

**BOARD OF WORKS  
TUESDAY, JUNE 25, 2024  
5:00 PM**

Mayor Ryan Daniel – Present  
Clerk Treasurer Rosie Coyle – Present  
Attorney Marcia McNagy – 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** Mayor Daniel noted a few spelling and grammatical errors.

Mayor Daniel made a motion to approve the June 11, 2024, meeting minutes as corrected. Lisa Smith seconded the motion, all voted unanimously.

**ENCROACHMENT AGREEMENT: JORDAN FREON – 876 CAMDEN DR.**

Jordan Freon of 876 Camden Drive was present to discuss the encroachment agreement. He explained when he had his fence put in, his contractor told him he did not need one but when he went in to get a permit to install a concrete slab he was told he needed one. Mayor Daniel confirmed this would need to be a retroactive approval. Mr. Freon advised he did.

Mayor Daniel questioned if there were any utilities there that we needed to be concerned with. It was advised there were no utilities in that location.

Mayor Daniel made a motion to approve the encroachment agreement for 876 Camden Drive as presented. Dan Weigold seconded the motion, all voted unanimously.

**PLAT APPROVAL – MCCLURG WOODS** Dan Weigold advised there were no issues and was approved by the Plan Commission. Chip Hill advised it was outside the City limits but within our 2-mile jurisdiction.

Mayor Daniel made a motion to approve the McClurg Woods plat approval. Lisa Smith seconded the motion, all voted unanimously.

**QUOTE FOR SCADA UPGRADE AT NORTH SUBSTATION - PROPOSAL**

**#2402660** Shawn Lickey reported the upgrade actually involves more than just the North Substation, it was a three-prong fix to what we have been doing. He explained they started last year with the 69 Kv project at the North Substation where they installed new breakers and relays, which is the equipment that talks to each other and tells the breakers when to open and close and things like that. He advised the quote is for the programming and software that they need to incorporate the self-healing capabilities of that system. He explained it is what creates communication between our South and North Substations, so if we lose an AEP feed, they can talk to each other to know which feed was lost and then everybody is picked back up without hardly any delay. Mayor Daniel noted the importance of the safety piece of that as well. Shawn agreed. He continued to explain that it then monitors the voltage and once it comes back up on the AEP side, it will make sure it is safe to transfer back then will automatically transfer back. He advised no one will have to be dispatched, there will be no delays in restoration because it is a self-healing system. He noted it was going to cost his guys some overtime, but they will be ok with that. He added that it will also serve as a notification system that tells us what every substation is doing at that moment, so if a breaker trips, it comes through to the SCADA system and will send him a text and e-mail, and will also send his supervisor a text and e-mail. He explained another part of this will allow for two-way tracking of our amperage and our

usage. He advised we now have a solar field that puts power on the lines, and sometimes that power is going the opposite direction because we are pushing out more power from the solar than what our substations need to provide, so it will let them know which direction it is flowing; if it is coming from the solar field or if it is coming from the transmission loop.

Mayor Daniel confirmed with Shawn that the \$72,536.00 was all-encompassing for what he wants to do. Shawn advised that was correct and was his recommendation to approve the EN Engineering bid of \$72,536.00.

Mayor Daniel made a motion to approve the recommendation of our Electric Superintendent to enter into the agreement with EN Engineering for a fixed fee price of \$72,536.00 as presented. Dan Weigold seconded the motion, all voted unanimously.

**EAGLE PARK PHASE 1 – ADDITIONAL SERVICES – JPR** Chip Hill explained with us doing the project in-house, this is compensating for services we have used but were not per the original contract.

Mayor Daniel made a motion to approve the Eagle Park Phase 1 Additional Services Agreement in a not to exceed of \$12,250.00. Lisa Smith seconded the motion, all voted unanimously.

**MEETING CHANGES – OCTOBER 8 & DECEMBER 24** Mayor Daniel explained there were two meetings later this year that he and Rosie would like to propose changes to. He advised the first meeting date is October 8<sup>th</sup> which falls on the first day of the AIM Conference that is in Fort Wayne. He shared after looking at schedules, they would like to propose moving that meeting to October 14<sup>th</sup> which is a Monday. Dan Weigold and Lisa Smith agreed.

Mayor Daniel noted the second date change was December 24<sup>th</sup> and proposed moving that meeting to December 30<sup>th</sup>, which is also a Monday. Dan Weigold and Lisa Smith agreed.

**STREET CLOSING REQUEST – 411 S. WALNUT STREET – 4<sup>TH</sup> OF JULY PARTY** Tim Thalman was present to discuss the street closing request. He advised he has a 4<sup>th</sup> of July party at his house and has had a lot of people show up in years past. He expressed concern for the kids that take off after the show and run across the street to get in their parents' cars that have almost been hit by people driving like maniacs. He shared that he had signatures from all his neighbors stating they were all good with it. He advised they would keep both alleyways open on each end.

Mayor Daniel confirmed with Chief Parrett that he was ok with the closing. Chief Parrett advised he was.

