

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD, NOVEMBER 5, 2018, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 E. Jefferson St. on, November 5, 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 Jeremy Stutsman, Board Member Mike Landis

ABSENT: Board Member Mitch Day

OTHERS: Clerk-Treasurer Administrative Assistant, Assistant Brownfield Coordinator, Fire Chief, Street Commissioner, Director of Public Works, Mayor's Administrative Assistant, Contracts and Claims Manager, Utilities Office Manager, City Attorney, Assistant Street Commissioner, Civil Traffic Engineer, Assistant Building Commissioner, Communications Coordinator

Minutes of the meeting of October 29, 2018, were presented. On motion of Board Member Landis, and second by Mayor Stutsman, the minutes were approved as presented.

REQUEST TO APPROVE ROAD CLOSURE—SOUTH 7TH STREET

Brad Hunsberger from Lacasa requested Board approval to close a lane of traffic on South 7th Street for water and sewer installation at 114 S. 7th Street from Tuesday, November 6 through Friday, November 9.

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

REQUEST TO APPROVE ROAD CLOSURE—WEST WASHINGTON STREET

Water and Sewer Supervisor, John Hutsell, requested Board approval to install a sewer manhole located at 210 W. Washington Street and another manhole in the alley west of the property. The work will require excavation and the trench will be approximately 8 feet in depth. For the safety of the work crews and traffic, the City is requesting permission to close W. Washington Street between N. 3rd Street and N. 2nd Street and the alley on the west side of 210 W. Washington Street to thru traffic for three (3) days, starting at 7:00 am, Wednesday, November 7 and reopening for traffic for the weekend (weather permitting).

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

**REQUEST TO APPROVE AND ACCEPT INFRASTRUCTURE—MONROE STREET,
LOGAN STREET, COTTAGE AVENUE & LINCOLN AVENUE WATER MAIN
REPLACEMENT (JN: 2014-0072)**

Director of Public Works Dustin Sailor, requested Board approval of infrastructure (water main, sanitary and storm sewer, curb and asphalt) which has been satisfactorily completed for the above listed project. The Engineering Department recommends that the infrastructure be accepted for maintenance. The three-year maintenance bond (10% of the construction costs) for the infrastructure has been submitted to the Engineering Department.

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

**REQUEST TO APPROVE CHANGE ORDER NO. 1—SOUTH 9TH STREET AND EAST
JEFFERSON STREET REALIGNMENT (JN: 2015-0018)**

Director of Public Works Dustin Sailor, requested Board approval for Change Order No. 1 for \$2,478.30 with Niblock Excavating, Inc. increasing the project cost from \$336,579.00 to \$339,057.30, which represents a 0.74% increase. The original design specified a 12" SDR-35 PVC perforated storm pipe. The pipe was replaced with a 12" A-2000 perforated storm pipe. The cost difference between the material was \$1,320.00.

Goshen Engineering requested the existing fire hydrant be connected to the existing 6" water main along E. Jefferson Street, which required a 6" tapping sleeve and valve. The fire hydrant was originally connected to an existing 4" water main along South 9th Street, which does not provide as much flow as a 6" water main. The 6" tapping sleeve and valve was \$1,158.30.

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

**REQUEST TO APPROVE DESIGN AND PERMITTING AGREEMENT—COLLEGE
AVENUE SANITARY & WATER MAIN RELOCATION (JN: 2018-0022)**

Director of Public Works Dustin Sailor, requested Board approval for a professional service agreement with Abonmarche Consulting to design and permit utility relocations needed to permit the replacement of Elkhart County Bridge No. 410. The agreement is not to exceed \$47,900 and all work is to be completed by February 2019.

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

REQUEST TO APPROVE NEW AVENUES AGREEMENT—EMPLOYEE ASSISTANCE PROGRAM

Legal Claims and Contracts Manager Keitha Windsor requested Board approval to contract with New Avenues, Inc. to provide the City and its permanent full time employees with an employee's assistance program. Compensation is based on an "A la Carte" service fee of \$140/month for the year. Additional costs are based on use of specific services. The contract is from January 1, 2019, to December 31, 2019.

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

REQUEST TO APPROVE DAVNEPORT GROUP, USA AGREEMENT—DEVELOPMENT, INSTALLATION, AND USE OF LAND MANAGEMENT SOFTWARE

Becky Hutsell, Assistant Brownfield Coordinator, requested Board approval to contract with Davenport Group, USA. The past 18 months, City staff has been evaluating comprehensive permitting and land management software to replace the current system which relies on a series of individual databases. A needs assessment was completed in the spring of 2017 and was utilized to develop a Request for Proposals.

Davenport was selected as the preferred vendor and contract negotiations have been completed. The cost of the first year will be \$133,863 which will include data migration from the existing City databases and on-site training. The annual cost in subsequent years will be approximately \$20,000. This was the lowest overall cost among all five proposals received.

Per the agreement, Davenport will have the new software live for the City within 22 weeks from Notice to Proceed, and the new software will be utilized by the following departments: Building, Planning, Engineering, Police (Code Enforcement) and Fire.

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

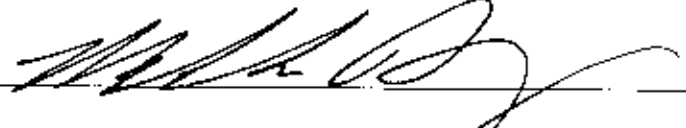
ANNOUNCEMENT—BOARD OF PUBLIC WORKS & SAFETY AND STORMWATER MEETING RESCHEDULED


Mayor Stutsman announced the next Board of Public Works & Safety and Stormwater meeting is being rescheduled from Monday, November 12, to Tuesday, November 13 due to the Veteran's Day Holiday. The meeting will be held at 11 a.m. in the Council Chambers, Police and Court Building, 111 E. Jefferson St.

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