



Board of Works Meeting – Minutes from May 24th, 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), 10 guests (4 IP; 6 OL), and 1 member of the press (OL).

- Call to Order: Mayor Jenkins called the meeting to order at 3:32 pm.
- Roll Call: Members were in attendance as stated above.
- The minutes from the May 10th, 2021 meeting were submitted by Clerk-Treasurer Knight. Mr. Stump motioned they be accepted as written. Mr. Scheumann seconded. There were no questions or concerns. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens:
 - Facility & Equipment Request - Neighborhood Art Club: Ms. Heather Mishler made the request to close Williams Street between Centennial, the alley, and one road block at Van Buren in order to have a Neighborhood Art Club on Tuesday June 15th, Thursday June 17th, Tuesday July 20th, and Thursday July 22nd. The Tuesday time frames will be 8:00 am to 1:00 pm. The Thursday time frames will be 6:00 pm to 10:00 pm. Rain dates would be the immediately following Friday's in the morning. A grant was applied for and received to have this. The grant is the Vibrant Neighborhood Grant. Street Superintendent Warren told the Board the Friday before the events, barrels will be put out indicating the closures and the timing. Mayor Jenkins asked Police Chief Rulli if he could have a squad car at the events. Chief Rulli said he could. Mr. Scheumann, Mr. Stump, and Mayor Jenkins all spoke highly of this event. Ms. Mishler said she has talked with the neighbors. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
 - Request to Utilize Temporary Street Parking for M-Dee Acres – Ruch Rentals: Street Superintendent Warren presented the request. M-Dee Acres will have six parking lots resurfaced within the next 90 days. There needs to be 5-10 days of good weather for this to take place. So, the specific date and time are unknown now. The lots will be resurfaced on a staggered timetable. Each lot will need to have surface street parking for 24-72 hours to accommodate the resurfacing project. Superintendent Warren and Mr. Ruch will work together to coordinate the parking situation. Police Chief Rulli, Acting EMS Chief Heckathorn, Fire Chief Lehman were all ok with one side of the road being used for parking. Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

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.



- Facility and Equipment Request – Nappanee Power from the Past – Civil War Days: Mayor Jenkins met with Mr. Tristan Ramer who requested to have a Civil War Days event on June 11th through June 13th. Mayor Jenkins noted this would entail a contract like that of the Art Festival and that he, City Attorney Hoffer, and Police Chief Rulli would work on that. Fire Chief Lehman informed the Board the fireworks were approved. He will have fire department vehicles on hand should they be needed. Canons will be fired on Saturday at 3:00 pm and 9:30 pm and Sunday at 2:00 pm. Police Chief Rulli needs to know quickly if any reserves will be needed for the event since there is not much time. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Sewer Bill Adjustment – 1374 Maple Lane: Superintendent Gerber said all is in order. Mr. Stump motioned to approve the adjustment. Mr. Scheumann seconded. The adjustment was approved unanimously by voice vote.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
 - Resolution 745-21 – Sourcewell Purchase of Combination Vac/Jet Truck: Mayor Jenkins presented the resolution. This is in conjunction with the WWTP Superintendent Gerber’s desire to acquire a Vac/Jet Truck for \$367,391. Mayor Jenkins and City Attorney Hoffer thought a resolution was the best way to proceed. Mr. Scheumann motioned to approve the resolution. Mayor Jenkins seconded. The resolution was approved unanimously by voice vote.
- New Business:
 - LTCP Division D – Pay App #9: Mr. Andrew Robarge (Commonwealth Engineering) made the presentation. The project is essentially complete. The contractor requested \$75,561.97. An additional \$22,000 was recommended to be withheld for liquidated damages. The net amount of the pay application was reduced to \$53,561.96. Prior to release of the additional payments to the Contractor, final waivers of lien from all subconsultants and Contractor will be required. Total liquidated damages to date has reached \$108,000. The Bonding Agent has indicated there are no outstanding claims. Payment will also require USDA concurrence. Mr. Scheumann motioned to approve the request with all the above noted requirements. Mr. Stump seconded. The pay app was approved unanimously by voice vote.
 - Water Main Replacement – Division C – Change Order #3: Mr. Robarge made this presentation. There is one deduction and two additions included in the change order. The deduct is \$9,655.51 relating to the ability to abandon the water main in the alley between US-6 and Walnut Street. The additions relate to additional contaminated soils of \$39,036.74, and additional tree removals and



trimming of \$76,010. The net change order is \$105,391.23. Mr. Robarge noted that there are no additional days added in this change order. Mayor Jenkins motioned to approve the change order with concurrence from the SRF. Mr. Stump seconded. Mr. Scheumann inquired if the added cost of \$47,503.19 for Water Service Replacement was included in the total contract. Mr. Robarge replied that it was included as part of the 10% contingency. The change order was approved unanimously by voice vote.

- Excavating in Public Right of Way – N. Miriam St. (NIPSCO): Chief Lehman noted that this is a typical NIPSCO request. Mr. Stump motioned to approve the request. Mr. Scheumann seconded. The excavating request was approved unanimously by voice vote.
- Sewer Connection – 255 W. Hudson St: Superintendent Gerber made the presentation. The request is from Gravelton Properties to connect from the crawl space via lift station up to the City connection point. Mayor Jenkins motioned to approve the connection. Mr. Scheumann seconded. The sewer connection was approved unanimously by voice vote.
- Open Quotes for Electric Service to Miriam Water Tower: CT Knight opened the sealed quotes. Inside the sealed envelopes were two quotes from Final Phase Electric in Elkhart and Anglin Electric in Nappanee. The electric service quotes were \$3,496.54 from Final Phase and \$2,500 from Anglin. The secondary quotes were related to the photocell warning lights. The quotes were \$3,572.68 from Final Phase and \$300 from Anglin. Mayor Jenkins motioned to accept the quotes and make a final determination at the meeting on June 14th BOW meeting. Mr. Stump seconded. The motion was agreed upon unanimously by voice vote.

- Accounts Payable Vouchers:

- 2021 Water Operating APV's totaling \$101,337.40: 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 \$67,767.16: 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 \$620: Mr. Scheumann motioned to approve the submitted APV, subject to USDA approval. Mr. Stump seconded. The APV was approved unanimously by voice vote.

- Reports by City Officers:

- Fire Chief: Chief Lehman told the Board that on Memorial Day there will be a breakfast for all City employees and elected officials from 8:00 am to 10:00 am.



- Park Superintendent: Superintendent Davis informed the Board that the pool will be open beginning this Saturday for the season.
- Water/WWTP: Superintendent Gerber gave an update on the status of the water project.
- Mayor: Mayor Jenkins said there will not be a Memorial Day parade, but there will be a ceremony at 11:00 outside of City Hall. He also talked about the departmental personnel adjustments. Fire Chief Lehman will focus on the combined Fire and EMS responsibilities. Mr. Todd Nunemaker will take over Chief Lehman's responsibilities as the Urban Planner. Mr. Steve Heckathorn will continue to have day to day responsibility for the EMS.

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 4:19 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works