

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD  
MEETING HELD JUNE 25, 2018, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on June 25, 2018, at 2:00 P.M. for their weekly Board meeting. Mayor Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Mayor Stutsman, Board Member Day, Board Member Landis

ABSENT:

OTHERS: Clerk-Treasurer Administrative Assistants, City Attorney, Assistant City Planning and Zoning Administrator, Acting Police Chief, Street Commissioner, Contracts and Claims Manager, Legal Compliance Administrator, Parks and Recreation Superintendent, Wastewater Superintendent, Utilities Billing Office Manager, Director of Public Works, Civil Traffic Engineer, Director of Community Development.

Minutes of the meeting of June 11, 2018 and June 18, 2018 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

Mayor Stutsman asked for all present to stand and observe a moment of silence in honor of and in respect to Police Chief Wade Branson.

**REQUEST TO APPROVE NEW RESERVE PATROL OFFICER—A. MEDINA**

Acting Police Chief Jose Miller requested Board approval to hire Antonio Medina as a Goshen Police Reserve Patrol Officer effective June 25, 2018. Mr. Medina successfully passed the testin process used for the hiring of police officers at the Department.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

**REQUEST TO APPROVE PROMOTION—K.A. MILLER**

Acting Police Chief Jose Miller requested Board approval to promote Keith A. Miller from the rank of Patrol Captain to the rank of Division Chief of Investigations effective Friday, June 22, 2018. Captain Miller has been on the Department since 1989 and has held numerous ranks throughout his career.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO OPEN BIDS—311 NORTH NINTH STREET DEMOLITION Q18-05-004**

Mayor Stutsman opened the following bid:

Jerry Reed Excavating                      \$8,500.00

Mayor Stutsman moved to refer the request to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO OPEN BIDS—TEST AND REPAIR COLD WATER METERS Q18-03-003**

Mayor Stutsman opened the following bids:

	M.E. Simpson	Vanguard Utility
Item 1 Meter Evaluation & Testing	\$9,900.00	\$6,277.00
Item 2A Meter Repair Hourly Rates	\$235.00	\$85.00

Mayor Stutsman moved to refer the request to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO OPEN BIDS—DAM POND DREDGING JN: 2023-2028**

Mayor Stutsman opened the following bid:

Superior Seawall & Docks	\$1,668,800.00
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Mayor Stutsman moved to refer the request to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

**ANNOUNCEMENT—LINCOLN AVENUE, GREENE ROAD, AND INDIANA AVENUE  
PAVING SCHEDULE JN: 2017-0002**

Director of Public Works Dustin Sailor announced that Rieth-Riley will be milling, adjusting castings, and paving Lincoln Avenue between the Elkhart River Bridge and Greene Road and Greene Road from Wilden Avenue to Berkey Avenue. Indiana Avenue’s castings will also be adjusted.

Monday, June 25<sup>th</sup>:

Milling Greene Road from Berkey Avenue to Bashor Road—Road Closed (Detour will be US 33 to Indiana Avenue to Berkey Avenue to Greene Road.)

Tuesday, June 26<sup>th</sup>:

Milling Greene Road from Bashor Road to US 33 and from US 33 to Wilden Avenue— Closure from US 33 to Bashor Road (Detour US 33 to Riverside Boulevard to Clinton Street to Greene Road)

Wednesday, June 27<sup>th</sup>:

Paving Greene Road—Road Closed (Detour US 33 to Riverside Boulevard to Clinton Street for the section between US 33 and Clinton Street; Detour Clinton Street to Indiana Avenue to Berkey Avenue between Clinton Street and Berkey Avenue.)

Thursday, June 28<sup>th</sup>:

Paving Greene Road—Road Closed (Detour US 33 to Riverside Boulevard to Clinton Street for the section between US 33 and Clinton Street; Detour Clinton Street to Indiana Avenue to Berkey Avenue between Clinton Street and Berkey Avenue.)

Loops will be installed Tuesday and Wednesday. Striping will take place on Thursday and Friday. Castings on Lincoln Avenue and Greene Road will be adjusted while paving. This schedule may change due to weather.

