

**BOARD OF WORKS**  
**TUESDAY, DECEMBER 30, 2025**  
**5:00 P.M.**

Mayor Ryan Daniel – Present  
Deputy 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 made a motion to approve the December 9, 2025 meeting minutes as presented. Dan Weigold seconded the motion, Mayor Daniel and Dan Weigold approved, Lisa Smith abstained.

**ENCROACHMENT AGREEMENT – 735 NORTH NORFOLK COVE**

Teresa Haupert of 735 North Norfolk Cove was present to discuss her fencing. She explained she ordered white vinyl privacy fencing from Revamp out of Fort Wayne to replace the existing wooden privacy fence already there. She shared that the builder was doing all the permits and then she received a letter from the city stating that she was supposed to be at the meeting tonight. Mayor Daniel thought since the builder was doing all of the permits, that is what necessitated the letter because it is inside the utility easement. He assured Ms. Haupert that they could work through it. He explained that people sometimes put up fences that we do not know about and so then when those people who do the right thing and go through the right process sometimes get called in front of us. He shared that it was not a bad thing, but the Board basically has to grant the right for the fence to be built inside the utility easement. He explained that we need to make sure there are no utility issues and secondly, make sure that the property owner is aware that if for some reason we have to get into the utility easement we will try to notify in advance but if it is an emergency, we will remove the fence as nicely as we can, but would be up to the property owner to have reinstalled.

Mayor Daniel confirmed with Kelly Cearbaugh that the sewer was in front. Kelly Cearbaugh advised that was correct. Mayor Daniel thought most all utilities were in front, except for maybe electric. He questioned if locates had been done. Ms. Haupert advised there were no flags yet, but Revamp had done a walkthrough of the area.

Mayor Daniel stated that he did not see any issues personally. Board members agreed.

Mayor Daniel made a motion to approve the Encroachment Agreement for 735 North Norfolk Cove as presented. Lisa Smith seconded the motion, motion passed unanimously.

**ENCROACHMENT AGREEMENT – 850 W. BUSINESS 30** Tony Johnson of Bridgeport Ministries at 850 West Business 30 was present to discuss the sign that was already placed there. He shared there was evidently a misunderstanding or something. He explained he bought the church building which had an existing sign there but had it removed. He shared it was maybe a year later, plus or minus, that he decided to put a new sign back up and had one installed. He advised he was a home builder, so was building homes and pulling a permit and was asked if he could get a location for the sign; he did so and was told someone would get back in contact with him. He shared that since then he has retired, he never made it back to the Building Department and never heard anything from them. He advised this has been maybe two or three years ago. He shared that he came back

up here the other week to investigate maybe doing some multifamily housing and while he was in, they made mention of needing to touch base about the sign, so here he is. He advised he has had the sign up for maybe three years now but was told he was encroaching on the Business 30 right-of-way. Mayor Daniel noted that it appears it is half in the right-of-way and half outside the right-of-way. Mr. Johnson advised he did not know he was encroaching on the right-of-way. Mayor Daniel noted, just like the last one, it could have been something where the church may not have gotten it approved, or it may have been something with taking the sign down and then rebuilding it but again, we just want to follow the process.

Dan Weigold made a motion to approve the Encroachment Agreement as presented. Lisa Smith seconded the motion, motion passed unanimously.

Additional discussion followed on Mr. Johnson's proposal of the multi-family units.

**PAY REQUEST – PULVER ASPHALT – TRAIL EXTENSION** Mayor Daniel explained this was for the South trail extension and noted that Chip Hill had already signed off on it. He shared that there was still a little over \$232,000 balance to finish, including retainage which was \$92,000.

Rosie Coyle shared that Lori Shipman sent in for reimbursement and we have around \$800,000 coming back from the Next Level Trails grant.

Mayor Daniel made a motion to approve Engineer's Project Number 5251 for pay application number six in the amount of \$97,628.51. Lisa Smith seconded the motion, motion passed unanimously.

**STREET CLOSING - 212 W. JACKSON STREET – RETROACTIVE**

Mayor Daniel noted this was for Jackson Street for a sewer line repair. Kelly Cearbaugh was aware of the work and advised it was complete.

Dan Weigold made a motion to retroactively approve the sewer line repair street closing from 7 a.m. to 7 p.m. on 12/23/25. Lisa Smith seconded the motion, motion passed unanimously.

**BILLS** Lisa Smith made a motion to pay all accounts payable in the amount of \$658,912.47 from the allowance of account payable vouchers dated December 30, 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 \$831,664.77 from the allowance of accounts payable vouchers dated December 30, 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 \$2,569 from the allowance of accounts payable vouchers dated December 30, 2025 for meter deposits. Dan Weigold seconded the motion, motion passed unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$21,100 from the allowance of accounts payable vouchers dated December 30, 2025 for volunteer firefighter run pay. 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 \$262,347.86 plus overtime in the amount of \$10,931.76 for a total of \$273,279.62 for the pay file ending December 12, 2025. Dan Weigold seconded the motion, motion passed unanimously.

Lisa Smith made a motion to pay all accounts payable in the amount of \$111,313.65 from the allowance of accounts payable vouchers dated December 29, 2025 for year-end bonuses. Dan Weigold seconded the motion, motion passed unanimously.

Lisa Smith made a motion to pay all accounts payable except overtime in the amount of \$284,916.74 plus overtime in the amount of \$22,607.16 for a total of \$307,523.90 for the pay file ending December 26, 2025. Dan Weigold seconded the motion, motion passed unanimously.

**DEPARTMENT REPORTS** **Gary Parrett** – update on four new officers, three officers starting the academy in January, Patrolling for Presents took place on December 14 at Paige's Crossing and that event went well, have officers working extra shifts and doing some extra holiday patrol at the shopping centers and on the roads, special thank you to the fire department for assisting with our new officers in earning their First Aid and CPR certifications. **Kelly Cearbaugh** – continue to try and work leaf pickup in around the weather, one of the salt boxes is at W.A. Jones for repairs, doing road maintenance, sign maintenance, will be bringing Santa's house back next week. **Matt Heiden** - they hired Carter Nickolson as their Recreation Coordinator and will start January 5<sup>th</sup>, December 19<sup>th</sup> was Cookies with Santa and had a great turnout, Father-Daughter tickets go on sale on Friday. **Terry Wherry** - no major projects to report on, did a walk-through at the jail with Ed Scott to look for items that might have been purchased through grants that would have to be decommissioned, returned or destroyed.

**MAYOR REPORT** Mayor Daniel shared that he had a good conversation with Representative Judy to talk about ways in which we can improve Senate Enrolled Act One as well as some good conversation with him about the food and beverage tax regarding the collection and those kinds of issues. He reminded everyone that City Hall will be closed on New Year's Eve and New Year's Day. He shared that on Monday the 12th, they have a walk-through interview with two firms for our BOT process for the amphitheater. He reported that we did not get Community Crossings funding for Westgate but there is some hope that maybe there will be another round this coming year. He shared that we did end up being able to fund the \$1,000 bonus for all the employees since we were not able to do a raise next year. He shared that we received our budget from the state and had to make some cuts and are thinking we may be able to shift some things around to make it all work.

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 Leslee Robinson