



Common Council Meeting – Minutes for July 18, 2022

Council Members in Attendance: Ben Leavitt, Dana Hollar, Amy Rosa, David Kauffman

Also Present: Mayor: Phil Jenkins, **City Attorney:** Brian Hoffer, **Clerk-Treasurer:** Jeff Knight, **Guests:** 3, and one member of the press.

- Call to Order: Mayor Jenkins called the meeting to order at 7:00 pm and led the Council in the Pledge of Allegiance and prayer.
- Roll Call: Council members listed above were in attendance. Councilwoman Veenstra was unable to attend.
- Approval of Minutes from July 5, 2022: Councilman Hollar motioned to approve the minutes. Councilwoman Rosa 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 CT Report for June 2022. CT Knight noted the fund balance increases between May and June from roughly \$17.5 million to \$21 million as the City received its mid-year property tax distribution. The breakdown of the receipts was Property Taxes = \$2.56 million, License Excise Taxes = \$122 thousand, and TIF = \$940 thousand. In rounded numbers, the total was \$3.6 million. This is just about \$200 thousand more than received a year ago. CT Knight also informed the Council that he was able to break the existing CD contracts (totaling \$1.5 million) with Merchant's Bank that was yielding .40 percent and had another 2 to 3 months remaining and reinvest them with BMO Harris at 3.002 percent. That is nearly a 7.5 times improvement. Councilman Kauffman asked what the duration of the new CD is. CT Knight replied 12 months. Councilman Kauffman motioned to approve the CT Report for June 2022. Councilman Hollar seconded. The CT Report for June 2022 was approved unanimously by voice vote.
- Unfinished Business: There was none.
- New Business:
 - Resolution 762-22 – Adjusted Mileage Reimbursement for July 1, 2022, through December 31, 2022 (62.5 cents/mile): Mayor Jenkins introduced the resolution. The effective date for the City will coincide with today's date (7/18/22). Councilwoman Rosa motioned to approve the resolution. Councilman Leavitt seconded. The resolution was 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: jknight@nappanee.org.



- Approval of Accounts Payable Vouchers: 2022 APV's Totaling \$697,759.78: CT Knight gave an overview of the major expense items included in the APVs. While only containing one payroll, it is the first of the payrolls that includes semi-annual allowances for the various departments. Councilman Kauffman motioned to approve the APV's as presented. Councilman Hollar seconded. The APV's were approved unanimously by voice vote.
- Reports by City Officers: Monthly reports were submitted by the Police, Fire, Planning, and Street departments. There were no specific questions for the department heads.

Mayor Jenkins commented that Mrs. Kim Hownstine took over the directorship of the Elder Haus on June 20th as Rex and Beth Hershberger retired. Ms. Tammy Rock assumed the position of Assistant Director. Ms. Kelly Jones backfilled Mr. Rock's old position. Due to a COVID resurgence, Elder Haus has been closed but the buses are still running. Mayor Jenkins continued by reminding the Council that Monday evening, August 29th, will be a work session with Baker Tilly.

Councilman Kauffman commented about South Park. He noted that he had his kids out at the park and there were lots of other kids playing out there. He said the restroom still was not open, but he was thankful for the park. Mayor Jenkins said the City is working to get the restrooms open, but the park is a good addition to the City.

- Adjournment: With no further business to be discussed, Councilman Hollar motioned to adjourn the meeting and Councilwoman Leavitt seconded. The meeting was adjourned at 7:13 pm by unanimous voice vote.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of the Council