

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD, OCTOBER 8, 2018, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on, October 8, 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 Mitch Day

ABSENT: Board Member Mike Landis

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

Minutes of the meeting of October 1, 2018 were presented. On motion of Board Member Day and second by Mayor Stutsman, the minutes were approved as presented.

REQUEST TO APPROVE TRAFFIC COMMISSION RECOMMENDATION
HAY PARKWAY AND NORTHSTONE DRIVE
(JN: 2018-0007)

Civil Traffic Engineer Leslie Biek requested Board approval for Hay Parkway and Northstone Drive additional signage. At the September 20, 2018 Traffic Commission meeting, the Commission voted to Cross Traffic Does not Stop underneath the existing Stop signs at Hay Parkway and Northstone Dr.

Currently there are stop signs on Hay Parkway but not on Northstone Drive since Northstone Drive "T's" into Hay Parkway, this is counter intuitive to most "T" intersections. Once the neighborhood is built out and this becomes a typical 4 leg intersection, it will make more sense.

In the meantime, it is requested the "Cross Traffic Does Not Stop" on the existing Stop signs on Hay Parkway at Northstone Dr.

There was a public comment from Jose Elizalde inquiring about what will be done with existing signage. Civil Traffic Engineer stated all existing signage will be removed and replaced with new signage.

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

REQUEST TO SIGN 9TH STREET CORRIDOR PROJECT PLANS

(JN: 2011-0052)

Civil Traffic Engineer Leslie Bick requested Board approval for 9th Street Corridor Project. CHA/Lochmueller submitted Stage III plans on August 24, 2018 for INDOT review of the 9th Street Corridor Project from College to Purl. The final plans will require the signature of the Board of Public Works and Safety for final acceptance by INDOT.

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

REQUEST TO SIGN KERCHER ROAD PHASE II RECONSTRUCTION PLANS

(JN: 2004-0021)

Civil Traffic Engineer Leslie Biek requested Board approval for Kercher Road Phase II Reconstruction. DLZ submitted Stage III plans on September 14, 2018 for INDOT review of the Kercher Road Reconstruction from Dierdorff Road to US 33. The final plans will require the signature of the Board of Public Works and Safety for final acceptance by INDOT.

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

**TEMPORARY CLOSURE OF THIRD STREET FOR IMPROVEMENTS—
LANE RESTRICTION AND PARKING LOT B ENTRANCE**

(JN: 2014-0072)

Director of Public Works Dustin Sailor requested Board approval for temporary closure of Third Street for improvements, lane restriction and parking lot entrance closure request. Walsh & Kelly Construction is starting work on this project beginning October 15. Third Street will become one lane from Main Street north-bound to Washington Street and the entrance to Parking Lot B off Third Street will be closed until construction is complete.

The work to be performed includes the removal and replacement drive approach to City Parking Lot B, modifying the center median to allow for access to relocated drive approach, modifying the center median at Third and Jefferson streets to allow left-turns from northbound traffic, and restriping Third Street to reduce northbound Third Street to one lane north bound and add in a turn lane at Jefferson.

Please accept the Third Street lane restriction and closure of Parking Lot B entrance off of Third Street beginning October 15, 2018 and, extending through October 31, 2018, unless otherwise updated.

There was a public comment from Jim McKee requesting clarification whether the current driveway would be a permanent closure and that it would be relocated south of its current location. Dustin Sailor confirmed that the existing driveway would be a permanent closure and that the driveway would be moved to the south.

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

**TEMPORARY CLOSURE OF NOBLE COURT FOR
DICKERSON LANDING PHASE VI (JN: 2004-0072)**

Director of Public Works Dustin Sailor requested Board approval for temporary closure of Noble Court for Dickerson Landing Phase VI. Rieth-Riley Construction is starting work on this project beginning October 15 and extending through October 27, 2018. Noble Court will be closed with limited access for area residents. The contractor will work with the affected residents as best as possible on a daily basis during construction activities. Wilkinson Street east of Noble Court will also have limited access for a short period of time while working in the west-bound lane of Wilkinson Street, but will have access on the east-bound lane of Wilkinson Street as well as thru the south alley across from Noble Court.

The closure is planned to begin Monday, October 15, and is expected to continue until the project completion.

While reconstructing the alley ways between Noble Court and North Second Street, some limited access should be expected. Again, the contractor will work with the affected residents on a daily basis when this occurs.

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

**REQUEST TO APPROVE SIDEWALK & CURB 50/50 PROGRAM AGREEMENT
WITH MAPLE CITY MARKET—314 S. MARKET STREET (JN: 2018-0001)**

Director of Public Works Dustin Sailor requested Board approval for sidewalk and curb 50/50 program agreement. Attached is the agreement with Maple City Market to replace the sidewalk at 314 S. Main Street. The total cost is \$4,482.00. The City's portion will be \$2,241.00.

