



## ***Board of Works Meeting – Minutes from January 25<sup>th</sup>, 2021***

**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), 7 guests (OL), and 1 member of the press (OL).

- Call to Order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll Call: Members were in attendance as stated above.
- The minutes from the January 11th, 2020 meeting were submitted by Clerk-Treasurer Knight. Mr. Stump motioned they be accepted as written. Mr. Scheumann seconded. With no further questions or concerns, the minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens: There were none.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business: There was none.
- New Business:
  - Approve 253 W. Market Street Pay Application #5: This pay application for \$25,700 is for final work completed on 253 W. Market Street. There were no further questions or comments. Mr. Scheumann motioned to approve the pay application. Mr. Stump seconded. The request was approved unanimously by voice vote.
  - Approve Excavating in Public Right-of-Way:
    - There were several requests by NIPSCO for gas service retirement that were handled together. The addresses were 2225 E. Market St, 1156 E. Market St, 905 W. Centennial St, 110 N. Main St. Superintendent Lehman said that this was a fairly standard procedure as NIPSCO is abandoning these lines. Mayor Jenkins presented these requests and motioned they be approved. Mr. Stump seconded. Without any further questions or comments, these service retirements were approved unanimously by voice vote.
    - 72234 CR 7 North to CR 54 First Church of God – CenturyLink Fiber Installation: Superintendent Lehman noted this excavation request was from CenturyLink to install Fiber for the church and the parsonage. Mr. Scheumann motioned to approve the excavation request. Mr. Stump seconded. The request was approved unanimously by voice vote.



- 801 W. Centennial St.: This excavating request was from Kent's Excavating for the purpose of putting in a new sewer. The work will be done on 1/28/21. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. WWTP Superintendent Gerber asked if this request could be made pending a request from the Utility for the permit. Superintendent Gerber noted that Kent's is pretty good about getting the requests in to him on a timely basis. This will be signed off on as an emergency approval by Superintendent Gerber. There were no further questions or concerns. The request was approved unanimously by voice vote.
- Dedication and Acceptance of Water and Sewer Utilities and Street – Blackstone: Superintendent Lehman presented this request. Spartan Development pulled a performance bond for the amount it would cost for completion of the Blackstone subdivision 6<sup>th</sup> addition. Since that time, it has been completed. The streets, curbs, utilities, storm water are all in. According to the unified zoning ordinance, this needs to go back to the Board of Public Works and to release the performance bond they need to have a three-year maintenance bond in place. The maintenance bond is in the amount of \$35,535 which is 10% of the performance bond. Mayor Jenkins motioned to approve the Dedication and Acceptance of Water and Sewer Utilities and Street for Blackstone subdivision. Mr. Scheumann seconded. There were no further questions or comments. The dedication and acceptance were approved unanimously by voice vote.
- Approve Commonwealth Water Main Replacement Division C Partial Pay App #1: Mr. Andrew Robarge (with Commonwealth) presented the request for payment for partial mobilization and materials purchased by Indiana Earth. The payment due to Indiana Earth is \$153,522.37 with an additional \$8,080.13 of retainage withheld. Mr. Scheumann motioned to approve Partial Pay App #1. Mr. Stump seconded. Mayor Jenkins asked if the retainage would be held by SRF. Mr. Robarge said yes. With there being no further questions or comments, Partial Pay App #1 was approved by voice vote.
- Approve Commonwealth Water Main Replacement Division C Change Order #1: Mr. Robarge presented this request. This is in relation to locates to forty-three 1-inch lines and seven 2-inch lines. The \$1,928 cost will be covered out of the contingency. There is no increase in time due to this request. Mr. Stump motioned to approve the change order. Mayor Jenkins seconded. There were no questions or comments. The change order was approved unanimously by voice vote.
- Sewer Connection Application 1161 Blackstone Blvd Lot 121: Superintendent Gerber said this pertains to a single family residential property and all is in order with the fees having been paid. Mr. Scheumann motioned to approve the connection. Mr. Stump seconded. There were no questions or comments. The request was approved unanimously by voice vote.



