



## ***Board of Works Meeting – Minutes from April 12th, 2021***

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

**Also Present:** **City Attorney:** Brian Hoffer (OL), **Clerk-Treasurer:** Jeff Knight (IP), 11 guests (10 – IP; 1 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 March 22nd, 2021 meeting were submitted by Clerk-Treasurer Knight. Mr. Stump motioned they be accepted as written. Mayor Jenkins seconded. With no further questions or concerns, the minutes were approved unanimously by roll call vote.
- Petitions and Comments by Citizens:
  - Sewer Bill Adjustment for 1651 E. Market St., Apt. 14D: This request was due to a toilet leak that needed to be repaired. The leak was repaired on 3/12/21. Superintendent Gerber said all was in order. Mr. Stump motioned to approve the request. Mayor Jenkins seconded. The adjustment was approved unanimously by roll call vote.
  - Sewer Bill Adjustments for 1600 W. Market Street: This request was due to a cracked underground pipe. The repairs were completed on 2/21/21. Superintendent Gerber said all was in order. Mr. Scheumann motioned to approve the adjustment. Mr. Stump seconded. The adjustment was approved unanimously by roll call vote.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
  - Receive quotes for Street Department Leaf Machine: Superintendent Warren commented that three quotes had been requested for the machine. One company was out of New York, one was out Ohio, and one out of Fort Wayne. Only one quote was received for the leaf machine and that was from Brown Equipment out of Fort Wayne. The price quoted was \$72,190. Mayor Jenkins motioned to accept the quote, take it under advisement, and make an award at the next BOW meeting on April 26<sup>th</sup>. Mr. Stump seconded. The motion carried unanimously by roll call vote.



- New Business:

- EMS – Proposed Ambulance Billing Rates: Mayor Jenkins noted that in early 2020 Ambulance Billing Service approached the City regarding the need to raise the rates charged to insurance companies. The rates have not been raised since 2012 (Ordinance #1461). These rates are being submitted to the BOW members for their approval and then a formal ordinance will be created and submitted to the City Council. Mr. Scheumann motioned to approve the fee increase recommendation from Ambulance Billing. Mr. Stump seconded. The increase was approved unanimously by roll call vote.
- Alley Closure for Kountry Cabinets: Mr. Denny Miller was in attendance to make the request as there will be an entertainment tent set up in the Kountry Cabinets west parking lot on May 8th. The closure will be between Locke Street and Lake City Bank for safety reasons. The duration of the closure will be between the hours of 8:00 am and 4:00 pm. Mayor Jenkins confirmed that the north/south alley to the east of Kountry Cabinets will be opened during this time for Lake City Bank customers. Street Department Superintendent Warren noted that this was standard operating procedure and that they have supplied the barricades, Mr. Miller has put them out, and then the City has picked them up afterwards. Mayor Jenkins motioned to approve the closure. Mr. Stump seconded. The closure was approved unanimously by roll call vote.
- Approve Memorial Day Ceremony for May 31, 2021: Mayor Jenkins noted that there will not be a parade but there will be a ceremony on the south lawn of City Hall at 11:00 am. The requested street closure for the 300 block of W. Lincoln Street will be for the hours of 9:00 am through 1:00 pm. Mr. Stump motioned to approve the street closure. Mr. Scheumann seconded. The closure was approved unanimously by roll call vote.
- Excavating in Public Right of Way – 356 E. Market Street (Kent's): Planning and Zoning Director Lehman told the members that this was an emergency and that the work has already been completed. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by roll call vote.
- Excavating in Public Right of Way – 458 S. Madison Street (Kent's): Director Lehman presented this request and it was an emergency as well. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by roll call vote.
- Excavating in Public Right of Way – 602 S. Jackson (NIPSCO): Mayor Jenkins commented that this is a new gas request from NIPSCO. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by roll call vote.
- Excavating in Public Right of Way – Beechwood/Parkwood Drive (Mediacom): Director Lehman noted that Mediacom was having some difficulty servicing customers in this area and would be replacing



lines in the City right-of-way. Mr. Stump motioned to approve the request. Mayor Jenkins seconded. The request was approved unanimously by roll call vote.

- Sewer Connection/Repair 1001 E. Market Street: Superintendent Gerber noted that this and all the following connections were due to repairs. Mayor Jenkins motioned to approve the connection. Mr. Scheumann seconded. The request was approved unanimously by roll call vote.
- Sewer Connection/Repair 1005 E. Market Street: Mr. Stump motioned to approve this request. Mr. Scheumann seconded. The request was approved unanimously by roll call vote.
- Sewer Connection/Repair 458 S. Madison Street: Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request was approved unanimously by roll call vote.
- Sewer Connection/Repair 356 E. Market Street: Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by roll call vote.
- Sidewalk Replacement – 257 N. Elm Street: Mayor Jenkins stated that the City used to have a sidewalk replacement program but is wasn't utilized. In recent months the City has been approached by a couple of citizens regarding the possibility of getting help replacing their sidewalks. They will obtain three quotes and the City will match 50% of the lowest quote. Superintendent Warren discussed the quotes that have been received. The lowest was from Concrete Impressions for \$1,480. The City will match 50% of that (\$740). Mr. Stump motioned to approve the replacement. Mr. Scheumann seconded. The replacement was approved unanimously by roll call vote.
- Disposal of Ambulance: Mayor Jenkins noted that, after notification to the surrounding fire and EMS departments regarding the availability of the City's old ambulance, there was no interest shown in the ambulance. Mayor Jenkins made the motion requesting approval to make the ambulance available to the general public and to give approval for Mayor Jenkins, City Attorney Hoffer, CT Knight, Superintendent Lehman, and Director Heckathorn to create a notice for publication regarding the sale of the ambulance and the opening of bids during the BOW meeting on May 24<sup>th</sup>. Mr. Stump seconded. The request was approved unanimously by roll call vote.

- Accounts Payable Vouchers:

- 2021 Water Operating APV's totaling \$190,167.52: Mr. Stump motioned to approve the submitted APV's. Mayor Jenkins seconded. The APV's were approved unanimously by voice vote.
- 2021 WWTP Operating APV's totaling \$66,360: Mr. Stump motioned to approve the submitted APV's. Mayor Jenkins seconded. The APV's were approved unanimously by voice vote.



- Reports by City Officers:

- EMS Director: Director Sumpter informed the BOW members that he has received two ride-long requests. The individuals who have made the request are Brad Holmes and Grace Anglemeyer. Both individuals are over 18 years of age. City Attorney Hoffer inquired if the two individuals have signed the appropriate documentation with the City to ride-along. Director Sumpter said yes. Mr. Stump motioned to approve the requests. Mr. Scheumann seconded. The requests were approved unanimously by roll call vote.
- Water/WWTP: Superintendent Gerber updated the Board on the progress of the water project. He noted the water main has been installed uptown and Indiana Earth is in the process of pressure testing.
- Mayor: Mayor Jenkins recognized outgoing EMS Director Jim Sumpter. Director Sumpter will officially retire on April 15<sup>th</sup>. Mayor Jenkins presented him with a pocket watch on behalf of the City and a representative from Homeland Security (Michael Fort) publicly recognized Director Sumpter as well, giving him the State EMS Director Award. In attendance were Director Sumpter's wife and son as well as other City department heads. Director Sumpter thanked everyone, especially his wife Laurie. Mayor Jenkins noted that the acting Director for the EMS, during this time of transition, will be Mr. Steve Heckathorn.

Adjournment: With no further business to discuss, Mr. Stump motioned that the meeting be adjourned. Mayor Jenkins seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 3:59 pm.

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Phil Jenkins, Mayor

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