



Board of Works Meeting – Minutes from April 22, 2024

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

Also Present: City Attorney Brian Hoffer, Clerk-Treasurer Jeff Knight, 11 guests (9 IP, 2 OL) and two members of the press (IP).

- Call to order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll call: Members listed above were in attendance in person.
- Approval of the Minutes from April 8, 2024: Mr. Scheumann motioned to approve the minutes. Mr. Stump seconded. The minutes were approved unanimously by voice vote.
- Approval of Consent Agenda: A Consent Agenda containing items that are approvable by the various department heads was submitted. The items presented were 4 Excavating in ROW and 2 Sewer Bill Adjustments. Mayor Jenkins motioned to approve the Consent Agenda. Mr. Stump seconded. The Consent Agenda was approved unanimously by voice vote.
- There were no petitions or comments by citizens, no reports from committees, boards, or commissions, and no unfinished business.
- New Business
 - Commonwealth Engineering – Approval of Water Main Replacement (Division C) Partial Retainage Release: Mr. Ryan LaReau (Commonwealth) presented the request. A little over \$45,000 in retainage remains on this project. Commonwealth is in receipt of the release of the claim from the insurance company thereby indicating they are resolving the damage claim. Due to this, it suggests there is reason to release the retainage in the amount of \$14,461.58 to Indiana Earth. City Attorney Hoffer noted the City should receive the release through the office of the attorney who is being provided by the City's insurance carrier. While there is a release, there is normally something like a settlement agreement, but in this situation, there has not been anything. Because of that, Attorney Hoffer will prepare a stipulation of dismissal for all of counsel (four separate parties) to sign. The City has a signed release, but the case has not been dismissed. Attorney Hoffer's recommendation to the Board is to approve the request subject to receipt of the stipulation for dismissal. Mr. Scheumann motioned to approve the request subject to the receipt of the stipulation for dismissal. Mayor Jenkins seconded. The request was approved unanimously by voice vote subject to receipt of the stipulation for dismissal.
 - Veridus Group – Owner's Representative Services for Fire Station (Phase 2-4): Mayor Jenkins introduced Mr. Landon Martin (Veridus Group) and gave a brief update on the work they have done for the new fire station process to this point. Mr. Martin commented that the first phase of the project was to get the City through the signed contract portion of the Design Build process. That phase is near completion. This lump sum agreement will take the project from the design phase all the way through warranty (12 months after completion of the fire station project). The cost for phases 2 through 4 (construction through warranty) is \$218,855. Mayor Jenkins noted his appreciation for the direction Veridus has provided thus far. Mr. Scheumann motioned to accept the agreement for phases 2 through 4 with Veridus Group. Mr. Stump seconded. The agreement was accepted unanimously by voice vote.
 - Elder Haus – Approval of Living Room Plan & Furniture Selection Proposal: Mayor Jenkins talked about the damage caused when a pipe burst in December of 2022. The area was rebuilt and includes a new living room. This request is for furnishings. Elder Haus Director



Howenstine discussed the layout and new seating capacity for the area. The total cost for furnishings is \$21,404. Mayor Jenkins commented that these costs will be covered by funds in the Gift Fund. Mr. Stump motioned to approve the living room plan and furnishing proposal. Mr. Scheumann seconded. The living room plan and furnishing proposal was approved unanimously by voice vote.

- **Downtown Pavilion Use Request:** Mayor Jenkins presented the request on behalf of the NorthWood Wrestling Club. They would like to hold the Friendship Wrestling Invitational on May 10th for those in current grades 6 through 12. The event will go from 5 pm until 9 pm. There is a certificate of insurance, but it has not been provided to the City yet. Mayor Jenkins asked that approval be contingent upon receipt of the certificate of insurance. Mr. Scheumann motioned to approve the use of the pavilion for the wrestling invitational on May 10th. Mr. Stump seconded. The request to use the pavilion was approved unanimously by voice vote.
- **Approval to Move Forward with Miriam and NorthWood Tower Washing:** Water Superintendent Van Voorst presented the request to have the Miriam and NorthWood water towers washed. He received two quotes for the cleaning and National Wash Authority is who he would like to have do the work. The work will cost \$17,100 and was included in the budget. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request to have the Miriam and NorthWood water towers cleaned was approved unanimously by voice vote.
- **Approval of 2024 Annual Contract for Stormwater Consultant, James Emans of Emans Engineering:** Mayor Jenkins noted that the City has utilized Mr. Emans for a number of years for his experience with stormwater. Planning Superintendent Nunemaker said this agreement is similar to last year's. The hourly rate will be \$150 for approximately 133 hours. The not-to-exceed limit is \$20,000. Mr. Scheumann motioned to accept the proposal from Mr. Emans for 2024. Mayor Jenkins seconded. The 2024 annual contract for stormwater consultant James Emans of Emans Engineering was accepted unanimously by voice vote.
- **Woodview Dr. Force Account Work:** Street Superintendent Warren gave the update. The document presented showed all the work done in front of Woodview Elementary School where Legacy Lane T's into Woodview Dr. There is a large 42" tile that goes under Woodview Dr. and extends to the beginning of Walter's Ditch. Initially in the project, the City was taking care of a small portion of that. Subsequently the County along with the City decided it was time to take care of repairing and replacing all of it. This was not part of the original Woodview Dr. scope. It became part of the project due to circumstances. The total cost of the work is split between the City and County. The City's portion is \$42,606.17 and the County's portion is \$16,689.47. No formal Board action was required.
- **Approval to sign 2024.1 CCMG Matching Grant Agreement:** Mayor Jenkins informed the Board the City was awarded \$826,000 which covered all the projects submitted on the City's behalf. The City needs the Board's approval to sign the agreement once it has been finalized. Mr. Stump motioned to approve signing the agreement. Mr. Scheumann seconded. Approval to sign the 2024.1 CCMG Matching Grant Agreement was approved unanimously by voice vote.
- **Approval of Accounts Payable Vouchers:**
 - Mr. Stump motioned to approve the 2024 Water APV's Totaling \$142,336.72 and 2024 WWTP APV's for \$95,647.05. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.



- Reports of City Officers:

- Redevelopment: Notification of Adoption of Amendatory Declaratory Resolution. No action was necessary.
- Wastewater – Adam Schrock Raise: Wastewater Superintendent Kern requested a 25-cent increase for Mr. Schrock for passing his Class 1 Wastewater exam. This will be effective date will be backdated to March 28th. Mayor Jenkins motioned to approve the increase. Mr. Stump seconded. The raise was approved unanimously by voice vote.
- Water: Superintendent Van Voorst told the Board that Chevy cancelled his truck order. Chevy will no longer make any single cab pickups. He requested approval to go with the second bidder, who was Oliver Ford in Plymouth, and purchase the two trucks at a total cost of \$96,808. The order bank is still open, and the build time is 90 days. Mr. Scheumann motioned to approve purchasing the trucks from Oliver Ford. Mr. Stump seconded. The request was approved unanimously by voice vote.

Superintendent Van Voorst also requested approval to travel, with Mayor Jenkins, to Indianapolis on April 25th to pick up an award being presented to the City and Commonwealth by the American Council of Engineering for the airport water tower. Mr. Scheumann motioned to approve the travel request. Mr. Stump seconded. The travel request was approved unanimously by voice vote.

Adjournment: With no further business to discuss, Mr. Stump motioned that the meeting be adjourned. Mr. Scheumann seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 3:56 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works