

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING  
HELD, APRIL 06, 2020, 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 April 06, 2020, at 2:00 p.m. for their weekly Board meeting. Members of the Board present or absent as follows:

**PRESENT:** Mayor Jeremy Stutsman, Board Member Mike Landis, Board Member Mary Nichols

**ABSENT:**

**OTHERS:** No other attendance was taken due to COVID-19 pandemic.

**ITEMS ADDED TO END OF AGENDA:** Greene Rd closure, Jail Demolition Lane Restriction

Minutes of the meeting of March 16, 2020, were presented. On motion of Board Member Landis and second by Board Member Nichols, the minutes were approved as presented.

**ANNOUNCEMENT: ELECTRONIC PARTICIPATION**

Clerk Treasurer Adam Scharf read the following statement:

“We begin this meeting during a declared public health emergency covering all of the State of Indiana. Board members Landis and Nichols are participating in this meeting by electronic communication pursuant to Governor Holcomb’s Executive Orders 20-04 and 20-09, as well as guidance from Indiana Public Access Counsellor Luke Britt. Board member Mayor Jeremy Stutsman is physically present in City Council Chambers as we begin this meeting.”

**OPEN BIDS FOR WELL CLEANING AND MAINTENANCE (Q20-03-004)**

Mayor Stutsman opened the following bids for well cleaning and maintenance. Below are the quotes received:

COMPANY	TOTAL
Peerless Midwest	\$50,850.00
Napco	\$56,485.00
Lane Water Resources	\$56,897.00
Ortman Drilling Water Services	\$59,000.00

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

### **ACCESS AGREEMENT WITH PATRIOT ENGINEERING**

Director of Public Works Dustin Sailor stated that the Board already awarded an Agreement to Patriot Engineering and Environmental, Inc. this was a notification for a rolling lane closure between Steury Ave and Blackport Drive with work to begin April 8 and end April 10. Memo included in packet.

### **AGREEMENT WITH BILL'S HEATING, INC.**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for the Agreement with Bill's Heating, Inc to replace the A/C unit at the City Annex building conference room. Memo included in packet.

Discussion: Board Member Landis questioned whether this had already been completed. Director of Public Works Dustin Sailor responded, stating there are several units throughout the Annex building and that all the A/C units had been replaced last year except for the conference room. This will be the last one.

Board Member Landis made a motion to approve and enter into an Agreement with Bill's Heating, Inc. to supply and install replacement air conditioning equipment in the Annex conference room for a cost of \$8,073.00 with work to be completed within 45 days from receipt of a notice to proceed. Second by Board Member Nichols and motion passed unanimously.

### **FINANCE DEPARTMENT MEMO: AGREEMENTS WITH NOT-FOR-PROFITS**

Clerk Treasurer Adam Scharf requested a change in protocol for agreements with not-for-profit entities to go through the same channel as other agreements, via Legal Department. Memo, which includes proposed amendments to Downtown Goshen, Inc. and Boys and Girls Club agreements, is included in packet.

### **BOYS AND GIRLS CLUB AGREEMENT**

Mayor Stutsman requested Board approval to enter into an agreement with the Boys and Girls Club for 2020 with an amendment to remove the word "summer" to allow for scheduling flexibility due to COVID-19.

Board Member Landis made a motion to remove the word summer from the agreement with the Boys and Girls Club, this allowing for scheduling to be outside of the "summer" timeframe. Second by Board Member Nichols and motion passed unanimously

Board Member Landis made a motion to approve the agreement with the Boys and Girls Club 2020 for \$3,000.00 as amended. Second by Board Member Nichols and motion passed unanimously.

**CENTER FOR BUSINESS EXCELLENCE AGREEMENT**

Mayor Stutsman explained that the City has participated in this program for several years. It is \$10,000.00 for January 1- December 31, 2020.

Mayor explained this group operates out of the Elkhart Chamber as a regional group. They offer quite a few services to the City of Goshen as well as to individual businesses. Board Member Landis asked if this was part of a County program or Elkhart City, Mayor stated that the office is located in the Elkhart City Chamber office, but they are not affiliated. Merritt Dilts is in charge of the program.

Mayor said streamlining the technical review process is an example of this program. Mayor stated it is definitely invaluable and it also opens up help to some other businesses in the city.

Board Member Landis moved to approve the agreement with Center for Business Excellence for 2020 in the amount of \$10,000.00. Second by Board Member Nichols and motion passed unanimously.

**DOWNTOWN GOSHEN, INC. AGREEMENT**

Mayor Stutsman opened by asking for the motion to remove Item 6 within the contract.

Board Member Landis made a motion to remove item 6, a provision that no third party be a beneficiary of the agreement. Second by Board Member Nichols and motion passed unanimously.

Board Member Landis made a motion to approve the amended contract with Downtown Goshen, Inc for the term January 1-December 31, 2020 for the amount of \$70,000.00 already authorized by City Council in the annual budget. Second by Board Member Nichols and motion passed unanimously.

**DEDICATION OF PUBLIC RIGHT OF WAY: 410 N. SECOND ST.**

Director of Public Works Dustin Sailor provided information regarding the Dedication of Public Right of Way from Martin Flores and Francisca Flores for 410 North Second Street. Information included in the packet.

Board Member Landis made a motion to accept the dedication of public right of way and authorize the Mayor to execute the Acceptance page on the Deed of Dedication from Martin and Francisca Flores to the City of Goshen, Indiana. Second by Board Member Nichols and motion passed unanimously.

**ROAD CLOSURE REQUEST: GREENE RD**

Director of Public Works Dustin Sailor requested Board approval for the closure of Greene Road from Greenwood Drive to Plymouth Avenue for sewer work at the new Goshen Intermediate School.

Jeff Bonadise from C&E is present for any questions. Mr. Sailor did clarify that due to Plymouth Avenue being a State highway we cannot authorize the closure of it but recognize it will have an impact on Greene Road.

Mayor Stutsman wanted to make sure that once work was started, C&E would continue until complete while the road was closed.

Board Member Landis made a motion to close Greene Road from Plymouth Avenue to Greenwood Drive starting April 13-May 8 for sewer work at the new Goshen Intermediate School. Second by Board Member Nichols and motion passed unanimously.

**NOTIFICATION: THIRD STREET LANE CLOSURE**

Director of Public Works Dustin Sailor stated a notification was received by the contractor doing the jail demolition, they will be maintaining the current lane restriction on Third Street for the jail demo until May 8.

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 MICHAEL LANDIS 

BOARD MEMBER MARY NICHOLS 

ATTEST   
CLERK-TREASURER ADAM SCHARF