



Board of Works Meeting – Minutes from November 8, 2021

Board of Works Members in Attendance: Mayor Phil Jenkins and Rod Stump. Wayne Scheumann was unable to attend.

Also Present: City Attorney: Brian Hoffer, 10 guests (7 in person and 3 online), and 1 member of the press.

- Call to order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll call: All members were in attendance as stated above.
- Approval of the Minutes from October 25, 2021: Mayor Jenkins submitted the minutes for the previous BOW's meeting. Mr. Stump motioned to approve the minutes as presented. Mayor Jenkins seconded. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens:
 - Sewer Bill Adjustment – 452 W. Market Street: Utility Superintendent Gerber said all was in order. There had been a leak that was subsequently fixed. The adjustment was for \$62.86. Mayor Jenkins motioned to approve the adjustment. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
 - Fred Snyder – Blackstone Subdivision: Mr. Snyder resides at 1077 Blackstone Blvd. He met with Superintendent Warren regarding reducing the speed limit to 15-20 mph, having parking allowed along only one side of the streets but not on the side with the fire hydrants, and pulling the existing stop sign and installing two stop signs facing the opposite direction. Superintendent Warren gave an overview of the possibilities and made suggestions. Mayor Jenkins thought the City could accommodate the no parking and the stop signs request but thought the speed limits could be controlled by other mechanisms. Superintendent Warren suggested putting the speed limit and no parking signs on the same sign. Mayor Jenkins suggested a notice to the homeowners regarding the speed and enforcement. He also asked for the HOA to submit a letter to the BOWs with their requests. Mayor Jenkins motioned to request the aforementioned letter from the HOA. Mr. Stump seconded. The request for a letter from the HOA was approved unanimously by voice vote.
 - Lauren Johns with Neighbors Mercantile (151 E. Market St) – Ms. Johns requested that a portion of the alley be closed for roughly three weeks in order for building improvements (new brick facade) to be made. Mayor Jenkins asked if Ms. Johns has spoken with the neighbors regarding the closure. She responded affirmatively. Mayor Jenkins motioned to approve the three-week closure request with Ms. Johns keeping Superintendent Warren



informed. Mr. Stump seconded. The partial alley closure was approved unanimously by voice vote.

- Reports of Committees, Boards, and Commissions: There were none.

- Unfinished Business:

- Proposed Cedar Cove Development through Wellfield Park – Easement Sketch for Drainage (Tabled 10/11): Mayor Jenkins motioned to remove this request from the Table. Mr. Stump seconded. The motion to remove the request from the Table was approved unanimously by voice vote.

City Attorney Hoffer discussed the easement request and Mayor Jenkins displayed the easement sketch. Mayor Jenkins requested that a motion be made that authorized he and City Attorney Hoffer to finalize the agreement and get it signed and recorded. Mayor Jenkins asked if Planning Superintendent Nunemaker would like to add anything. He responded by saying he concurred with City Attorney Hoffer's overview. Mr. Stump made the motion to authorize Mayor Jenkins and City Attorney Hoffer to work through the issues and finalize the agreement. Mayor Jenkins seconded. The motion was approved unanimously by voice vote.

- Hoosier Coating Industrial Sewer Connect (Tabled) – Mayor Jenkins motioned to leave this request on the Table. Mr. Stump seconded. The motion carried unanimously by voice vote to leave this request on the Table.

- New Business

- Waterworks Improvements – Water Main Replacement – Contractors App for Division C Partial Payment App #10: Mr. Robarge (Commonwealth Engineers) presented the request for \$256,771.02. The work has been done and Commonwealth recommended payment. Mayor Jenkins motioned to approve partial pay application #10. Mr. Stump seconded. Partial pay app #10 was approved unanimously by voice vote.
- Waterworks Tank Improvements – Division A Change Order #1 (Installation of Mixer in Miriam Street Tank): Mr. Robarge presented the request. The cost will be \$19,840 and will be funded out of the project's contingency costs. Mr. Stump motioned to approve the installation of the mixer. Mayor Jenkins seconded. CO #1 was approved unanimously by voice vote.



