



Board of Works Meeting – Minutes from June 13, 2022

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

Also Present: City Attorney: Brian Hoffer, 12 guests (9IP, 3 OL) and 1 members of the press (1 IP).

- Call to order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll call: All members were in attendance as stated above. Mr. Stump has passed away. Mayor Jenkins offered a prayer for Mr. Stump and his family.
- Approval of the Minutes from May 23, 2022: Mr. Scheumann motioned to approve the minutes. Mayor Jenkins seconds. 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: Mayor Jenkins advises that the proper notifications were published in the Goshen News and Warsaw Times for the 2022 Community Crossings Project. Only one bid was submitted, Phend and Brown. Superintendent Brent Warren opened the bid. Amount for base bid is \$788,982.25. Alternate 1 \$130,950.00. For a total of \$919,932.25. The question was raised if the bid was in line with the engineers estimate. Advised that it was slightly under. Mayor Jenkins motioned to take the bid under advisement with an award for the bid at the June 27th meeting. Mr. Scheumann seconds. Motion approved unanimously by voice vote.
- New Business
 - Division A Coldwell Tanks – Pay Application # 11: Ryan LaRue, Commonwealth, recommends approval of the pay app. Mr. Scheumann motions to approve Pay Application #11 in the amount of \$107,992.20. Mayor Jenkins seconds the motion. Approved unanimously by voice vote.
 - Division C Indiana Earth – Change order #6: Ryan LaRue, Commonwealth Engineers, discusses several changes that were made due to discoveries made on site. #1 through #5 subtotal at \$22,850.10, #6 subtotal at \$9,9290.52, #7-#14 subtotal \$19,150.80. #15 subtotal (\$100,413.06). For a total change order of (\$49,121.64). Commonwealth recommends approval of the change order. Mayor Jenkins motions to approve change order #6, Mr. Scheumann seconds. Change order approved unanimously by voice 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: jknights@nappanee.org.



- Water Main Material Project – Change order #1: Ryan LaRue, Commonwealth, discusses the need to change from ductile iron pipe to HDPE due to availability. Supt/Mgr. Gerber and Mayor Jenkins comment the need to receive the product before school resumes to avoid disruptions at the high school. Commonwealth recommends approval. Mr. Scheumann moves to approve Change order #1 in the amount of \$1002.00, Mayor Jenkins seconds. Approved unanimously by voice vote.
- Centennial Sewer Rehab – Change order #1: Ryan Larue, Commonwealth, discusses change order #1 and recommends approval. Mayor Jenkins motions to approve Change order #1 for (\$14,760.00), Mr. Scheumann seconds. Approved unanimously by voice vote.
- Partial Pay Application #7 – GM Development: Mr. Scheumann motions to approve the partial pay app for \$415,527.97. Mayor Jenkins seconds. Pay application #7 approved unanimously by voice vote.
- NIPSCO Underground Electric Upgrades: Mayor Jenkins announces that he has been contacted by NIPSCO and at this time they are not ready to proceed. May Jenkins motions matter be tabled until further action is taken by NIPSCO. Mr. Scheumann seconds. Matter tabled unanimously by voice vote.
- Approve Street Closure: Superintendent Warren discusses Mid-State Constructions request to close Guiss Street between East Market Street and East Walnut Street. Recommends the Board approve the request. Mr. Scheumann motions for approval of the street closure on Guiss Street between Market and Walnut. Mayor Jenkins seconds. Road closure approved unanimously by voice vote.
- Approve Sewer Connection Applications: Supt/Mgr. Gerber discusses all three sewer connection applications and recommends approval. Mayor Jenkins motions to approve the sewer connection application at 1149 Blackstone Blvd. Mr. Scheumann seconds. Mr. Scheumann motions to approve the sewer connection application at 1153 Blackstone Blvd. Mayor Jenkins seconds. Mayor Jenkins motions to approve the sewer connection at 1170 Blackstone Blvd. Mr. Scheumann seconds. All three connections unanimously approved by voice vote.

