



## ***Board of Works Meeting – Minutes from January 11<sup>th</sup>, 2021***

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

**Also Present:** **City Attorney:** Brian Hoffer (OL), **Clerk-Treasurer:** Jeff Knight (IP), 9 guests (1 IP, 8 OL), and no members of the press.

- Call to Order: Mayor Jenkins called the meeting to order at 3:31 pm. Mayor Jenkins read a proclamation on behalf of Phil Hochstetler. Phil was the WasteWater Treatment Plant Supervisor for 32 years. He passed away on Friday. Mayor Jenkins designated 1/13/21 as Phil Hochstetler day in Nappanee. This was followed by a moment of silence.
- Roll Call: Members were in attendance as stated above.
- The minutes from the December 21st, 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:
  - Sewer Bill Adjustment for 552 N. Clark Street: Utility Superintendent Gerber said all was in order and he recommended approval. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. There were no further questions or comments. The adjustment was approved unanimously by voice vote.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
  - 2021 Animal Control Contract: Mayor Jenkins and Chief Rulli have been in contact with the Animal Welfare League of Kosciusko County regarding the pick-up of animals from Nappanee. The Animal Welfare League of Kosciusko County is not picking up animals any longer and so the Humane Society of Elkhart County was approached. Mayor Jenkins requested approval from the BOW for he and City Attorney Hoffer to negotiate an agreement with the Humane Society of Elkhart County. An agreement, in concept, has been agreed upon but now it needs to be finalized. Mr. Rob LaRoy, with the Humane Society of Elkhart County, noted his excitement to work with the City of Nappanee. Mr. Stump motioned to approve the request for Mayor Jenkins and City Attorney Hoffer to finalize the agreement. Mr. Scheumann seconded. There were no further questions or comments. The request was approved unanimously by voice vote.



- New Business:
  - Approve 2021 HR Contract with Starfish Leadership: Mayor Jenkins gave the background of how valuable Ms. Adrielle Lewinsky has been to the City. The contract is for \$4,500 per month. Clerk-Treasurer Knight agreed with Mayor Jenkins on her value to the City. The contract is from January 1<sup>st</sup>, 2021 to January 1<sup>st</sup>, 2022. Mr. Scheumann motioned to approve the renewing of the contract. Mr. Stump seconded. There were no further questions or comments. The request was approved unanimously by voice vote.
  - Approve Patriot Engineering Proposal for Water Main Project: Superintendent Gerber presented this request. The reason their services are needed is due to digging related to the Water Project exposing soil that was contaminated. A second sight has also been found. Mr. Steve Sitter, with Patriot, commented on the process used to get rid of the soil and noted the total cost for the soil testing and remediation will be \$1,075. Mayor Jenkins noted that this process will be run through Commonwealth Engineering. Mayor Jenkins motioned to approve the utilization of Patriot Engineering to remove the soil. Mr. Scheumann seconded. There were no further questions or comments. The request was approved unanimously by voice vote.
  - Approve Pay App #4 for 253 W. Market Street: Mayor Jenkins told the BOW members that the work is substantially complete. This request is for \$46,489.50. Some punch list items remain. Mr. Stump motioned to approve the pay application. Mr. Scheumann seconded. There were no further questions or comments. The agreement was approved unanimously by voice vote.
- Accounts Payable Vouchers:
  - 2021 Water Operating APV's totaling \$189,627.72: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
  - 2021 WWTP Operating APV's totaling \$45,945.72: 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: No formal report was submitted. Chief Sumpter told the BOW members that the EMS has received their new 2021 ambulance. It is working well. Mr. Scheumann commented on how long the process was from order to receipt.
  - Fire Chief: No formal report was submitted. There were no questions for Chief Lehman.
  - Police Chief: No formal report was submitted. There were no questions for Chief Rulli.



- Street Department: Superintendent Warren presented the request for the Leprechaun Run along the same route as last year along with the parking closure requests. Everything should be good to go this year. The race will take place on March 13, 2021 from 9:00 am until noon pending the health department's approval. Park Superintendent Davis said he would like this request to go through the Park Board as well. Superintendent Warren will provide documentation for the race to Superintendent Davis. Mayor Jenkins motioned to approve the request for the race subject to health department approval. Mr. Stump seconded. There were no further questions or comments. The request was approved unanimously by voice vote.
- Park Superintendent: No formal report was submitted. There were no questions for Superintendent Davis.
- Water/WWTP: Superintendent Gerber informed the BOW members that all the water main has been pulled in down the south side of US 6 from Elm Street to Clark Street. They have also open cut up to where Patio apartments is. The equipment has been moved over on to south Main Street now and are planning on pulling the pipe through up to Walnut Street later this week. He thanked everyone for their understanding as the work progressed.
- Clerk-Treasurer: No formal report was submitted. There were no questions for CT Knight
- Mayor: Mayor Jenkins told the BOW members that he would present the State of the City address during the next Council meeting on the 19<sup>th</sup>.

Adjournment: 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 4:54 pm.

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Phil Jenkins, Mayor

Attest: \_\_\_\_\_  
Jeff Knight, Clerk of Board of Works