

**BOARD OF WORKS
TUESDAY, DECEMBER 28, 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 called the meeting to order at 5:00 pm.

MINUTES Mayor Daniel made a motion to approve the November 12, 2023, meeting minutes as presented. Nicole Penrod seconded the motion, all voted aye.

EMPLOYMENT TRAINING AGREEMENT Gary Parrett advised Casey Hershberger signed the employment contract agreeing to stay for 3 years. Mayor Daniel confirmed it was standard of what we usually do. Chief Parrett advised it was.

Walt Crowder made a motion to accept the employment training agreement as signed. Nicole Penrod seconded the motion, all voted aye.

ENGINEERING SERVICES: SR 205 WATER LINE EXTENSION Chip Hill reported they received 2 quotes, one from USI Consultants and the other from B & L Engineering. He advised they both had the same specs to go off and recommended going with USI Consultants for the cost of \$34,300. He explained this was to cross under SR 205 by doing a jack auger bore.

Mayor Daniel advised with this project they were anticipating we would not be able to do the work in-house because of the expertise that will be needed due to being a state highway. He noted there was a significant price difference between the two quotes, in which they tried to get clarification from both firms to figure out why the difference.

Chip Hill advised Attorney McNagny has reviewed the agreement and requested approval pending her approval.

Walt Crowder confirmed there would be no road closing. Chip Hill advised that was correct.

Mayor Daniel made a motion to award the SR 205 water line extension design to USI Consultants pending our City Attorney's approval in an amount not to exceed \$34,300. Nicole Penrod seconded the motion, all voted aye.

BILLS Nicole Penrod made a motion to pay all accounts payable in the amount of \$400,820.07 from the allowance of accounts payable vouchers dated December 28, 2023, for checks. Mayor Daniel seconded the motion, all voted aye.

Nicole Penrod made a motion to pay all accounts payable in the amount of \$1,162,196.22 from the allowance of accounts payable vouchers dated December 28, 2023, for EFT payments. Walt Crowder seconded the motion, all voted aye.

Nicole Penrod made a motion to pay all accounts payable from the allowance of accounts payable vouchers for year end 2023 checks in the amount of \$1,585.96 dated December 28, 2023. Mayor Daniel seconded the motion, all voted aye.

Nicole Penrod made a motion to pay all accounts payable from the allowance of accounts payable vouchers for EFT payments in the amount of \$1,605.26 dated December 28, 2023. Walt Crowder seconded the motion, all voted aye.

PAYROLL Nicole Penrod made a motion to pay all pay types in the amount of \$271,533.68 plus overtime in the amount of \$7,310.79 for a total of \$278,844.47 for the payfile ending, December 15, 2023. Walt Crowder seconded the motion, all voted aye.

QUALITY INN: TEMPORARY SIGN Nathan Bilger, Planning and Building Director, was present to explain the sign request. He reported the owner of Quality Inn had submitted a request for signage to be placed at the intersection of Armstrong Drive and US 30. He explained, per the sign code, temporary signs up to 30 days can go through the Board of Works for approval but beyond 30 days they require a special exception approval through the BZA. He noted the Board of Works was cheaper and faster, so opted to do this request.

Mayor Daniel questioned the actual location of the sign. Nathan Bilger explained it would be on the Northeast corner of Armstrong Drive and US 30. Mayor Daniel confirmed the maximum allowable time frame the sign could be there was 30 days. Nathan advised according to the sign code that was correct. He noted if the Board wished to allow a little bit more time, then that was fine. He advised that size of sign does not weather well so advised 30 to 45 days might be the maximum before it really gets beaten up.

Nicole Penrod questioned why they wanted temporary. Nathan Bilger advised he wanted permanent but temporary was the only signage that he could have. Mayor Daniel confirmed that was due to the make of the sign. Nathan advised that was correct and if they wanted to be on the directory they would need to talk with the landlord of the shopping center. He noted it would necessitate a sign permit on their behalf, because the directory was already full.

Nathan Bilger explained this sign, as proposed, would be in the right of way, which was the Board of Works domain as well. Mayor Daniel confirmed the Board was basically just granting the approval to locate the sign there for a certain duration. Nathan Bilger advised that was correct along with any other conditions the Board wished to have.

Mayor Daniel felt 30 days was plenty of time. He felt there were a lot of opportunities to create a permanent sign. He noted he was not a huge fan of these types of signs and would rather have permanent signage or something else, but at the same time understood, especially during January.

Nicole Penrod agreed 30 days was enough.

Nathan Bilger shared the best he could think of as to why they wanted it at Armstrong Drive was because the entrance to the Quality Inn was not that visible from US 30, so this was kind of a directional sign in some ways; however, this sign was quite a bit larger and not simply directional.

Mayor Daniel made a motion to approve the temporary sign request for Quality Inn for 30 days starting on January 1st, 2024. Nicole Penrod seconded the motion, all voted aye.

DEPARTMENT REPORTS **Chip Hill** - public meeting with Westgate residents, accepting bids at the January 22 Park Board meeting for Eagle Park, update on 100 S. project, approved change order in the amount of \$106,825 but were still way under the engineers estimated budget. **Terry Wherry** – fiber terminated to the Eagle Park office for the new sign, conference room cameras at Eagle Park were installed, Water Department fiber has been terminated so they can get two of the wells on the SCADA system, waiting on fiber to be finished for the Booster station, both the substations were done, but the ring is still broken at the pond. **Mike Shoda** – update on Stormwater project on South Chauncey. **Gary Parrett** - Chris Anderson selected as the Deputy Chief, Ryan Bogner and Casey Hershberger are in the FTO process and doing well, Sarah McGehee was selected as the next shift lead for dispatch on 3rd shift. **Kelly Cearbaugh** - last round of leaf pickup, been working with Matt Maggart on tree removal, dug out Ellsworth Street where the Water Department had a leak, maintenance on roads and signs. **Matt Heiden** – painting pavilion, ice rinks busy, Father/Daughter dance tickets will be going on sale.

NICOLE PENROD Nicole Penrod shared this was her last meeting and thanked everyone for all the great years.

MAYOR DANIEL Mayor Daniel shared both Walt Crowder and Nicole Penrod have served very honorably for our citizens, both on City Council and Board of Works. He shared he was so thankful to have had both by his side for, at least the last four years and actually, the last 12 years in different ways. He felt it was definitely going to be different when January rolls around and they will not be here. He expressed his appreciation for the efforts both have put in for our citizens, for our employees and for our elected officials. He presented both Walt and Nicole with a Key to the City as a little token of thanks.

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

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle