



## ***Board of Works Meeting – Minutes***

Date: January 27, 2020

Time: 3:32 pm

**Board of Works Members in Attendance:** Mayor Phil Jenkins, Rod Stump, Wayne Scheumann

**Also Present: City Attorney:** Brian L. Hoffer, **Clerk-Treasurer:** Jeff Knight, 7 guests and 2 members of the press.

- Call to Order: Mayor Jenkins called the meeting to order at 3:32 pm.
- Roll Call: Each Board of Works member was in attendance.
- The minutes from the January 13<sup>th</sup> meeting were submitted by Clerk-Treasurer Knight. Mr. Scheumann motioned they be accepted. Mr. Stump seconded. There was no further discussion regarding the minutes. The minutes were approved unanimously by voice vote.
- Citizen Input: There was a request for sewer bill adjustment for 1104 N. Main St. Mayor Jenkins motioned they be accepted. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
- Reports of Committees, Board, and Commissions: There were none.
- Unfinished Business:
  - New Ambulance: Mayor Jenkins motioned that the request for a New Ambulance be removed from its tabled status and be considered for approval. Mr. Scheumann seconded. The cost of the ambulance will be \$291,400 and will be purchased through the new HGACBuy contract. A letter was received from City Attorney Hoffer noting the statute that allows the purchase of such a vehicle when the market structure is based on a price but the governmental body is able to receive a dollar or percentage discount of the established price (IC 5-22-10-1). Mr. Scheumann motioned to approve the acquisition of a new ambulance. Mr. Stump seconded. The request was approved unanimously by voice vote.
  - Street Department Dump Truck Proposals: Three bids were received regarding the acquisition of the new dump truck chassis. Bidders were McCormick Motors (\$33,854), Advantage Ford (\$31,966.16), and National Auto Fleet Group (\$32,402.52). Mr. Scheumann motioned to accept the bids. Mr. Stump seconded. The bids were accepted unanimously by voice vote. The bids will be taken under consideration at the next Board of Works meeting.



- New Business:
  - Approve Sewer Connection for 202 W. Randolph St: Mr. Scheumann motioned to approve the connection. Mr. Stump seconded. The connection was approved unanimously by voice vote.
  - Approve Sewer Connection for Heritage Farms Lot 35: Mayor Jenkins motioned to approve the connection. Mr. Scheumann seconded. The connection was approved unanimously by voice vote.
  - Approve Fire Station Feasibility Agreement with Emergency Response: Mayor Jenkins motioned that a feasibility agreement be approved that will study location, requirements, and costs associated with consolidation of the full-time fire department and EMS. Mayor Jenkins motioned to approve moving forward with the feasibility study. Mr. Scheumann seconded. The agreement to move forward with a feasibility agreement was approved unanimously by voice vote, pending legal review.
  - Approve Storm Water Analysis Agreement with Christopher Burke Engineering: Mr. Scheumann motioned to approve the analysis. Mr. Stump seconded. The agreement was approved unanimously by voice vote pending legal review.
  - Review LTCP – Division D Pay Application #5: Andrew Robarge (Commonwealth Engineers) presented a \$0 pay request to the Board due to scheduled work being completed behind schedule. There are provisions that allow for a \$0 pay. The City accepts that work has been completed, but that it has not been done according to the timeliness as specified in the contract. Payment will simply be withheld until the complaint pending is approved by the USDA. Mr. Scheumann so moved and Mr. Stump seconded. The \$0 pay was approved unanimously by voice vote.
  - Approve Water Main Replacement Agreement (Task Order 2020-1) with Commonwealth Engineers: For work identified in the asset management plan along US 6, SR 19, Centennial, and Lock Street. This is a task order done in conjunction with Task Order 2020-2. This task is with the engineer to get design work done as well as our portion of the work done prior to INDOT coming in to do a major repave of US 6 and SR 19 in 2021. Mayor Jenkins motioned to approve the agreement. Mr. Scheumann seconded. The agreement was approved unanimously by voice vote.
  - Approve Water Main Service Line Agreement (Task Order 2020-2) with Commonwealth Engineers: In conjunction with Task Order 2020-1, going with the State Revolving Fund to replace individual service lines from the existing mains to within one foot of the house. Mr. Scheumann motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.



- Approve Bobcat Trade-in Agreement for Water Department Skidsteer: Superintendent Gerber gave a brief history of how long they have owned the Bobcat and how the City has traded them in in the past. Mr. Stump motioned to approve the agreement. Mr. Scheumann seconded. The agreement was approved unanimously by voice vote.
- Approve Agreements from First Group and Commonwealth for Consulting on Community Crossings Grant: Mr. Warren briefly discussed the agreements. Mayor Jenkins motioned to authorize Superintendent Warren to enter into the agreements. Mr. Stump seconded. The authorization was approved unanimously by voice vote.
- Approve Baker Tilly Agreement for Accounting Services: Mr. Scheumann motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.
- Approve Baker Tilly Agreement for Comprehensive Financial Management: Mayor Jenkins motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.
- Approve Baker Tilly Agreement for Utility Financial Management Reports: Mr. Stump motioned to approve the agreement. Mr. Scheumann seconded. The agreement was approved unanimously by voice vote.
- Approve Baker Tilly Agreement for Water Utility Cost of Service Study: Mr. Scheumann motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.
- Accounts Payable Vouchers in the amount of \$154,813.35 for Water and \$46,525.01 for Wastewater were submitted by Clerk-Treasurer Brown for approval. Mr. Stump made the motion to approve them. Mr. Scheumann seconded the motion. The Board of Works approved accepting the A/P Vouchers unanimously by voice vote.
- Reports by City Officers:
  - EMS Director – Nothing to report.
  - Fire Chief
    - Fire Chief Lehman requested use of the City car to attend upcoming scheduled meetings. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. Permission granted by unanimous voice vote.



- Fire Chief Lehman requested permission for department heads to attend a conference on February 6. Mr. Scheumann motioned to grant permission to attend the conference. Mr. Stump seconded. Permission was granted unanimously by voice vote.
- Police Chief
  - Police Chief Rulli submitted a letter of resignation for Reserve Patrolman Mashack effective January 27<sup>th</sup>, 2020. Mayor Jenkins motioned to accept the resignation. Mr. Stump seconded. The resignation was accepted unanimously by voice vote. Mayor Jenkins took a moment to express his appreciation for Reserve Patrolman Mashack.
- Street Superintendent – Nothing to report.
- Park Superintendent – Nothing to report.
- Water/Waste Water – Superintendent Gerber submitted a request for Matt Hockert to receive a \$2.00 increase on his employment anniversary date. Mr. Scheumann motioned to approve the payroll increase. Mr. Stump seconded. The increase was approved unanimously by voice vote.
- Clerk Treasurer – CT Knight informed the Board that the CT's office is getting close to getting the year-end closed. Each day brings further headway. CT Knight noted his appreciation of each of the department heads for the assistance and encouragement they have provided since he took office.
- Mayor – Mayor Jenkins informed the Board that he would be making a presentation at the Redevelopment Commission in the morning at 6:30.

With no further business to discuss, Mr. Scheumann motioned that the meeting be adjourned. Mr. Stump seconded. All agreed by voice vote and the meeting was adjourned at 4:07 pm.