

**BOARD OF WORKS**  
**FRIDAY, DECEMBER 18, 2009**  
**8:00 A.M.**

Mayor James Fleck – Present  
Clerk Treasurer Rosie Coyle – Present  
Attorney Marcia McNagny – Present  
Walter Crowder – Present  
Roger Seymoure – Absent

The Columbia City Board of Works met in regular session with all members except Seymoure present, Mayor Fleck presiding.

**MINUTES** Motion was made by Crowder to approve an overview of the December 10, 2009 meeting minutes as presented, Mayor Fleck second the motion, all voted aye.

**TREE BOARD - GRANT AWARD** Eddie Beagles updated the Board on the grants the Tree Board applied for. He advised they applied for a \$5,000 grant and received \$2,550.00 which \$1,550.00 would go towards completing the City tree inventory. He reported they still had a shortfall of \$3, 850 that will have to come out of their operating budget. He stated the remaining \$1,000.00 will be used for the storm survey.

Mr. Beagles reported they were waiting on the final budget form the City so they could complete the 2009 Tree City USA application. He advised 2009 would be the 16<sup>th</sup> year as a Tree City USA and in 2010 they would be applying for the Tree City USA Growth Award which was a nationally recognized award.

Mr. Beagles reported they hired an Arborist to come in to evaluate trees for pruning and removal. He advised they had 50 trees slated for pruning which will begin early 2010 and there were 35 trees identified as needing removed. He reported during the evaluation they came upon 2 City trees that were infested with the Emerald Ash Bore. He explained once the infestation is reported the DNR becomes involved and there is a procedure that has to be followed. He reported the DNR requires the chipper that is used to chip the pieces to a 1” square or smaller. He stated they were trying to work with the City of Fort Wayne to chip the bigger pieces our chipper could not handle. He advised they did not have any costs yet.

**PAY REQUEST – BURGESS & NIPLE: WAYNE WASTE MONITORING – INV. 372387 \$3,375.98** Jeff Walker explained the request was for ground water monitoring services and was the final invoice for this year’s contract. He advised everything was in order and recommended the Board act favorably in the amount of \$3,375.98. He reported we had copies of the documents that were sent onto US EPA Region 5.

Walt Crowder questioned if this would close out this particular purchase order. Jeff advised it would and they would come back with the 2010 proposal in January.

Motion was made by Crowder to pay Burgess & Niple the amount of \$3,375.98 for Invoice 372387, Mayor Fleck second the motion, all voted aye.

**PAY REQUEST – SES ENVIRONMENTAL: ELECTRIC SUBSTATION CLEANUP – INVOICE 09FWC985 \$381.44** Jeff Walker advised he previously reported on this. He advised this was for work done the first part of November on the clean-up of the South Chauncey Street substation. He stated everything was in order and recommended the Board act favorably in the amount of \$381.44.

Motion was made by Mayor Fleck to pay Invoice 09FWC985 to SES Environmental in the sum of \$381.44, Crowder second the motion, all voted aye.

**BURGESS & NIPLE: PROPOSAL FOR IDEM MANDATED UPDATE – LONG TERM CONTROL PLAN** Jeff Walker explained every 5 years the Long Term Control Plan has to be updated. He advised he reviewed the proposal and asked the Board to award the proposal to Burgess & Niple for a not to exceed amount of \$58,500.00.

Walt Crowder questioned if the not to exceed had a time duration. Jeff Walker advised this had to be done by December 31, 2010.

Mayor Fleck questioned if we would be paying them hourly up to that amount. Jeff advised we would.

Walt Crowder questioned if this was the binding contract or just a proposal. Jeff advised it was the binding contract. Attorney McNagny advised she reviewed the contract and recommended a change under the compensation portion regarding overtime. Jeff agreed with the change.

Motion was made by Crowder to accept the recommendation with the modification per Attorney McNagny as discussed for the amount of \$58,500.00 not to exceed with Burgess & Niple, Mayor Fleck second the motion, all voted aye.