Please approve this Agreement by signing the attached three (3) Agreements.

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

**REQUEST TO APPROVE RAILROAD FLAGGING AGREEMENT FOR 9TH STREET
CORRIDOR PROJECT (JN: 2011-0052)**

Civil Traffic Engineer Leslie Bick requested Board approval for flagging agreement. As a part of the 9th Street Corridor Project, an agreement is needed with Norfolk Southern for possible flagging necessary when working so close to the railroad.

Attached please find an Agreement with Norfolk Southern for the flagging services for this project. The amount estimated for flagging for this project is \$18,100 and will be paid 80% with federal funds and 20% locally with TIF funds.

Engineering is requesting the Board of Public Works and Safety's review and consider for approval the attached Agreement.

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

**REQUEST TO APPROVE DOCUMENT DESTRUCTION AGREEMENT
WITH INTEGRA FOR CITY COURT**

Legal Claims and Contracts Manager Keitha Windsor requested Board approval for a document destruction agreement. The City Court Clerk's office has been working on a purge of files that it no longer needs to retain under State retention schedules. Due to the nature of the records, Indiana law requires that the destruction of these records be done in a manner that the records cannot be read, interpreted, or reconstructed. Integra has agreed to perform the document destruction services in compliance with Indiana law, and certify such after completing the document destruction services. Judge Stegelmann anticipates the charge for Integra to destroy documents currently being stored in Banker Boxes will be less than \$100, and subsequent destruction of documents the Court will place in an Integra 96 Gallon Shred Cart will average less than \$30 per month. Adequate funds to cover such charges are currently in the Court's budget.

Permission is requested to enter into an Agreement with Waste-Away Group LTD d/b/a Integra Certified Document Destruction for document destruction for City Court.

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

**REQUEST TO APPROVE ON-CALL CONSULTING SERVICE WITH DONAHUE &
ASSOCIATES FOR WATER TREATMENT FACILITY**

Legal Claims and Contracts Manager Keitha Windsor requested Board approval for on-call consulting service for water treatment facility. The City wishes to contract with Consultant for on-call professional engineering services as required by the City's Water Treatment Facility and distribution system to assist with programming and other related issues.

The term of agreement is for a maximum of three (3) years or until the agreed funds of \$10,000.00 are depleted, whichever comes first.

Permission is requested to enter into this agreement with Donohue & Associates.

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

**REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT WITH
POLICE DEPARTMENT—NEAL ROBERT WARSTLER**

Legal Compliance Administrator Shannon Marks requested Board approval for a conditional offer of employment to Neal Robert Warstler. Shannon is recommending that the Board extend a conditional offer of employment to Neal Robert Warstler and execute the Agreement which sets for the prerequisites to beginning employment as a probationary patrol officer. Neal 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 Police Department.

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

**REQUEST TO APPROVE EASEMENT—LOT 4 RIVERSIDE PARK
WITH MJM LEASING**

Legal Compliance Administrator Shannon Marks requested Board approval and accept the attached easement from MJM Leasing, LLC for Goshen City utilities purposes and authorize Mayor Stutsman to sign the acceptance page on behalf of the City. The easement is part of Lot 4 of Riverside Park which is located off Hemlock Court.

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

ANNOUNCEMENT—2018 HYDRANT FLUSHING PROGRAM

Water and Sewer Superintendent Kent Holdren announced that Goshen Utilities will start the hydrant flushing program on Monday, October 8, 2018 through Friday, October 12, 2018 weather permitting.

On Monday October 8 thru Friday October 12, we will be flushing during daylight hours from 8:30 am to 3:30 pm. In the upper pressure zone which is everywhere Northeast of US 33 and the Norfolk Southern Tracks.

Also on Monday October 8, we will start our night time flushing at 9:00 pm to 6:00 am between South 10th Street heading East to US 33, to the city limits south.

On Tuesday October 9, we will start flushing at 9:00 pm to 6:00 am between Cottage Avenue and 10th Street between Norfolk Southern south to the city limits. Also between Lincolnway East and Norfolk Southern heading east to the City limits.

On Wednesday October 10, we will start flushing at 9:00 pm to 6:00 am between Pike Street and the city limits south and between North Greene Road and Cottage Avenue.

On Thursday October 11, 9:00 pm to 6:00 am we will be flushing between Norfolk Southern and the City limits to the south, between North Greene Road to the City limits to the west.

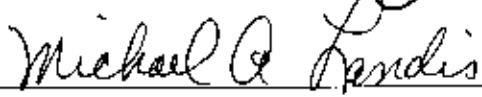
The public is asked to avoid doing laundry on the day we are close to your home due to the rust they are removing from the water mains. If the public does experience issues with laundry, the Utilities Department will provide special soap to affected households.

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