



## ***Common Council Meeting – Minutes for April 4, 2022***

**Council Members in Attendance:** Ben Leavitt, Dana Hollar, Amy Rosa, Kelbi Veenstra

**Also Present: Mayor:** Phil Jenkins (OL), **City Attorney:** Brian Hoffer, **Clerk Treasurer:** Jeff Knight, **Guests:** 3 (2 IP, 1 OL), and two members of the press (1 IP, 1 OL).

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm. The meeting opened with the Pledge of Allegiance. Clerk-Treasurer Knight prayed.
- Roll Call: Council members listed above were in attendance. Councilman Kauffman was unable to attend the meeting.
- Approval of Minutes from March 21, 2022: Councilman Leavitt motioned to approve the minutes. Councilman Hollar seconded. The minutes were approved unanimously by voice vote.
- Petitions or Comments by Citizens: There were none.
- Reports of Committees, Boards, and Commissions: CT Knight presented the Annual TIF Report. Councilman Leavitt asked if the funds that were kept liquid instead of reinvested were designated for other projects than Wellfield Park. CT Knight indicated that Miriam Street would utilize some of the funding. Mayor Jenkins noted that we try to use the TIF dollars in those designated TIF areas. Oakland Trail is adjacent to a TIF area, but no TIF dollars will be allocated for that project. Councilwoman Rosa motioned to approve the report. Councilman Leavitt seconded. The report was approved unanimously by roll call vote.
- Unfinished Business:
  - 3rd Reading of Ordinance 1602 – Amending Employee Handbook – Overtime: Mayor Jenkins presented the ordinance for third reading. This is retroactive to January 1<sup>st</sup>, 2021. There were no questions or comments. Councilwoman Veenstra motioned to approve the ordinance on third reading. Councilman Hollar seconded. Ordinance 1602 – Amending Employee Handbook – Overtime was approved unanimously by roll call vote.
  - 3rd Reading of Ordinance 1603 – Amending Employee Handbook - Insurance: Mayor Jenkins presented the ordinance for third reading. This is retroactive to January 1<sup>st</sup>, 2022. There were no questions or comments. Councilman Hollar motioned to approve the ordinance. Councilman Leavitt seconded. Ordinance 1603 – Amending Employee Handbook – Insurance was approved unanimously by roll call 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](mailto:jknight@nappanee.org).



- Baker Tilly – 2022 Engagement Letter of Agreement (Tabled at 3/28 meeting): Mayor Jenkins noted that this was tabled at the last meeting. Since neither Mr. Jeff Rowe nor Mr. Ross Hagen (both with Baker Tilly) were able to attend the meeting via videoconference, Mayor Jenkins suggested leaving the agreement discussion tabled until the meeting on April 18<sup>th</sup>. City Attorney Hoffer concurred with the process. Councilwoman Rosa motioned to leave the agreement tabled until the next Council meeting on April 18<sup>th</sup>. Councilman Hollar seconded. The agreement was tabled until April 18<sup>th</sup> unanimously by roll call vote.
- New Business: There was none,
- Approval of Accounts Payable Vouchers: 2022 APV's Totaling \$1,119,185.09: CT Knight said these vouchers contain two payrolls, \$283,000 for Greg Martz Development for work on Wellfield Park and the park restrooms, \$31,000 Borden Waste Away services, and approximately \$30,000 for the overtime that needed to be paid. Councilman Hollar motioned to approve the APV's. Councilwoman Veenstra seconded. The APV's were approved unanimously by roll call vote.
- Reports of City Officers: Mayor Jenkins mentioned that today was the first day that Borden picked up trash and recycling on Mondays for the City. This will be the new scheduled going forward. For those forgetting about setting their trash out today or on April 11<sup>th</sup>, Borden has indicated that they will pick up additional trash for those days. CT Knight wanted to make sure the public new that this change in schedule was being done at Borden's request not the City's. Mayor Jenkins voiced his appreciation for the work that Nikki, Taylor, Sarah, and Lizz have done to make sure the public was aware of this change.

Adjournment: With no further business to be discussed, Councilman Leavitt motioned to adjourn the meeting and Councilman Hollar seconded. The meeting was adjourned at 7:14 pm by unanimous voice vote.

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Phil Jenkins, Mayor

Attest: \_\_\_\_\_  
Jeff Knight, Clerk of the Council