



Common Council Meeting – Minutes for March 1st, 2021

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

Also Present: City Attorney: Brian L. Hoffer (OL), **Clerk Treasurer:** Jeff Knight (IP) plus 7 guests (OL) and 2 members of the press (OL)

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm and opened with the pledge of allegiance and prayer.
- Roll Call: Members listed above were in attendance either in person or online via ZOOM videoconference.
- Approval of Minutes from February 16th, 2021: Councilman Miller motioned to approve the minutes. Councilwoman Huff seconded. There were no questions or comments. The minutes were approved unanimously via voice vote.
- Petitions or Comments by Citizens: There were none.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
 - 3rd Reading of Ordinance 1584 – Beacon Health Systems Rezoning: Mayor Jenkins told the Council members that he has communicated with Mark Bralick (Beacon Health Systems). Beacon has no intent to sell the property and they understand the curb cut issue. This was submitted to the Mayor in the form of an email that is in the record of this meeting. There were no further questions or comments. Councilman Nunemaker motioned to approve the ordinance on third reading accompanied by the inclusion of the correspondence in the record. Councilman Kauffman seconded. The ordinance was approved on third reading unanimously by roll call vote and the email correspondence has been retained in the Google Drive folder of this meeting.
 - Wellfield Park Agreement with Wa-Nee Schools: Councilwoman Huff motioned to remove this agreement from a tabled status and allow consideration of it at this meeting. Councilwoman Rosa seconded. This met unanimous approval by roll call vote. Mayor Jenkins presented the agreement to the Council. As part of a memo of understanding, this agreement lays out the details of the Wa-Nee School Districts ability to use the Wellfield Park

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.



soccer facility. The school district and City have agreed on a cost sharing plan to develop the complex. Councilman Miller motioned to approve the cost sharing agreement. Councilman Kauffman seconded. Councilwoman Huff asked if the amounts that were shown as “Shared Costs” were the City’s portion or the totals that would be split between the school district and the City. The Mayor responded that what is shown is the total costs and that those total costs would be split 50/50. Councilman Kauffman inquired about the maintenance costs as they appear to be split into thirds. Mayor Jenkins replied that there is a third party to the use of the field. That party is the Soccer Club. They will be participating in the sharing of maintenance costs. Councilman Miller commented that this field was going to be available to rental by outside entities as well. Mayor Jenkins confirmed that was the case. Park Superintendent Chris Davis gave a brief rundown on several colleges/universities that have contacted the City with interest in renting the facility (including Notre Dame, Bethel, Grace, and others). Councilman Miller noted the good economic impact that the use of this facility will bring. Councilman Kauffman also noted that those who rent the venue will take the revenue from ticket sales, but the City will get the revenue from concessions. Councilman Nunemaker confirmed that the City has the responsibility of scheduling the use of the facility. Mayor Jenkins concurred. Scheduling will flow through the Park Department. CT Knight said that the Park Department is working to establish rental pricing now. There were no further questions or concerns. The agreement was approved unanimously by roll call vote.

- New Business:

- Approve Baker Tilly Advisory Services Agreement for 2021: Mayor Jenkins and Mr. Jeff Rowe (Baker Tilly) gave an overview of the agreement. This is a master agreement pertaining to the services Baker Tilly provides across the various City functions. One service agreement the City will opt out of at this time is the Strategic Planning agreement. This will be revisited at another time. Councilwoman Rosa motioned to approve the agreement. Councilman Nunemaker seconded. Councilman Nunemaker inquired as to where these costs would come out of the budget. Mayor Jenkins walked the Council through where these costs appear in the budget. CT Knight then discussed the payroll and investment services agreements. Councilman Nunemaker reiterated that he was trying to make certain the requested amounts have been budgeted for accordingly. Councilman Kauffman asked if these agreements were new or if they were ones that had been used before. Mayor Jenkins responded that these



have been used before in various stand-alone capacities. There were no further questions or comments. The agreement was approved unanimously by roll call vote.

