



## ***Board of Works Meeting – Minutes from August 6, 2021***

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

**Also Present:** **City Attorney:** Brian Hoffer, **Clerk-Treasurer:** Jeff Knight, 8 guests (2 via video conference), and 1 member of the press.

- Call to order: Mayor Jenkins called the meeting to order at 3:31 pm.
- Roll call: All members were in attendance as stated above.
- Approval of the Minutes from July 26th, 2021: CT Knight submitted the minutes for the previous BOW meeting. Mr. Stump motioned to approve the minutes as presented. Mr. Scheumann seconded. 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:
  - SWIF Application Status Commonwealth Task Order: Mr. Robarge (Commonwealth Engineers) informed the Board that the deadline for application approvals was pushed back to August 27<sup>th</sup> and then subsequently pushed back to September. In order to make sure that the project met the terms/time frames of the application, Mr. Robarge requested “notice to proceed” with the engineering portion of the proposed project. If the application is not approved in round one, the preference will be given to these projects/applications in round two (in 2022). Mayor Jenkins noted that ARP funds could be used for the project. Mr. Scheumann inquired if the sewers included in this project were the oldest ones in the City. Utility Superintendent Gerber said yes and that they were also the largest in diameter as well. Mayor Jenkins motioned to approve the “notice to proceed”. Mr. Scheumann seconded. The “notice to proceed” was approved unanimously by voice vote.
- New Business
  - Excavating in Public Right of Way – 251 W. Market Street: Planning Superintendent Nunemaker commented that this request was for NIPSCO to retire a gas service for demolition. Mr. Scheumann motioned to approve the excavating request. Mr. Stump seconded. The excavation in a public right of way request was approved unanimously by voice vote.



- Craftsman Village Permit (Running Fiber): Mayor Jenkins presented the request. Superintendent Nunemaker added that he spoke with Utility Superintendent Gerber and there is no issue with either Water or Wastewater. Mayor Jenkins motioned to approve the permit request. Mr. Stump seconded. The permit request was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
  - 2021 Water APV's Totaling \$226,802.73: Mr. Stump motioned to approve the Water APV's. Mr. Scheumann seconded. The Water APV's were approved unanimously by voice vote.
  - 2021 WWTP APV's Totaling \$113,324.06: Mr. Stump motioned to approve the WWTP APV's. Mr. Scheumann seconded. The WWTP APV's were approved unanimously by voice vote.
  - 2021 CSO Construction in Progress APV Totaling \$5,980: Mayor Jenkins motioned to approve the CSO Construction in Progress APV. CT Knight informed the Board that this approval did not need USDA approval due to emailed confirmation stating such from Laura Hamann (with the USDA RD staff). Mr. Scheumann seconded. The CSO APV was approved unanimously by voice vote.
- Reports of City Officers:
  - Police: Chief Rulli had two requests of the BOW's.
    - Approval to Accept the Retirement of Sergeant Brad Balasa: Police Chief Rulli told the Board that Sergeant Balasa has served the City for 21 years. His last day will be August 31, 2021. Mayor Jenkins motioned to approve the request and publicly thanked him for his service to the community. Mr. Scheumann seconded and thanked him for his service as well. The request was approved unanimously by voice vote.

With the vacancy created by Sergeant Balasa's retirement, Chief Rulli requested approval to accept applications and hire for a new Patrolman. Mr. Stump motioned to approve the acceptance of applications and for the hire of a new Patrolman. Mr. Scheumann asked if it was necessary to include a date by which the applications need to be turned in. Chief Rulli did not know the answer but indicated that he was working with HR to handle the posting and other logistics of the process. The request was approved unanimously by voice vote.



- **Street Superintendent:** Superintendent Warren commented that Phend and Brown, who received the contract to repair US 6 and SR 19, hired HRP as a subcontractor to handle storm structures that need to be replaced. There is the possibility that the 100 block of Morningside and 100 block of N. Williams streets may need to be closed temporarily as the structures are at the corners of those streets. The closures should be for approximately one day. They have been asked to try and complete their work prior to school beginning on Thursday. The request is for Superintendent Warren to be authorized to work with HRP with regard to the street closures. Mr. Scheumann motioned to grant authorization. Mr. Stump seconded. The request was approved unanimously by voice vote.
- **Park Superintendent:** Mayor Jenkins informed the Board that the Council approved proceeding with the Build, Operate, Transfer process for development of Wellfield Park and the restrooms for various parks and is currently in the process of moving forward with additional appropriations for South Park.
- **Senior Center Director:** Mayor Jenkins said that the situation with the new strain of the COVID virus is being monitored. Elder Haus continues to be open and functioning on a normal basis at this time.
- **Water/WWTP:** Superintendent Gerber asked for permission to waive all connection fees related to the various Park restroom projects just discussed. Mr. Stump motioned to approve the waiver. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

Superintendent Gerber also asked for approval for Mayor Jenkins and CT Knight to sign-off on the remaining easements pertaining to the Water Project. There are roughly 7 remaining. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.

Finally, as it pertains to the Wastewater side of the business, Superintendent Gerber asked for permission for he and Shaun Kern to attend the IWEA conference in Fort Wayne. Mr. Scheumann motioned to approve authorization for the attendance at the conference. Mr. Stump seconded. The request was approved unanimously by voice vote.

- **Mayor:** Mayor Jenkins told the Board that the Council expressed an interest in the easements for Tomahawk Trail. Now Mayor Jenkins and City Attorney Hoffer are seeking approval for them to have authority to work with the appraisers to obtain the easements.



Mr. Stump made the motion to approve this request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

Mayor Jenkins also voiced his appreciation to Mr. Scheumann for filling during the last BOW meeting as the Mayor was on vacation.

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 3:51 pm.

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Phil Jenkins, Mayor

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