



Board of Works Meeting – Minutes from May 8, 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, 9 guests (7 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.
- Approval of the Minutes from April 24, 2023: 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. These items include Sewer Bill Adjustments, Excavating in ROW Permit Applications, and Sewer Connection Applications. Mr. Scheumann motioned to approve the Consent Agenda. Mayor Jenkins 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 no unfinished business.
- New Business
 - Approve IFA's Scope of Work: Mr. Ryan LaReau (Commonwealth Engineers) presented the service line inventory document that was approved by IFA for the Tier 1 inventory. The next step from Commonwealth is to reach out to the SRF for an agreement to do the work. Mayor Jenkins noted that this is for the lead service line inventory which is required to be completed by the end of this year. This is for the pipes going into the homes as well as those in the City's distribution system. Once the material making up the pipes is identified a replacement plan can be developed. The City did get a \$15,000 grant from IFA for this inventory work. Mr. Scheumann motioned to approve the scope of work. Mr. Scheumann also asked if once this inventory is done, will this be an internal document that has adjustments made as pipes are replaced. Mayor Jenkins said yes. Utility Superintendent Gerber commented that completion of this process will help the City be able to obtain more significant grant funding for future work. Mr. Stump seconded. The IFA Scope of Work was approved unanimously by voice vote.



- Oakland Trail Pay App #8: Mr. Mike Reese (Troyer Group) recommended approval for the work completed and noted that retainage is still withheld. The project should be finished in the next week or two, according to Mr. Reese. Mayor Jenkins motioned to approve pay app #8 for \$28,364.40. Mr. Stump seconded. Pay App #8 was approved unanimously by voice vote.
- Airport and Miriam Water Tank Improvements Division A – Partial Pay App #17: Mr. LaReau presented this request and confirmed that this is the project close-out payment. Mr. Scheumann motioned to approve partial pay application #17. Mr. Stump seconded. Partial Pay Application #17 was approved unanimously by voice vote.
- Nappanee Market on Market Facility Request: The request is from the City's Park Department and runs from June 3rd through October 7th for utilization of the pavilion on Saturdays from 8:00 am until 2:00 pm. Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request was approved unanimously by voice vote.
- Approve Parade Route and Street Closures for Memorial Day Parade: Mayor Jenkins referenced the memo discussing the route and times. Mr. Stump motioned to approve the parade route and street closures for the parade. Mr. Scheumann seconded. The Memorial Day parade route and street closures were approved unanimously by voice vote.
- Approve Agreement for Owner's Rep Services for Fire Station – Veridus Group: Mayor Jenkins presented the agreement. This is for the pre-construction process for helping the City get RFP's and RFQ's around. The City will be billed at an hourly rate, but the agreement also has a not-to-exceed cost of \$40,000. The language for non-public works contracts has been added to the agreement. Mr. Scheumann motioned to approve the pre-construction agreement with Veridus Group not to exceed \$40,000. Mr. Stump seconded. Mayor Jenkins gave an update on the sites and the appraisals being completed. The agreement was approved unanimously by voice vote.
- Approve Interlocal Agreement with Goshen for Level II Charging Stations: Mayor Jenkins presented the agreement noting that it was originated by MACOG (Michiana Area Council of Governments). They received a grant from INDOT for the installation of charging stations for electric vehicles. The City of Goshen has done a couple of these already and will take the lead in this. Engineering will take place in 2024. Construction and implementation will take place in 2025. The page containing the Term of the agreement did not include the actual duration. It was an incomplete sentence. The Term will be for 4 years. This is an 80/20 grant with INDOT picking up 80% and a local company picking up 20%. There will be



no cost to the City. City Attorney Hoffer noted the agreement used phrasing of Fiscal Year. He recommended using actual dates. Mayor Jenkins agreed. The two locations for the charging stations will be one at the Pavilion and one at the Library parking lot north of Walnut Street. Mayor Jenkins motioned to approve the agreement for four years as presented. Mr. Stump seconded. The Interlocal Agreement with Goshen for Level II Charging Stations was approved unanimously by voice vote.

- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2023 Water APV's Totaling \$166,206.47 and 2023 WWTP APV's Totaling \$61,499.64. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Utility Superintendent Gerber requested two wastewater employees to be allowed to attend Vactor Truck training in Noblesville on a date as yet to be determined as the original date of May 11 had to be rescheduled. Mr. Scheumann motioned to approve the request. 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 3:50 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works