

**BOARD OF WORKS**  
**TUESDAY, JANUARY 23, 2024**  
**5:00 PM**

Mayor Ryan Daniel – Present  
Clerk Treasurer Rosie Coyle – Present  
Attorney Marcia McNagny – Present  
Daniel Weigold – Present  
Lisa Smith – 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 p.m.

**MINUTES** Dan Weigold noted a spelling correction to Chip Hill's name under the Sanitary Sewer discussion. Mayor Daniel made a motion to approve the January 9, 2024, meeting minutes as corrected, Dan Weigold seconded the motion, all voted aye.

**BID OPENING – WESTGATE STREET BIDS** Rosie Coyle opened and read bids received for the Westgate Street paving project. Bids were received from API Construction with a total base bid of \$2,442,265.00 with an alternative in the amount of \$123,585.00; Brooks Construction with a total base bid of \$2,147,330.00 with an alternative in the amount of \$103,950.00; Pulver Asphalt with a total base bid of \$1,949,727.25 with an add on in the amount of \$93,555.00; Wayne Asphalt with a total base bid of \$2,212,922.72 with an add on in the amount of \$98,868.00 and Wigent Excavating with a total base bid of \$1,606,917.02 with an alternative in the amount of \$74,382.00.

Mayor Daniel advised the bids would be taken under advisement and awarded at the next Board of Works meeting, which would be on the second Tuesday of February. He thanked all of the bidders.

It was questioned if there was an Engineer's estimate. Mark Jesse thought it was \$2.43 million.

**WARRANTY AGREEMENT – COESSE SEWER** Steve Henschen, Engineer with Jones Petrie Rafinski, Engineers for the Whitley County Regional Water and Sewer District, was present to discuss the Coesse Sewer Warranty Agreement. He explained they have been working on the development of what they call phase I of the project, which includes providing sewer service to the unsewered in Coesse and also a couple other communities including Stable Acres, Dunfee and County Line South. He noted those three were in Aqua Indiana territory with Coesse, of course, in Columbia City's territory. He shared the Regional Sewer District has been working with the City for the last year and a half developing this concept and were blessed to have received a SWIF Grant totaling \$5 million, which covered the project 100% with no debt at all. He explained the special arrangement of this project, in cooperation between the District and Columbia City, is the District will turn over the assets of the recently completed project in Coesse to the City. He advised the City would be taking care of the main lines; it was a pressure sewer system, not a conventional gravity sewer. He advised they have met with Kelly Cearbaugh and his staff and will be meeting again to go over some more details as the that project is complete. He explained the grinder stations on each property will become the property of the property owners and they will be responsible for owning and maintaining it. He shared they have prepared very detailed customer connection guidelines as the District has asked them to help administer the customer connection process. He added they will be working closely with Rosie Coyle and the Columbia City team to administer when property owners are ready for connection. He advised they will make sure the property owners are filling out the appropriate forms as well as perform the inspections of the customers line from where it comes out of the house to the grinder station.

Mr. Henschen advised the project was 100% complete and on track to ask Columbia City to take over the infrastructure. He shared they have prepared a packet of information that includes as-built drawings, every test report that was done and every grinder station startup. He advised they were meeting tomorrow with Kelly and some of his team to transfer those documents and review them to make sure everybody was on the same page. He explained their hope was that Columbia City would agree to accept this infrastructure on or before January 31<sup>st</sup>, which was final completion.

Mayor Daniel clarified that the warranty period was for a 2-year period. Mr. Henschen explained there were different parts, the standard main line was a 1-year warranty, but for the customers, the grinder stations were under a 2-year warranty. He explained they have prepared detailed information that will go out to each property owner on who they need to call if they have a problem. He advised they will be having a special meeting in early to mid-February with the customers to provide all of this information as well as their contact information to help them through the connection process.

Mayor Daniel gave a little background to the new Board members on the Coesse sewer project.

Dan Weigold questioned if there was a base rate these customers would be charged. Mayor Daniel explained it would be an individual flat rate based on 4000 gallons, just like we do in other places such as Westgate or places that do not have our water but have our sewer.

Mr. Henschen shared their intent is to have the District send out packets to all the customers on or about February 1<sup>st</sup>, assuming Columbia City and Aqua both say yes to accept the system. He advised they would probably give customers 180 days to connect but have to at least give them 90 days.

Mayor Daniel questioned at what point would the City be notified when customers were on the system. Mr. Henschen advised they would notify the City on a case-by-case basis. He explained as a customer calls, they would inform the City that they intend to connect, they then would issue the permit to that customer to connect and then inspect that customer's connection. He advised once they have passed inspection, then they would notify the City that the customer was connected and to start billing them.

