

**BOARD OF WORKS**  
**TUESDAY, FEBRUARY 11, 2025**  
**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** Mayor Daniel noted a word was missing under the bills as well as a couple misspellings under the department reports.

Daniel Weigold made a motion to approve the January 28, 2025, meeting minutes as corrected. Lisa Smith seconded the motion. Daniel Weigold and Lisa Smith approved; Mayor Daniel abstained.

**BID AWARD: COMMUNITY CROSSINGS 2025 STREET REPAIRS** Mayor Daniel noted at the last meeting we took the bids for our street paving project under advisement. He advised A & Z Engineering looked over the bids and is their recommendation to award the project to the lowest responsible, responsive bidder, which is Brooks Construction Company. He shared that we have worked with Brooks Construction multiple times.

Mayor Daniel made a motion to approve the agreement between the City and Brooks Construction for the Community Crossings matching Grant 2024-2 project. Lisa Smith seconded the motion, motion passed unanimously.

**NOTICE OF AWARD: 2025 STREET REPAIRS** Mayor Daniel advised that the second part of the award is that we also have to give notice of award. He shared the notice was in front of the Board with the contract price of \$1.603 million for paving.

Mayor Daniel made a motion to approve the notice of award as presented. Dan Weigold seconded the motion, motion passed unanimously.

**ENCROACHMENT AGREEMENT – ZACHARY BURDETTE** Zachary Burdette of 244 W. Longfellow Boulevard was present to discuss the encroachment agreement. Mayor Daniel confirmed this was concerning a fence. Mr. Burdette advised it was and was encroaching in one corner of the backyard.

Chip Hill advised this was REMC territory so there was no conflict with our electric.

Mayor Daniel explained that he usually will tell individuals that if for some reason the City needs to get back into the utility easement, we will let the property owner know so that the fence

can be removed but in an emergency, we would take the fence down as gently as possible and would be up to the property owner to put back up. Mr. Burdette understood.

Mayor Daniel made a motion to approve the Encroachment Agreement for 244 W. Longfellow Boulevard as presented. Lisa Smith seconded the motion, motion passed unanimously.

**PLAT APPROVAL – TIMBER’S EDGE SECTION 2** Dan Weigold advised the Plan Commission unanimously approved the plat.

Mayor Daniel made a motion to approve Timber’s Edge Section 2 plat as presented. Lisa Smith seconded the motion, motion passed unanimously.

**WARRANTY AGREEMENT – TIMBER’S EDGE** Mayor Daniel advised the first agreement was for Fleming Excavating for the sanitary sewer, water mains and stormwater. He confirmed those had all been inspected and were good to go. Kelly Cearbaugh advised they were. Chip Hill advised we received the as-builts as well.

Mayor Daniel made a motion to approve the construction warranty timeframe for Timber’s Edge Section 2 sanitary sewer main and applicable appurtenances, water mains, fire hydrants and associated fittings, as well as the stormwater infrastructure with an acceptance date of 02/11/2025 and also the warranty start date being 2/11/2025 and running for one year. Dan Weigold seconded the motion, motion passed unanimously.

Mayor Daniel discussed the next construction warranty timeframe for Timber’s Edge Section 2 was specifically for the curbs and public streets. He stated because the public streets only have binder down, his preference would be that we do not accept the public streets until the surface has been put in place. He shared that he has already discussed this with Mr. Langeloh. He questioned Kelly Cearbaugh since the completion date shows November 27, 2024, when he would like the warranty start date to be. Kelly Cearbaugh advised the November date would be fine.

Mayor Daniel made a motion to approve the Timber’s Edge Section 2 construction warranty timeframe with Wayne Asphalt and Construction Company for the curbs with a completion date of 11/27/2024 and acceptance date of 2/11/2025 and will back date the warranty start date to 11/27/2024 for one year. Lisa Smith seconded the motion, motion passed unanimously.

**2025 DRAINAGE ASSESSMENT** Mayor Daniel advised this was something we have done every year as part of the storm water fees we charge our residents. He explained that rather than passing the drainage billings through to the customer, our stormwater pays for those assessments. He pointed out that they were a little hefty this year at \$48,000 and explained that a lot of it has to do with the Blue River, as it always does, but also Columbia Realty 1 and 2. He stated, as a reminder, that the work has already been done and we are kind of replenishing the fund. He believed Columbia 1 and 2 goes through the Westgate area. Dan Weigold advised there were some problems out there this last Fall. Mayor Daniel stated he was anticipating that they were planning to do some required maintenance on that and requested that we maybe reach out to Jennifer and ask what their planned maintenance is for Columbia Realty 1 and 2. He advised our

stormwater department has put a bunch of money into that drain over the last year. Dan Weigold advised he would check into it.

Mayor Daniel made a motion to approve the drainage assessments as presented in the amount of \$48,451.57. Lisa Smith seconded the motion, motion passed unanimously.

**QUOTE FOR ATV – WASTEWATER** Mike Cook reminded the Board of his discussion at the retreat about their golf cart being inoperable. He reported that the mechanic was still not able to get it working so went ahead and got a quote from More's on an RTV they had out there. He advised the quote was in front of the Board for consideration. He questioned what the Board would like him to do with the current golf cart. He advised it was a 2001 and they have used it to haul trimmers, mowers, water tanks and other things around the facility.

Mayor Daniel questioned if we could do a silent bid process within. Rosie Coyle advised we could.

