



## ***Board of Works Meeting – Minutes from October 23, 2023***

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

**Also Present:** City Attorney Brian Hoffer (OL), Clerk-Treasurer Jeff Knight, 13 guests (11 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 October 9, 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 (4 Excavating in ROW Permit applications, 1 Request for Availability of Service, and 5 Sewer Connections) was submitted. Mayor Jenkins 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 and no reports from committees, boards, or commissions.
- Unfinished Business
  - Approve Fire Station Technical Review Committee’s recommended shortlist: Mayor Jenkins introduced Mr. Landon Martin (Veridus Group) who then presented the shortlist of teams from the Technical Review process. The teams, in no particular order, are K2M/Weigand Construction, Studio Axis/Performance Services, and Shive-Hattery/Majority Builders. Mr. Scheumann motioned to approve the recommendation from the TRC. Mr. Stump seconded. The recommendation was approved unanimously by voice vote.
- New Business
  - Approve Fire Station Request for Proposals: Mayor Jenkins presented the Request for Proposal document. The RFP is due on February 26th. There are two distinct submittals that will be made. One will be a qualitative proposal and the other quantitative proposal. Both are due on the same day. The qualitative proposal will be opened and reviewed first along with interviews with the teams. Then the price proposals will be opened at the BOWs on March 11, 2024. The TRC will meet on March 12, 2023, and notification will be presented on March 25, 2024 at the BOWs. From March 27, 2024, through July 8, 2024, the design process will take place. Mayor Jenkins asked that this request be approved subject to he, City Attorney Hoffer, Veridus Group, and Planning Superintendent Nunemaker being able to make any corrections/changes necessary. Mr. Scheumann motioned to approve the RFP and allow Mayor Jenkins, City Attorney Hoffer, Veridus Group, and Planning Superintendent Nunemaker to make any corrections/changes they deem necessary. Mr. Stump seconded. The RFP was approved unanimously, as requested, by voice vote.
  - Approve Proposal from IWM for Phase I Environmental Survey for new Fire Station Site: Mayor Jenkins presented the request in order to obtain the Phase I Environmental Survey that will be necessary to move forward with the construction of the fire station. The cost will be \$1,850. Mayor Jenkins motioned to approve the proposal. Mr. Scheumann seconded. The proposal was approved unanimously by voice vote.
  - Approve Commonwealth Change Order #8 – Indiana Earth – Division C Water Project: Mr. Ryan LaReau (Commonwealth Engineering) presented the change order. This change order



contains a modification of the completion dates. Substantial completion is modified to December 2, 2021, and Final Completion is modified to May 20, 2023, and incorporates a deduction to the contract value of \$52,000. There is also the outstanding issue of items that need to be restored (approximately 20 trees and grass). Indiana Earth has agreed to establish an escrow account in the amount of \$31,000 (two times the cost) to be held for one year or until the establishment of these remaining restoration items. Documentation of the agreement was attached to the CO memo. Mayor Jenkins confirmed that the escrow account will be held until leaves come out on the trees in the spring and grass begins to grow. Mr. LaReau said yes, but it can be held up to a year. Mayor Jenkins thanked all parties involved for being able to get this work done and the agreement in place. Mr. Scheumann motioned to approve CO #8 as submitted. Mr. Stump seconded. CO #8 was approved unanimously by voice vote.

- Approve Thankful 4 Run Route and Closings: Mr. Mark Mikel presented the request. The route remains the same as last year. This is the 20<sup>th</sup> edition of the race, and it has raised \$110,000 that has been given away as scholarships. Mr. Scheumann reiterated that there should not be any paint on the roadways. Mr. Mikel agreed. This request will also be submitted to the Park Board. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The requested route and closings were approved unanimously by voice vote.
- Approve Pay App #5 – West Industrial Storm Water Improvements: Mayor Jenkins said this work has been completed and is operational. This request is for final payment. Mr. Scheumann motioned to approve pay app #5 as submitted. Mayor Jenkins seconded. Pay app #5 (final payment) was approved unanimously by voice vote.
- Approve Miracles on Main and Market Event: Mayor Jenkins presented the request. This year the event will take place on December 2<sup>nd</sup>. The timing and route were included in a memo submitted to the BOWs. Mr. Stump motioned to approve the Miracles on Main and Market event. Mr. Scheumann seconded. The 2023 edition of Miracles on Main and Market was approved unanimously by voice vote.
- Approve City Hall Roof Repair by Borntlager Roofing: Mayor Jenkins presented the request. Mr. Abbot Martin (City Facilities Manager) has been working to get the City Hall roof repaired and was hoping to be able to wait until 2024 to get it fixed. However, with the rain the City has received, it has become apparent that the repairs can not be put off. Thus the request is to declare an emergency and move forward with the quote received from Borntlager Roofing. Mr. Martin pursued three quotes and Borntlager came in the lowest at \$52,677. Mayor Jenkins motioned to declare an emergency and proceed with Borntlager Roofing to repair the roof for \$52,677. Mr. Scheumann seconded. The requested roof repair was approved unanimously by voice vote.

- Approval of Accounts Payable Vouchers:

- Mr. Scheumann motioned to approve the 2023 Water APV's Totaling \$109,982.35 and 2023 WWTP APV's Totaling \$80,059.42. Mr. Stump seconded. The APV's were approved unanimously by voice vote.

- Reports of City Officers:

- Street Department Supervisor Warren notified the BOWs that the CCMG paving is still in process. It should be completed by the end of next week.

Utility Superintendent Gerber told the BOWs that an IFA meeting will be held this week with a discussion taking place regarding PFAS. Testing has shown that the City has no PFAS issue.



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 4:02 pm.

---

Phil Jenkins, Mayor

Attest: \_\_\_\_\_  
Jeff Knight, Clerk of Board of Works