



Board of Works Meeting – Minutes from February 14, 2022

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

Also Present: City Attorney: Brian Hoffer, **Clerk Treasurer:** Nikki Ramer (Sat in for Jeff Knight in his absence), 15 guests (14 IP, 1 OL), 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 January 24, 2022: Mayor Jenkins submitted the minutes for the previous BOW's meeting. Mr. Scheumann motioned to approve the minutes as presented. Mr. Stump seconded. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens:
 - Sewer Bill Adjustments: Utility Superintendent Gerber said that all was in order with the requests, and he recommended they be approved.
 - 710 N. Williams St.: Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The adjustment was approved unanimously by voice vote.
 - 356 E. Marion St.: Mr. Stump motioned to approve the request. Mr. Scheumann seconded. The adjustment was approved unanimously by voice vote.
 - 110 W. Market St.: Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The adjustment was approved unanimously by voice vote.
 - 652 E. Centennial St: Mr. Scheumann motioned to approve the request. Mayor Jenkins seconded. The adjustment was approved unanimously by voice vote.
- Reports of Committees, Boards, and Commissions: There were none.
- Unfinished Business:
 - Award Sewer Lining Project – Centennial St: Mr. Andrew Robarge (Commonwealth Engineering) reviewed the bids that were received. Visu-Sewer came in at \$197,120 which is under the engineering estimates. References have been contacted. Mr. Robarge recommended awarding the contract to Visu-Sewer. Commonwealth has worked with the company before. Mr. Scheumann motioned to approve awarding the contract to Visu-Sewer. Mr. Stump seconded. The project was awarded to Visu-Sewer unanimously by voice vote.



- Award Miriam Avenue Improvements Project: Mr. Mike Reese (Troyer Group) reviewed the bids that were received. Indiana Earth submitted the lowest base bid of \$1,585,405.14. However, an error in the Indiana Earth bid was noted. With that adjustment and use of the alternate bids, HRP becomes the low bidder. Mayor Jenkins read a memo regarding Indiana Earth, for the record, that deemed them to be a not responsible bidder. The memo will be kept with the minutes for public viewing. Mayor Jenkins motioned to award the contract to HRP based upon the findings of facts listed in the memo and the information provided by the Troyer Group. Mr. Scheumann seconded. The contract was awarded to HRP for the base bid of \$1,592,645.94 unanimously by voice vote.
- Receive Bids for Pipe Procurement for US 6 West and WaNee Schools: Mayor Jenkins opened the bid. Only one bid was received. That bid was from Ferguson Waterworks (1077 Oliver Plow Ct., South Bend, IN 46601) for \$443,839.90. Mr. Robarge recommended that the BOW take the bid under advisement for a recommendation to be made at the February 28th BOW meeting. Mr. Scheumann motioned to take the bid under advisement until presented at the February 28th BOW meeting. Mayor Jenkins seconded. The motion passed unanimously by voice vote.
- Receive Quotes for West Industrial Storm Water Drainage: Mayor Jenkins opened the quotes.
 - Selge Construction Co., Inc. (2833 South 11th St., Niles, MI 49120): Quote of \$290,775.75.
 - Beer and Slabaugh, Inc. (23965 US Hwy 6, Nappanee, IN 46550): Quote of \$227,802.

Mr. Jeff Schaffer (Abonmarche) recommended to take these quotes under advisement with the awarding of the contract on February 28th, 2022. Mr. Scheumann motioned accordingly. Mr. Stump seconded. The quotes were taken under advisement with the awarding of the contract set for February 28th, 2022, by unanimous voice vote.

- New Business

- 2022 Animal Control Interlocal Agreement with Elkhart County: Mayor Jenkins presented the agreement. This will also be sent to the Council since it is an interlocal agreement. Police Chief Rulli indicated that there have been no issues. The city's portion of the cost is two payments of \$5,767.50 (total of \$11,535). Mr. Scheumann motioned to approve the interlocal agreement. Mr. Stump seconded. Chief Rulli noted that they have been very easy to work with. Mayor Jenkins thanked Elkhart County and the Humane Society for the good



partnership. The interlocal agreement was approved unanimously by voice vote and will be passed along to the Council for their consideration.

