



Board of Works Meeting – Minutes from January 8, 2024

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, 14 guests (13 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. Mayor Jenkins administered the Oaths of Office for Mr. Scheumann and Mr. Stump prior to the meeting being called to order.
- Approval of the Minutes from December 26, 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 (3 Sewer Bill Adjustments and 2 Sewer Connections) was submitted. 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 no unfinished business.
- New Business
 - Veridus Group – Amendment #1 for Owner’s Representative Services for New Fire Station: Mr. Dave Rainey (Veridus) presented the memo requesting an additional \$25,000 to cover the project scope costs for Phase I (Visioning/Due Diligence/Design Build RFP! Process/Early Schematic Design) that were not known at the time the original proposal for a not-to-exceed cost of \$40,000 was submitted. The memo contained an update on the fire station project as well as future delivery dates for phases 2, 3, and 4. Mayor Jenkins commented that at the beginning of this project it had not been determined what the delivery method would be. It was subsequently decided to use the Design Build method. There were seven teams that submitted qualifications and a review team reduced that number to three. Those teams are now in the process of delivering an RFP. This RFP process has taken three meetings with each team. Thus additional time and costs not originally known were incurred by Veridus. Planning Superintendent Nunemaker added that Veridus has been great to work with and the added costs are associated with the added scope due to the City’s decisions. There were no further questions or comments. Mr. Scheumann motioned to approve the amendment. Mr. Stump seconded. Amendment #1 for Owner’s Representative Services for the New Fire Station was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2023 Water APV’s Totaling \$182,747.21 and 2023 WWTP APV’s 2024 for \$89,283.31. Mr. Scheumann seconded. The APV’s were approved unanimously by voice vote.
- Reports of City Officers:
 - Mayor Jenkins administered the Oath of Office to the City Attorney and all of the City department heads: Taking their oaths were City Attorney Brian Hoffer, Police Chief Steve Rulli, Street Superintendent Brent Warren, Senior Center Director Kim Howenstine, Park Superintendent Chris Davis, Fire Chief Don Lehman, Planning Superintendent Todd Nunemaker, Water Superintendent Brian Van Voorst, and WWTP Superintendent Shaun Kern.



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 3:48 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works