

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, SEPTEMBER 30, 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 September 30, 2019, at 2:00 p.m. for their weekly Board meeting. Mayor Jeremy Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Mitch Day

ABSENT: Board Member Mike Landis

OTHERS:

Clerk-Treas. Admin Assistants
~~Asst. Brownfield Coordinator~~
Central Fleet Manager
Fire Chief
Street Commissioner
~~Human Resources~~
Director of Public Works
Wastewater Superintendent
Mayor's Admin-Assistant

Police Chief
Utilities Office Manager
Contracts & Claims Manager
Water & Sewer Superintendent
City Attorney
~~Asst. Street Commissioner~~
Civil Traffic Engineer
~~Brownfield Coordinator~~
Assistant Fire Chief

Asst. Building Commissioner
~~City Planner~~
Assistant City Planner
Legal Compliance Administrator
Communications Coordinator
~~Assistant Police Chief~~
~~Building Inspector~~
Parks Superintendent

Minutes of the meeting of September 20 & 23, 2019, were presented. On motion of Board Member Day and second by Mayor Stutsman, the minutes were approved as presented.

CITIZEN COMMENDATION – AMY MISHLER

Police Division Chief Bill Hubbard was present to award Amy Mishler a Citizen Commendation.

The Goshen Police Department would like to award Amy Mishler with a life-saving award. On September 6, 2019, Amy Mishler performed chest compressions and provided rescue breathing to a two year old child who was unconscious and not breathing. Mishler's quick response, knowledge, and application of CPR returned the child's breath and pulse. Goshen Fire Department has acknowledged Mishler saved the child's life.

Captain Dave Miller and Sgt. Nick Kauffman – officers involved in the incident – were present for the presentation of the award.

BIDS RECEIVED – COLD WATER METER TESTING

Contracts and Claims Manager Keitha Windsor reported to the Board a follow up on the bids for Test and Repair Cold Water Meters (Q19-09-013) that were opened September 23, 2019 by City Attorney Larry Barks.

One bid was received.

The City's Water Department has determined that the quoted pricing was very high, perhaps due to the time of year the quote were solicited. They are going to rebid the project in the Spring of 2020 with hopes of getting better pricing and more responses.

REQUEST TO APPROVE NO PARKING

Adrienne Nesbitt of Downtown Goshen Inc. requested Board approval to put up "No Parking" signs for the half-block of East Washington Street from 118 E Washington Street to 5th Street on the south side of the street to be used for First Friday food vendors on October 4th. Adrienne has talked to the local businesses.

Motion was amended to include the time of the closure on October 4th from 4:00 p.m. to 10:00 p.m.

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

REQUEST TO APPROVE STREET CLOSURE

Kay Mabie of 315 West Douglas Street originally requested Board approval to close ½ block from River Race Drive to the Millrace on West Douglas Street on October 13, 2019 from 1:00 to 3:00 p.m. for a neighborhood block party.

Kay Mabie appeared before the Board today to cancel her request citing that the neighbors were not getting along.

REQUEST TO APPROVE STREET CLOSURE

John Brown of Dairy Farmers of America requested Board approval to close New York Street from 9th Street to 10th Street from October 12 through October 20, 2019, timed to coincide with Parkside Elementary School's fall break.

This is part of the strategic project to address pH and slug control of processing waste water prior to discharging to the City's Wastewater Treatment Plant.

Director of Public Works Dustin Sailor reviewed the plans and there will be a follow-up agreement with the City and DFA because they will be putting a private utility in the public right-of-way.

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

REQUEST TO APPROVE DRIVEWAY ALLOWANCE

Jim Ullery of Mid-States Construction requested Board approval for minor allowances on specifications of a driveway located at 2301 Wilden Avenue.

Mid-States provided a surveyed drawing to the Planning Department to add a 3,000 sq. ft. addition to the back of the building owned by Quality Products Sales. The project is in the final states of Tech Review and an issue came up with the Hard Surfaces. There is currently gravel in place and they would like to keep gravel due to the collection of water in that area. Civil Traffic Engineer

Leslie Biek does not support the request due to trucks maneuvering in the gravel area and prefers to keep standards as set and as a hard surface.

Mayor Stutsman moved to table the request pending further review and will be brought back to the Board on October 7, 2019. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE TRUCK TRAFFIC RESTRICTIONS

Civil Traffic Engineer Leslie Biek on behalf of the Traffic Commission requested Board approval of prohibiting trucks over 40 feet in length on Franklin Street between Main Street and 9th Street and to place No Truck signs to alert trucks of this restriction.

As the 9th Street Corridor project progresses, Engineering has gotten more requests and complaints about trucks in the area. As they try to establish sod and amenities along 9th Street it has become more apparent how large trucks utilize the area. Due to the configuration of the businesses on the east side of the railroad tracks. Engineering does not feel that restricting trucks completely from 9th Street is realistic at this time. However, if large trucks are prevented from turning and maneuvering the side streets off of 9th Street and Main Street, it will help prevent trucks from running over signs and over the new sod that has been placed.