Tom LaRue questioned if they would be putting anything in the street. Mr. Thalman advised vehicles would be parked in the street but would keep an opening in the middle so when people want or need to leave they can go through the middle, or for the fire trucks to come through there too. Chief LaRue advised a fire lane is supposed to be 20 feet. Mr. Thalman advised he would not have people park on the curve and would try to keep as many cars off the street as possible. Mayor Daniel noted on Vine Street there was a lot of area there that actually no other people were on that stretch of street. He mentioned if they would keep the curve clear and park at both ends, he felt they should have enough room for the trucks. Chief LaRue asked that they keep the road open as much as they could. Mr. Thalman advised he would try to park everybody in the yards as best as he could.

Mayor Daniel made a motion to approve the fireworks street closure on July 5<sup>th</sup> as presented. Dan Weigold seconded the motion, all voted unanimously.

**BILLS** Lisa Smith made a motion to pay all accounts payable in the amount of \$64,822.31 from the accounts allowance of accounts payable voucher dated 6/25/2024

for checks. Dan Weigold seconded the motion, all voted unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$12,555.10 from the allowance of accounts payable vouchers dated 6/25/2024 also for checks. Dan Weigold seconded the motion, all voted unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$824,551.69 from the allowance of accounts payable vouchers dated 6/25/2024 for EFT payments. Dan Weigold seconded the motion, all voted unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$3,671.15 dated 6/25/2024 per meter deposit refunds. Dan Weigold seconded the motion, all voted unanimously.

**PAYROLL** Lisa Smith made a motion to pay all accounts payable except overtime in the amount of \$302,024.10 plus overtime in the amount of \$13,485.79 for a total of \$315,509.89 for the pay file ending 6/18/2020. Dan Weigold seconded the motion, all voted unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$2,004.00 for the allowance of accounts payable vouchers dated 6/25/24 for HSA payments. Dan Weigold seconded the motion, all voted unanimously.

**DEPARTMENT REPORTS** **Chip Hill** – update on Eagle Park and Westgate, received INDOT permit for the trail and hope to get it out for bid in the next 2-4 weeks. **Shawn Lickey** – new stump grinder arrived and is ready for pick up, update on IDEM violations on gas pumps, accident on Airport Road that took out one of our poles and power to about 2300 customer but had all but two people back on within 15-20 minutes and took 4 ½ hours to get the pole changed and new lines ran, pole testing kickoff meeting today and are looking at July 15<sup>th</sup> that Osmose will be starting, replacing 3-phase poles for the Jefferson Street project. **Gary Parrett** – update on new candidates, received 11 applications so far for the open police officer position and 11 applications for the communication position. Matt Minier put in his two week notice with his last day being July 2<sup>nd</sup>, requested permission to replace his position – Board of Works approved, extending the communication application deadline until July 22<sup>nd</sup>, Old settlers went pretty good but had a dog bite over on the courthouse lawn, INDOT will be starting bridge work on SR 9 just South of Spencer Street on July 8<sup>th</sup> and in talking with the Mayor he would like to put ‘No Parking’ signs all down Spencer Street due to the increased traffic that is probably going to be going through there. Mayor Daniel made a motion to make ‘No Parking’ on Spencer Street between Line Street and Main Street until the end of construction on Main Street. Dan Weigold seconded the motion, all voted unanimously. Chief Parrett advised he would try to get out there and notify those residents so they know what we are doing. **Mike Shoda** – replaced lead line that serviced house on Vine Street, gas company bored through one of our lines out at Westgate and has been repaired, North water tower has been drained and they are cleaning the inside and patching where it needs painted. **Kelly Cearbaugh** - concrete crew has been working down on South Line and Weston on a 50/50 project, have another 50/50 applicant at Oak Street and Park that they will begin working on, other small concrete projects in Eagle Glen for the Water Department and a ramp and bit of sidewalk at Whitley and Ellsworth, looking at areas where speed limit signs need posted due to ordinance that was passed, came in Sunday morning at 6:00 to clean up from Old Settlers, videoed route for unofficial detour due to bridge work on SR 9 so that the City can be reimbursed for any damages caused by increased traffic. **Terry Wherry** -working on fixing issues with one of our video recorders for our security camera, working on the Street Department televising software upgrade, SOS installing fiber at the booster station, Matt Minier will be coming to work for him part time to help in the IT Department and continue to do the technical work that he currently does for Communications and the Police Department. **Tom LaRue** – Truck

102 having some electrical issues that they are trying to figure out, the Driver Operator Class is about to come to an end, ladder testing went well with Truck 107 having three fixable deficiencies, getting new quotes for the firehouse windows as the current one expired, he will be in Fort Wayne on Friday afternoon for the LEPC Exercise that is a mandate for the Local Emergency Planning Commission, has two full-time guys that are out with injuries and are on light duty. **Matt Heiden** - pool is operating well, swim team started their season, starting to clear overhead branches as you drive into the park as well as areas along the trail where there are some blind places for walkers and bikers, put new picnic tables out in the heavier traffic areas, preparing for 4<sup>th</sup> of July celebration.

**MAYOR REPORT** Mayor Daniel reported he toured American Landmaster and advised they were doing some really good work out there and are trying to figure out ways to become more involved in the community specifically. He advised they were working on multiple economic development projects and reported he would be out of the office on Thursday and Friday of this week. He shared that Reinholdt's Furniture would be having their grand opening on Saturday, July 6<sup>th</sup> at 9:00 a.m.

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