



## ***Board of Works Meeting – Minutes from February 13, 2023***

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

**Also Present:** **City Attorney** Brian Hoffer, **Clerk-Treasurer** Jeff Knight, 6 guests (IP) and one members of the press (OL).

- Call to order: Mayor Jenkins called the meeting to order at 3:30 pm.
- Roll call: All members were in attendance as stated above.
- Approval of the Minutes from January 23, 2023: Mr. Stump motioned to approve the minutes. Mr. Scheumann seconded. The minutes were approved unanimously by voice vote.
- Petitions or Comments from Citizens: There were eight sewer bill adjustment requests. Mayor Jenkins presented each request. Utility Superintendent Gerber recommended approval. The requests were for:
  - 760 E. Market Street: Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
  - 1002 Blackstone Blvd: Mr. Stump motioned to approve the request. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
  - 202 S. Summit Street: Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
  - 288 N. Arnott Street: Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
  - 151 Metzler Ave.: Mr. Scheumann motioned to approve the request. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
  - 1957 Country Circle South: Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
  - 753 S. Williams Street: Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
  - 105 N. Nappanee Street: Mr. Stump motioned to approve the request. Mayor Jenkins seconded. The request was approved unanimously by voice vote.
- There were no reports of committees, boards, or commissions and there was no unfinished business.
- New Business



- Interlocal Agreement with Elkhart County for 2023 Animal Control Services: Mayor Jenkins motioned to table the review and approval of the agreement until the next BOW meeting. Mr. Scheumann seconded. The request was tabled unanimously by voice vote.
- Reimbursement for My Father’s Land – Oversizing of South Williams Street Utility Extensions: Mayor Jenkins presented the request. My Father’s Land is the developer for the Orchard and Williams Street. The City asked them to oversize the utilities that were installed for future extension to the south. The City did not pay them for the oversizing at that time. This request is to pay them in the amount of \$57,549.80. Utility Superintendent Gerber recommended approval. Mr. Stump motioned to approve the payment for the oversizing of the South Williams Street Utility Extension. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- Approve Sewer Connection Applications:
  - 1142 Blackstone Blvd. – Team Construction: Superintendent Gerber said this is for a new residential property. All of the other utilities have been approved for the subdivision. He recommended approval. Mayor Jenkins motioned to approve the sewer connection request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
  - 502 N. Madison – Mr. Rooter: Superintendent Gerber presented the request. Mr. Rooter was repaired a line at the residence. Mr. Scheumann motioned to approve the request. Mayor Jenkins seconded. The sewer connection was approved unanimously by voice vote.
- Approve Excavating in Right of Way at US 6 and CR 11 (Brightspeed): The request was presented by Planning Superintendent Nunemaker. They are relocating copper lines out by the airport. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote.
- R. Yoder Construction Partial Pay App #6 for the Oakland Trail Project: Mayor Jenkins presented the request for payment of \$50,988.15 for unbilled work that also includes an additional quantity of asphalt pavement in the amount of \$277.50. Mayor Jenkins motioned to approve the pay application. Mr. Stump seconded. Partial Pay App #6 was approved unanimously by voice vote.
- Declare Obsolete and Approve for Sale:
  - Scrap Meters – Water Department: Superintendent Geber presented the request. There are 1017 meters to declare obsolete and take to auction. Mr. Scheumann



motioned to approve the request to declare the scrap meters obsolete and approve for auction. Mayor Jenkins seconded. The request was approved unanimously by voice vote.

- SCBA Equipment – Fire Department: Fire Chief Lehman requested to declare 24 SCBA cylinders obsolete. These will be scrapped and not sent to auction. They have exceeded their lifecycle. Mayor Jenkins motioned to approve declaring the SCBA cylinders obsolete. Mr. Stump seconded. The request was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
  - Mr. Scheumann motioned to approve the 2023 Water APV's Totaling \$324,185.09 and 2023 WWTP APV's Totaling \$216,282.56. Mr. Stump seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
  - Fire Chief Lehman presented a memo requesting the acceptance of the resignations of Mr. Justin Miller (effective 1/1/23) and Mr. Matthew Jessie (effective 2/8/23) as volunteer firefighters. Mayor Jenkins motioned to approve/accept the resignations. Mr. Stump seconded. The resignations were approved/accepted unanimously by voice vote.
  - Street Superintendent Warren: Requested approval for two travel opportunities. The first was for the Street Department to attend the NTEA Truck Show on March 8<sup>th</sup> and 9<sup>th</sup> in Indianapolis. The second was for he and Mr. John Hutsell to attend LTAP Road School at Purdue University March 13<sup>th</sup> through the 16<sup>th</sup>. Mr. Scheumann motioned to approve the travel requests. Mayor Jenkins seconded. The travel requests were approved unanimously by voice vote.
  - Utility Superintend Gerber: Gave the BOW's an updated on lead times for meter ordering. As of now, the lead time is 30 to 36 weeks for meters.

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 3:50 pm.

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Phil Jenkins, Mayor

Attest: \_\_\_\_\_

Jeff Knight, Clerk of Board of Works

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the City should contact the Office of the City Clerk-Treasurer as soon as possible but no later than 48 hours before the scheduled event. Contact Info: 300 West Lincoln Street, Nappanee, Indiana 46550. Telephone (574) 773-2112. Email: [jknight@nappanee.org](mailto:jknight@nappanee.org).