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

REQUEST TO APPROVE PARKING RESTRICTIONS

Civil Traffic Engineer Leslie Biek on behalf of the Traffic Commission requested Board approval to prohibit parking on the eastern half block of Garfield from the alley to 6th Street on the north side of the road.

At the request of the Traffic Commission, Engineering sent out letters to the residents on Garfield between Main and 6th about a possible parking restriction. The suggested side for the parking restriction was the south side leaving parking only allowed on the north side. The residents could weigh in on which side they preferred. Engineering received four comments back. Two responses were in favor of the parking restriction, but one didn't want the restriction on the south side. Two responses are opposed to any parking restriction and would prefer to keep parking allowed on both sides. One of the opposed respondents sent a letter stating the parking restriction would negatively impact their tenants.

It appears that the western half block from Main to the alley is not as much of a concern because the residents park off of the road on a gravel parking strip on the south side leaving around 15 feet of road space for the traveling public. This is also the area that opposed the parking restriction.

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

REQUEST TO APPROVE TIME EXTENSION

Civil Traffic Engineer Leslie Biek on behalf of Niblock Excavating requested Board approval for a time extension for the concrete deadline of the Main Street Reconstruction project (PN: 2016-0038)

The concrete and non-roadway deadline outlines in the project specification is October 15, 2019 with liquidated damages of \$300 per day beyond the time specified. The reason for the time extension is unavailability of concrete crews. Niblock has stated they will be able to commit the concrete crews starting the week of October 14, 2019 and they would be committed to finishing the project by November 1, 2019.

Engineering does not find the unavailability of crews as an acceptable reason for a time extension. However, since they have replaced the sidewalks and curb ramps shortly after removing them, disruption has been minimal. If they commit to the stated time schedule and complete the work before cold weather hits for the year, the original intent of the schedule would be satisfied.

Marcus King of Niblock was present for any questions.

Mayor Stutsman, citing the favorable relationship with Niblock opened discussion on conditional approval included waiving the liquidated damages as long as the concrete work is completed by November 1 and if concrete work is not completed they can be charged back to the 14th of October, 2019. Niblock found that condition acceptable.

Mayor Stutsman moved to approve the request amended as above. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE AGREEMENT – IDEAL COATING LLC

Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Ideal Coating LLC to repair and coat approximately 6,532 square feet of the City's Street Department's concrete floor.

A section of the Street Department's floor has started to deteriorate due to the salt in the winter.

The total cost for all work shall not exceed \$53,250.69 and work on the project shall be completed by January 1, 2020.

Mayor Stutsman was on site the prior week and agreed that the floor needs to be repaired.

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

REQUEST TO APPROVE AGREEMENT – M & M SECURITY

Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with M & M Security Corp. to supply and install a security alarm system with panic alarm buttons at City Hall, train City employees and provide a monitoring service.

Work on the project shall be completed within 30 days from receipt of a notice to proceed for a cost of \$1,765.00

The monitoring service is for 60 months at a monthly rate of \$39.99 for a total of \$2,399.40.

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

REQUEST TO APPROVE CONTRACT AMENDMENT – STIVER LAWN CARE

Contracts and Claims Manager Keitha Windsor requested Board approval to enter into Contract Amendment No. 4 with Stiver Group Inc., d/b/a/ Stiver Lawn Care.

On April 23, 2019, the City entered into a contract for lawn mowing services with Stiver Group Inc. d/b/a Stiver Lawn Care with a contract amendment for 4 additional properties on June 4, 2019, a contract with 4 additional properties on August 1, 2019 and a contract amendment with 3 additional properties on August 19, 2019.

The City has 3 more properties including fall cleanup to add to the mowing contract for the remainder of the season:

103 West Wilkinson
105 West Wilkinson
107 West Wilkinson

The cost for this amendment is \$800.00 and brings the total contract price to not to exceed amount of \$24,080.00,

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

REQUEST TO APPROVE RESOLUTION 2019-27

City Attorney Larry Barks requested Board approval for Resolution 2019-27 entitled “APPROVE LISTING AGREEMENT FOR 1201 COLLEGE AVENUE.”

WHEREAS the City of Goshen, Indiana put out for bids for the purchase of 1201 College Avenue and bids were due on August 5, 2019.

WHEREAS no bids were received on or before August 5, 2019.

WHEREAS the City has selected Real Estate Agent, Patty Miller from Century 21 Goshen to market and list property that the City intends to sell between September 1, 2019 and December 31, 2020.

BE IT RESOLVED that the Goshen Board of Public Works and Safety that the Goshen Board of Public Works and Safety approves the execution of a listing agreement with listing agent Patty Miller of Century 21, Goshen, Indiana to market and sell 1201 College Avenue, Goshen, Indiana.

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

REQUEST TO APPROVE RESOLUTION 2019-28

City Attorney Larry Barks requested Board approval for Resolution 2019-28 entitled "APPROVE LISTING AGREEMENT FOR 611 NORTH SECOND STREET."

WHEREAS the City of Goshen, Indiana put out for bids for the purchase of 1201 College Avenue and bids were due on June 17, 2019.

WHEREAS no bids were received on or before June 17, 2019.

