

**BOARD OF WORKS
TUESDAY, MARCH 26, 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 made a motion to approve the March 12, 2024, meeting minutes as presented. Lisa Smith seconded the motion, all voted aye.

UNSAFE BUILDING HEARING: 401 S. MAIN STREET Craig Wagner was present to discuss the unsafe building located at 401 S. Main Street under the ownership of ACE Enterprises. He advised they received a complaint a couple months ago and since there has been no attempt to repair it, they wrote an order on it. He reported that it is the gray block, two-story building on that property and has several issues; the roof needs replaced, blocks in the walls and gables are missing mortar in the joints to sufficiently support the block and keep them in place, end wall blocks and caps are missing, windows are broken and missing, and has an accumulation of debris on the South side that needs to be removed. He noted the order is to seal the building against unauthorized people, remove the trash, debris and fire hazardous material from the premises and bring the building into compliance. He advised he did make a notation in the order that since the repairs needed will likely exceed the value of the structure that demolition of building may be a more economical solution for compliance with this building. He reported the building must be brought into compliance within 60 days of this order, as required by state statute, or more specifically May 6th of 2024.

Mayor Daniel confirmed that the owner was notified of this hearing. Craig Wagner advised he was; they are required by State statute to notify the owner and have received the signed registered mail card back. Mayor Daniel made note that the owner was not present at this meeting.

Mayor Daniel opened the floor to any comments, concerns, or thoughts regarding the unsafe building at 401 S. Main Street.

Chief Parrett reported he spoke to the owner several months back, took photos of the building and told them they needed to get something done with it but there has been no attempt to do anything.

Hearing no other comments, questions, or concerns, Mayor Daniel made a motion to approve the unsafe building order for 401 S. Main Street as presented. Dan Weigold seconded the motion, all voted aye.

Mayor Daniel questioned what the next steps would be. Craig Wagner explained they would have 60 days or until May 6th to bring the building into compliance. He shared this hearing was their chance to ask for an extension or to modify the order in some way. He further explained that if the order is not completed they would then advertise for bids for demolition and those would be brought to the Board.

ENCROACHMENT AGREEMENT – GAROLD & TIFFANY ROBINSON – 727 N. LONG RIDGE ROAD Garold & Tiffany Robinson of 727 N. Long Ridge Road were present to discuss the encroachment agreement. Mr. Robinson advised they would like to put in a 6 ft. privacy fence on the sides and then a 4 ft. picket in the back.

Mayor Daniel questioned if there were any concerns from the Department Heads or Board. There were no concerns indicated.

Mayor Daniel explained that if for some reason the City would have to get into the easement, we would let them know in advance, but if it was an emergency, we would take the fence down as gently as we can and then would be up to them to replace it at their cost. Mr. Robinson understood.

Mayor Daniel made a motion to approve the encroachment agreement for 727 N. Long Ridge Road as presented. Lisa Smith seconded motion, all voted aye.

ENCROACHMENT AGREEMENT – RACHEL WITTE – 301 N. LINE STREET Rachel Witte of 301 N. Line Street was present to discuss the encroachment agreement for the installation of a privacy fence.

Mayor Daniel shared a concern for the line of sight coming from Jefferson as you approach Line Street and making sure people can see both ways, especially those that are Eastbound looking to the North. He felt if she would stay back about a car length from the sidewalk it should allow for a pretty good line of sight.

Dan Weigold questioned Ms. Witte how tall of a fence she wanted to install. Ms. Witte advised she wanted to put in a 6 ft. fence. Dan Weigold questioned if it would be a solid fence. Ms. Witte advised it would.

Mayor Daniel suggested to Ms. Witte that if she could keep the fence lined up with the East end of the house, and not go any further towards Line Street, he did not feel there would be a line-of-sight issue. Chief Parrett thought that would be fine from a police point of view.

Mayor Daniel questioned if there were any utility issues. No issues were identified.

Mayor Daniel explained if for some reason the City would need to get into that easement, we would remove the fencing the best we can and then would be up to Ms. Witte to either replace it or repair it.

Mayor Daniel made a motion that we approve the encroachment agreement for 301 N. Line

Street with the caveat that the eastern most portion of the fence lines up with the end of the house. Lisa Smith seconded the motion, all voted aye.

STREET CLOSING REQUEST – SHOW & SHINE CAR/TRUCK SHOW Mayor Daniel noted they provided a map. Chief LaRue advised he saw the map, but they did not indicate if there were going to be any structures. Mike Cook advised that any time he has been there for the show, the vendors were inside the shop and there were no tents.

Mayor Daniel made a motion to approve the Show and Shine Car/Truck Show as presented with two caveats, one that they notify the neighbors of the event at least two weeks in advance, and two that if there are any kind of tents or other structures besides what is already there that they get those approved in advance by the Fire Chief.

Dan Weigold questioned if they were going to have any diesel engine demonstrations. Mayor Daniel remembered it had been presented in the past, which is why we said that they had to notify the neighbors. He confirmed with Chief Parrett that we have not gotten any complaints from the neighbors in the past. Chief Parrett advised that was correct.

Mayor Daniel advised there was a motion on the floor. Lisa Smith seconded the motion, all voted aye.

STREET CLOSING REQUEST – POD PLACEMENT – 111 E. VAN BUREN STREET

Mayor Daniel noted this was for unloading furniture to move in to one of the apartments up top. Chief Parrett explained it was for the furthest east parking spot in front of 111 E. Van Buren Street.

Mayor Daniel questioned if there would be a line-of-sight issue with the alleyway there. Chief Parrett felt there would be enough clearance.

Mayor Daniel made a motion to approve the street closing permit request for the East parking space in front of 111 E. Van Buren Street as presented. Dan Weigold seconded the motion, all voted aye.

STREET CLOSING REQUEST – WHITLEY COUNTY FARMERS MARKET Aurelia Slusher was present to discuss the street closing request for the Farmer's Market. She advised it would be the same closure as it was last year; full closure of Chauncey Street there by the Courthouse and then just the partial closure on Market Street for the parking stalls there along the Courthouse.

Mayor Daniel questioned if they would be doing anything along the Northside of the Courthouse along Van Buren Street. Ms. Slusher advised they were not.

Mayor Daniel pointed out that every year there always seems to be an issue with the very first Saturday the Farmer's Market is open because it is the Saturday prior to the Election. He advised the driveway that goes up to the Courthouse the County likes to have open so asked Ms. Slusher to work with the County regarding this.

Mayor Daniel questioned the hours for the Farmer's Market. Ms. Slusher advised the hours were still 8:00 a.m. to 12:30 p.m. but put on the form 6:00 a.m. to 1:00 p.m.

Ms. Slusher questioned who was responsible for putting up the road barricades. Chief Parrett suggested they work together on the issue.

Ms. Slusher questioned if they would be able to mark on the sidewalks the spaces for the vendors. Mayor Daniel shared, ultimately, we do not love the idea of paint; chalk is obviously a preferred method because it can be washed off. Kelly Cearbaugh agreed that made sense. Mayor Daniel suggested they probably should put it on the road, or the curb might be even better, and not on the sidewalk since it does include the County Courthouse square.

Tom LaRue discussed the 20 ft. fire lane down the center and to make sure anything placed in the center could be easily moved in case the Fire Department needs to make access. He also mentioned that in the past there have been vendors parked on the Market Street side that their trucks are encroaching the driving lane which then pushes traffic over into the eastbound lane. He questioned if that could be monitored to maybe put vendors that have shorter vehicles on Market Street. Ms. Slusher advised she would definitely address that and send out an e-mail to the vendors as well as walk through the first couple weeks.

Mayor Daniel made a motion to approve the Whitley County Farmers Market Street closing permit request as presented. Lisa Smith seconded the motion, all voted aye.

BID AWARD – FIRE TRUCK Tom LaRue reported the Truck Committee reviewed the bid in great detail. He reported they spoke with the manufacturer about things that were missed either by them or the Committee. He advised he met with Mayor Daniel regarding a true-up regarding the truck body. He explained in order to stay with the stainless-steel body, which has a 20-year warranty, versus an aluminum body that has a 10-year warranty, it would increase our price of the truck about \$8,000. He advised it was the Mayor's, as well as the Truck Committee's recommendation to go with that.

Mayor Daniel mentioned they were talking about a 10-year extension of a warranty and felt that made a lot of sense to him on a \$1 million truck. He mentioned spending another \$8,000 sounds like a lot of money, but in totality of spending \$1 million, it was less than 1%. He advised the total cost ends up being \$1,066,820.00. Dan Weigold confirmed we would still have to buy the equipment. Mayor Daniel advised we would and to keep in mind the lead time on this was 650 calendar days. He also noted the plan was to do a lease program of some sort, so it was not like we have to cut a check for \$1,066,000.00. He felt since we would have the truck over a 20-year lifespan, it made a lot of sense to go that route from a financing perspective.

Mayor Daniel advised he uploaded the change order into the Dropbox.

