed with Chip Hill that he would be the one to review invoices. Chip Hill advised that was correct. Rosie Coyle questioned the process for billing and payment. Mayor Daniel thought the process to be that the bill is submitted to the City, Chip Hill will review and then present to the County Redevelopment for payment.

MOTOROLA CONTRACT – RAVE NOTIFICATION SYSTEM Gary Parrett explained the 5-year contract with Motorola was expiring. He advised this new contract would lock us in for another 5 years for \$208,340.32, to be paid over a 5-year period. He shared this would support our CAD and Spillman programs as well as RAVE mass notification system, the ability to build out response plans and cover the server migration that is required by October 2024.

Mayor Daniel shared with the RAVE system, our customers would have the ability to sign up for different categories to get notifications and alerts. He felt it would be a really cool addition to what we are already offering as a public notification type thing to the community.

Nicole Penrod questioned the dates on the contract. Chief Parrett advised he noticed that as well and would make sure those get corrected to January 2024 to January 2029. Mayor Daniel questioned if any of the work was anticipated to start this year. Chief Parrett suggested once the contract was signed, they would probably getting everything implemented to take effect January 1, 2024.

After some discussion, the issue was tabled to allow for Attorney McNagny to review the entire contract.

MOU: MASS CASUALTY – FIRE DEPARTMENT & CITY Mayor Daniel noted a minor change to the Fire Department MOU.

Motion was made by Mayor Daniel to approve the MOU between the Health Department and Fire Department with the noted change with the paragraph starting with "The parties....", Walt Crowder seconded the motion, all voted aye.

Motion was made by Mayor Daniel to approve the MOU between the Health Department and the City of Columbia City as presented, Nicole Penrod seconded the motion, all voted aye.

DEPARTMENT REPORTS **Chip Hill** – sprayed weeds on Main, Chauncey and Line Streets. **Terry Wherry** – fiber being installed at new park office, equipment in for booster station. **Shawn Lickey** – electric installation 99% complete at new jail, working on Morsches Road, welcomed Eli Stangland back to our staff. **Matt Heiden** – preparing for digital sign installation at Eagle Park, baseball agreement approved by Park Board. **Gary Parrett** – updates on new Officers, update on current hiring process, replaced TV's and computers in dispatch. **Mike Shoda** – had aeration and reclamation tanks inspected, working at Holmes Lumber on a leak, requested permission to hire additional employee – The Board gave approval. **Mike Cook** – repairs to gravity belt thickener, Splash Pad inspection, update on force main project. **Kelly Cearbaugh** – working on water issue at Oak and Van Buren that causes issues during the winter, trimming in alleys, update on street paving project. **Tom Larue** – update on new firefighters, sprinkler system reporting.

BILLS Motion was made by Nicole Penrod to pay all accounts payable vouchers for check payments in the amount of \$986,940.82 from the allowance of accounts payable vouchers dated 08/22/2023, Mayor Daniel seconded the motion, all voted aye.

Motion was made by Nicole Penrod to pay all accounts payable vouchers for EFT payments in the amount of \$81,962.69 from the allowance of accounts payable vouchers dated 08/22/2023, Mayor Daniel seconded the motion, all voted aye.

Motion was made by Nicole Penrod to pay all accounts payable in the amount of \$4,093.72 for August 2023 meter deposit and credits from the allowance of accounts payable vouchers dated 08/29/2023, Mayor Daniel seconded the motion, all voted aye.

PAYROLL Motion was made by Nicole Penrod to pay all paytypes except overtime in the amount of \$274,965.35 plus overtime in the amount of \$7,959.26 for the payfile ending 08/11/2023, Mayor Daniel seconded the motion, all voted aye.

Motion was made by Nicole Penrod to pay all paytypes except overtime in the amount of \$1,837.00 for H.S.A. shares for 2 employees for the payfile ending 08/18/2023, Mayor Daniel seconded the motion, all voted aye.

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

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle