

**BOARD OF WORKS
TUESDAY, NOVEMBER 25, 2025
5:00 P.M.**

Mayor Ryan Daniel – Present
Clerk Treasurer Leslee Robinson – 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 made a motion to approve the November 12, 2025 meeting minutes as presented. Lisa Smith seconded the motion, motion passed unanimously.

STREET CLOSING – WC COMMUNITY CHRISTMAS Mayor Daniel shared that this was for the live nativity around the courthouse and appeared to be the same as in the past. He noted Shawn Lickey’s comment about not unplugging the Christmas decorations and Gary Parrett advised he would have cones in place.

Mayor Daniel made a motion to approve the Whitley County Community Christmas Celebration street closing permit as presented. Dan Weigold seconded the motion, motion passed unanimously.

Mayor Daniel noted that this was for closure of the parking stalls, not really for the street.

ENTRUST SOLUTIONS PROPOSAL Shawn Lickey explained this was the annual ad hoc agreement with Entrust, formerly known as Spectrum Engineering. He advised it was just a general agreement with them, so when we need urgent services from them, we do not have to go through the whole P.O. process for anything under \$10,000. He noted on the proposal that it shows maxed at \$10,000.

Mayor Daniel made a motion to approve the ad hoc services agreement with Entrust Solutions Group as presented. Lisa Smith seconded the motion, motion passed unanimously.

ELECTRIC BUCKET TRUCK Shawn Lickey reported that they have been planning this project since 2022. He shared that it was a major purchase, so they definitely took their time with making sure everything was correct on the bid process. He advised that this truck would replace their 70-foot bucket truck that they use to cut trees and things like that. He stated that the current truck was turning 25 this year; they usually only keep them about 10 years but since it does not have many hours on it, they were able to stretch it out.

He advised that they looked at a different procedure for purchasing the truck instead of the three-bid procedure, which is used for a lot of things. He shared that the issue with these bucket trucks is they are so custom; a truck that works for our municipality is not the same truck that works for REMC or another co-op. He explained with other bid processes if he would pick a certain truck, no other manufacturer could bid on it and to him, that was not helping to keep the bidders real honest. He advised that there was a new process where the state actually goes in beforehand and looks at every piece of the truck and negotiates a price for it. He reported that by using this bid process it actually saved us almost \$23,236.00. He shared that another advantage of using this process is, typically we have one purchase order for everything, but this process allows us to split it between the chassis and the actual bucket, which for this puts the purchases in different fiscal

years and different budget years, spreading the purchase out over two different years. He advised they budgeted \$475,000 for this truck but it did come in a little under that. He reviewed the two bids; the chassis was from Selking International with a total of \$106,124.47 and the bucket truck portion of it, including all of the construction, bins, and everything else that is customized on the truck through the state contract is \$358,480. He suggested moving forward with the two purchase orders with the two separate entities.

Mayor Daniel questioned the lead time for the truck. Shawn Lickey reported that we could have it in a year and a half to just under two years.

Mayor Daniel questioned what we would be doing with the current truck. Shawn Lickey advised it would be auctioned off. He explained there was a company that comes in and takes pictures then lists it in a nationwide bid process. He reported with the last auction we were able to get a lot more out of the two trucks than we would have if we would have gotten it advertised locally.

Mayor Daniel made a motion to approve the state contract bid for the 71-foot bucket truck as presented. Lisa Smith seconded the motion, motion passed unanimously.

ELECTRIC DEPARTMENT REPORT Shawn Lickey reported that he has had conversations with the Valvoline people regarding the old Bob Evans building. He advised that they have substation testing beginning next Monday and they had a truck inspection on the 47-foot bucket truck that was ordered in January of 2024. He reported that truck should be in before Christmas.

Mayor Daniel questioned if we pay upon delivery for that truck as well as the one that was just approved. Shawn Lickey advised that was correct. He noted with the one just approved we would pay at the delivery of the chassis, which is in six to seven months, and then we would pay the balance when it is delivered. He reported that one of his linemen resigned and requested permission to hire for that position; the Board approved. He advised all of the Christmas lights were up and ready to be turned on Friday.

BILLS Lisa Smith made a motion to pay all accounts payable in the amount of \$120,141.99 from the allowance of accounts payable vouchers dated November 25, 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 \$1,181,942.24 from the allowance of accounts payable vouchers dated November 25, 2025 for EFT payments. Dan Weigold seconded the motion, motion passed unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$2,418.61 from the allowance of accounts payable vouchers dated November 25, 2025 for meter deposits and credits. 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 \$274,511.57 plus overtime in the amount of \$9,311.59 for a total of \$283,823.16 for the pay file ending November 14, 2025. Dan Weigold seconded the motion, motion passed unanimously.

MAYOR REPORT Mayor Daniel shared department reports for Matt Heiden, Gary Parrett, Mike Shoda, Terry Wherry, Kelly Cearbaugh and Mike Cook.

Mayor Daniel reported that he was in Salt Lake City for four days last week and got to meet with a lot of different communities for National League of Cities and

talk about economic development and lots of different things. He reminded the Board that City Hall would be closed Thursday and Friday for Thanksgiving.

Having no further business to come before the Board, Mayor Daniel called the meeting adjourned.

Mayor Ryan Daniel

Attest:

Clerk Treasurer Leslee Robinson