- Approve Rental Agreement with Fire Services, Inc. for Ladder Truck: Superintendent Lehman presented this request. The wrong part was ordered for repair of the City's ladder truck. The new part may not be available until sometime in March. Fire Services, Inc. knew the City was in a difficult situation and offered to loan the City one of their spare ladder trucks at no cost (unless the City would do something to the truck causing repairs to be made). The City does have insurance on the vehicle. Mr. Stump asked for the rental date to be changed to January 21, 2021 instead of January 21, 2020. Mr. Stump motioned to approve the rental agreement. Mr. Scheumann seconded. There were no further questions or comments. The request was approved unanimously by voice vote.
- Accounts Payable Vouchers:
  - 2021 Water Operating APV's totaling \$157,413.39: 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 \$73,053.12: Mr. Stump motioned to approve the submitted APV's. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
  - 2021 CSO Construction in Progress APV's totaling \$280: Mr. Scheumann motioned to approve the APV subject to USDA approval. Mayor Jenkins seconded. The APV was approved unanimously by voice vote.
- Reports by City Officers:
  - EMS Director: Chief Sumpter had to leave on a call during the meeting. There were no questions for Chief Sumpter.
  - Fire Chief: Chief Lehman submitted a memo indicating that Nick Lechlitner has successfully completed all required State and Nappanee Fire Department training and asked that he be moved from probationary member to full member of the Nappanee Fire Department effective 1/20/21. Mayor Jenkins said he'd be honored to motion that Mr. Lechlitner be moved up to full member status. Mr. Stump seconded. There were no questions or comments. The request was approved unanimously by voice vote.

Chief Lehman also requested approval to order a new Command vehicle. It will be a 2021 Dodge Durango Pursuit Vehicle that will cost \$31,770 and it is budgeted in LOIT. The current command vehicle is a 2008 and there is not much equipment that would be used in the new vehicle. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. There were no questions or comments. The request was approved unanimously by voice vote.
  - Police Chief: Chief Rulli submitted a memo to the BOW's for approval to purchase 3 new squad vehicles. These will be Dodge Durango Pursuit Vehicles costing \$33,545 which were also included in



the LOIT budget for 2021. The purchase will be from Fletcher Chrysler who holds the state QPA. Mr. Stump motioned to approve the purchase the vehicles. Mr. Scheumann seconded. Mayor Jenkins asked if there was equipment in the existing cars that could be transferred over. Chief Rulli confirmed that was the case. With no further questions or comments, the request was approved unanimously by voice vote.

- Street Department: There were no questions of Superintendent Warren.
- Park Superintendent: There were no questions of Superintendent Davis.
- Elder Haus: There were no questions for Rex or Beth Hershberger.
- Water/WWTP:
  - Water Utility: Superintendent Gerber gave an update on the progress of the Water project. He also asked approval to have Patriot Engineering take a sample of more questionable soil. Mayor Jenkins motioned to approve payment of Patriot Engineering for the cost of the third sample of questionable soil. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

Mayor Jenkins noted his concern about the 2 to 3-inch edges along where the holes were dug out by Indiana Earth. The fill has settled in some areas. This causes rough transitions and potential damage to vehicles. Superintendent Gerber told the members that there would be a construction meeting coming up where he would have a conversation regarding this issue.

- WWTP: There are power lines across the WWTP. The City has been working with NIPSCO regarding easements to move the power line(s). City Attorney Hoffer discussed the conversations that have been held with NIPSCO and Commonwealth. NIPSCO will move the power line(s) away from the water tower at no charge to the City. Mr. Scheumann motioned to approve the documentation received for the right-of-way for the WWTP. Mr. Stump seconded. Superintendent Lehman commented that the County has an easement along the ditch to maintain it. Superintendent Gerber said the change would not impact the County easement as the change will be overhead not underground. There were no further questions or comments. Approval of the documentation was approved unanimously by voice vote.
- Clerk-Treasurer: There were no questions for CT Knight.
- Mayor: There were no questions for Mayor Jenkins.



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 4:16 pm.

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Phil Jenkins, Mayor

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