- Resolution 743-21 – Mutual Aid agreement for Fire Services with Kosciusko County: Fire Chief Lehman submitted this agreement to the Council. The agreement is with all the fire departments in Kosciusko county and allows for reimbursement from FEMA for natural disasters. The agreement was approved by the BOW and then submitted to Council for their agreement due to language included. City Attorney Brian Hoffer reiterated the benefit of the agreement between the various fire departments, many of which are a substantial distance from Nappanee, that may need the City’s help or vice-a-versa. Councilwoman Huff motioned to approve the resolution. Councilman Miller seconded. Chief Lehman noted that the City also has this type of agreement with Elkhart County. There were no further questions or comments. The resolution was approved unanimously by roll call vote.
- Approval of Accounts Payable Vouchers: 2021 APVs Totaling \$517,879.12: Councilman Kauffman made the motion to approve the APVs. Councilman Nunemaker seconded. CT Knight pointed out a couple of line items, one was a credit back pertaining to tax credits for COVID payroll expenses and the other was the \$12,000 cost for fireworks. The fireworks were paid out of the 2020 budget, but they appear on this APV run due to an oversight by CT Knight. He asked for the invoice, received it, and they put it in his file but forgot to pass it along to be paid. This was paid prior to the AFR being filed. There were no further questions or comments. The APV’s were approved unanimously by roll call vote.
- Reports from City Officers (reports are generally submitted for the second Council meeting of the month):
 - EMS Director: Nothing to report. There were no other questions or concerns.
 - Fire Chief/Planning and Zoning: Chief Lehman informed the Council that the part for the ladder truck was received, allowing the truck to be fixed a month ahead of schedule. The truck will be delivered in the morning. He thanked Fire Services for the truck they loaned the City and said they were very good from a business perspective as well. There were no further questions or comments.
 - Police Department: Nothing to report. There were no other questions or concerns.
 - Street Department: Nothing to report. There were no other questions or concerns.



- Park Superintendent: Superintendent Davis told the Council that he expected the golf course to be open in the next week or so. He then proceeded to give an update on the Build, Operate, and Transfer process the Park Department is currently working through to build restroom/concession/locker facilities at Wellfield Park and bathroom facilities at the other park locations. There were no further questions or comments.
- Elder Haus: There were no questions for the Senior Center. Mayor Jenkins noted that as the COVID-19 numbers come down, there have been conversations regarding safely reopening the Senior Center and the services they offer. There were no further questions or comments.
- Water/WWTP: Superintendent Gerber updated the Council on the water project. The work will begin again at the Centennial and Main Street locations. The pause in the work was due to the cold weather that moved through northern Indiana over the course of the last two weeks.
- Clerk-Treasurer: CT Knight informed the Council the AFR was filed on Wednesday. He also informed them that Nikki Ramer has assumed the day-to-day operating responsibilities. She's been with the department over 20 years and has had the title of Office Manager for quite some time. Now she is getting the responsibilities that go along with the title. There were no questions for CT Knight.
- Mayor – Mayor Jenkins proposed a planning/work session for the Council to be held on March 29th at 7:00 pm. The Council noted they were able to meet at that time. Mayor Jenkins asked if Mr. Jeff Rowe (Baker Tilly) had anything that he would like to add. Mr. Rowe told the Committee that Baker Tilly is watching the current COVID-19 Recovery Act legislation going through Congress. A rough estimate indicates the City of Nappanee may receive somewhere between \$1.2 million and \$1.5 million in funding.

The Mayor continued by discussing a program that INDOT has where they will grant 100% of the cost towards a low floor minivan which is ADA accessible. The City should know in June if they were awarded the grant. Another grant the City is pursuing is the SAFER grant that will assist the City as it transitions from a volunteer fire staff to a full-time fire department. This would fund the cost of 4 full-time fire fighters for 3 years.



Adjournment: With no further business to be discussed, Councilman Miller motioned to adjourn the meeting and Councilwoman Rosa seconded. The meeting was adjourned at 7:55 pm by unanimous voice vote. The next Council meeting will take place on Monday, March 15th at 7:00 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of the Council