**BURGESS & NIPLE: LONG TERM CONTROL PLAN PHASE IIA** Jeff Walker explained this proposal was for additional services under the existing agreement for the South Chauncey Street project. He stated when they originally started working with Burgess & Niple they fully anticipated being able to make utilization of the existing electrical building onsite. He advised once they got into it and started looking at the requirements for electrical there was not enough room to house everything so it required an additional building to be placed somewhere on site. He explained since it was not part of the original scope he asked Burgess & Niple to put together costs. He stated this essentially was a completed task already as it was necessary to move the design project forward. He reported the cost for this was \$32,000. He advised additionally the programming part of the process was not included in the original proposal because they were not sure who they would be using. He explained because of Mike's relationship he has built with Donohue on the programming of everything on site he wanted to keep it consistent so asked Donohue to be subcontracted for this particular task and the fee was \$36,600 which was a pass through fee from Burgess & Niple. He explained the final piece of the process was the grant coordination. He stated as they began the OCRA process Region IIIA was in need of information from our engineering consultants to make sure everything was to OCRA's requirements. He explained when he talked with Region IIIA about how much detail that would involve they were not able to give a certain amount of time or detail. He advised he asked Burgess & Niple to plug in a number to cover that and they plugged in a fee of not to exceed \$30,000. He advised as it stood right now they have accumulated \$2,800 worth of billing for that part of it and we were at the level of award for the grant. He did not see a lot of outside of scope interaction from the award on. Mayor Fleck questioned if they were anticipating a lot more. Jeff advised he did not anticipate a lot more but Region IIIA could not tell him. He explained once it was awarded the grant administrator would have the ball more than the engineer. He did not see the billing coming close to \$30,000. Mayor Fleck advised that bothered him and felt they should put a more accurate or projected number in there. Walt Crowder questioned if they could reduce the number and then come back and increase if needed. Jeff advised he was not sure. Walt suggested reducing it \$15,000 and then if it required more than that then they could come back and do an addendum. Jeff advised he would be more than happy to put a cap of \$15,000 and did not see that as a problem. Mayor Fleck felt if they were almost done with it, in terms of spending out,

he did not see a need to have that kind of a window between what we pay and what was authorized.

Rosie Coyle questioned on the electrical design if it was part of the current SRF. Jeff Walker advised it would be on the new contract.

Motion was made by Mayor Fleck to enter into the contract with modifications of reducing the \$30,000 to \$15,000, Crowder second the motion, all voted aye.

Rosie Coyle questioned if they would have to redo the contract since they already signed it. Attorney McNagny felt they should.

**COMMUNICATIONS/IS DEPARTMENT** Terry Wherry reported they were able to get the tornado siren mounted back on top of City Hall. He advised they worked through Monday evening installing the new routers. He stated he had to replace hard drives in a couple computers.

**WATER DEPARTMENT** Mike Dear reported they fixed three main breaks and hooked up one more new house.

**FIRE DEPARTMENT** Tom LaRue reported on a small structure fire and a few small issues with one of the trucks.

**STREET DEPARTMENT** Kelly Cearbaugh advised they continue to work on the sign ordinance and have been getting sign posts in place for when the signs come in. He reported they have had the jet machine out. He advised they would be having Christmas tree pickup on January 16.

**WASTEWATER DEPARTMENT** Mike Cook reported they had water lines freeze again in the office. He explained the heating system was controlled from the laboratory and met with Flow Tech to maybe do zoning of the heat or move the thermostat to a central location. He advised they were going to have to do additional insulation in the attic space. Walt Crowder felt we should have some warranty on that. Mike advised he could check but it had been 2 years. Mayor Fleck suggested Mike talk with Attorney McNagny to see if we had any recourse.

Mike Cook reported IDEM was in to do inspections and advised nothing was found to be wrong. He advised he received the grease trap ordinance and would be bringing it to Council sometime the first of next year.

**POLICE DEPARTMENT** Mike Petersen advised they continue to work with Kelly Cearbaugh on the sign ordinance. He reported they would continue to look into drug interdiction training and what other steps they can take to help promote the program. He advised Detective Stephensen would be helping out with operations since Detective Hively was serving in Iraq.

**BILLS** Motion was made by Crowder to approve the bills as presented for the amount of \$585,473.93, Mayor Fleck second the motion, all voted aye.

Having no further business to discuss the meeting was adjourned.

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Mayor James Fleck

Attest:

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Clerk Treasurer Rosie Coyle