

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD, OCTOBER 29, 2018, 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, October 29, 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, Board Member Mike Landis

ABSENT:

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 22, 2018, were presented. On motion of Board Member Day, and second by Board Member Landis, the minutes were approved as presented.

PRESENTATION OF TWO LIFE SAVING AWARDS

Police Chief José Miller presented Life Saving awards to; Captain David K. Miller for his actions on August 18 and Officer D. Shayne Miller for his actions on October 10. Civilian, Brandi Condict, was also recognized and awarded a Civilian Citation, a life-saving award, for assisting Captain Miller providing CPR to the victim. Officer Jamie Hochstetler was awarded with a Meritorious Service Award for his actions on September 18.

The above Officers and Ms. Condict are being commended for their responses where their fast actions and decisive intervention saved the lives of three individuals.

REQUEST TO OPEN BIDS—CHILLER REPLACEMENT PROJECT

Mayor Stutsman opened the following bids:

OJS Building Services, Inc. 1008 Lincoln Way East South Bend IN 46601	\$86,050.00
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Griffen P&H, Inc. 2310 Toledo Road Elkhart IN 46516	\$90,480.00
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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 APPROVE SEWER RELIEF—HAROLD WIGGINS

Harold Wiggins, 1624 Harvest Dr., requested sewer relief in the amount of \$23.87 due to the spigot being left on. Kent Holdren, Water and Sewer Superintendent, inspected the site and could not see any conclusive evidence at the property to determine whether the water did or did not enter the sewer.

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

REQUEST TO APPROVE AGREEMENT WITH BUSINESS & PROFESSIONAL SERVICES, INC.

Legal Claims and Contracts Manager Keitha Windsor requested Board approval to enter into an agreement with Business & Professional Services, Inc. to provide a collection service for the City's Utilities and Fire Department. Compensation is 50% on account balances placed of \$100 or less and 33% on account balances placed of over \$100.

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

REQUEST TO APPROVE AND SIGN AGREEMENT ALLOWING CONNECTION TO STORM SEWER—GREENCROFT

Legal Compliance Administrator Shannon Marks requested Board approval for the execution of an agreement with Greencroft, Inc., now known as Greencroft Goshen, Inc., to allow the connection of the real estate at 1603 Eisenhower Dr. N. to the City's storm sewer system.

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

REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT WITH POLICE DEPARTMENT—DEREK LEE WELDY

Legal Compliance Administrator Shannon Marks requested Board approval for a conditional offer of employment to Derek Lee Weldy and execute the Agreement which sets forth the prerequisites to beginning employment as a probationary patrol officer. Derek 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 Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE EMPLOYMENT AGREEMENT WITH DANNY C. SINK

Legal Compliance Administrator Shannon Marks requested Board approval and execution of an Employment Agreement with Danny Sink to serve in the capacity of Civilian Fire Chief. The Civilian Fire Chief position is authorized under the annual salary ordinance covering the employees of the Civil City of Goshen.

Dan will retire as Fire Chief covered under the annual salary ordinance covering the members of the Goshen Fire Department and the 1977 Police Officers' and Firefighters' Pension and Disability Fund effective October 31, 2018. Dan will be rehired as Civilian Fire Chief covered under the annual salary ordinance covering the employees of the Civil City of Goshen and Public Employees' Retirement Fund effective November 2, 2018.

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

ACCEPTANCE OF DEDICATION OF PUBLIC RIGHT-OF-WAY

Legal Compliance Administrator Shannon Marks requested Board approval to accept the dedication of public right-of-way at 512 Lincolnway E. from Angelica Perez.

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

TEMPORARILY BLOCK RIGHT-OF-WAY—EAST JEFFERSON STREET

Suzie Hart, City Court, requested Board approval to allow Integra's shredder truck three (3) parking spots on the south side of East Jefferson Street, just west of South 5th Street, on November 7, during the shredding.

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

TEMPORARILY BLOCK RIGHTS-OF-WAY— CR 40 (JN: 2017-0011)

Director of Public Works Dustin Sailor, informed the Board of Public Works and Safety that Niblock Excavating, Inc. applied and received a permit from Elkhart County Highway Department to close both lanes on CR 40 east of Corrie Dr. to US 33. The contractor will mill both lanes on Monday, October 29, 2018, in preparation for installing the new sanitary sewer along CR 40.

