



## ***Board of Works Meeting – Minutes from August 22, 2022***

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

**Also Present: City Attorney:** Brian Hoffer, **Clerk-Treasurer:** Jeff Knight, 18 guests (IP) and 1 members of the press (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. Scheumann was unable to join the meeting until the discussion reached TekPro Roofing on the agenda.
- Approval of the Minutes from August 8, 2022: Mr. Stump motioned to approve the minutes. Mayor Jenkins seconded. The minutes were approved unanimously by voice vote (2-0).
- Petitions and Comments by Citizens: None.
- Reports of Committees, Boards, and Commissions: None.
- Unfinished Business: None.
- New Business
  - Approve Sewer Connection Applications: Utility Superintendent Gerber noted that all was in order and recommended approval.
    - 1173 Blackstone Blvd: Mayor Jenkins motioned to approve the connection. Mr. Stump seconded. The sewer connection was approved unanimously by voice vote (2-0).
    - 1275 N. Oakland Ave.: Mr. Stump motioned to approve the connection. Mayor Jenkins seconded. The sewer connection was approved unanimously by voice vote (2-0).
  - Community Fiber request for Apple Festival: Redevelopment Director Kitson presented the request for Community Fiber to get setup for the Apple Festival. This includes Wi-Fi, mounting radios in the pavilion, and running ethernet in order to operate an ATM in the pavilion. Mayor Jenkins asked for dates to be included in the request. Director Kitson responded with September 12<sup>th</sup> through the 25<sup>th</sup>. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved by unanimous voice vote (2-0).
  - Amendment to Abonmarche Agreement – US 6 Turning Lane at Airport: Mayor Jenkins presented the request. At the kickoff meeting the project was extended by 800 feet to the

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west which requires additional field surveying/engineering/design and permitting. The additional costs were estimated to be \$18,000, bringing the total estimated cost to \$57,800. Mr. Stump motioned to approve the amendment. Mayor Jenkins seconded. The amendment was approved unanimously by voice vote (2-0).

- Neighbors Mercantile – Use of Parking Space/Sidewalk: Mayor Jenkins presented the request. The work was actually completed a week ago. This is the formal approval. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote (2-0).
- Kountry Cabinets – Alley Closure (September 15-17): Mr. Denny Miller (Kountry Cabinets) presented the request to have the alley closure from Locke Street entry way and end at the half block point. There will still be access via Walnut to Lake City Bank. The alley would be open to pedestrians only. Mayor Jenkins thanked Mr. Miller for his attendance at the meeting and thanked Kountry Cabinets for all they do for the community. Mr. Stump motioned to approve the closure. Mayor Jenkins seconded. The alley closure was approved unanimously by voice vote (2-0).
- TekPro Roofing – Work at 102 W. Market: Planning Superintendent Nunemaker presented the request related to work being done on the Topping Dental roof. TekPro requested the use of two parking spaces in order to get material up on the roof and then permission to use an extension ladder on the sidewalk for the duration of the project (roughly a week). Mayor Jenkins inquired if the work was already complete. Superintendent Nunemaker thought the work would be complete by Wednesday (August 24<sup>th</sup>). Mayor Jenkins motioned to approve the used of the parking spaces and sidewalk for the work to be completed. Mr. Stump seconded. The request was approved unanimously by voice vote (3-0).
- Amendment to Troyer Group Agreement – Miriam Avenue: Mr. Mike Reese presented the request. This was for additional design and documentation work for the work being done on the northwest corner of Miriam and US 6. After completion of the initial design, both LJ Wagner and INDOT made some improvements which conflicted with the design. The designs have been updated and the cost increase is \$2,250 (from \$31,700 to #33,950). Mr. Stump motioned to approve the amendment. Mr. Scheumann seconded. The amendment was approved unanimously by voice vote (3-0).
- Approve Miriam Ave. Partial Pay App #4 – HRP: Mr. Reese presented the request for work completed by HRP through July 31<sup>st</sup> on Miriam Ave. The total amount of the pay app is



\$557,057.60. The Troyer Group reviewed the pay app and recommended approval. Mr. Reese commented that HRP is hoping to have north Miriam Ave. open this Friday. Mr. Scheumann motioned to approve the pay app. Mr. Stump seconded. The pay app was approved unanimously by voice vote (3-0).

- NIPSCO Gas and Electric Permit for 710 Vernon St.: Mayor Jenkins motioned to approve the requests pending review of the requests by the department heads. Mr. Scheumann seconded. The requests were approved, pending review, unanimously by voice vote (3-0).
- Approval of Account Payable Vouchers: Mr. Scheumann motioned to approve the 2022 Water APV's totaling \$184,404.27 and the Wastewater APV's totaling \$135,003.42. Mr. Stump seconded the motion. The APV's were approved unanimously by voice vote.
- Report of City Officers:
  - Fire: Chief Lehman requested approval of the Career Exploration Internship agreement with NorthWood High School. This will be for the first semester of the 2022-2023 school year, Monday through Friday for 3 hours and 45 minutes. This will allow student Ellie Newcomer the opportunity to explore a career in the medical field. Mayor Jenkins motioned to approve the agreement. Mr. Scheumann seconded. The agreement was approved unanimously by voice vote (3-0).
  - Utilities: Superintendent Gerber informed the BOW's that non-revenue water was down to 15%.
  - Police Chief Rulli: Chief Rulli had two requests:
    - Hiring of Officer James Bradberry as probationary Patrolman. Officer Bradberry has worked with the Elkhart County Sheriff's Office the last 3 1/2 years and is also a veteran of the US Coast Guard. His start date will be August 25, 2022. Included with this request is that Officer Bradberry receive one week of vacation up front. Mayor Jenkins motioned to approve the hiring. Mr. Scheumann seconded. The request to hire Officer Bradberry was approved unanimously by voice vote (3-0).

Chief Rulli also asked that Officer Tice receive one week of vacation up front as well. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote (3-0).

Mayor Jenkins administered the Oath of Office to both Officer Tice and Bradberry.



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 3:56 pm.

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Phil Jenkins, Mayor

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