



MINUTES of December 21, 2020 Regular Meeting

Board of Public Works & Safety and Stormwater Board

Held 2:00 p.m. Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana

Present: Chair Jeremy Stutsman, Member Mary Nichols, Member Mike Landis

Absent: None

Minutes of June 1, June 15, November 23, November 30, December 7, and December 14 were presented.

Nichols/Landis moved to approve minutes of 6/1, 6/15, 11/23, 11/30, 12/7, and 12/14 as presented. Passed 3-0

Nichols/Landis moved to approve the agenda as presented. Passed 3-0

Fire Department Bad Debt and Contractual Write-offs 2018-2019

Fire Chief Dan Sink presented the packet memo.

Mayor observed that collection rate was better than some previous years; Sink affirmed.

Nichols/Landis moved to grant permission to write off the contractual amounts and bad debts for Jan. 1, 2018 through Dec. 31, 2019. Passed 3-0

Occupancy Permit Agreement: Cheryl & Brad Miller, 1733 Amberwood Dr.

Paralegal Carla Newcomer presented the packet memo.

Nichols/Landis moved to approve and authorize the mayor to execute the Occupancy Permit Agreement with Brad and Cheryl Miller concerning the completion of the construction project at 1733 Amberwood Dr. Passed 3-0

Occupancy Permit Agreement: Kelly L. Neering and Schrock Homes, Inc.

Paralegal Carla Newcomer presented the packet memo.

Nichols/Landis moved to approve and authorize the mayor to execute the Occupancy Permit Agreement with Kelly L. Neering and Schrock Homes, Inc. concerning the completion of the construction project at 1226 Camelot Dr. Passed 3-0



Agreement for Urban Tree Canopy Assessment with Davey Resource Group

Director of Environmental Resilience Aaron Kingsley presented the packet memo, then offered replies to board member questions: all trees in city limits will be included.

City Attorney Bodie Stegelmann noted that "Option 2" for \$23,000 in the Davey Agreement was the preferred option; Kingsley concurred.

Landis asked about software option, updates and reports; Kingsley replied.

Nichols/Landis moved to approve the Urban Tree Canopy Assessment Update proposal from Davey Resource Group and authorize the Mayor to sign on behalf of Board of Public Works and Safety for "Project Option 2" for \$23,000. Passed 3-0

Agreement with OJS Building Services for Air Ionizers at Airport, Reith Center

Newcomer presented the packet memo.

Landis asked about price per unit in comparison to previously-purchased units. Discussion. Director of Public Works Dustin Sailor provided the board with follow-up correspondence and documentation later in the day, which is attached as *Exhibit A*.

Nichols/Landis moved to approve an agreement with OJS Building Services, Inc. to supply and install six iWave air purification ionizer in HVAC system found in City buildings at a cost of \$4,400 with work expected to be completed within 30 business days from receipt of a notice to proceed. Passed 3-0

Privilege of the Floor

No one spoke.

Stutsman/Nichols moved to approve Civil City and Utility claims and adjourn. Passed 3-0

Adjournment at 2:15 p.m.



Exhibit A (5 pgs): Sailor Correspondence and Documentation regarding iWave units at Reith Center, Airport

APPROVED

A handwritten signature in black ink, appearing to be "J Stutsman", written over a horizontal line.

Jeremy Stutsman, Chair

A handwritten signature in black ink, appearing to be "Michael A Landis", written over a horizontal line.

Michael Landis, Member

A handwritten signature in black ink, appearing to be "Mary Nichols", written over a horizontal line.

Mary Nichols, Member

ATTEST

A handwritten signature in black ink, appearing to be "Adam Scharf", written over a horizontal line.

Adam Scharf, Clerk-Treasurer

12-21-2020 Exhibit A

From: [Sailor, Dustin](#)
To: [REDACTED] [Stutsman, Jeremy](#); [Scharf, Adam](#)
Cc: [Halsey, Jeff](#); [Sailor, Dustin](#)
Subject: Goshen Engineering - iWaves for Airport & Rieth Interpretative - 12.21.2020 BOW Questions
Date: Monday, December 21, 2020 3:34:47 PM
Attachments: [20201221145014918.pdf](#)

Dear Board Members:

In response to the pricing questions at today's BOW meeting, I contacted Jeff Halsey, who is on vacation this week. As I mentioned during the meeting, Jeff advised me before today's meeting, the iWave pricing did not change for the six additional iWave units being added at the Airport and Rieth Interpretive Center. Jeff and I did not discuss how OJS had a different pricing formula based on the number of units at a site and based on the type of units at each site. For clarification, there are three different iWave flavors (e.g., iWave-R, the iWave-M, and the iWave-C) the City is having installed; therefore, a simple quantity to price comparison cannot be made.

In a review of OJS's quote sheets for the different City facilities, I identified the Utility Business Office and Central Fire Station have installation material quantities and types that match the Airport and Rieth Interpretive Center. All of these sites have three iWave-R units being installed at the cost of \$2,200. Copies of the comparable quote sheets are attached.