WHEREAS the City has selected Real Estate Agent, Patty Miller from Century 21 Goshen to market and list property that the City intends to sell between September 1, 2019 and December 31, 2020.

BE IT RESOLVED that the Goshen Board of Public Works and Safety that the Goshen Board of Public Works and Safety approves the execution of a listing agreement with listing agent Patty Miller of Century 21, Goshen, Indiana to market and sell 611 North Second Street, Goshen, Indiana.

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

REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT

Legal Compliance Administrator Shannon Marks requested Board approval on behalf of the Fire Department to extend a conditional offer of employment to Lucas T. Wickey and execute the Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment as a probationary firefighter.

Lucas must first complete and pass the baseline statewide physical and mental examinations. The Board will be requested to confirm the offer of employment when a position opening becomes available in the Fire Department.

As a condition of employment, Lucas will be required to enroll in and successfully complete a paramedic training course and obtain an Indiana paramedic certification/license. City will pay for the training and for Lucas's time spent in training. If Lucas leaves employment before coming certified/licensed, he agrees to repay the City's actual cost for him to attend the paramedic training course, but not to exceed \$15,000. If Lucas does not serve as an active paramedic for at least three full years, he agrees to repay the City a prorated portion of the \$15,000 for the paramedic training course.

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

REQUEST TO APPROVE ELECTRICAL LICENSE—SCOTT M. BLAKELY

Assistant Building Commissioner Myron Grise requested Board approval for an electric license for Scott M. Blakley of PSI-Place Services, 1096 N. Meridian Road, Youngstown Ohio 44509. Scott has met the requirements for a City of Goshen Electrical License. He received a score of 89% on the Prometric Master Electrical exam taken on September 14, 2019 in Indianapolis, Indiana.

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

INFORMATION ONLY – FALL HYDRANT FLUSHING

Water Department Superintendent Kent Holdren supplied the Board with information regarding the fall hydrant flushing.

Goshen Utilities will start the fall hydrant flushing program beginning Monday October 7, 2019 through Friday October 11, weather permitting.

Monday October 7 – Friday October 11 – flushing will be during the daylight hours from 8:30 a.m. – 3:30 p.m. in the upper pressure zone which is everything northeast of US 33 and Norfolk Southern tracks.

Monday October 7 – Night time flushing will take place from 9 p.m. to 6 a.m. between North Greene Road heading west to the city limits and between the Norfolk Southern tracks to the city limits south.

Tuesday October 8 – Flushing will be 9:00 p.m. to 6 a.m. between Cottage Avenue and 10th Street between the Norfolk Southern tracks south to the city limits, and between Lincolnway East and the Norfolk Southern tracks heading east to the city limits.

Wednesday October 9 – Flushing will be from 9 p.m. to 6 a.m. between Pike Street and the city limits south and between North Greene Road and Cottage Avenue.

Thursday October 10 – Flushing will be from 9 p.m. to 6 a.m. between Norfolk Southern and the city limits to the south, between North Greene Road to the city limits to the west.

The schedule was given to the newspaper and uploaded to the city website.

REQUEST TO APPROVE REDUCTION IN SPEED LIMIT

Civil Traffic Engineer Leslie Biek on behalf of Rieth-Riley Construction requested Board approval to reduce the posted speed limit on Kercher Road between Dierdorff Road and US 33 be reduced from 35 MPH to 30 MPH for the duration of the project, June 2020.

The vehicle speeds have been excessive causing concern for both the workers and traveling public. Enforcement from the Goshen City Police Department will be requested.

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

REQUEST TO APPROVE ROAD CLOSURE

Director of Public Works Dustin Sailor requested Board approval to close Wilden Avenue between Michigan Street and Main Street (SR15) on October 1, 2019. The road will be re-opened to traffic the same day.

Walsh & Kelly is scheduled to remove curb and a casting on West Wilden. The road closure for the continuation of phase two will include construction from the intersection of Wilden Avenue including First Street to Oakridge Avenue. Traffic will be detoured onto Michigan Street and Johnston Street.

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

REQUEST TO APPROVE PARKING SPACE CLOSURES

Director of Public Works Dustin Sailor on behalf of Signtech requested Board approval to block off parking spaces along Main Street, adjacent roads and alleys as needed to upgrade the Christmas lights to LED's. The hail storm in June damaged 70-80% of the Christmas lights.

The work will be done the week of October 7-11, 2019 starting at 7 a.m. They are requesting signs and cones from the Street Department to aid in this process. Work will begin on the east side of Main Street at Jefferson and proceed north.

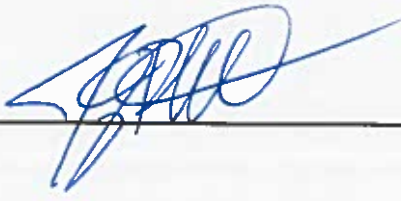
The request includes blocking off 2 blocks at a time and will open up parking spaces as they progress.

They would like to complete 1-2 blocks a day. EID will be paying majority of the cost of the light replacement.

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

There being no further business Mayor Stutsman moved to process claims and then to adjourn. Second by Board Member Day 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