



Board of Works Meeting – Minutes from February 12, 2024

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

Also Present: City Attorney Brian Hoffer, Clerk-Treasurer Jeff Knight, ten guests (8 IP, 2 OL) and one member of the press (IP).

- Call to order: Mr. Scheumann called the meeting to order at 3:30 pm. Mr. Scheumann chaired the meeting as a precaution since Mayor Jenkins was out-of-town and attended the meeting via videoconference.
- Roll call: Members listed above were in attendance in person or online.
- Approval of the Minutes from January 22, 2024: 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. Items presented were 1 Excavating in ROW, 9 Sewer Bill Adjustments, and 3 Sewer Connections. Mr. Stump 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
 - Open Sealed Quotes for Utility Department Trucks: CT Knight opened sealed quotes that were received from Oliver Ford and McCormick Motors. The Oliver Ford quote was for a Ford F250 4x4 Truck with a base quote of \$47,804, optional lighting was an additional \$600. McCormick Motors provided two quotes for a Chevy Silverado 2500 4x4 beginning at \$52,028 and ranging upward to \$56,673; and two quotes for a GMC Sierra 2500 4x4 beginning at \$53,153 and ranging upward to \$58,383. After the quotes were opened, Mayor Jenkins reiterated that anything the City believes will cost over \$50,000 is managed by sealed quote. There were no further questions or comments. Mayor Jenkins motioned to take the quotes under advisement and have the recommendation made at the next BOWs meeting on the 26th after Water Superintendent Van Voorst and Wastewater Superintendent Kern have a chance to review the quotes. Mr. Scheumann seconded. The quotes were taken under advisement unanimously by voice vote.
 - Approve Facility Rental Request for the Blessing of the Bikes: Mr. Scheumann presented the request. Mr. Moneyhoffer said that the request was the same as last year and thanked the City for its help. Mr. Scheumann requested the Mr. Moneyhoffer coordinate the event with Police Chief Rulli, Fire Chief Lehman, and Street Superintendent Warren. Mayor Jenkins asked if Mr. Moneyhoffer has been in touch with the Apple Festival. He said he was waiting until after this approval. There were no further questions or comments. Mr. Stump motioned to approve the request for Blessing of the Bikes on April 21st. Mr. Scheumann seconded. The facility rental request was approved unanimously by voice vote.
 - Approve Elder Haus FTA Title VI Plan: Mayor Jenkins presented the request. The City purchases the vehicles for Elder Haus through the Federal Highway Administration FTA 5310 program. Elder Haus has three vehicles purchased via this process. Two 15 passenger vans were purchased using the 80% INDOT match/20% Local match program. The third vehicle is a low floor minivan obtained in 2023 by way of a 100% INDOT grant. Because of the City's participation in the Federal 5310 program, there is a certain set of criteria the City needs to



meet. There was an audit of the City in late 2022/early 2023 that noted items the City needed to update. This is part of that program. There were no further questions or comments. Mr. Stump motioned to approve the plan. Mayor Jenkins seconded. The Elder Haus FTA Title VI Plan was approved unanimously by voice vote.

- City Phone System Upgrade – APG New Paris Telephone: Mayor Jenkins presented the request. The City has been working with department heads and New Paris Telephone to upgrade the existing phone system which is obsolete. There have not been any issues with the current phone system, but they do not make this version of the phone any longer and parts are hard to find should anything go wrong. Mr. Stephen Edwards (New Paris Telephone) reiterated what Mayor Jenkins said. Mr. Stump confirmed that the cost of the phone service being proposed is \$33,741.38. Mr. Edwards said that was correct. There were no further questions or comments. Mr. Scheumann motioned to approve the City phone system upgrade. Mr. Stump seconded. The City phone system upgrade was approved unanimously by voice vote.
- City-wide Telephone and Internet Service Agreement – NP Tech: Mayor Jenkins said that this is a three-year agreement. It includes the temporary site located at 215 W. Market. If 215 W. Market is no longer used by the City within the three-year period of the agreement, the City will not be penalized for that. The agreement includes all of the appropriate language and will be reviewed by City Attorney Hoffer. Mr. Edwards noted that this agreement is not only telephone services, but also internet connectivity and all of the point-to-point fiber connections between locations. This agreement includes all of these services, at a lower cost, in one contract. There were no further questions or comments. Mr. Stump motioned to approve the city-wide telephone and internet service agreement. Mr. Scheumann seconded. The city-wide telephone and internet service agreement was approved unanimously by voice vote.
- Approval of Accounts Payable Vouchers:
 - Mr. Stump motioned to approve the 2024 Water APV's Totaling \$223,182.70 and 2024 WWTP APV's for \$52,920.03. Mr. Scheumann seconded. The APV's were approved unanimously by voice vote.
- Reports of City Officers:
 - Fire: Chief Lehman presented the resignation of Mr. Ryan Miller from the Fire Department effective 1/15/24. Mr. Miller has been a part of the Fire Department for 25 years. Mayor Jenkins motioned to approve acceptance of Mr. Miller's resignation and thanked him for his years of service. Mr. Stump seconded. Mr. Scheumann commented that it is hard to lose volunteer firefighters such as Mr. Miller and he also thanked him for his service. The resignation was approved unanimously by voice vote.

A second memo submitted by Chief Lehman was to declare the 2008 GMC Envoy obsolete. Transmission repairs are necessary, but the costs outweigh the benefits to such an old vehicle. Mr. Stump motioned to approve deeming the 2008 Envoy obsolete. Mayor Jenkins seconded. The 2008 Envoy was deemed obsolete unanimously by voice vote.

- Wastewater: Superintendent Kern requested approval for Mr. Brandon Galbreath and Mr. Jory Montano to travel to Indianapolis for Vactor training. Mr. Scheumann motioned to approve the travel request for February 20th. Mayor Jenkins seconded. The travel request was approved unanimously by voice vote.



Adjournment: With no further business to discuss, Mr. Stump motioned that the meeting be adjourned. Mayor Jenkins seconded. Adjournment was agreed to by voice vote and the meeting was adjourned at 3:59 pm.

Phil Jenkins, Mayor

Attest: _____
Jeff Knight, Clerk of Board of Works