



NAPPANEE BOARD OF WORKS MEETING MINUTES

Date, Time & Location:

Monday, March 23, 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. **Clerk-Treasurer:** Jeff Knight; **City Attorney:** Brian Hoffer
- c. **Guests:** 28 (28 In Person)
- d. **Press:** 1 (In Person)
- e. **Absent:** None

3. Approval of the Minutes from March 9, 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 7 Excavating in ROW permit applications, 1 Parking Closure application, 3 Sewer Bill Adjustment requests, and 2 Sewer Connection requests. Street Superintendent Warren commented that the requested parking closure also included a sidewalk closure. This requires a certificate of insurance to be received from the contractor by the City prior to the work beginning. Mayor Jenkins motioned to approve the Consent Agenda contingent upon receipt of the certificate of insurance pertaining to the sidewalk closure. Mr. Scheumann seconded. The Consent Agenda was approved, contingent upon receipt of the certificate of insurance for the sidewalk closure, unanimously by voice vote.

5. Petitions and Comments by Citizens

- a. None.

6. Reports of Committees, Boards, and Commissions

- a. None.

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

7. Unfinished Business

- a. None.

8. New Business

- a. Approve Purchase of Freightliner SD108 Plow Truck for Street Department. Superintendent Warren commented that the spec's were approved at the last meeting in January and this truck follows those spec's. The memo presented by City Attorney Hoffer notes the significant savings (\$150,443.27) by purchasing this truck through Sourcewell. The MSPP for the truck was \$425,182.27. The discounted price is \$274,739. Mr. Scheumann motioned to approve the resolution to purchase the truck through Sourcewell. Mayor Jenkins seconded. The purchase of the truck was approved unanimously by voice vote.
- b. Approve Purchase of GMC Sierra 1500 Truck for WWTP (McCormick - \$37,820). WWTP Superintendent Kern discussed the quotes he received. The \$37,820 quote from McCormick was substantially less than the Sourcewell quote. Mayor Jenkins suggested approving the truck purchase and having the resolution from City Attorney Hoffer presented at the next meeting. Mayor Jenkins motioned to approve the purchase with Attorney Hoffer preparing the resolution reflecting the discount. Mr. Scheumann seconded. The request was approved unanimously by voice vote, but will be put on the next meeting agenda as unfinished business in order for the attorney prepared resolution to be presented.
- c. Redevelopment - Notice of Declaratory Resolution. Director of Economic Development Collins commented that this is the area where the RDC would like to do improvements, which will include parking. It amends the economic development area known as the Nappanee Consolidated TIF District. Mayor Jenkins pointed out that this is the area between Coppes Commons and the east side of the downtown which is already a part of the TIF (between Elm St. and Coppes Commons). He noted this will be presented at the RDC meeting tomorrow for the "confirmatory resolution". The declaratory resolution has been approved by the Council as well. Mr. Stump motioned to accept the declaratory resolution. Mr. Scheumann seconded the motion. The declaratory resolution was accepted unanimously by voice vote.
- d. Alley Closure - RDC Cartoon Alley. Director Collins requested the closure in order to put benches and planters in the alley. The closure will be from March 25, 2026 at 7:00 am through December 31, 2026 at 5:00 pm. In November of 2025 the alley received 10,000 QR code scans from the City's information area. The alley has had widespread interest both locally and across the state. Mayor Jenkins motioned to approve the alley closure. Mr. Stump seconded. The alley closure was approved unanimously by voice vote.
- e. Alley Closure - RDC Shoe Aisle Alley. Director Collins walked the Board through the request. This will be in honor of Metzler Shoes and will cost about \$150,000. The closure request is being made prior to moving forward with the project. Mayor Jenkins directed the Board's attention to the map of the downtown area and showed how this alleyway will be part of the connector between downtown

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Telephone (574) 773-2112. Email: jknight@nappanee.in.gov.

and Coppes Commons. This project is being done in conjunction with Coppes Commons, the Methodist Church, and the Redevelopment Commission. As noted earlier, this connector will be a walking path as well as have access to additional parking. This will not block deliveries as trucks will continue to have access to the north/south alley. The closure dates will begin on June 1, 2026 (or when complete) at 7:00 am and run until December 31, 2026 at 5:00 pm. Mr. Stump motioned to approve the closure for Shoe Aisle Alley as requested beginning June 1 or when complete. Mayor Jenkins seconded. The request for the closure of Shoe Aisle Alley was approved unanimously by voice vote.

9. Approval of Accounts Payable Vouchers

- a. 2026 Water APVs totaling \$254,427.64 and WWTP APVs totaling \$70,345.82. 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 - Aaron Hochstetler Raise. Superintendent Kern requested a 25 cent per hour raise for Mr. Hochstetler as he successfully passed his Class 1 exam. This will have an effective date of March 11, 2026. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request was approved unanimously by voice vote. Mayor Jenkins congratulated Mr. Hochstetler and voiced his appreciation for the effort he put into passing the exam.
- b. WWTP - New Hire Wesley Middaugh. Superintendent Kern requested to hire Mr. Middaugh as a wastewater trainee at the rate of \$23.50/hour. His starting date is pending due completion of his background check and drug screening. Mayor Jenkins motioned to approve the hiring of Mr. Middaugh. Mr. Stump seconded. Mr. Middaugh's hiring was approved unanimously by voice vote.
- c. Water Utility - February 2026 Water Report was submitted. No action was required.
- d. Water Utility - Travel Authorization. Superintendent Kern and Superintendent Van Voorst requested to travel to Logansport on April 14, 2026 for "flow test and meter" training. They receive CEU points for this training. Mr. Scheumann motioned to approve the travel request. Mr. Stump seconded. The travel request was approved unanimously by voice vote.
- e. Police - Promotion of Officer Jed Beer and Officer Corbin Johnson. Chief Rulli requested the promotion of Officer Beer and Officer Johnson to Sergeant effective March 8, 2026. Mr. Scheumann motioned to approve the promotions. Mr. Stump seconded. The promotions were approved unanimously by voice vote.

11. Adjournment

- a. With no further business to discuss, Mr. Stump motioned to adjourn the meeting. Mr. Scheumann seconded. The meeting was adjourned at 3:50 pm by unanimous vote.