Mayor Daniel questioned what the dollar figure was on the infrastructure that was being turned over to the City. Mr. Henschen advised they were close to \$1,000,000.00 there in Coesse.

Mayor Daniel made a motion to approve the warranty construction work timeframe for the Whitley County Regional Water and Sewer District Septic Elimination Project Phase 1 as presented. Lisa Smith seconded the motion. Mayor Daniel confirmed the warranty for our infrastructure would end January 31, 2025. Mr. Henschen advised that was correct. Rosie Coyle questioned the start date for the warranty period. Mr. Henschen advised it would be January 31, 2023. Upon the motion, all voted aye.

**ENCROACHMENT AGREEMENT – 504 N. ELM STREET** Ruth Anne East of 504 N. Elm Street was present to get approval on an encroachment agreement. She explained she already had a carport up but did not realize she needed to have a permit for it. She advised when she went to get the permit for the carport, she was also told that it was encroaching the easement so needed approval for that as well.

Mayor Daniel questioned if there were any utility issues in that area. It was advised there were not.

Mayor Daniel explained if, for utility purposes or whatever, we need to access that area we would try to dismantle the carport in a nice way and then would be up to her to put it back together. Ms. East understood.

Mayor Daniel made a motion to approve the encroachment agreement for 504 N. Elm Street. Dan Weigold seconded the motion, all voted aye.

**WAYNE RECYCLING GROUNDWATER MONITORING SERVICE – BURGESS & NIPLÉ** Mayor Daniel explained this was for the monitoring of the Wayne Waste Reclamation & Recycling site. He shared this was the groundwater monitoring agreement that the City has had with Burgess & Niple for quite some time. He noted the lump sum amount did go up by \$1,200.00.

Mayor Daniel made a motion to approve Proposal #24-1015 for Wayne Reclamation & Recycling Facility Semiannual Groundwater Monitoring Services for 2024. Lisa Smith seconded the motion, all voted aye.

**BID AWARD – UTILITY TRUCK** Shawn Lickey reminded the Board that bids were received and opened 2 weeks ago. He advised bids were sought from Terex, Altec, and Versalift/Utility Truck Equipment but only 2 were received. He noted the bid from Altec was for the amount of \$297,335.00 with an estimated delivery time of 50 to 53 months, which is a little over four years. He advised the bid from Utility Truck Equipment was for the amount of \$262,346.00 with a lead time of about 50 to 53 weeks. He suggested moving forward with purchasing the Versalift truck from Utility Truck Equipment in the amount of \$262,346.00.

Shawn Lickey explained they have stretched the current truck out about three years longer than they typically do because of lead times and because of the prices. He advised our mechanic has done a great job of keeping these trucks up and going.

Mayor Daniel made a motion to award the bid for the utility truck for the Electric Department to Utility Truck Equipment in the amount of \$262,346.00. Dan Weigold seconded the motion, all voted aye.

**AD HOC PROFESSIONAL SERVICE AGREEMENT FOR 2024 – SPECTRUM ENGINEERING** Shawn Lickey explained this was basically an agreement that we do not have to go through the whole process of getting quotes and filling out paperwork for services costing up to \$10,000. He shared, for example, if there is a problem with the SCADA system, he can call them to fix it and not have to wait until a meeting to get it approved. He advised Attorney McNagny has looked over the agreement and there were no issues.

Mayor Daniel made a motion to approve the Ad Hoc Professional Services Agreement for 2024 with Spectrum Engineering. Lisa Smith seconded the motion, all voted aye.

**CHANGE ORDER FOR CCMU HIGH VOLTAGE CONVERSION – SPECTRUM ENGINEERING** Shawn Lickey advised there was a change order for the CCMU high voltage conversion project. He explained the project was pushed back several times for several different reasons. He shared this was about a \$270,000.00 project in all and does not include some of the other improvements made at the North Substation. He noted it was typical to have change orders for projects like this but this one came in a little higher. He explained we were pushed back by some issues we had inside our substation itself. He advised the change order is in the amount of \$30,797.00 and a lot of that resulted from the issues we had in our substation.

Dan Weigold made a motion to approve the Change Management Notification Form for Spectrum Engineering in the amount of \$30,797.00. Lisa Smith seconded the motion, all voted aye.

