



NAPPANEE BOARD OF WORKS MEETING MINUTES

Date, Time & Location:

Monday, April 27, 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:** 26 (24 In Person ; 2 Online)
- d. **Press:** 1 (In Person)
- e. **Absent:** None

3. Approval of the Minutes from April 13, 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 Driveway Permit application, 1 Excavating in ROW permit applications, 1 Parking Closure request, 2 Sewer Bill Adjustment requests, and 1 Sewer Connection 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.

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

8. New Business

- a. Approve Commonwealth Task Order for Wastewater Improvements. Mr. Andrew Robarge (Commonwealth) presented the task order to replace the Grit System with a new technology, replace the secondary clarifiers, and complete targeted sewer lining. The cost of the engineering and design work will be \$261,500. Alternative delivery methods for this project will be investigated such as Build, Operate, Transfer instead of Design and Build. The expected bond closing is targeted for December 2026. Mayor Jenkins told the Board the original PER had more scope to it but that the work to be completed was reduced to a more manageable and affordable amount. Mr. Scheumann motioned to approve the task order. Mr. Stump seconded. The task order was approved unanimously by voice vote.
- b. Approve Baker Tilly Master Service Agreement for Water and WWTP Projects. Mayor Jenkins introduced Mr. Jeff Rowe (Baker Tilly) who is helping put together the rate study and help the City through the bond process. Mr. Rowe presented the agreements. The rate study portion of the agreements is similar to what has been done in the past. The bond scope of work will be different as the City plans to go to the Open Market (public sale) for funding. This is a more comprehensive process. Mr. Rowe discussed the various steps in the process. The fee is \$80,000 for the advisory services and bond issuance work plus \$25,000 for the rate study, meetings, and reports, and \$6,000 for each parity report. CT Knight noted that by going the Open Market route, the City will get better pricing on the bonds. The up front costs may be a bit higher, but the savings on the bonds makes up for it. Mr. Scheumann motioned to approve the master service agreements for the Water and WWTP projects. Mayor Jenkins seconded. The agreements were approved unanimously by voice vote. Mr. Scheumann voiced his appreciation for the work Baker Tilly does on behalf of the City.
- c. Approve Abonmarche Surveying Agreement for Berlin Court Ditch and Northwood 3rd Addition. Mayor Jenkins discussed the agreement. The Berlin Court Ditch cost will be \$56,500 and the Northwood 3rd Addition work (surveying the open swales) will cost \$34,500. Mr. Stump motioned to approve the agreement. Mr. Scheumann seconded. The agreement was approved unanimously by voice vote.
- d. Approve closing of Lincoln Street for Coppes 150th Anniversary. Mr. Justin Mast presented the request for their 150th anniversary celebration. This will be from 8:00 am on May 14th through the 9:00 pm on the 16th. The requested closure is for the section of Lincoln Street on the west side of the east entrance and the west side of the west entrance. Access to parking will be via the east side of the building. Mayor Jenkins motioned to approve the request as submitted. Mr. Stump seconded. The request was approved unanimously by voice vote.
- e. Approve NIPSCO E. Wabash St., Morningside Dr., W. Centennial St., and W. Lincoln St. Closures. Planning Superintendent Nunemaker presented NIPSCO's

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.

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

request associated with their project to introduce new switching poles to improve the City's electrical grid. They will be at five locations but only have four street closures requested. Neighbors to the work areas have been, or will be, contacted. Mr. Scheumann motioned to approve the street closure request. Mr. Stump seconded. The street closures were approved unanimously by voice vote.

- f. Approve Night Magic 2026 Fireworks Contract. Mayor Jenkins presented the contract. He, Fire Chief Lehman, Former EMS Chief Jim Sumpter, and CT Knight met with Mr. Dick Wilson (Night Magic). The proposed display will be a little larger this year as there will be a \$25,000 donation from someone from the community to celebrate the 250th anniversary of the Country. The total show cost will be \$55,000. The display will be Saturday, July 4th, around 10:15 pm. Mr. Stump motioned to approve the contract. Mr. Scheumann seconded. The contract was approved unanimously by voice vote.

9. Approval of Accounts Payable Vouchers

- a. 2026 Water APVs totaling \$172,919.86, WWTP APVs totaling \$94,311.01, and GO Bond APV totaling \$7,561. Mr. Stump motioned to approve the various APVs as presented. Mr. Scheumann seconded. The APVs were approved unanimously by voice vote.

10. Reports of City Officers

- a. Police Department:
 - i. Approve Resignation of Garret Pauff. This will be retroactive to April 13, 2026. Mr. Stump motioned to approve Officer Pauff's resignation. Mr. Scheumann seconded. Officer Pauff's resignation was approved unanimously by voice vote.
 - ii. Approve Sgt. Livengood Stepping Down to Patrolman. This will be effective April 27, 2026. Mayor Jenkins motioned to approve the request. Mr. Scheumann seconded. The request for Sgt. Livengood to step down to Patrolman 1st Class, effective April 27, 2026 was approved unanimously by voice vote.
 - iii. Approve Retirement of Nappanee Police K-9 Bane. Bane will be turned over/donated to Officer Livengood to be part of his family, effective April 27, 2026. Mr. Scheumann motioned to approve the retirement and donation of Bane to Officer Livengood effective April 27, 2026. Mr. Stump seconded. The retirement and donation of Bane to Officer Livengood, effective April 27, 2026, was approved unanimously by voice vote.
 - iv. Approve Hiring of Jamie Sterling as 1st Class Patrolman. Officer Sterling has 8 ½ years of experience with the Elkhart County Sheriff's Office as well as 1 ½ year with the Mishawaka Police Department. He is a graduate of NorthWood High School. This will be effective retroactively to April 20, 2026. Mayor Jenkins motioned to approve hiring Officer Sterling. Mr. Stump seconded. The hiring of Officer Sterling was approved unanimously by voice vote.

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- b. Street Department: Superintendent Warren requested permission to put up a new parking sign at the Street Department. The biggest issue they are dealing with is trailers being dropped and then left there indefinitely. Mr. Scheumann motioned to approve the request. Mr. Stump seconded. The request to post the sign was approved unanimously by voice vote.
- c. Mayor Jenkins: City Hall has an HVAC unit that needs to be replaced. Mayor Jenkins requested the Board to declare an emergency and authorize himself and CT Knight to move forward with getting costs for replacement. Mr. Scheumann motioned to approve the declaration of an emergency and authorize Mayor Jenkins and CT Knight to proceed with getting costs for replacement of the unit. Mr. Stump seconded. The declaration of an emergency and authorization to get costs was 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 4:05 pm by unanimous vote.