



Board of Works Meeting – Minutes from August 12, 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, 9 Guests (8 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 July 22, 2024: Mr. Stump motioned to approve the minutes. Mr. Scheumann seconded. Mr. Scheumann pointed out the date for the minutes was shown as June 22nd instead of July 22nd. CT Knight said he would make the correction. The minutes, as amended, 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, 5 excavating in ROW requests, and 1 parking/sidewalk closure 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 John Street Water Service Line Replacement Plans and Specs and Authorize Advertisement for Bidding: Mayor Jenkins introduced Mr. Ryan LaReau (Commonwealth Engineers). Mr. LaReau said this request was for the water service line replacement plans and specs approval as well as authorization to bid the project. The engineer's estimate is \$450,000. This will be paid from the remaining contingency funds from the last SRF Water project. Advertising will take place this Wednesday with bids due 30 days from that date (September 9th). Mr. Scheumann motioned to approve the John Street water service line replacement plans and specs as well as authorize the advertising for bids. Mayor Jenkins seconded. The plans and specs as well as the authorization to advertise for bids was approved unanimously by voice vote.
 - Approve Woodview Drive Change Order #9: Street Superintendent Warren presented the request. Starting at the golf course there are three manholes that were set to grade. However, there is currently ponding around those. A meeting was held with Chris, Ryan, Dave Skinner (First Group), Brent Lamb (Phend and Brown), and Superintendent Warren. The feeling was that it is in the best interest of the golf course to lower those manholes instead of having everything regraded or causing more disturbance in that area. The cost will be \$3,600. Mr. Stump motioned to approve Change Order #9. Mr. Scheumann seconded. Change Order #9 was approved unanimously by voice vote.
 - Approve Proposal from SME for Fire Station Construction Material Services: Mayor Jenkins commented that this proposal is for soil and material testing for the fire station. This contract will be directly with the City of Nappanee. The services will consist of providing CMS (construction material services) related to Engineered Fill, Shallow Foundations, Reinforcing Steel, Cast-in Place Concrete, Masonry, Structural Steel, Asphalt and Concrete Pavements. It is anticipated there will be 32 site visits to complete the services. The cost is not to exceed \$48,000. Mr. Scheumann motioned to accept the proposal from SME with the authorization for Mayor Jenkins and City Attorney Hoffer to review and make changes as they see fit. Mr.



Stump seconded. Mayor Jenkins noted that the amount of \$48,000 was included in the Weigand contract. The proposal was approved unanimously by voice vote.

- Approve Easements for Living Gospel Church: Planning Superintendent Nunemaker presented the request. There are two separate easements, one with the church and one with Innovative Communities. These easements will allow access to SR 19 and a loop opportunity for when the City water main reaches that far. This is where the City's water and sewer lines will run to serve the church. Mayor Jenkins motioned to approve the easements with the review of Superintendent Nunemaker and Water Superintendent Van Voorst with the owners regarding the specific language that may need to be altered slightly. Mr. Scheumann seconded. The easements for Living Gospel Church were approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2024 Water APV's Totaling \$231,618.33 and 2024 WWTP APV's for \$141,077.08. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Planning Department – Steve Saylor's Conference Travel Request: Planning Superintendent Nunemaker requested approval for Mr. Saylor to attend the IABO Conference from September 16th through the 18th. This will provide educational opportunities and CEU's for ICC Certificates. The hotel cost is \$395 for three nights and \$495 for registration. Mr. Saylor is an IABO officer. Mayor Jenkins motioned to approve the travel request. Mr. Stump seconded. The request was approved unanimously by voice vote.
 - WWTP – Travel Authorization IWEA: WWTP Superintendent Kern requested approval to attend the IWEA conference in Indianapolis. This will provide CEU's for Superintendent Kern. Mr. Scheumann motioned to approve the travel request for August 13th through 15th. Mr. Stump seconded. The travel authorization was granted unanimously by voice vote.
 - WWTP – Obsolete Truck: WWTP Superintendent Kern requested to make the 2000 GMC pickup truck obsolete. It has been replaced by a new truck. Mayor Jenkins motioned to deem the truck obsolete. Mr. Scheumann seconded. The request to make the 2000 GMC pickup obsolete 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 3:47 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works