

**BOARD OF WORKS
WATER UTILITY
FRIDAY, OCTOBER 2, 2009
8:00 A.M.**

Mayor James Fleck – Present
Clerk Treasurer Rosie Coyle – Present
Attorney Greg Hockemeyer – Present
Walter Crowder – Present
Roger Seymoure – Present

The Columbia City Board of Works met in regular session with the Water Utility. All members were present, Mayor Fleck presiding.

SEWAGE ADJUSTMENT – DEB SNYDER 162 W. TIDEWATER TRAIL Rosie Coyle explained Ms. Snyder owned the property but her children live at the residence. She requested a sewer adjustment because they had been watering their lawn ever since they moved in. She advised they had only been living there since July and had nothing to base it on. Ms. Snyder felt they should be given the same adjustment everyone else gets during the summer. Rosie advised she could not do that because she did not know what to give her since it was a new home. Mayor Fleck questioned what the summer adjustment was based off of. Rosie explained it was based off of the April read and they did not go in until July.

Mayor Fleck questioned if it was an exceptionally high bill. Rosie advised it was. She explained they normally have to be in at least a year to get an average or even 6 months. Mayor Fleck questioned if there was any way by going for a 6 month period to arrive at something. Rosie thought if they could wait until January when they had been there for 6 months then see what they average but right now she had no clue.

Mayor Fleck felt they could approach it several ways in that one, that was the cost of constructing and starting a yard or say yes but would have to determine it in some other form but right now it was impossible to determine that. Roger Seymoure felt the fair way would be to wait until they had some non watering months to see what a normal month would be. Walt Crowder agreed.

Rosie advised she would tell Ms. Snyder they were going to wait until January to see what their normal usage would have been.

CURB CUT REQUEST – 106 N. WALNUT RADASAP, INC. Rosie Coyle advised she never received the information so requested to postpone the issue.

CHANGE ORDER #4 – NIBLOCK – WPCF (\$17,329.97) Jeff Walker explained this was for the Blue River Interceptor Sewer project. He advised at the conclusion of the project all of the bid items that were specific in costs were verified against what was actually put in and this was a true up to that. He advised the City had a total credit of \$17,329.97 and this has been

verified by Schneider Corporation as well as Donohue & Associates. He recommended the Board act favorably on the change order request.

Motion was made by Seymoure to approve Change Order #4 for the Columbia City Blue River Interceptor Sewer for a deduct of \$17,329.97 as recommended by Jeff Walker, Mayor Fleck second the motion, all voted aye.

WATER DEPARTMENT REPORT Mike Dear reported they were going to try to do some projects on Main Street but had been delayed due to INDOT questioning some things. He advised they made some changes and INDOT finally approved part of the project. He explained Bonar needed to finish the rest of the plans but would be mid November before everything was done so they were not going to start until next spring.

Mike reported they finished up the last two meter settings for the Habitat houses and replaced a fire hydrant at the same time they were there. He advised they just needed to asphalt the road and would be done down there.

Mike reported the pressure testing and sampling had been done on the main in Park 30 but were waiting to do the testing at Chesapeake. He stated they would be relocating some taps in Brennan Addition because of the replat.

Mike advised they had about 135 hydrants left to paint.

Mike reported they had a high service pump that would be pulled and rebuilt. He stated their pumpage was down about 4 million gallon compared to the previous months. He advised that was normal as the summer time usage had settled.

WATER & SEWAGE RATES Mayor Fleck discussed the rates and stressed the need to watch them very carefully.

STORM WATER EVENTS – COLUMBIA SHORES Walt Crowder stated it appeared there would be a lot of construction when the storm water project kicks off and questioned how it would affect water and if anything needed to be included in that package. Mike Dear advised he really did not have anything planned for that area. Walt advised he just wanted to make sure it was acknowledged that if something needed to be done that would be an opportune time. Mike reported they have had some breaks up there but not enough to do anything plus the funding was not there to do it and would probably be 10 - 12 years down the road before they would have the funding available.

STREET DEPARTMENT – HIRING OF NEW EMPLOYEE Mayor Fleck explained for some time the street department has wanted to fill a vacancy. Kelly Cearbaugh reported as of July 1 one of his employees moved onto other employment and at that time started talking to the Mayor about replacing that employee. He stated he was asked to look into the justification of filling that position as well as analyze it in terms of departmental sharing of an employee. He advised him, Jeff Walker and Mike Dear made a list of pros and cons to that approach and after

quite a bit of discussion they felt the best approach would be to hire a full time employee for the street department.

Kelly explained he was also asked to look into funding and advised if he would start someone in the \$12 - \$13 per hour range and have them starting by September 25 he would need about \$7,000 to fund that person for the rest of the year. He stated he had two budget items that would have money left at the end of the year which would leave him about \$14,500 to start funding the employee for next year. Rosie Coyle advised they do have the funding already in there for the person that left so that money was there too.

Roger Seymoure questioned with being down an employee what types of things do not get done. Kelly stated the two things neglected the most were the jet machine and sweeper. He explained if there is ever a shortage in employees the jet machine always gets neglected just because the sewer is running and was not a visual thing but it was a maintenance item that needed to be done as much as possible. Roger questioned what happens if they do not do the proper amount of maintenance. Kelly advised they get back ups. He explained he broke the City up into 10 sections so he could tell the guys to go out and clean certain sections. He advised they were in the southwest side of town on Vine Street working on a 250 ft. line and they could only get in 50 ft. because of a build-up of sludge. He stated they worked for three days straight just trying to get through. Rosie Coyle questioned if that would be why during heavy rains the water just sits in the streets. Kelly thought it was. Roger questioned if they track the areas and how often they are cleaned. Kelly advised that was something he wanted to start and was why he broke the town up. He felt if they could eventually get some televising equipment it would be a huge asset.

Walt Crowder questioned what the goal was to run the jet machine and sweeper. Kelly stated during the mid-summer the sweeper would not have to run as much as it would in the spring and fall. He felt it needed to be run every day during those times. Jeff advised during the summer was when they would take advantage of using the jet machine. Walt questioned if the jet machine was a two or three man. Kelly advised it was two man. Walt questioned if the sweeper was a one man or two. Kelly explained in the fall it would be a two person operation since they would need someone to follow with a truck. Jeff explained the sweeper program in the fall for about a month was to supplement the leaf pickup program. He stated there were not enough leaves to rake out but more than enough to plug up the catch basins and gutters.

Walt Crowder questioned what the overtime usage was. Kelly advised they had not had any yet.

Roger Seymoure questioned if they run the sweeper in the winter. Kelly advised if the weather allows and the temperature gets above 40 – 45 they can run it.

Walt Crowder questioned if running the sweeper or jet machine required certified training. Kelly advised all of the guys were trained to operate the sweeper and jet machine. He stated there was a level of knowledge to the jet machine and could be dangerous if not trained right on it.

Jeff advised Kelly mentioned two of the programs that were affected but that was not all of them. He stated we have opportunities to get rid of the wood chips but they have not had the manpower to do that.

Jeff felt there might be a preconceived notion that the employee would be funded entirely out of civil city but in all actuality it was funded and supported by two utilities; wastewater and storm water. Kelly added the cemetery also would fund the employee.

Motion was made by Seymoure to approve the hiring of a new employee for the street department as recommended by Kelly, Crowder second the motion and clarified that it would be filling a vacancy, all voted aye.

Roger Seymoure questioned if the person has to have a CDL when coming in or could they work into it. Kelly advised they could work into it and would have a year to do so.

Having no further business to discuss the meeting was adjourned.

Mayor James Fleck

Attest:

Clerk Treasurer Rosie Coyle