



NAPPANEE BOARD OF WORKS MEETING MINUTES

Date, Time & Location:

Monday, March 9, 2026 — 3:30 P.M.
Council Chambers, City Hall, 300 W. Lincoln St.

Board Members:*

Mayor Phil Jenkins • Wayne Scheumann • Rod Stump Jr.

Meeting Minutes:

1. Call to Order

- a. Mayor Jenkins called the meeting to order at 3:30 pm.

2. Roll Call

- a. **Present:** Board Members listed above.
- b. **City Office Manager:** Nikki Ramer; **City Attorney:** Brian Hoffer
- c. **Guests:** 6 (3 In Person ; 3 Online)
- d. **Press:** 1 (In Person)
- e. **Absent:** None

3. Approval of the Minutes from February 23, 2026

- a. Mr. Scheumann motioned to approve the minutes as presented. Mr. Stump seconded. The minutes were approved unanimously by voice vote.

4. Approval of Consent Agenda

- a. The consent agenda consists of requests that each department head has the ability to approve. Those items presented to the BOW's consisted of 1 Facility Request application, 1 Excavating in Right of Way application, and 4 Sewer Bill Adjustment requests. Mayor Jenkins motioned to approve the Consent Agenda. Mr. Scheumann seconded. The Consent Agenda was approved unanimously by voice vote.

5. Petitions and Comments by Citizens

- a. None.

6. Reports of Committees, Boards, and Commissions

- a. None.

7. Unfinished Business

- a. None.

8. New Business

- a. Partial Pay Apps #19 (\$120,834) and #20 (\$400,232.66 retainage) from Weigand Construction. Mr. Landon Martin (Veridus) presented the last two pay applications from Weigand for this project. The project came in \$30,000 under budget. Mayor

*Please visit nappanee.in.gov for board member appointment and term details

Jenkins noted that there is a one year warranty period. Chief Lehman commented that Weigand has followed up and resolved any construction related issues quickly. Mr. Scheumann motioned to approve the pay apps. Mr. Stump seconded. The pay apps were approved unanimously by voice vote.

- b. Approve City Hall Concrete Quote - Hochstetler Concrete. Mayor Jenkins discussed the break in the storm sewer system that caused a leak in the basement. This will replace the concrete in the section that was torn out as well as create an ADA compliant access to the entrance. Mr. Abbot Martin (City Building Manager) contacted three contractors regarding the project. Two of them declined to offer a quote due to timing and the amount of work they had. Hochstetler Concrete submitted a quote that could meet the City timeline of completion before Memorial Day. The total cost is \$14,320 for the concrete work. Installation of railing will be done in-house. Mr. Scheumann motioned to approve the quote from Hochstetler Concrete. Mayor Jenkins seconded. The quote was approved unanimously by voice vote.
- c. Road Closure - Leprechaun Chase & Leap. Mrs. Jenn Davis presented the request for the 5 mile run and 1 mile walk, organized by Fleet Feet of Mishawaka. The closure will be between SR 19 and Elm and Elm from Walnut to Broad. Mayor Jenkins motioned to approve the request. Mr. Stump seconded. The closure was approved unanimously by voice vote.
- d. Clarification of LiDar Agreement - First Group. Mayor Jenkins commented that the agreement was approved at the last meeting. However, after speaking with the various department heads, they wanted to modify the agreement. Thus the original agreement has been rescinded. A new agreement will be submitted in the next couple of meetings. No Board action was necessary.
- e. Approve Memorial Day and 4th of July 2026 parade routes & street closures. Mayor Jenkins presented the request. Mr. Stump motioned to approve the request. Mr. Scheumann seconded. The Memorial Day and July 4th 2026 parade routes and street closures were approved unanimously by voice vote.
- f. Approve Purchase of Pumper/Tanker Fire Truck - Spartan Metrostar. Mayor Jenkins introduced the request. The total cost is \$1,012,567 with \$510,000 due at the time of chassis arrival. The majority of the downpayment will come from the remaining proceeds of the bond issuance for the fire station. There is roughly \$400,000 remaining (primarily from unused contingency that was built in). Other funds will come from the balance of public safety local income taxes. Chief Lehman noted that part of this agreement was a resolution as this was being purchased via the HGAC Buy program that will allow the City to save \$195,043. City Attorney Hoffer discussed the legal steps. This approval is to be completed in two steps. The first step is to approve the memo. Mayor Jenkins motioned to approve the memo. Mr. Stump seconded. The memo was approved unanimously by voice vote. The second step is to approve the execution of the agreement. Mr. Scheumann motioned to approve the execution of the agreement. Mr. Stump

seconded. The execution of the agreement was approved unanimously by voice vote.

- g. Approve Utility Associates Inc Client Service Agreement. Police Chief Rulli presented the request. Utility is an in-car and body worn camera company. Utility offers the best equipment at the best price. This will be a five year contract where the company owns and maintains the equipment. Mayor Jenkins noted this has been a long time coming and a necessity in the current environment. City Attorney Hoffer will need to review the final contractual terms. This will also be paid out of public safety local income tax. The total is \$255,912 with \$51,182 paid annually for five years. Mayor Jenkins requested the approval to be contingent upon review of the agreement by City Attorney Hoffer coupled with the ability for Chief Rulli, Mayor Jenkins, and City Attorney Hoffer to finalize the agreement. Mr. Scheumann asked if Mr. Hoffer has reviewed the agreement. Mr. Hoffer said yes and it contains the required language. Mr. Scheumann motioned to approve the agreement. Mr. Stump seconded. The agreement was approved unanimously by voice vote.

9. Approval of Accounts Payable Vouchers

- a. 2026 Water APVs totaling \$219,685.89 and WWTP APVs totaling \$213,507.41. Mr. Stump motioned to approve both sets of APVs. Mr. Scheumann seconded. The APVs were approved unanimously by voice vote.

10. Reports of City Officers

- a. WWTP - Trenton Carmack resignation. Mayor Jenkins motioned to accept the resignation of Mr. Carmack. Mr. Scheumann seconded. The resignation was accepted unanimously by voice vote.
- b. WWTP - Maple Lane Lift Station Upgrade with a cost of \$37,200. Mayor Jenkins noted that major impediments to the sewer system is anything other than toilet paper being flushed. Mr. Scheumann motioned to approve the requested upgrade. Mr. Stump seconded. The upgrade was approved unanimously by voice vote.
- c. Water Utility - January 2026 Water Report was submitted. No action was required.
- d. Park Noise Ordinance. This is the annual request for a variance of the noise ordinance for work done on the golf course. Park personnel will begin work at 4:30 am. Mr. Stump motioned to approve the request. Mr. Scheumann seconded. The variance was approved unanimously by voice vote.
- e. Emergency Weather. Mayor Jenkins said this is severe weather week. Tuesday morning at 10:15 am is the statewide tornado drill. Fire Chief Lehman commented that if severe weather arrives in the morning, the test will not take place.

11. Adjournment

- a. With no further business to discuss, Mr. Stump motioned to adjourn the meeting. Mr. Scheumann seconded. The meeting was adjourned at 4:00 pm by unanimous vote.

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.

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