



## ***Board of Works Meeting – Minutes from May 23, 2022***

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

**Also Present: City Attorney:** Brian Hoffer **Clerk-Treasurer:** Jeff Knight, 13 guests (10 IP, 3 OL) and 2 members of the press (1 IP, 1 OL).

- Call to order: Mayor Jenkins called the meeting to order at 3:32 pm.
- Roll call: All members were in attendance as stated above. Mr. Stump was unable to attend.
- Approval of the Minutes from May 9, 2022: Mayor Jenkins motioned to approve the minutes. Mr. Scheumann seconded. The minutes were approved unanimously by voice vote.
- Petitions and Comments by Citizens: There were three sewer bill adjustment requests. Utility Superintendent Gerber indicated all was in order and recommended approval.
  - 1545 Maple Lane: Mr. Scheumann motioned to approve the request. Mayor Jenkins seconded. The adjustment was approved unanimously by voice vote.
  - 606 Maple Lane: Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The adjustment was approved unanimously by voice vote.
  - 468 East Marion 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: There was none.
- New Business
  - HRP – Miriam Street Pay App #1: Mr. Mike Reese (Troyer Group) presented the pay app in the amount of \$217,035.90. Mr. Reese reviewed the application, and all seemed in order. He recommended approval. Mayor Jenkins motioned to approve the pay application. Mr. Scheumann seconded. Partial pay application #1 for HRP was approved unanimously by voice vote.
  - Partial Pay Application #10 – Division A Airport water Tank: Mr. Ryan LaReau (Commonwealth Engineering) presented the pay application in the amount of \$55,404. This is for work pertaining to the coating of the tank. Mr. LaReau recommended approval.

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).



Mr. Scheumann motioned to approve the pay application. Mayor Jenkins seconded. Partial pay application #10 was approved unanimously by voice vote.

- Commonwealth Proposed Scope and Fee for RPR Services – NorthWood High School Utility Extension: Mr. LaReau presented the proposed scope of inspection services for the work to be done at the high school. The work being completed is the extension of water and sewer lines between CR #52 and CR #150. The proposed amount for the Resident Project Representative is \$48,200. Mayor Jenkins motioned to approve the scope and fee for RPR services. Mr. Scheumann seconded. The proposal was approved unanimously by voice vote.
- Approve 2022 Street Resurfacing and Preventative Maintenance Plan and authorize bidding: Mr. Jared Huss (Lawson Fisher) presented the request. The City was approved for all requested projects except for Irene Court. The contract was created accordingly with Irene Court listed as an alternate in case favorable pricing allowed the work to be done. The advertising notice was sent to CT Knight for publication this Friday. Mayor Jenkins confirmed the bids will be due to CT Knight's office on June 13<sup>th</sup> by 3:30 pm. Mayor Jenkins motioned to approve the 2022 street resurfacing plan and authorize bidding with bids due to CT Knight's office on June 13<sup>th</sup> by 3:30 pm. Mr. Scheumann seconded. The 2022 street resurfacing and preventative maintenance plan along with authorization for bidding was approved unanimously by voice vote. Street Superintendent Warren noted that the City received just over \$726,000 for these purposes and it is a 75/25 split with INDOT. Mayor Jenkins commented that these are not projects the City would be able to complete without the CCMG.
- Water Tower Power Washing Proposal - \$13,900 (Miriam Tower = \$6,950; Clouse Tower = \$6,950): Utility Superintendent Geber presented the request noting that these funds were contained in the budget for the year. National Wash Authority, LLC submitted the proposal with a price not to exceed \$13,900. Mr. Scheumann motioned to approve the proposal. Mayor Jenkins seconded. The proposal was approved unanimously by voice vote.
- Approval of Sewer Connection Applications:
  - 5300 E. Market Street – Right Angle Steel: Utility Superintendent Gerber said the company has applied and paid their fee and recommended approval. Mayor Jenkins motioned to approve the sewer connection application. Mr. Scheumann seconded. The application was approved unanimously by voice vote.
  - 5225 E. Market Street – ATC: Utility Superintendent Gerber said the company has applied and paid their fee and recommended approval. Mr. Scheumann motioned



to approve the sewer connection application. Mayor Jenkins seconded. The application was approved unanimously by voice vote.

