



Board of Works Meeting – Minutes from June 10, 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, 12 guests (11 IP; 1 OL) and one member 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 May 28, 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 5 Excavating in ROW and 8 Sewer Bill Adjustment requests. Mr. Stump motioned to approve the Consent Agenda except for the sewer bill adjustment request for 1046 Blackstone Blvd. that was pulled from consideration at this meeting but will be resubmitted at the next BOW's meeting. Mayor Jenkins seconded. The Consent Agenda, without 1046 Blackstone Blvd, 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
 - Receive 2024.1 CCMG Bids: Mayor Jenkins noted the receipt of proof of publication for the bids. Mr. Jared Huss (Lawson-Fisher) opened the two sealed bids. The first bid was from Phend and Brown with a base bid of \$834,513.50. The second bid was from Milestone Construction with a base bid of \$819,485. Mr. Huss said Lawson-Fisher will review the bids and return with a recommendation at the next BOW's meeting. Mayor Jenkins motioned to take the bids under advisement and have Lawson-Fisher make their recommendation at the next meeting. Mr. Scheumann seconded. The bids were taken under advisement by unanimous voice vote and a recommendation from Lawson-Fisher will be received at the next BOWs meeting.
 - Commonwealth Engineers – Water Main Replacement (Division C) Final Release of Retainage PPA #15: Mayor Jenkins introduced Mr. Ryan LaReau (Commonwealth) who made the presentation. Mr. LaReau reminded the Board that pay applications #13 and #14 had previously been submitted but it was determined that payment should be withheld for uncompleted items (punch list items and damage claim items). Those items have now been resolved. On this pay app, a little over \$14,000 is for the resolution of damage claims from John's Butcher Shop. The remaining \$31,000 is for restoration items (primarily grass areas). Due to resolutions of these issues, it is Commonwealths recommendation to release the \$45,461.58 of retainage. All final lien waivers are included as well. This will be the final pay application and close-out of this project. Mr. Scheumann motioned to approve payment of pay application #15 (final release of retainage). Mr. Stump seconded. Mayor Jenkins thanked Mr. LaReau for his work on this project. The request was approved unanimously by voice vote.
 - Abonmarche – Proposal for Surveying Services Along Arnott Street/CR3: Mayor Jenkins presented the request. This relates to a stormwater review being done by Christopher Burke along this segment. Abonmarche will provide surveying services. Their proposal will cost \$28,500 and be paid out of Stormwater. The project runs from Arnott north to the Berlin



Court Ditch. Mayor Jenkins motioned to approve the proposal from Abonmarche. Mr. Scheumann seconded. The proposal from Abonmarche was approved unanimously by voice vote .

- Electrical Pole Relocation at 476 Woodview Dr.: Street Superintendent Warren presented the request for Kemp Electric to install a new pole over 2' off the curblin (per INDOT's requirements), the new service on the new pole, interception of the existing 100 line to the house and rerouting to the new pole, and removal of the old pole. This is a private pole within INDOT's clearance. This should have been handled as part of the right-of-way acquisitions. The City would have been responsible for the entirety of the cost if this had been part of the right-of-way acquisition because it exceeded the amount of INDOT funds allocated to the City for the purchases. The cost of the work is \$4,150. There are no upgrade charges included in this quote. Mr. Stump motioned to approve the electrical pole relocation. Mr. Scheumann seconded. The pole relocation was approved unanimously by voice vote.
- Approve 2024 EV Specifications: Mayor Jenkins introduced the request. This is part of a grant received from the Office of Energy. MACOG has been working with the City to obtain one pickup truck and at least one SUV. Superintendent Warren presented the specifications for the pickup truck. Superintendent Warren noted that he received the signed contract back from the EOD today. Thus, he asked for this approval to also include authorization to obtain three quotes. Mayor Jenkins motioned to approve the specification and grant authorization to obtain three quotes. Mr. Scheumann seconded. Approval of the specifications and authorization to obtain quotes was granted unanimously by voice vote.
- July 4th Parade Route and Street Closings: Mayor Jenkins presented the proposed route and closings. Mr. Stump motioned to approve the route and closings. Mr. Scheumann seconded. The route and closings were approved unanimously by voice vote.
- July 4th Fireworks – Night Magic Contract: Mayor Jenkins and Fire Chief Lehman presented the request. Mayor Jenkins motioned to approve the fireworks contract contingent upon receipt of the certificate of insurance. Mr. Stump seconded. There is no established rain date right now. The most likely rain date will be during the Apple Festival. The fireworks contract was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2024 Water APV's Totaling \$200,777.58 and 2024 WWTP APV's for \$73,969.78. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Sewer – WWTP Superintendent Kern
 - Hiring of Aaron Hochstetler: Superintendent Kern requested hiring Mr. Hochstetler as a wastewater trainee at \$21/hour with an effective date of June 24, 2024. Mr. Scheumann motioned to approve the hiring as requested. Mr. Stump seconded. The hiring of Mr. Hochstetler was approved unanimously by voice vote.
 - Deeming Old Fencing Obsolete: Superintendent Kern requested approval to make the fence at the old recycling center obsolete. Mayor Jenkins motioned to approve making the old fencing obsolete. Mr. Stump seconded. The old fencing was deemed obsolete by unanimous voice vote.
 - Travel Authorization for Bob Ivin – CDL Instructor Training Class A: Superintendent Kern asked for approval for Mr. Robert Ivin to travel to CDL



Instructor Training in order to be able to train City employees. Mr. Scheumann motioned to approve the travel request. Mr. Stump seconded. The travel request for Mr. Ivin was approved unanimously by voice vote.

- Fire Department – Chief Lehman
 - Resignation of Jennifer Newcomer: Chief Lehman requested acceptance of Ms. Jennifer Newcomer’s resignation effective June 18, 2024. Ms. Newcomer has worked with the City as a volunteer and then full-time paramedic since 2008. She plans to remain part of the department as a volunteer. Mayor Jenkins reluctantly motioned to accept Ms. Newcomer’s resignation. Mr. Scheumann seconded. Mayor Jenkins thanked Ms. Newcomer for her service and care shown to the community. Ms. Newcomer’s resignation was approved unanimously by voice vote.
- Street Department: Superintendent Warren requested approval to attend the ISCA conference in Muncie, IN from August 19 through August 22, 2024. Superintendent Warren pointed out that he has written a check for his wife to attend the conference as well. Mr. Stump motioned to approve Superintendent Warren’s attendance at the ISCA conference. Mayor Jenkins seconded. The 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 4:01 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works