



Board of Works Meeting – Minutes from August 26, 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, 10 Guests (8 IP, 2 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 August 12, 2024: Mr. Stump motioned to approve the minutes. Mr. Scheumann 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 1 driveway permit, 2 excavating in ROW requests, 1 parking/sidewalk closure request, and 1 sewer connection request. Mr. Scheumann 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 there was no unfinished business.
 - New Business
 - Approve Teal Ribbons for Ovarian Cancer Month (September): Mr. Ron Bedward presented the request which is the same request as in years past to put up teal ribbons throughout the downtown area, on trees and the black poles, for Ovarian Cancer Awareness Month. Posters will be put up as well to inform the public about the importance of the ribbons. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
 - Partial Pay App #2 for Weigand Construction - \$81,850.08: Mr. Landon Martin (Veridus Group) presented partial pay app #2 for payment. This is for architecture and pre-construction expenses and is recommended for payment. Mr. Scheumann motioned to approve payment of partial pay app #2. Mr. Stump seconded. Partial pay app #2 was approved unanimously by voice vote.
- Mr. Martin also gave an update on how the bid process for the fire station is going. All the bids are due on September 12th. Weigand will spend September 16th – 18th reviewing the bids. On September 19th there will be an internal meeting with Weigand. September 23rd a presentation will be made to the BOWs with the guaranteed maximum price of the fire station project.
- Newmar Equipment Rental: Street Superintendent Warren presented the equipment rental request for the Newmar Family Picnic to be held on September 7th. Mayor Jenkins motioned to approve the equipment rental request. Mr. Scheumann seconded. The equipment rental request was approved unanimously by voice vote.
 - Woodview Drive Change Orders #10 and #11: Mr. Even Laviolette (First Group) presented the change orders. Change Order #10 was for force account work done at the crosswalk by the elementary school. Now Woodview will not need to be torn up. The cost of CO #10 is \$59,295.64. He continued by commenting that CO #11 is the standard close out balancing CO for INDOT at the end of a project that closes everything out. The CO is \$7,804.44.



Superintendent Warren noted that the City was not originally going to do as extensive amount of work as was completed but the County is splitting the 20% the City would normally pay. An invoice will be created and issued to the County. The project came in under budget.

CO #10 – Mr. Stump motioned to approve CO #10 for \$59,295.64. Mr. Scheumann seconded. CO #10 was approved unanimously by voice vote.

CO #11 – Mr. Scheumann motioned to approve CO #11 for \$7,804.44. Mayor Jenkins seconded. CO #11 was approved unanimously by voice vote.

- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2024 Water APV's Totaling \$112,858.14 and 2024 WWTP APV's for \$88,506.08. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Water – Hydrant Flushing: Water Superintendent Van Voorst informed the BOWs that the department will be flushing fire hydrants in the evenings of September 9th through the 12th from 10:00 pm and finish by 6:00 am. No action was necessary. This is for informational purposes.
 - Water – Monthly Utility Report: Superintendent Van Voorst submitted this for informational purposes.
 - WWTP – Heckaman Homes Lift Station: WWTP Superintendent Kern informed the BOWs that there was a pump failure at the Heckaman Homes lift station on August 9th, 2024. The part needed to be replaced immediately and therefore a declaration of emergency was made. The cost of the new pump was \$10,700. Mayor Jenkins motioned to declare an emergency and repair the lift station. Mr. Scheumann seconded. A declaration of emergency and approval for the lift station repair was approved unanimously by voice vote.
 - Fire – Career Internship: Fire Chief Lehman requested approval for Ms. Morgan Carich (a NW student) to do a career exploration internship with the fire department. This will be a three-trimester internship. Ms. Carich would like to go into the medical field. Mr. Scheumann motioned to approve the career internship for Ms. Carich. Mr. Stump seconded. The career internship was approved unanimously by voice vote.
 - Fire – IERC: Chief Lehman requested approval to attend the IERC in Noblesville October 2nd, through 4th, 2024. The only cost to the City will be for fuel as the room is being comp'd. Mayor Jenkins motioned to approve the travel request. Mr. Stump seconded. The travel request was approved unanimously by voice vote.
 - Street Department: Superintendent Warren requested permission for him and some of his staff to attend the Snolympics at Tippecanoe Fair Grounds in Lafayette, September 4th, and 5th. This is sponsored by LTAP at Purdue. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.

Additionally, Superintendent Warren notified the BOWs that Mr. John Hutsell was awarded his Road Builder Certification by LTAP at the Indiana Street Commissioners meeting. To obtain this, one must take 12 four-hour courses and 300 additional hours of LTAP recognized training. Mr. Hutsell will now pursue his Master Road Builder Certification. Mayor Jenkins congratulated Mr. Hutsell on his accomplishment.



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 3:51 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works