- **Alley Closure Request for Key Boutique:** Street Superintendent Warren presented the request to have the west half of the alley on the south side of the business (111 S. Main St.) closed on July 9<sup>th</sup>, between the hours of 7 AM and 5 PM in order to have a tent sale. The owners have reached out to the businesses around then in order to get their approval. Mayor Jenkins motioned to approve the alley closure request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- **Street Closure Request for Neighborhood Art Club:** Ms. Heather Mishler (resides at 656 W. Centennial St.) made the request for the street closure on N. Williams Street between W. Centennial St. and the alley. Mayor Jenkins commented that this art club functioned similarly to this request a year ago. The dates this year are June 7<sup>th</sup> and 9<sup>th</sup> and July 12<sup>th</sup> and 14<sup>th</sup> from 1:00 PM to 3:00 PM. Mayor Jenkins suggested that Ms. Mishler work with Street Superintendent Warren on the specific times the closures would take place. Mayor Jenkins motioned to approve the closures as requested. Mr. Scheumann seconded. The requested closures were approved unanimously by voice vote.
- **Approve 2022 Friday Fest Events – Visit Nappanee:** Mayor Jenkins introduced Mr. Scott Tuttle and Ms. Cami Mechling with Friday Fest and they presented the request to hold events on June 10<sup>th</sup>, July 15<sup>th</sup>, and August 12<sup>th</sup>. Included in the materials was a proposed layout of each venue location. Mr. Tuttle noted the emphasis this year is to move the activities more downtown centric. Mayor Jenkins inquired if the stage would be needed. Mr. Tuttle said the stage would not be needed for the June event, but they would for July and August. Mayor Jenkins suggested that representatives from Visit Nappanee, Street Superintendent Warren, Parks Superintendent Davis, and Utility Superintendent Gerber get together a couple of weeks prior to the events and work through the logistics. Mr. Tuttle did make the request for help with trash. Mayor Jenkins motioned to approve the events on June 10<sup>th</sup>, July 15<sup>th</sup>, and August 12<sup>th</sup> with street closures beginning at 2 PM and ending at 10 PM. Mr. Scheumann seconded. The events were approved unanimously by voice vote.
- **Approve Insurance Certificate:** Utility Superintendent Gerber said that Beer and Slabaugh were required to pull a surety bond for their boring under US 6 out by the airport. The work has been completed. They would like for us to accept the contract as being complete and cancel the insurance certificate. Mr. Scheumann motioned to approve the request for the work done and cancellation of the insurance certificate. Mayor Jenkins seconded. The request was approved unanimously by voice vote.



- NIPSCO Excavating in ROW: Street Superintendent Warren presented the request. NIPSCO is replacing a number of poles as noted on the map provided. Mayor Jenkins motioned to approve the work to be done in the right-of-way. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
  - 2022 Water APV's Totaling \$115,182/46: Mr. Scheumann motioned to approve the Water APV's. Mayor Jenkins seconded. The Water APV's were approved unanimously by voice vote.
  - 2022 WWTP APV's Totaling \$38,670.18: Mr. Scheumann motioned to approve the WWTP APV's. Mayor Jenkins seconded. The WWTP APV's were approved unanimously by voice vote.
- Reports of City Officers: Street Superintendent Warren discussed additional work needed on Miriam Avenue. The soils were not conducive to paving. Thus they need to be replaced by a geo-grid, #2 stone, and #53 stone, compacted, and then paved. Mayor Jenkins deemed this an emergency situation. Mayor Jenkins motioned to approve the work to be completed. Mr. Scheumann seconded. Mr. Scheumann asked about the soils on the north side. Mr. Reese said there may be more issues that need to be remediated. The request was approved unanimously by voice vote.

Adjournment: With no further business to discuss, Mr. Scheumann motioned that the meeting be adjourned. Mayor Jenkins seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 4:05 pm.

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Phil Jenkins, Mayor

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