

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD, JANUARY 14, 2019, 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 January 14, 2019, at 2 p.m. for their weekly Board meeting. Board Member Landis was the presiding officer with members of the Board present or absent as follows:

PRESENT: Mayor Jeremy Stutsman, Board Member Mitch Day, Board Member Mike Landis

ABSENT:

OTHERS: Clerk-Treasurer Administrative Assistants, Central Fleet Maintenance Manager, Street Commissioner, Director of Public Works, Wastewater Superintendent, Mayor's Administrative Assistant, Police Chief, Contracts & Claims Manager, Utilities Office Manager, City Attorney, Civil Traffic Engineer, Assistant Fire Chief, Assistant Building Commissioner, Assistant City Planner, Legal Compliance Administrator, Communications Coordinator, Assistant Police Chief, Parks and Recreation Supervisor

Minutes of the meeting of January 7, 2019, were presented. On motion of Board Member Mitch Day and second by Board Member Landis, the minutes were approved as presented.

**REQUEST TO PROMOTE—CHRISTOPHER C. JUROFF FROM POLICE
SERGEANT TO CAPTAIN**

Police Chief Jose Miller requested Board approval to promote Christopher C. Juroff from the rank of Sergeant to the rank of Captain. Chris Juroff has been an officer on Goshen Police Department for over eleven (11) years. He has served as a Sergeant, Training Lieutenant, and was last appointed to a specialty unit. The Police Department is requesting this promotion be effective today Monday, January 14, 2019.

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

OPEN BIDS FOR CONCRETE SERVICES

Mayor Stutsman opened the following bids:

ITEM NO.	DESCRIPTION	EST QTY	UNIT	Kuert Concrete Inc. 18370 US 20 Goshen 46526		John Ward Concrete 1617 3 rd St Osceola 46561		Ozinga Ready Mix 715 W. Ireland Road South Bend 46614	
				UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
1	Flowable Backfill	200	CYS	\$62.00	\$12,400.00	\$90.00	\$18,000.00	\$75.00	\$15,000.00
2.1	PCCP for Patching, Plain	50	CYS	\$118.00	\$5,900.00	\$121.00	\$6,050.00	\$128.00	\$6,400.00

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				UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST
2.2	PCCP for Patching, 0.5%	100	CYS	\$122.25	\$12,225.00	\$125.00	\$12,500.00	\$133.25	\$13,325.00
2.3	PCCP for Patching, 1.0%	450	CYS	126.50	\$56,925.00	\$129.00	\$58,050.00	\$138.50	\$62,325.00
2.4	PCCP for Patching, 2.0%	200	CYS	135.00	\$27,000.00	\$137.00	\$27,400.00	\$149.00	\$29,800.00
TOTAL QUOTE AMOUNT					\$114,450.00		\$122,000.00		\$126,850.00

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 AWARD QUOTE AND CONTRACT WITH 5 ALARM FIRE AND SAFETY FOR SCBA EQUIPMENT

Legal Claims and Contracts Manager Keitha Windsor requested Board approval to award and authorize execution of the contract for SCBA Equipment. On January 7, 2019, the Board of Public Works and Safety opened bids for the purchase of self-contained breathing apparatus (SCBA) equipment. It is recommended that the Board award the contract to 5 Alarm Fire and Safety as the lowest responsible and responsive bidder for a total contract price of \$747,172.42.

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

REQUEST TO APPROVE MEMORANDUM OF UNDERSTANDING GRANT FOR ASSISTANCE TO FIREFIGHTERS GRANT

Steffen Schrock City Firefighter requested Board approval of a Memorandum of Understanding to submit as part of an application for a grant through the Department of Homeland Security FEMA Assistance to Firefighters grant program. Four area fire departments are joining together for this grant application, with the Goshen Fire Department taking the lead on the grant application. In the event a grant is awarded, an interlocal agreement between the four (4) parties will be required at a future date.

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

REQUEST TO VOLUNTARILY DEMOTE—MICHAEL A. MILLER FROM RANK OF CAPTAIN TO RANK OF PATROL OFFICER

Police Chief Jose Miller requested Board approval for the voluntary demotion of Michael A. Miller from the rank of Captain to the rank of Patrol Officer. Officer Mike Miller submitted a

letter on December 19, 2018, requesting the voluntary demotion. Officer Mike Miller has served in a leadership role on the department for nearly twenty-three (23) years holding ranks of Sergeant, Lieutenant, and Captain. The Police Department is requesting this voluntary demotion in rank be retroactive to Sunday, January 13, 2019.

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

REQUEST TO APPROVE SEWER RELIEF—1214 BERKEY AVE.

Bruce Lehman, resident at 1214 Berkey Ave., requested sewer relief in the amount of \$437.69 due to a leak through an underground water line from the house to the garage. Water and Sewer Superintendent Kent Holdren, inspected the site and recommended relief be given as the water did not enter the sewer.

Mayor Stutsman asked Utilities Office Manager Kelly Saenz if Mr. Lehman was charged any type of late fee and Kelly confirmed there were late fee charges in the amount of \$46.86. Mayor recommended the late fees be waived in addition to the \$437.69 making the total amount to be credited \$484.55.

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

RESOLUTION TO DECLARE AS SURPLUS AND REQUEST TO APPROVE OF DISPOSAL SURPLUS PROPERTY

Legal Claims and Contracts Manager Keitha Windsor requested Board approval to have the following equipment declared as surplus property and to dispose of the surplus property in accordance with IC 5-22-22:

1. 622 Meters:
 - 5/8" used meters – quantity 403
 - ¾" used meters – quantity 1
 - 1" used meters – quantity 12
 - 5/8" new meters – quantity 206
2. Brother HL3040 Color Printer Serial #U62233G0J396196
3. 1972 Vintage Standby Generator Model 30.0 EK-15 / 9182D

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

REQUEST TO APPROVE AGREEMENT ALLOWING CONNECTION TO STORM SEWER WITH ELLIOTT ANNE, LLC.