**REQUEST TO CLOSE PARKING LOT--MACOG**

Michiana Area Council of Governments (MACOG) Environmental Planner Leah Thill requested Board approval to close a portion of the parking lot located at 315 West Washington Street for the Electric Vehicle Ride & Drive event. MACOG will set up barriers provided by the City and parking would be restricted from 8:00 am until 1:00 pm. Surrounding businesses have been contacted and no issues were reported.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

**REQUEST TO APPROVE ROADWAY MODIFICATIONS AT THIRD STREET AND JEFFERSON STREET JN: 2017-0014**

Civil Traffic Engineer Leslie Biek requested Board approval for roadway modifications. The City is looking to make improvements along Third Street in order to improve access on the west side of Third Street along the Millrace Canal. Improved access is crucial to develop this area, but at the same time the City does not wish to cause an unsafe situation or increase congestion for travelers going along Third Street. Additionally, the City wished to promote walking in the area and would like to improve pedestrian access at this location.

Last month, a trial was performed on Third Street to determine if reducing northbound traffic from two lanes down to one lane would impact speeds and adversely affect congestion. The results of the trial showed that traffic did slow down a little. The 85% percentile speed went down 1.4-2.8 mph. Additionally, we did not observe or hear of any backups or additional congestion. One comment received was difficulty getting a lowboy trailer around the 14' lane provided due to the curve. The lane was increased to 16' and a positive response was received. The trial was in place from April 25, 2018 until May 4, 2018 and the speed tubes were in place from May 1, 2018 until May 9, 2018.

The Engineering Department met with INDOT on June 6, 2018 to discuss the recommended changes and to get their input and support. They are agreeable to the changes. They would like to use striping instead of widening and extending the median near Main Street in the event they need to add a double left turn lane from Main Street onto Third Street. They have asked the City to do another traffic count to get an idea of what the traffic changes will be since US 33 is now open. The traffic count was performed the week of June 18, 2018 and the report is pending. Timing for the improvements would likely not be done before INDOT takes ownership of Third Street. Therefore, INDOT has agreed to go through their permit process so that INDOT approval can be obtained prior to starting work.

It is requested to approve opening the intersection of Third Street and Jefferson Street by removing the island in the center of the intersection. It is also requested to restrict northbound traffic on Third Street to one lane from Main Street until just north of Jefferson Street and add a left turn lane for northbound Third Street onto Jefferson Street. It is further requested to restrict traffic to a right out only for westbound traffic onto Third Street from Jefferson Street.

This request went through the Mayor's Traffic Commission on June 21, 2018. The Commission requested that both sides of Jefferson be restricted to right turn only and the center median be modified so vehicles cannot turn left or straight from Jefferson Street.

Once agreement has been reached for the suggested changes on Third Street, the Engineering Department can proceed with requesting design proposals. The Engineering Department is requesting approval for

- Reducing northbound traffic to one lane from Main Street to just north of Jefferson Street.
- Removing a portion of the center median located in the intersection of Third Street and Jefferson Street to allow left turns from Third Street onto westbound Jefferson Street.
- Adding a left turn lane for northbound traffic on Third Street to turn onto westbound Jefferson Street.
- Restricting both sides of Jefferson Street to right turn only onto Third Street.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO APPROVE ROAD CLOSURE—DENVER STREET FOR KROGER  
SEWER LINE INSTALLATION**

Director of Public Works Dustin Sailor requested Board approval for a road closure. Mike Czajkowski Builders is installing a new 4' sewer line to Kroger the week of June 25, 2018. They request the closure of Denver Street between Pike Street and Lincoln Avenue. They will have "Road Closed" signs and each intersection will be barricaded. The closure will begin Tuesday, June 26, 2018 and end on Tuesday, July 3, 2018.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

**REQUEST TO APPROVE ROAD CLOSURE—US 33 PROJECT PN: 2011-0041**

Director of Public Works Dustin Sailor requested Board approval on behalf of Reith-Riley for the closure of Cottage Avenue from Lincoln Avenue north to the railroad crossing for reconstruction. Reconstruction will consist of water main and storm installations, subgrade treatment (scheduled with Madison Street for July 113, 2018), curb, roadway, sidewalk, and restorations. While reconstruction occurs, the lane shift on Lincoln Avenue will remain in place and shall coincide with Lincoln Avenue restorations. The closure would be in effect from Monday, June 25, 2018 until Monday, August 13, 2018.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