Approve Excavating in the Right-of-Way applications: Supt. Nunemaker discusses all applications and recommends approval. Mayor Jenkins motions to approve application for 110 S Main St. Mr. Scheumann seconds. Mr. Scheumann motions to approve application for 156 W Lincoln St. Mayor Jenkins seconds. Mayor Jenkins motions to approve



- application for 305 N Hartman St. Mr. Scheumann seconds. Mr. Scheumann motions to approve the application for 601 E Lincoln St. Mayor Jenkins seconds. Mayor Jenkins motions to approve application for 1524 E Market St. Mr. Scheumann seconds. Mr. Scheumann motions to approve application for 71945 CR 101 (2000 Cheyenne). Mayor Jenkins seconds. Mayor Jenkins motions to approve application for 72185 CR 3 (Arnott St) Mr. Scheumann seconds. All applications approved unanimously by voice vote. The excavation for Northwood subdivision project has been delayed. Recommendation to table project. Mayor Jenkins motions to table the Northwood Subdivision application. Mr. Scheumann seconds. Approved unanimously by voice vote.
- Apple Festival Street Closures – Jeff Kitson appears on behalf of the Nappanee Apple Festival Committee. He makes corrections, stating the dates should be September 15th thru September 19, 2022. He also advises the bottom address should be 251 W Market St. He asks that the Board approve the request for the street closings for the 2022 Apple Festival. Mr. Scheumann motions to approve the street closures with the corrections that were audibly made. Mayor Jenkins seconds. Approved unanimously by voice vote.
 - Embrace the Pace days – Jeff Kitson appears on behalf of the Chamber of Commerce. Requests that the Board approve waving the \$5.00 permit fee as they have done in the past for garage sales. He also requests that Businesses be allowed to use their sidewalks on conditions that foot traffic is not impeded and in ADA compliance. Mayor Jenkins motions to approve both requests. Mr. Scheumann seconds. Approved unanimously by voice vote.
 - Banner to Promote Elkhart County 4-H Fair: Jeff Kitson requests that a banner be allowed across both Main Street and Market Street promoting the Fair. The banners will be hung once they arrive until the end of the Fair. Mr. Scheumann motions to approve hanging the Elkhart County 4-H banners on Main Street and Market Street. Mayor Jenkins seconds. Approved unanimously by voice vote.
 - CE Agreement with First Group: Supt. Warren discusses the contract and recommends approval. Mayor Jenkins moves to accept the contract. Mr. Scheumann seconds. Approved unanimously by voice vote.
 - Approval of Account Payable Vouchers: Mr. Scheumann motions to approve the 2022 Water APV's totaling \$325,961.10 and the Wastewater APV's totaling \$153,908.14. Mayor Jenkins seconds the motion. Approved unanimously by voice vote.



- Report of City Officers – Chief Rulli discusses the Memo that was submitted and recommends that Mark Osborn be hired as a reserve officer effective June 13, 2022. Mr. Scheumann moves to approve the hiring of Mark Osborn. Mayor Jenkins seconds. Approved unanimously by voice vote. Supt./Mgr Gerber recommends that the Board approve the hiring of Kolette Kern as a summer employee. Mayor Jenkins moves to approve the hiring of Kolette Kern. Mr. Scheumann seconds. Approved unanimously by voice vote. Mr. Gerber advises that the sewer lining company will be working in town over the next three weeks. He is requesting for the crew to be allowed to work during the quiet hours due to the locations and possible traffic conditions. Mr. Scheumann motions to approve the allowance of working during quiet hours. Mayor Jenkins seconds. Approved by unanimous vote. Mr. Gerber advises the Board that over the weekend the Wastewater Treatment Plant had a fire. He requests an emergency be declared to allow for speedy repair of the facility. Mayor Jenkins motions to declare the fire at the WWTP is an emergency. Mr. Scheumann seconds. Approval for the emergency declaration approved unanimously by voice vote. Mayor Jenkins requests the Board approve the hiring of Kim Howenstine as the new director of the Elder House effective June 20, 2022. Mayor Jenkins motions to approve the hiring of Ms. Howenstine and to grant PTO before the 90 day wait period. Mr. Scheumann seconds. Approved by unanimous vote. Mayor Jenkins also requests that the Board approve the retirement of Beth and Rex Hershberger. Their last day will be July 1, 2022. Mr. Scheumann moves to accept the retirement of Beth and Rex Hershberger. Mayor Jenkins seconds. Approved unanimously by voice vote. Mayor Jenkins then discusses the parade route for the 4th of July. Mr. Scheumann motions to approve the parade route and street closures for the 4th of July parade. Mayor Jenkins seconds. Approved unanimously by voice vote.

Adjournment: With no further business to discuss, Mr. Scheumann motions that the meeting be adjourned. Mayor Jenkins seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 4:20 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works