As an additional reference, the Goshen Annex is receiving six total iWave-R units at the cost of \$3,800. When I asked Jeff about the pricing difference, he noted the difference reflects OJS's varying overhead costs associated with travel and setup.

Please let me know if there are further questions.

Regards,

Dustin K. Sailor, P.E., S.I.T., C.P.E.S.C.
Director of Public Works
City of Goshen Engineering Department
204 E. Jefferson Street, Goshen, IN 46528
Ph: 574-534-2201 * Fx: 574-533-8626 * Cell: 574-202-0062
Website: <http://www.goshenindiana.org/>
Facebook: <https://www.facebook.com/CityOfGoshen>

-----Original Message-----

From: Ricoh@goshencity.com <RicoH@goshencity.com>
Sent: Monday, December 21, 2020 2:50 PM
To: Sailor, Dustin <dustinsailor@goshencity.com>
Subject: Message from "RNP002673C7B125"

This E-mail was sent from "RNP002673C7B125" (MP C6503).

Scan Date: 12.21.2020 14:50:14 (-0500)
Queries to: Ricoh@goshencity.com



OJS Building Services
1068 Lincoln Way East
South Bend, IN 46801
Phone: 574-284-2020
Fax: 574-287-2936
www.ojsbi.com

TO: Goshen Airport FOR: iWave Purification QUOTE: PP75490
DATE: 12/15/2020
ATTN: Jeff H. FAX: _____ PAGE: 1 of 2
EMAIL: _____

OJS Building Services is please to provide you a quote for installing iWave Purification. This quote includes but not limited to the following:

Inclusions:

Air Handler Unit (AHU)

- Provide (3) iWave -R for AHU
- Provide Proper size transformer
- Provide wire/cablng materials
- Provide Labor

Other Inclusions:

- 3-year warranty on iWave
- 1-year labor warranty

Exclusion:

- Over time costs (shift work)
- Patching/painting
- Lift rental
- Any other part failure
- Duct modification
- Access panels
- BMS Control/alarm notification

Quote for \$2,200.00 (Two Thousand Two-Hundred-Dollars 00/100)



OJS Building Services
1008 Lincoln Way East
South Bend, IN 46601
Phone: 574-284-2020
Fax: 574-287-2939
www.ojsbsi.com

TO: Rieth Interpretive
Center

FOR: iWave Purification

QUOTE: PP75491

DATE: 12/15/2020

ATTN: Jeff H.

FAX: _____

PAGE: 1 of 2

EMAIL: _____

OJS Building Services is please to provide you a quote for installing iWave Purification. This quote includes but not limited to the following:

Inclusions:

Air Handler Unit (AHU)

- Provide (3) iWave -R for AHU
- Provide Proper size transformer
- Provide wire/cabling materials
- Provide Labor

Other Inclusions:

- 3-year warranty on iWave
- 1-year labor warranty

Exclusion:

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- Any other part failure
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- Access panels
- BMS Control/alarm notification

Quote for \$2,200.00 (Two Thousand Two-Hundred-Dollars 00/100)



OJS Building Services
1008 Lincoln Way East
South Bend, IN. 46601
Phone: 574-284-2020
Fax: 574-287-2939
www.ojsbsi.com

TO: Goshen Utilities
Billing

FOR: iWave Purification

QUOTE: PP75462

DATE: 11/17/2020

PAGE: 1 of 2

ATTN: Jeff H.

FAX: _____

EMAIL: _____

OJS Building Services is please to provide you a quote for installing iWave Purification. This quote includes but not limited to the following:

Inclusions:

Air Handler Unit (AHU)

- Provide (3) iWave -R for AHU
- Provide Proper size transformer
- Provide wire/cabling materials
- Provide Labor

Other Inclusions:

- 3-year warranty on iWave
- 1-year labor warranty

Exclusion:

- Over time costs (shift work)
- Patching/painting
- Any other part failure
- Duct modification
- Access panels
- BMS Control/alarm notification

Quote for \$2,200.00 (Two Thousand Two Hundred Dollars 00/100)



OJS

BUILDING SERVICES, INC.

OJS Building Services
1008 Lincoln Way East
South Bend, IN, 46601
Phone: 574-284-2020
Fax: 574-287-2939
www.ojsbsi.com

TO: Goshen Central Fire

FOR: iWave Purification

QUOTE: PP75466

DATE: 11/17/2020

PAGE: 1 of 2

ATTN: Jeff H.

FAX: _____

EMAIL: _____

OJS Building Services is please to provide you a quote for installing iWave Purification. This quote includes but not limited to the following:

Inclusions:

Air Handler Unit (AHU)

- Provide (3) iWave -R for AHU
- Provide Proper size transformer
- Provide wire/cabling materials
- Provide Labor

Other Inclusions:

- 3-year warranty on iWave
- 1-year labor warranty

Exclusion:

- Over time costs (shift work)
- Patching/painting
- Any other part failure
- Duct modification
- Access panels
- BMS Control/alarm notification

Quote for \$2,200.00 (Two Thousand Two-Hundred-Dollars 00/100)