**REQUEST FOR RIGHT TURN LANE EXTENSION—MONROE STREET JN 2014-0072**

Director of Public Works Dustin Sailor requested Board approval for a right turn extension for Monroe Street. The Engineering Department received three quotes for the extension of the westbound right turn lane on Monroe Street at US 33. Due to traffic back-ups in the left turn lane, drivers have been going off into the grass to get into the right turn lane. The following quotes were received:

Walsh & Kelly	\$39,368.00
Niblock Excavating	\$32,929.00
Rieth-Riley	\$49,410.00

The Engineering Department requests the approval of the quote from Walsh & Kelly for \$39,368.00. Although Niblock Excavating was the lowest bidder, they were unresponsive to the requirement of completing construction before the 4-H Fair.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

**REQUEST TO APPROVE RIGHT OF ENTRY AGREEMENT—GOSHEN DAM  
DREDGING PROJECT JN: 2012-2028**

Director of Public Works Dustin Sailor requested Board approval for a right-of-entry agreement with Goshen College. In connection with the dredging project, access to the Goshen Dam Pond is needed. Because of the development around the pond, the best access point for mobilizing the dredge equipment in and out of the water is on Goshen College's property located at 400 Reservoir Place, commonly known as the Cabin at Witmer Woods. Additionally, if hydraulic dredging is the selected dredging method, a linear pipe fusing area will be needed.

To maintain the positive relationship between the City and the College, a right-of-way entry agreement has been prepared that highlights what activities are allowed on the College's property and how restoration is to occur should there be damage. The agreement will have an initial term of two years.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO APPROVE PARTIAL RELEASE OF EASEMENT**

Legal Compliance Administrator Shannon Marks requested Board approval for the partial release of an easement. In 1998, Lanetia Stutsman, surviving spouse of Walter N Stutsman, and Gene A. Stutsman and L. Ann Stutsman, husband and wife, granted the City an easement 132.5 feet in width from Indiana Avenue to the Elkhart River for a ditch to facilitate Stormwater drainage. Dr. Gene Stutsman requested that the City release a portion of this easement so a conservation easement may be granted over the released easement area and other real estate owned by Gene A. Stutsman and L. Ann Stutsman. A complete legal description for the area to

be released south of the ditch from the City’s existing easement needs to be prepared. The USDA is having a survey prepared for the conservation easement. The City will be able to prepare a legal description of the area to be released based on that survey once completed.

It is recommended that the Board agree to release to Gene A. Stutsman and L. Ann Stutsman all of the easement that is located more than 25 feet from the ditch or pipe. The Partial Release of Easement will be brought back to the Board once a legal description is prepared.

Mayor Stutsman recused himself from the discussion and vote on this item.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed 2-0 with one abstention.

**REQUEST TO APPROVE ROAD CLOSURE—WEST WASHINGTON STREET**

A request was submitted by Goshen Farmer’s Market Board Member Ally Mast to close a portion of West Washington Street for a Salsa Festival. Because no one appeared on behalf of the event, the item was held over to the July 2, 2018 Board of Public Works and Safety Meeting with no discussion or action taken by the Board.

**PRIVILEGE OF THE FLOOR**

City Councilman Jim McKee questioned the progress of work on manhole covers located on Indiana Avenue. The work is ongoing and the contractor has been asked to set the manholes before beginning paving instead of after.

There being no further business Mayor Stutsman moved to process claims and then to adjourn. Second by Board Member Landis and motion passed unanimously.

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:**

**MAYOR JEREMY STUTSMAN** \_\_\_\_\_

**BOARD MEMBER MITCHELL DAY** \_\_\_\_\_

**BOARD MEMBER MICHAEL A. LANDIS** \_\_\_\_\_

**ATTEST** \_\_\_\_\_

**CLERK-TREASURER ANGIE MCKEE**