Legal Compliance Administrator Shannon Marks requested Board approval for the execution of an agreement with Elliott Anne, LLC to allow the connection of a detention basin of the real estate at 1722 Eisenhower Drive North the city's storm sewer system.

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

**REQUEST TO APPROVE OCCUPANCY PERMIT AGREEMENT AT 1722
EISENHOWER DRIVE NORTH WITH ELLIOTT ANNE, LLC**

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute an Occupancy Permit Agreement with Elliott Anne, LLC for the new addition to its existing building at 1722 Eisenhower Drive North. The construction project is substantially complete except for certain exterior work that cannot be completed due to weather conditions. The owner agrees to complete all remaining work as soon as conditions permit, but no later than June 15, 2019.

Once all building code requirements have been met, the agreement has been executed by all parties, and a surety in the amount of seventeen thousand dollars (\$17,000) is provided to the City to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location.

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

**REQUEST TO APPROVE OCCUPANCY PERMIT AGREEMENT AT 2516 TULIP
BLVD. WITH ADVANCED MANAGEMENT GROUP, LLC AND CHOICE HOMES BY
SHAWN BORNMAN, INC.**

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute an Occupancy Permit Agreement with Advanced Management Group, LLC and Choice Homes by Shawn Bornman, Inc. for the new residence constructed at 2516 Tulip Blvd. The construction project is substantially complete except for certain exterior work that cannot be completed due to weather conditions. The property owner and builder agree to complete all remaining work as soon as conditions permit, but no later than June 15, 2019.

Once all building code requirements have been met, the agreement has been executed by all parties, and a surety in the amount of two thousand one hundred thirty-six dollars (\$2,136) is provided to the City to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location.

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

**REQUEST TO APPROVE OCCUPANCY PERMIT AGREEMENT AT 2515 REDSPIRE
BLVD. WITH ADVANCED MANAGEMENT GROUP, LLC AND CHOICE HOMES BY
SHAWN BORNMAN, INC.**

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute an Occupancy Permit Agreement with Advanced Management Group, LLC and Choice Homes by Shawn Bornman, Inc. for the new residence constructed at 2515 Redspire Blvd. The construction project is now substantially complete except for certain exterior

work that cannot be completed due to weather conditions. The property owner and builder agree to complete all remaining work as soon as conditions permit, but no later than June 15, 2019.

Once all building code requirements have been met, the agreement has been executed by all parties, and a surety in the amount of one thousand eight hundred eighty-six dollars (\$1,886) is provided to the City to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location.

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

ANNOUNCEMENT OF BOARD AND COMMISSION (RE)APPOINTMENTS

Mayor Stutsman announced the following board and commission (re)appointments:

- Jim Wellington is being reappointed to the Parks & Recreation Board for a four-year term. He has served since 2003.
- Michele Fanfair-Steury has been reappointed to the Community Relations Commission for a three-year term.
- Greg Imbur is appointed to the Shade Tree Board. He will be completing a term ending December 31, 2020, which was vacated by Krista Daniels. Greg brings a lifetime as an educator, gardener and naturalist to the board and reappoint David Ostangren.
- Jason Kauffman will be the City's new representative on the Elkhart River Restoration Association. ERRA appointments are for one year.

ANNOUNCEMENT—BOARD OF PUBLIC WORKS & SAFETY AND STORMWATER JANUARY 21, 2019 MEETING RESCHEDULED

Mayor Stutsman announced the next Board of Public Works & Safety and Stormwater meeting is being rescheduled from Monday, January 21, 2019, to Friday, January 18, 2019, due to the Martin Luther King holiday. The meeting will be held at 11 a.m. in the Council Chambers, Police and Court Building, 111 E. Jefferson St.

Meetings will resume their regular schedule on Monday, January 28, 2019 at 2 p.m.

REQUEST TO APPROVE ELECTRICAL LICENSE—KEVIN EINSPAHR

Assistant Building Commissioner Myron Grise requested Board approval for an electrical license for Kevin Einspahr of Majority Builders, 62900 US 31 S., South Bend, Indiana 46614. He has met the requirement for a City of Goshen Electrical license. He received a score of 77% on the Prometric Master Electrical Exam taken on January 8, 2018, in Elkhart, Indiana.

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

REQUEST TO APPROVE NIPSCO ROAD CLOSURE AND RESTRICTION—BERKEY AND GREENE

Civil Traffic Engineer Leslie Biek requested Board approval for NIPSCO Electric to close and restrict roads at the south east corner of Berkey and Greene on the following dates:

- 1/9/19 - 1/18/19 Periodic lane closures on Berkey Avenue for a new driveway installation; flagging will be utilized.
- 1/23/19 – 1/24/19 Close Berkey Avenue for pole replacements.

The traffic detour for the Berkey closure will be signed at Indiana south to Plymouth to Greene. The intersection at Greene and Berkey will be open at this time.


- 1/28/19 – 2/1/19 Close Greene Road for pole replacements.

The traffic detour for the Greene closure will be signed from Berkey to Indiana south to Plymouth. The intersection at Greene and Berkey will also remain open.

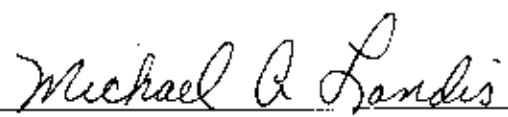
Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

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