Mayor Daniel made a motion to award the bid for the fire truck to Hoosier Fire Equipment in the amount of \$1,058,298.00 with the additional change order to add \$8,522 for a total of \$1,066,820.00. Lisa Smith seconded the motion, all voted aye.

BILLS Lisa Smith made a motion to pay all accounts payable in the amount of \$323,884.53

from the allowance of accounts payable vouchers dated 3/26/24 for checks. Dan Weigold seconded the motion, all voted aye.

Lisa Smith made a motion to pay all accounts payable in the amount of \$906,870.78 from the allowance of accounts payable vouchers dated 3/26/24 for EFT payments. Dan Weigold seconded the motion, all voted aye.

Lisa Smith made a motion to pay all accounts payable in the amount of \$3,462.87 from the allowance of accounts payable vouchers dated 3/26/24 for meter deposits and credits. 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 \$269,162.27 plus overtime in the amount of \$8,003.77 for a total of \$277,166.04 for the Payfile ending 3/8/24. Dan Weigold seconded the motion, all voted aye.

DEPARTMENT REPORTS **Shawn Lickey** - Tree Board trees are done except for one and will start working on grinding stumps, seed and straw, still working on replacing poles on Bair Road, fiber splicing equipment is in and have official training coming up, he and Chip attended the IMPA annual meeting last week, dielectric testing on our trucks and all passed with a few mechanical things that were able to be fixed. **Chip Hill** – Shawn Lickey received an award at IMPA meeting, Eagle Park is moving forward, work at Westgate subdivision should be starting in the very near future. **Gary Parrett** - completed server migration for Spillman with little issues, partnered with Whitley County driving school and gave pointers on following the rules of the road, traffic stops, yielding to emergency vehicles and safe driving behavior, several officers doing OPO which is Operation Pull Over, Whitko Career Academy brought several students in for a tour of the Police Department, Toby Fralick from the Fire Department certified all of our officers in CPR, Shane Caudill and the shift leads attended a leadership training last week. **Kelly Cearbaugh** – reminder that leaf mulch is available for pickup, received application for 50/50 sidewalk program, cleaning up the cemetery, software glitch in the camera truck and hoped to resume use of that next week. **Tom LaRue** - made a contingent offer of employment to a candidate and if he can pass the testing to be in the pension it will become a full offer of employment, had a facility inspection performed on the firehouse and was noted that the roof needed some attention and needed new windows, spent a week of training on vehicle extrication, April 10th will be a full day burn training at the Fire Museum in the training facility. **Matt Heiden** - sports fields are up and going, tennis court nets are up, pool motor is back and are working to get it installed, baseball and softball drafts are done with most practices starting after spring break, had to re-pump the pool out because the float inside the surge tank went bad, put the shade structures back up around the quad which helps with foul balls and does provide some shade, all the bathrooms are reopened and are getting the concession stand ready to be pulled down. **Terry Wherry** - firewall certificate was installed, Spillman server migration went well, still working on the fiber repair at the Northwest substation, fiber break in between Any Kids Dreamland and the Northwest substation that has to be tracked down, finished work on the new buffalo storage unit to allow for more storage space for our camera systems and can move out past 10 or 12 days, the equipment is ordered for the public Wi-Fi at Any Kids Dreamland. **Mike Shoda** - believe they will have Chauncey Street done next Tuesday if everything goes right and then can get started on the sidewalks. **Mike Cook** – influent flow meter should be up and running tomorrow, Steel Dynamics force main cleaned for the first quarter of this year, fired

bulbs up on the UV system and first sample came out perfect, he will be out on Thursday at a seminar.

FIRE DEPARTMENT ROOF REPAIR Mayor Daniel confirmed with Chief LaRue that he or someone in the department would be overseeing the work to make sure they are doing what they need to do. Chief LaRue advised if he was not present, Kyle Francis was very well aware of it.

Attorney McNagny reviewed the agreement. She noted there was nothing in the agreement stating that they were insured and nothing on our required documents they need to sign. She advised she did not see an actual agreement; this was more of a letter.

Mayor Daniel suggested putting this on pause to get an actual contract or something from them to bring up at the next Board of Works meeting. He suggested in the meantime, he felt it appropriate to get the blessing from the Council.

UNSAFE BULDING – 401 S. MAIN STREET Eugene Childers was now present. Because of time constraints on the Board of Works meeting, Mayor Daniel informed Eugene that he would meet with him to discuss next steps.

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

Mayor Ryan Daniel

Attest:

Clerk Treasurer Rosie Coyle