- Approve Plans and Specs for Oakland Avenue Trail and Authorize Bidding: Mayor Jenkins gave an overview of the project. Mr. Mike Reese (Troyer Group) also discussed the work to be completed. The notification for bids will be submitted on Friday with bids to be received by the December 13th BOWs meeting. Construction will begin whenever weather will allow. Mayor Jenkins motioned to approve the plans and specs and authorize bidding. Mr. Stump seconded. The plans and specs and authorization for bidding were approved unanimously by voice vote.
- Community Fiber Directional Boring Permit – E. Woodview Drive: Street Superintendent Warren and Mayor Jenkins discussed the request. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
- South Park – R. Yoder Construction Partial Pay App #3: Mr. Reese (Troyer Group) presented the request. The work has been done and Troyer Group recommends payment of \$76,230. R. Yoder has completed about as much work as can be done this year before winter sets in. Mr. Stump motioned to approve the request. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
- Approve Engineering Proposal from Abonmarche – Jackson Street Extension: Mayor Jenkins presented the request. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The proposal was approved unanimously by voice vote. Mayor Jenkins noted that the City has reached out to the Paddlebrook HOA to see what their wishes are. They responded back to the City indicating that they do not wish to be connected to the Jackson Street extension.
- Driveway Permit – 255 E. Lincoln: Planning Superintendent Nunemaker presented the request for the permit. He showed photos of the property and discussed the work to be completed. Mr. Stump motioned to approve the driveway request. Mayor Jenkins seconded. The request was tabled unanimously by roll call vote.
- Approve Request for Proposals for Central School Roof: Planning Superintendent Nunemaker discussed the need to obtain bid proposals and requested to have sealed bids presented at the November 22nd BOWs meeting. The expectation is the cost will be under \$150,000. Mayor Jenkins commented that funds have been budgeted for 2022. Mayor Jenkins motioned to approve receiving bids for the project and that they be sealed and received at City Hall on November 22nd by 3:30 pm for the BOWs meeting. Mr. Stump seconded. The request was approved unanimously by voice vote.



Additionally, Superintendent Nunemaker requested to have bids received for two other roofing projects (Nappanee Center and 453 W. Lincoln). Both of these projects are to have bids received by the BOWs meeting on November 22nd. Mayor Jenkins noted that this is an emergency due to additional damages being done if no repair is completed quickly and motioned for their approval. Mr. Stump seconded. The request for these bids was approved unanimously by voice vote.

▪ Sewer Applications

- 1014 Blackstone Blvd: Utility Superintendent Gerber said all was in order and recommended approval. Mr. Stump motioned to approve the connection request. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
- 598 Bungalow: Utility Superintendent Gerber said payment has not been received for this request and was going to recommend tabling it. Mayor Jenkins suggesting requested approval pending receipt of payment. Superintendent Gerber concurred. Mayor Jenkins motioned to approve the sewer connection application and pending receipt of payment. Mr. Stump seconded. The request was approved unanimously by voice vote contingent upon receipt of payment.

• Approval of Accounts Payable Vouchers:

- 2021 Water APV's Totaling \$188,764.21: Mr. Stump motioned to approve the Water APV's. Mayor Jenkins seconded. The Water APV's were approved unanimously by voice vote.
- 2021 WWTP APV's Totaling \$153,554.91: Mr. Stump motioned to approve the WWTP APV's. Mr. Jenkins seconded. The WWTP APV's were approved unanimously by voice vote.

• Reports of City Officers:

- Fire/EMS Chief: Chief Lehman submitted a request to hire Michael Pippenger as a volunteer firefighter with an effective date of November 1, 2021. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote. Chief Lehman noted that there are only two non-paid positions still available.
- Street Superintendent: Superintendent Warren commented that CCMG approved funding for the City in the amount \$717,988.69. This in conjunction with the City's first award this year brings the total funding to \$1 million. This is the first time the City has received the



maximum amount. This will fund the reconstruction of Miriam Street from Stahly Dr. to the Berlin Court Ditch.

Superintendent Warren also asked that Mayor Jenkins be authorized as the signor via DocuSign for INDOT documentation. Everything is being done electronically. Mayor Jenkins also asked for approval to move forward with the project as well. Funding is in place for 2022. Mr. Stump motioned accordingly. Mayor Jenkins seconded. The request was approved unanimously by voice vote.

Mayor Jenkins thanked the State for this program.

- Senior Center: Mayor Jenkins commented that the INDOT 5310 audit has been completed. There are a couple of minor issues to take care of but nothing major. He thanked the State for this program as well.
- Water and WWTP Superintendent: Superintendent Gerber began by requesting to attend the water conference from December 5th through 8th. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.

Muffin Monster Repair: The cost is \$6,050. Mayor Jenkins motioned to approve getting the equipment fixed. Mr. Stump seconded. Approval was granted unanimously by voice vote.

Lift Station Pump Repair: The cost is \$5,075. Mr. Stump motioned to approve the repair. Mayor Jenkins seconded. The repair was approved unanimously by voice vote.

R&R Visual: Superintendent Gerber requested to increase the contract for heavy sewer cleaning by \$6,700. Mayor Jenkins motioned to approve the increased cost. Mr. Stump seconded. The increased cost was approved unanimously by voice vote.

Marvin Stalter Resignation: Mr. Stump motioned to accept the resignation. Mayor Jenkins seconded. The resignation was accepted unanimously by voice vote. Mayor Jenkins noted his appreciation for Mr. Stalter's work on behalf of the City.

Advertising for Two New Hires: Mayor Jenkins motioned to approve the advertising for two new Waste Water employees. Mr. Stump seconded. The request was approved unanimously by voice vote.



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 4:33 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works