



Common Council Meeting – Minutes for August 17, 2020

Council Members in Attendance: Todd Nunemaker (OL), Anna Huff (OL), Amy Rosa (OL), Denny Miller (IP).

Also Present: **Mayor:** Phil Jenkins (IP), **City Attorney:** Brian L. Hoffer (OL), **Clerk Treasurer:** Jeff Knight (IP) plus 9 guests (OL) and 2 members of the press (OL)

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm.
- Roll Call: All members listed above were in attendance either in person or online via ZOOM videoconference. Councilman Kauffman was unable to attend.
- Approval of Minutes from August 3rd, 2020: Councilman Miller motioned to approve the minutes. Councilwoman Rosa seconded. There were no other questions or comments. The minutes were approved unanimously via roll-call vote.
- Petitions or comments from citizens: There were none.
- Reports from Committees, Boards and Commissions:
 - Clerk-Treasurer Report for July 31, 2020: Clerk-Treasurer Knight submitted the monthly report. CT Knight commented that \$440,000 was received on behalf of the Water Utility as reimbursement for invoices that were paid out of the Utility's cash balances instead of being disbursed from Bond proceeds. This is the first portion that increases the Water Utility cash balance to approximately \$1.2 million. An additional \$300,000 has been requested. Once those funds are received, there will be one last large request of another \$300,000 to get the City fully reimbursed for invoices that were paid from cash balances in error. Councilwoman Huff motioned to approve the Clerk-Treasurer's report. Councilman Nunemaker seconded. The report was approved unanimously via roll-call vote.
- Unfinished Business: There was none.
- New Business:
 - Presentation by Economic Development Corporation of Elkhart County: Postponed.
 - EMS Write-offs – 2nd Quarter: CT Knight presented the report from Ambulance Billing Service with the amounts requested to be written-off for the 2nd quarter. CT Knight commented that these amounts are primarily those that are in excess of legal collectability thresholds. Councilman Miller motioned to approve the write-offs. Councilwoman Huff seconded.

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.



Councilwoman Rosa inquired as to how the City can double check the write-off amounts are legitimate and that payments are not being made to the collection agency, pocketed, and the City is being asked to write-off the balance. CT Knight said he was uncertain of the answer but that he would make a call to Ambulance Billing Service and see what he could find out. Councilwoman Huff also asked what the write-off listed as \$978 for “no signature” pertained to. Chief Sumpter indicated that they need to have a signature from the patient in order to release medical information on their run reports. There are circumstances where the patient is unable to sign. This amount reflects that situation. The charge-offs were approved unanimously via roll-call vote.

- Resolution 732-20 for RDC: Attorney Craig Buche presented the resolution seeking to remove two properties (151 and 155 S. Locke Street) from the TIF District. The intention is to demolish these facilities. The impact of the demolition would be to reduce the base assessed value. This would reduce the base assessed value the TIF District would be able to generate revenue from in the future. The process starts with the Redevelopment Commission, is then sent to the Plan Commission, continues to the Common Council, and then returns to the Redevelopment Commission for a public hearing. Councilman Nunemaker motioned to approve the resolution. Councilman Miller seconded. Mayor Jenkins commented that this resolution passed the Plan Commission by a 6-0 vote. The resolution was approved unanimously via roll-call vote.
- Approval of Accounts Payable Vouchers: 2020 APV’s totaling \$528,632.59: Councilman Nunemaker motioned to approve the APV’s. Councilwoman Huff seconded. The APV’s were approved unanimously via roll-call vote.
- Reports of City Officers:
 - Reports were submitted by each department, except for the Senior Center. No questions were asked.
 - Street Superintendent: Superintendent Warren informed the Council that he had communication today with Pavement Solutions. They are planning on being in town beginning, possibly, on Friday or next week to begin the microsurfacing project. Mayor Jenkins thanked Superintendent Warren and his crew, along with the other departments, for their work in cleaning up the City after the storm. He thanked the citizens for their efforts, as well, in the cleanup process.



- Plan Department Superintendent Lehman noted that the Planning and Zoning department has resumed doing rental inspections.
- Superintendent Gerber informed the Council of damage the Utility incurred when the storm passed through Nappanee.
- Mayor Jenkins thanked the citizens for their patience after the storm. NIPSCO said that 90,000 citizens in the area were without power once the storm moved through. Mayor Jenkins then discussed the potential timeline for the budget discussions and approval coming up. Also, the next Council meeting will take place on Tuesday evening, September 8th since the 7th is Labor Day.

Adjournment: With no further business to be discussed, Councilwoman Huff motioned to adjourn the meeting and Councilwoman Rosa seconded. The meeting was adjourned at 7:28 pm by unanimous voice vote.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of the Council