**K9 AGREEMENT APPROVAL** Gary Parrett reported Sergeant Fearnow, K9 Officer, resigned on the 19<sup>th</sup> of January. He advised Attorney McNagny drafted up an agreement between Sergeant Fearnow and the City for the purchase of Biz, that he would take sole ownership and care of her. Chief Parrett shared Biz was 7 years old and

had 1 - 3 years left of service. They thought it appropriate to just retire the dog with Officer Fearnow but that he should compensate the City in return for the years of service that she had left. Chief Parrett advised Officer Fearnow had 88 hours of comp time which totaled \$3,086.16 in wages and agreed to sign off on that amount in return for the ownership of Biz.

Mayor Daniel shared he and Chief Parrett had a lot of conversation about this and what would happen if we were to keep Biz and try to connect her with a new officer. He shared there was a want by Sergeant Fearnow to keep Biz and obviously, when you have a canine like that, they become a part of the family but is also a tool in our toolbox. He advised there was a mutual agreement, with his blessing, on where that number should be, knowing what we are going to have to pay for a new K9 and everything that goes into training. He shared the agreement needed to be ratified by the Board of Works.

Dan Weigold felt it was a great idea for Sergeant Fearnow to take the dog. He shared there have been a couple of other situations where the officer has turned the dog in, which then is put into a shelter, and it just did not work out well.

Mayor Daniel made a motion to ratify the agreement between Chief Parrett and Sergeant Fearnow for our K9 Biz as presented. Lisa Smith seconded the motion, all voted aye.

**BILLS** Lisa Smith made a motion to pay all accounts payable in the amount of \$135,496.86 from the allowance of accounts payable vouchers dated 1/23/24 for checks. Dan Weigold seconded the motion, all voted aye.

Lisa Smith made a motion to pay all accounts payable in the amount of \$1,079,123.16 from the allowance of the accounts payable vouchers dated 1/23/24 for EFT payments. Dan Weigold seconded the motion, all voted aye.

**PAYROLL** Lisa Smith made a motion to pay all accounts payable except overtime in the amount of \$290,483.76 plus overtime in the amount of \$7,128.97 for a total of \$297,612.73 for the pay file ending 1/12/24. Dan Weigold seconded the motion, all voted aye.

Lisa Smith made a motion to pay all accounts payable in the amount of \$12,062.50 for clothing allowances from the pay file ending 1/19/24. Dan Weigold seconded the motion, all voted aye.

**VOLUNTEER FIRE CLOTHING ALLOWANCE** Mayor Daniel made a motion to pay from the allowance of accounts payable vouchers \$2,400.00 dated January 23, 2024, for fire volunteer clothing allowance. Dan Weigold seconded the motion, all voted aye.

**DEPARTMENT REPORTS** **Chip Hill** - Eagle Park bid opening came in under what they did last year. **Terry Wherry** - Eagle Park Conference Center up and running to record meetings, Baseline should be in to finish the work needed to get the Water Department booster station on the fiber network, waiting for the weather to clear so they can fix the fiber break in Morsches Park. **Shawn Lickey** - continue with the Tree Board trees with the street department's help, moving offices around at the MSF, redid metering room to allow for more room, started specs for next bucket truck. **Kelly Cearbaugh** - helping with tree removal, update on salting and sanding. **Matt Heiden** - LP tank at the pavilion ran empty which caused lines to freeze but no pipes busted, doing inventory, finished the shed for the splash pad, selling Father/Daughter dance tickets, ice rink shut down the last two weekends because of the extreme temperatures. **Gary Parrett** - Sergeant Fearnow resigned on the 19<sup>th</sup> and Officer Bogner also resigned on the 12<sup>th</sup>, requested permission to start hiring process in February as they now have 3 positions open; Board of Works approved, community law enforcement training, toured the new Bowen Health Center, Rave mass notification system getting

ready to go full swing soon, obtained Hank Workman as our Chaplain with Tim Scroggs as a backup; Dan Weigold suggested looking into providing some kind of compensation for the Chaplain's, swearing in of Casey Hershberger, Shane Caudill and James Wagner replaced one of the leaky faucets in Dispatch, response plans being built by Matt Minier and Shane Caudill for Dispatch. **Mike Shoda** – hooked up Well 7 and 8 to the fiber and is working great, performed PFAS test and should have the results back in a couple weeks. **Mike Cook** – flow meters have been calibrated, met with Wake Contracting on restroom project, staff ran new wiring for the MAS units for the pumps.

**CORRECTION TO MINUTES** Rosie Coyle noted the January 9 meeting minutes still reflect Walt Crowder and Nicole Penrod as Board members. Mayor Daniel made a motion to adjust the last Board of Works minutes to include the added changes that were noted. Lisa Smith seconded the motion, all voted aye.

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

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Mayor Ryan Daniel

Attest:

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Clerk Treasurer Rosie Coyle