



Board of Works Meeting – Minutes from September 9, 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 (12 IP) 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 26, 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 2 excavating in ROW requests, 2 sewer bill adjustment requests, and 1 sewer connection request. Mayor Jenkins motioned to approve the Consent Agenda. Mr. Scheumann 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
 - Open Sealed Bids for the John Street Project: Mr. Ryan LaReau (Commonwealth) opened the three sealed bids and reported the bids to the Board. The bids were: \$735,000 from HRP; \$468,813.20 from Beer & Slabaugh; \$676,711.30 from Reith Riley. Mr. LaReau suggested the bids be taken under advisement with a recommendation made at the next BOWs meeting. Mr. LaReau was asked what the engineer's estimate was. He responded \$448,350. Mayor Jenkins motioned to take the bids under advisement and have a recommendation made at the next BOWs meeting. Mr. Stump seconded. The bids were taken under advisement with a recommendation to be made at the next BOWs meeting by unanimous voice vote.
 - Street Closure – NPD: Night Out: Mayor Jenkins noted this will be held at West Park from 6:00 pm until 8:00 pm. The street closure will be from 3:00 pm until 9:00 pm. Local residents will be able to get through. Mr. Scheumann motioned to approve the requested street closure for the NPD Night Out. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2024 Water APV's Totaling \$173,685.18 and 2024 WWTP APV's for \$77,981.09. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Elder Haus: Elder Haus Director Howenstine requested approval to hire Ms. Kathy Mikel as a part-time Elder Haus driver. She will primarily be a sub and field trip driver. Her start date will be Tuesday, September 10, with a pay rate of \$17.16/hour. Mr. Scheumann motioned to approve the hiring. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
 - Street: Superintendent Warren requested to declare the 1992 Case Loader obsolete and advertise for sealed bids to sell it. The sealed bids will be due by 3:30 pm on October 14th (just prior to the BOWs meeting). Mayor Jenkins motioned to approve declaring the loader



obsolete and advertising for sealed bids to be received by 3:30 pm on October 14th. Mr. Scheumann seconded. The request was approved unanimously by voice vote.

- Fire: Fire Chief Lehman submitted Mr. Tye Chupp's resignation letter, which was effective August 30th, 2024, and asked for approval to accept it. Mr. Chupp served as a paramedic for 22 years for the City. Mr. Scheumann reluctantly motioned to approve acceptance of Mr. Chupp's resignation. Mr. Stump reluctantly seconded. Mayor Jenkins thanked Mr. Chupp for his service and noted the impact of the eight original paramedics. Mr. Chupp's resignation was approved unanimously by voice vote.
- Wastewater: Superintendent Kern presented a request to issue a raise to Mr. Aaron Hochstetler. He will finish his probationary period on September 22nd. His work ethic and attitude have been exemplary. The request is for a raise from \$21.00/hour to \$21.50/hour effective September 22nd. Mr. Scheumann motioned to approve the raise. Mr. Stump seconded. The raise 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 3:43 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works