



Board of Works Meeting – Minutes from June 22, 2020

Board of Works Members in Attendance: Mayor Phil Jenkins (IP), Wayne Scheumann (IP), Rod Stump (OL)

Also Present: City Attorney: Brian Hoffer (OL), **Clerk-Treasurer:** Jeff Knight (IP), 10 guests (3 IP and 7 OL), and 1 member of the press (OL).

- Call to Order: Mayor Jenkins called the meeting to order at 3:40 pm due to technical difficulties.
- Roll Call: All members were in attendance. Mayor Jenkins presided over the meeting in person. Mr. Scheumann attended and voted in person. Mr. Stump attended and voted via Zoom videoconference.
- The minutes from the June 8, 2020 meeting were submitted by Clerk-Treasurer Knight. Mr. Scheumann motioned they be accepted as written. Mr. Stump seconded. There was no further discussion regarding the minutes. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens: There were none.
- Reports of Committees, Board, and Commissions: There were none.
- Unfinished Business:
 - Receive Bids for 253 W. Market Street: One bid was received from R. Yoder Construction for \$203,950. Mayor Jenkins motioned to take the bid under advisement and make a decision at the next BOW meeting on July 13th. Mr. Stump seconded. The motion was approved unanimously by voice vote.
 - Receive Quotes for Downtown Banner Poles: One quote was received from R. Yoder Construction for \$33,520. Mr. Scheumann motioned to take this under advisement and make a decision at the next BOW meeting on July 13th. Mr. Stump seconded. The motion was approved unanimously by voice vote.
 - Award Derksen Farms Stormwater Drainage Repair: Mr. Andrew Robarge, with Commonwealth Engineering, discussed the quote received from Beer and Slabaugh that came in at \$28,600. This was less than the engineering estimate. There were a few minor differences that were worked out and included in the recommendation letter. Acceptance and approval are contingent upon the receipt of general liability insurance. Mr. Robarge recommended proceeding once the City received the certificate of general liability insurance. Mayor Jenkins motioned to award the contract to Beer and Slabaugh contingent upon receipt of the general liability insurance certificate. Mr. Scheumann



seconded. Mr. Brian Hoffer (City Attorney) indicated his satisfaction. The award to Beer and Slabaugh was approved unanimously by voice vote.

- New Business:

- Approve Agreement with The Barns for Traffic Control for Arts & Crafts Festival: Police Chief Rulli reviewed the agreement for the BOW. The dates are August 6th through the 9th. Mr. Stump motioned to approve the agreement. Mr. Scheumann seconded. The agreement was approved unanimously by voice vote.
- Approve Request for Proposals for Roof Replacement at Emergency Services Building: Mayor Jenkins discussed the poor condition of the EMS portion of the roof. The roof is 30 plus years old and leaks whenever it rains, causing ceiling and carpet damage. Mr. Scheumann motioned to approve the request for obtaining proposals to be received by 3:30 pm on July 13th viewed at the BOW meeting scheduled for that date. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Approve Pay App #1 for Walnut Street Dumpster Enclosure: Mike Reese with Troyer Group discussed the status of the project and recommended approval for payment. Mayor Jenkins motioned to approve payment of Pay App #1. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Approve Driveway Permit for FCDC Loading Dock at 458 N. Elm St.: Mayor Jenkins talked about the location and length of the driveway. Mr. Scheumann motioned to approve the driveway. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Approve Sewer Connection for FCDC at 107 E. Marion St: Superintendent Gerber described that when the preliminary dirt work for the loading dock was in process, a manhole cover that nobody knew was there was found. The sewer line needed to be moved in order to build the loading doc. The move was at the owner's expense. Mayor Jenkins motioned to approve the sewer line connection. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Approve Quote from BL Anderson for Alarm System at Water Plant: Superintendent Gerber reminded the BOW members of why the new alarm system was required at the Plant. It is primarily due to the incompatibility between the existing WIN 911 alarm notification system and Windows 10. The cost of the new system will be \$11,460. Mr. Stump motioned to approve the quote. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- Approve Waiving Garage Sale Permit Fees for July 9-11: Mayor Jenkins presented the request on behalf of Mr. Kitson who was unable to be in attendance. Mayor Jenkins motioned to approve waiving the garage sale permit fees for July 9-11. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City should contact the Office of the City Clerk-Treasurer as soon as possible but no later than 48 hours before the scheduled event. Contact Info: 300 West Lincoln Street, Nappanee, Indiana 46550. Telephone (574) 773-2112. Email: jknight@nappanee.org.



- Accounts Payable Vouchers:
 - 2020 Water Operating APV's totaling \$127,225.90: 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 \$280,617.33: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
 - CSO Invoices Totaling \$1,598.13: Mayor Jenkins motioned to approve payment of the invoices pending USDA approval. Mr. Scheumann seconded. Payment of the invoices, pending USDA approval, was approved unanimously by voice vote.

- Reports by City Officers:
 - EMS Director: Chief Sumpter notified the BOW members of two retirements. Larry Yoder has served as an EMT in Nappanee and Wakarusa for the past 22 years and Scott Jacobson has served in Nappanee for nearly 14 years. Mr. Yoder's retirement will take effect on July 1st. Mr. Jacobson's retirement will take effect June 17th. Mayor Jenkins noted his appreciation for their service. Mr. Scheumann motioned to approve the resignations. Mayor Jenkins seconded. The resignations were approved unanimously by voice vote.
 - Fire Chief: Chief Lehman requested to have several sections of fire hose declared obsolete. Mayor Jenkins motioned to declare the sections of firehose, as presented, obsolete. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
 - Police Chief – Chief Rulli presented a memo requesting to promote Detective Leming to Detective Lieutenant. Chief Rulli commented that Detective Leming has been leading the Investigation Division for two years and under his guidance they have excelled on multiple levels as well as implemented new technology and procedures. The effective date of the promotion is immediately (June 22, 2020). Mr. Stump motioned to approve the promotion. Mr. Scheumann seconded. The promotion was approved unanimously by voice vote. Congratulations were offered by all BOW members.
 - Street Department: Superintendent Warren submitted an email from R. Yoder discussing the work to be completed on the Walnut Street Parking lot and Dumpster Enclosure project. They requested both parking lots and alleys be closed beginning Tuesday evening June 23rd through Friday the 26th and Monday the 29th through Wednesday July 1st (and possibly Thursday July 2nd). The intent is to try and have them open for use on the weekend. The work will be dependent upon the weather.

Superintendent Warren also commented that he had a phone conversation with Rod Warlick of INDOT. State Road 19 from NorthWood High School to the Roundabout will be chip sealed on Monday July 6th. Detours will be necessary. He requested Woodview and Oakland for detour use.



Mayor Jenkins motioned to approve the detour options requested. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

- Park Superintendent – Nothing to report.
- Water/WWTP: Superintendent Gerber noted on the Water side that the contractor has finished repairs on the NorthWood water tower. On the WasteWater side, LD Dosca is in the late stages of completing their work. It should be wrapped up soon.
- 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 4:12 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works