Mayor Daniel made a motion to approve the purchase of the Kubota for the wastewater department in the amount of \$22,288.43. Lisa Smith seconded the motion, motion passed unanimously.

**BURGESS & NIPLE PROPOSAL 25-1020 WAYNE WASTE RECLAMATION & RECYCLING FACILITY SEMIANNUAL GROUNDWATER MONITORING SERVICE FOR 2025** Chip Hill explained this was our standard agreement for our semi-annual testing at the Wayne Waste site. Mayor Daniel advised we were mandated to do this testing.

Rosie Coyle advised there was an increase of \$1,000 from last year. Mayor Daniel advised the cost was \$15,200.00. He suggested that we maybe look at other companies for the monitoring, but the historical knowledge Burgess & Niple has of this location is probably more valuable than the cost of service that we are doing.

Mayor Daniel made a motion to approve the agreement with Burgess & Niple for the Proposal 25-1020 for the Wayne Reclamation and Recycling semiannual monitoring for a lump sum of \$15,200. Dan Weigold seconded the motion, motion passed unanimously.

**FACILITY USE AGREEMENT – SHARED KITCHEN** Chip Hill advised in front of the Board was finally an agreement to move forward with the Test Kitchen, aka Shared Kitchen, with the Whitley County School Corporation. He noted our cost will be to pay 6% of the utility rates for the building. He advised we will have 24-hour access, and they have also put in an extra bathroom for us. Mayor Daniel added that they are allowing us to use their walk-in cooler freezer, which is a huge expense that we did not have to incur. Chip reported that we are also acquiring all the equipment that was left in the cafeteria.

Mayor Daniel shared, as a side note, our Community Engagement Specialist Bill Dittlinger is going to be stepping away from our organization, so we will be looking to replace him.

Mayor Daniel confirmed that Attorney McNagny had reviewed the agreement. Chip Hill advised she had, as well as Rosie. It was noted there was a typographical error on page 3.

Mayor Daniel made a motion to approve the Facility Use Agreement between Whitley County Consolidated Schools and the City of Columbia City as presented with the noted typo. Dan Weigold seconded the motion, motion passed unanimously.

**BILLS** Lisa Smith made a motion to pay all accounts payable in the amount of \$607,314.43 from the allowance of accounts payable vouchers dated 2/11/2025 for checks. Dan Weigold seconded the motion, motion passed unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$238,773.76 from the allowance of accounts payable vouchers dated 2/11/2025 for EFT payments. Dan Weigold seconded the motion, motion passed unanimously.

**PAYROLL** Lisa Smith made a motion to pay all accounts payable, except overtime, in the amount of \$296,043.69 plus overtime in the amount of \$11,705.19 for a total of \$307,748.88 for the payfile ending 1/24/2025. Dan Weigold seconded the motion, motion passed unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$77,250.00 from the allowance of accounts payable vouchers dated 1/17/25 for performance bonuses. Dan Weigold seconded the motion, motion passed unanimously.

**DEPARTMENT REPORTS** **Shawn Lickey** - still working on the terms and conditions, continuing with the utility pole replacement project, Brightspeed Internet would like to run a new fiber line on 700 N. all the way to the town of Etna so have been evaluating and engineering for that, working on buying another load of utility poles. **Mike Cook** – update on force main project, signed a quote with Merrell Brothers for sludge hauling, mixer in for service, met with three companies for lining the digester for when the Dystor comes off, hosted a seminar through Alliance and will be hosting another one in March for the Northern Indiana Operator Association and then another one in September with Alliance. **Gary Parrett** - extended hiring process to February 22<sup>nd</sup>, should be receiving new vehicles by Friday, field training day last week for the department, Car 22 which is one of the Ford Escapes was totaled and are negotiating with insurance, had network shut down on Sunday and everything went well. **Mike Shoda** - guys attended training on lead and copper. **Matt Heiden** – father/daughter dance went without any hitches, baseball and softball sign up started this week, Kissinger Electric replaced breaker box in the police training facility and started testing the wiring. **Kelly Cearbaugh** – met with company out of Ohio regarding leaf grinding, helping with tree removal, anticipating some weather coming in. **Tom LaRue** - training on machine rescue, reviewing City webpage to update information on their department, troubleshooting on Sierra Wireless units, hiring process is going well, they have 3 openings and would like to try to use this process to fill those spots if they have 3 qualified candidates – the Board was in approval, Holmatro was on station and inspected all of their rescue tools. **Chip Hill** – electric and street department started on Tree Board tree removal, Blue River Trail pre-construction meeting February 13, getting date set for the revising of the City’s comp plan, Shared Kitchen will be coming along very soon, update on skate park.

**MAYOR REPORT** Mayor Daniel reported they had a meeting between the fiscal bodies of the four townships on fire territories. He shared that it was decided to update the out-of-date

financial model with Baker Tilly and then each of the fiscal bodies will have a conversation about whether they want to continue the process or not. He advised from the City's standpoint, with being in Columbia Township, if they choose to opt out, we cannot even be a part of it because we have to be contiguous.

Mayor Daniel advised he would not be at the next Board of Works meeting as he and Shawn Lickey will be in Washington, DC advocating on behalf of our electric utility. He reported he will be down at the statehouse on Thursday to have conversations on a number of topics that may impact our community. He advised that City Hall will be closed for Presidents Day.

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