



Board of Works Meeting – Minutes

Date: March 9, 2020

Time: 3:30 pm

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

Also Present: Clerk-Treasurer: Jeff Knight, 7 guests and 1 member of the press.

- Call to Order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll Call: All members were in attendance.
- The minutes from the February 24th meeting were submitted by Clerk-Treasurer Knight. Mr. Scheumann motioned they be accepted. Mayor Jenkins seconded. There was no further discussion regarding the minutes. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens:
 - Sewer Bill Adjustments (Superintendent Gerber noted that all was in order with these requests except for 512 Heritage Parkway)
 - 106 ½ West Market St., Apt #1 – Mayor Jenkins motioned to approve this request. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
 - 512 Heritage Parkway – Mayor Jenkins motioned to table this request due to the issue being a faulty sump pump. This is deemed the homeowner’s responsibility. Mr. Scheumann seconded. The request was tabled by a unanimous voice vote.
 - 1132 Golf View Drive – Mr. Stump motioned to approve this request. Mr. Scheumann seconded. The adjustment was approved unanimously by voice vote.
 - 1651 East Market St., Apt. #15-D – Mr. Scheumann motioned to approve this request. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
 - 475 ½ W. Randolph St. – Mayor Jenkins motioned to approve this request. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
 - 415 Hickory Lane – Mr. Scheumann motioned to approve this request. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
 - 752 E. Lincoln St. – Mayor Jenkins motioned to remove this adjustment request from the “tabled” status. Mr. Scheumann seconded. The adjustment was due to a freezing spigot. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. This adjustment was approved unanimously by voice vote.
 - Public Hearing for Waterworks Improvements – Drinking Water Preliminary Engineering Report (PER): Mayor Jenkins opened the public hearing and yielded the floor to Mr. Andrew Robarge, with

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Commonwealth Engineering, to make his presentation. Mr. Robarge discussed the totality of the project. The total project cost estimate for the Water Main and Storage Tank work will be \$6,985,896. The Lead Service Line Replacement cost is estimated at \$1,588,000. The two costs are not additive as the Lead Service Line Replacement costs will be covered by the interest of the SRF bond. Mr. Robarge noted that the increased costs reflected in the PER are not inclusive of any outside funding. Mr. Scheumann voiced his concern about how this was shown and requested that the final copy of the PER should be inclusive of the expected funding dollars. These dollar amounts should be shown in an updated table ES-5 reflecting the sources and uses. Mr. Robarge will have the modifications included as requested. With no further comments, the public hearing was closed.

- Reports of Committees, Board, and Commissions: There were none.
- Unfinished Business: None was presented.
- New Business:
 - Approve Resolution 725-20 Accepting Waterworks Improvements – Drinking Water PER: Mayor Jenkins motioned to approve the resolution. Mr. Scheumann seconded. The resolution was approved unanimously by voice vote.
 - Approve Resolution 726-20 Authorizing Representative for Waterworks Improvements – Drinking Water PER: Mr. Scheumann motioned to approve the resolution. Mr. Stump seconded. The resolution was approved unanimously by voice vote.
 - Approve Change Order #1 – Long Term Control Plan Division D: Mayor Jenkins motioned to approve the change order pending USDA approval. Mr. Scheumann seconded. The change order was approved unanimously by voice vote.
 - Request to Have R&R Visual complete Sewer Lateral Locations: Superintendent Gerber noted this will take place along US 6, SR 19, Locke, and Centennial and cost \$15,000. Mr. Scheumann motioned to approve the visual locations. Mr. Stump seconded. The request was approved unanimously by voice vote.
 - Request for Excavation and Emergency Sewer Repair at 202 W. Randolph: Mr. Stump motioned to approve the repair work. Mr. Scheumann seconded. The repairs were approved unanimously by voice vote.
 - Approve Agreement with Baker Tilly for Payroll Review: CT Knight noted that this will be a look back to the beginning of 2017 in order to ascertain that payroll was handled correctly and then



make corrections if it was not. This review will also include a review of procedures to help create efficiency if necessary. Mr. Scheumann motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.

- Approve Agreement with Baker Tilly for proposed Waterworks Revenue Bonds of 2020 (SRF): Mayor Jenkins motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.
- Accounts Payable Vouchers:
 - 2020 Water Operating APV's totaling \$203,593.87: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
 - 2020 WWTP Operating APV's totaling \$105,205.31: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports by City Officers:
 - EMS Director – Provided a report from the Elkhart County Health Board relating to the Coronavirus.
 - Fire Chief:
 - Requested that Kent's Excavation be allowed to close the portion of the street in front of 202 W. Randolph to make the repair on March 10th and 11th. Mr. Scheumann motioned to approve the closure by Kent's. Mr. Stump seconded. The closure was approved unanimously by voice vote.
 - Requested approval to attend the Fire Instructor Conference in April. Mr. Stump motioned to approve the request. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
 - Notified the Board that a Weather Severe Storm Test would be enacted shortly.
 - Police Chief – Nothing to report
 - Street Superintendent – Nothing to report
 - Park Superintendent – Superintendent Davis informed the Board that the City bathroom will be opened as soon as possible in conjunction with the arrival of warmer weather.
 - Water/Waste Water – Superintendent Gerber voiced his appreciation of the assistance received from the Street Department to fix the water line break. He also mentioned that the bike path by the WWTP was back open
 - Clerk Treasurer – Nothing to report.
 - Mayor – Nothing to report.



With no further business to discuss, Mr. Stump motioned that the meeting be adjourned. Mr. Scheumann seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 4:25 pm.