The full closure will begin Monday, October 28, 2018, and will remain closed to thru traffic until November 22, 2018. Residents, post office and trash services will have access during the closure.

MAIN STREET RAILROAD CLOSURE (JN: STREETS—MAIN STREET)

Director of Public Works Dustin Sailor, on behalf of Norfolk Southern's traffic coordinator, informed the Board of Public Works and Safety that the railroad will close the Main Street tracks, north of Pike Street, beginning November 5, 2018, for approximately one week to rebuild the crossing.

**DECLARATION OF EMERGENCY FOR 2018 PAVING PROJECT—
11TH STREET AND EGBERT AVENUE (JN: 2018-0002)**

Civil Traffic Engineer Leslie Biek requested Board approval for a declaration of emergency, due to unforeseen circumstances, and authorizes the additional work beyond the scope of the original project to be completed as soon as possible. The 2018 Paving Project included the milling and resurfacing of 11th St. and Egbert. After milling 2 inches from 11th Street and Egbert Avenue for

the 2018 Paving project, it was discovered that there was no base pavement remaining. Additional work not included in the original scope of work is needed to provide an acceptable base so that the roads can be resurfaced. Additionally, on 11th Street there were unsuitable soils discovered that need to be removed and replaced with acceptable soils. 11th Street and Egbert are not usable in their present condition. The contractor hired to do the millings and resurfacing is able to do the work to provide the required base to complete the resurfacing.

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

REQUEST TO APPROVE RIGHTS-OF-WAY ENCROACHMENT FOR CITY BUILDING SIGNS—(JN: 2013-0005)

Director of Public Works, Dustin Sailor, requested Board approval to place signs in the rights-of-way for a zoning clearance. The signs will follow the approved City of Goshen's Wayfinding specifications and standards.

Freestanding Non-illuminated Sign:

- Annex Building, 204 E. Jefferson St.
- Police and Court, 111 E. Jefferson St.
- City Hall, 202 S. 5th St.
- Utilities Business Office, 203 S. 5th St.

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

REQUEST TO APPROVE CHANGE ORDER—GREENE ROAD, INDIANA AND LINCOLN AVENUES, BAKER STREET PAVING PROJECT (JN: 2017-0002)

Director of Public Works, Dustin Sailor, requested Board approval for Change Order No. 2 and Final for the 2017 Greene, Indiana, Lincoln, and Baker Paving project. This serves as a balancing change order to close the project and decreases the contract price by \$33,201.96 bringing the final contract price to \$810,478.35.

A previous balancing change order, which was never fully executed, was brought to the Board of Works on September 4, but it has been revised due to an error in the Change Order amount.

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

REQUEST TO APPROVE SR 15 REMOVAL FROM NATIONAL HIGHWAY SYSTEM RES. 2018-30

Larry Barkes, City Attorney, requested Board approval to have SR 15 removed from the National Highway System. Removal of the roadway will provide for the transfer of SR 15 from Main Street to Third Street and will allow the City to continue with its planned improvements for downtown Goshen. With the work that has been completed in and around downtown Goshen over the last 16 years, the City perceives only positive outcomes from the jurisdictional transfer.

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

REQUEST TO ENCROACH WITH LANDSCAPING
PRIVILEGE OF THE FLOOR

Steve Olsen, attorney representing Wieland Design, the owners of the vacant land located near 901 E. Madison St. requested Board approval for the placement of landscaping to include; trees, bushes, shrubbery, etc. as permitted by utilities as an encroachment within the current right-of-way.

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

REQUEST TO PLACE DUMPSTER IN CITY LOT B
PRIVILEGE OF THE FLOOR

Mayor Stutsman presented a request on behalf of John Hall Hardware requesting approval for a Dumpster/recycling bin to be placed along the north/south alleyway for three months while a permanent solution is researched for the increasing number of Dumpsters in City parking lots.


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

There being no further business Board Member Landis 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