- **2022 Fireworks Agreement:** Fire Chief Lehman commented that this is essentially the same contract as last year with the exception of the cost increasing from \$12,000 to \$14,000. Mayor Jenkins noted that the fireworks show will take place on July 4th which is a Monday. Mayor Jenkins motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.
- **City-wide Storm Water Feasibility Study – Christopher B. Burke:** Mayor Jenkins introduced this study. This will be a comprehensive storm water study in order to ascertain where the storm water is coming from and where it is going. The cost for the first phase of this contract is \$49,600. Mr. Scheumann motioned to approve the agreement with Christopher B. Burke for the feasibility study along with giving Mayor Jenkins and City Attorney Hoffer authority to work out the final details and sign the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.
- **Pay App #8 – Water Infrastructure Division A – Airport Tank:** Mr. Robarge presented the request. The amount is \$104,773.84. Commonwealth recommended approval. Mayor Jenkins motioned to approve the pay application. Mr. Scheumann seconded. Mr. Scheumann inquired about the timeline for completion. Mr. Robarge responded that they are anticipating having fabrication completed in the next couple of weeks. Painting and coating will take place when the weather improves. Final estimated completion is targeted for late summer. The pay application was approved unanimously by voice vote.
- **Pay Application #6 – South Park:** Mr. Reese said all was in order with the pay application. This pay application is for \$10,080. Mr. Scheumann motioned to approve the pay app. Mr. Stump seconded. The pay app was approved unanimously by voice vote.
- **Pay Application #4 – Wellfield Park and Park Restrooms:** Mayor Jenkins introduced the pay application. The city's portion of the pay app is \$224,590.62. Mayor Jenkins motioned to approve the pay application. Mr. Scheumann seconded. Park and Rec Superintendent Davis indicated the project is progressing with scheduled completion in mid-May. The pay app was approved unanimously by voice vote.
- **Sewer Repair – 407 S. Main St.:** Utility Superintendent Gerber said this residence had a broken sewer line. All is now in order and a sewer permit is recommended. Mr. Scheumann motioned to approve the sewer repair. Mayor Jenkins seconded. The repair was approved unanimously by voice vote.



- Leprechaun Chase Road Run: Ms. Mary Estep presented the request on behalf of Ignite Infinity. The event will take place on March 19th from 9:00 am to 12:00 pm. The requested road closure is Walnut between Elm and SR 19. Steet Superintendent Warren has reviewed the request. Superintendent Warren questioned the complete shutdown of the 100 block of Walnut. Ms. Estep believed the shutdown has been from SR 19 to the four-way stop. Mayor Jenkins noted that the past few races have caused a problem by using spray paint on the streets for directional purposes. Ms. Estep said they have signs and will not use paint. Mayor Jenkins motioned to approve the request with the ambulance being at the race and no spray paint on the roads. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- Approve Oakland Trail Plans and Notice to Bidders: Mayor Jenkins presented the request. The initial bid was over budget and thus is being rebid with alternates. Mayor Jenkins motioned to approve the plan and notice to bidders with bids to be received by 3:30 pm on Monday, March 14th, 2022, in the Clerk-Treasurer's office. Mr. Stump seconded. The plans and notice were approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
 - 2022 Water APV's Totaling \$134,192.47: Mayor Jenkins motioned to approve the Water APV's. Mr. Stump seconded. The Water APV's were approved unanimously by voice vote.
 - 2022 WWTP APV's Totaling \$40,300.79: Mayor Jenkins motioned to approve the WWTP APV's. Mr. Stump seconded. The WWTP APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Planning Superintendent Nunemaker submitted a proposal for Mr. Mark Svetanoff to attend the 2022 Esri Midwest User Conference in Chicago March 16th through 18th. This will be the best way to ensure the city is getting the most from its investment in GIS software and data. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
 - Street Superintendent Warren requested approval for his staff to attend the NTEA Truck and Road School held March 9th through 11th in Indianapolis. The staff will be split up in order to make sure there is adequate staff in the city. As part of this request, Superintendent Warren would like to attend the 108th Road School held at Purdue University March 14th through 17th. Mayor Jenkins motioned to approve the requests. Mr. Scheumann seconded. The requests were approved unanimously by voice vote.



Adjournment: With no further business to discuss, Mr. Scheumann motioned that the meeting be adjourned. Mr. Stump seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 4:12 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works