



Board of Works Meeting – Minutes from July 13, 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), 11 guests (3 IP and 4 OL), and 1 member of the press (OL).

- Call to Order: Mayor Jenkins called the meeting to order at 3:32 pm.
- 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 22, 2020 meeting were submitted by Clerk-Treasurer Knight. Mr. Stump motioned they be accepted as written. Mr. Scheumann 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:
 - Accept Proposals for Emergency Services Roof Replacement: Two bids were received. Love Contractors, Inc (located in Nappanee) submitted a bid of \$96,000. R. Yoder Construction (located in Nappanee) submitted a bid of \$178,425. Mayor Jenkins motioned to take the bids under advisement and award the bid at the next BOW meeting on July 27, 2020. Mr. Stump seconded. The motion was approved unanimously by voice vote.
 - Award Contract for 253 W. Market Street: R. Yoder Construction submitted the only bid in the amount of \$203,950 at the June 22nd BOW meeting. The bid was deemed acceptable. Mayor Jenkins motioned to award the contract to R. Yoder Construction. Mr. Scheumann seconded. The award of the contract was approved unanimously by voice vote.
 - Award Contract for Downtown Banner Poles: R. Yoder Construction submitted the only bid in the amount of \$33,520 at the June 22nd BOW meeting. The bid was deemed acceptable. Mr. Scheumann motioned to award the contract to R. Yoder Construction. Mr. Stump seconded. The award of the contract was approved unanimously by voice vote.
 - Accept Proposals for the Water Shop Roof: Two quotes were received. Upgrade Commercial Roofing (located in Nappanee) submitted a quote for \$26,385. Tru-Kote Roofing Systems (located in Elkhart)



submitted a quote of \$33,248. A third quote was solicited from ACE Builders, but nothing was received. Mr. Scheumann motioned to take the quotes under advisement and make the award at the next BOW meeting on July 27, 2020. Mayor Jenkins seconded. The motion was approved unanimously by voice vote.

- **New Business:**

- **Approve 2021 Township Fire Contracts:** Four Township contracts were presented for approval:
 - **Union** – Mayor Jenkins motioned to approve the contract. Mr. Stump seconded. The contract was approved unanimously via voice vote.
 - **Jefferson** – Mr. Scheumann motioned to approve the contract. Mayor Jenkins seconded. The contract was approved unanimously via voice vote.
 - **Locke** – Mr. Stump motioned to approve the contract. Mayor Jenkins seconded. The contract was approved unanimously via voice vote.
 - **Scott** - Mayor Jenkins motioned to approve the contract. Mr. Scheumann seconded. The contract was approved unanimously via voice vote.
- **Approve Pay App #2 for Walnut Street Dumpster Enclosure:** Mike Reese with Troyer Group updated the BOW on the progress of the project and concurred with the request from R. Yoder Construction for payment of \$144,063. Mr. Scheumann motioned to approve payment of Pay App #2. Mr. Stump seconded. Payment of Pay App #2 was approved unanimously by voice vote.
- **Approve Pay App #1 for Stahley Drive:** Mike Reese noted that the work was finished and that only one Pay App was submitted for the project in total by Niblock Excavating and Asphalt in the amount of \$460,393.20. Mayor Jenkins motioned to approved payment of Pay App #1 from Niblock with a deduction of \$21,750 (200% of the seeding amount). Mr. Stump seconded. Pay App #1 was approved, with the deduction, unanimously by voice vote.
- **Approve Pay App #1 NorthWood Water Tower:** Commonwealth Engineers submitted Pay App #1 on behalf of Clouse Inspection Services. The work has been completed. Pay App #1 is for \$13,968. Mr. Scheumann motioned to approve payment of Pay App #1. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
- **EMS – Medical Waste Disposal Contract:** EMS Director presented the contract to the BOW noting that it is a 3-year contract. City Counsel Brian Hoffer opined that he was ok with the contract except for the auto-renewal clause. Mayor Jenkins motioned to approve the contract subject to removal of the auto-renewal clause and approval of the additional appropriation for the contract. Mr. Stump 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.



- Approve Sewer Connection for 26266 CR 54 (Neil Kirkwood): Mr. Stump motioned to approve the sewer line connection. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- Accounts Payable Vouchers:
 - 2020 Water Operating APV's totaling \$342,035.76: 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 \$49,709.03: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
 - CSO APV's Totaling \$1,598.13: Mayor Jenkins motioned to approve payment of the APV/s 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: Director Sumpter notified the BOW members of that along with the roof issue mentioned earlier, a coil in the air conditioning unit went out. The cost to replace the coil was quoted as \$4,300. Mr. Sumpter commented that he will investigate the possibility of having this covered by insurance.
 - Fire Chief: Nothing to report.
 - Police Chief – Chief Rulli discussed the renewal of the department having a K-9 unit. Due to funds being gifted to the department, Chief Rulli indicated that the approximate \$12,000 cost of the dog and the training would be covered without any taxpayer expense. Mr. Stump made the motion to approve the acquisition of the dog and for the training. Mr. Scheumann seconded. The acquisition and training were approved unanimously by voice vote.
 - Street Department: Superintendent Warren requested authorization for a portion Elm Street to be closed on July 14th from 7:30 am to 9:30 am for work to be done. Mayor Jenkins motioned to approve the closure. Mr. Stump seconded. The request was approved unanimously by voice vote.

Additionally, Mr. Warren informed the BOW that the sidewalk and curb at 955 Main Street needed to be repaired. Phend and Brown will complete the work. The cost will be \$20,935. Mr. Stump motioned to approve the work. Mayor Jenkins seconded. The work was approved unanimously by voice vote.

As a separate matter, Larry Schumart with Millwood discussed work that needed to be completed at Nappanee Elementary School. They have a 90-ton crane that will be utilized for the work, but it will



cause a portion of Jackson Street (just north of Centennial, in front of the school) to be closed. The crane will be moved off the street at the end of each day. The anticipated closure will be from 7:00 am until 3:00 pm each day and may extend a couple of days into next week. The work will also be contingent upon Millwood providing the City with a certificate of insurance. Mayor Jenkins motioned to approve the closure. Mr. Scheumann seconded. The request for closure was approved unanimously by voice vote.

- Park Superintendent – Nothing to report.
- Water/WWTP: Superintendent Gerber requested that the BOW declare an emergency due to two separate street collapses that have taken place due to the aged sewer line deterioration. The request is to have Beer and Slabaugh repair the sewer portion. Mr. Scheumann motioned to have an emergency declared and Beer and Slabaugh be hired to repair the sewer lines. Mr. Stump seconded. The request was approved unanimously by voice vote.

Along with the aforementioned request, Superintendent Gerber also requested to hire Phend and Brown to make the repairs to the streets themselves. Mayor Jenkins motioned to hire Phend and Brown to make the street repairs. Mr. Scheumann seconded. This request was approved unanimously by voice vote.

- Clerk-Treasurer – Nothing to report
- Mayor – Mayor Jenkins informed the BOW members that a discussion will take place at the next BOW meeting regarding the Key Bank parking lot encroaching on the City right-of-way along Elm.

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 4:41 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works