

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD, NOVEMBER 13, 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, November 13, 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, Assistant Fire Chief, Street Commissioner, Director of Public Works, Mayor's Administrative Assistant, Assistant Police Chief, Contracts and Claims Manager, Utilities Office Manager, Water & Sewer Superintendent, City Attorney, Civil Traffic Engineer, Assistant City Planner, Legal Compliance Administrator, Parks and Recreation Superintendent

Minutes of the meeting of November 5, 2018, were presented. On motion of Board Member Day, and second by Board Member Landis, the minutes were approved as presented.

**REQUEST TO HIRE—ANTONIO MEDINA-LEYVA
TO GOSHEN POLICE DEPARTMENT**

Assistant Police Chief Shawn Turner requested Board approval to hire Antonio Medina-Leyva for the position of Probationary Patrol Officer effective Monday, November 12, 2018. Officer Medina-Leyva has passed all exams and has been approved by both the local and state pension boards.

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

Officer Medina-Leyva was sworn in by Mayor Stutsman.

**OPEN QUOTES FOR SEWER LATERAL CIPP INSERTION PROJECT
(Q18-10-010)**

No quotes were given to open or review.

Legal Contracts and Claims Manager Keitha Windsor informed the Board that she did receive one quote for the sewer lateral CIPP insertion project (Q18-10-020) from Nicman Plumbing, Inc. in the amount of \$48,875; however, the proper paperwork was not submitted.

**REQUEST TO APPROVE AN AGREEMENT FOR CHILLER REPLACEMENT AT
POLICE AND COURT BUILDING**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for the replacement of the roof top chiller on the Police and Court Building. Quotes were solicited from Griffen Plumbing (\$90,480), OJS Building Services (\$86,050) and J O Mory, Inc. It is recommended we award the contract to OJS Building Services, Inc. as the lowest responsible and responsive quoter for a total contract price of \$86,050.

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

**REQUEST TO APPROVE RESOLUTION TO DECLARE AS SURPLUS AND
APPROVAL OF DISPOSAL SURPLUS PROPERTY**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to have the following equipment declared as surplus property and to dispose of the surplus property in accordance with IC 5-22-22:

Vehicles:

1. 2002 Jeep Liberty VIN# 1J4GL48K32W267095
 2. 2009 Chevrolet Impala VIN# 2G1WS57M691304003
- 3-5 File Cabinets
 - Two (2) Decorative Light Poles

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

**REQUEST TO APPROVE SPRINKLER SYSTEM INSPECTION AGREEMENT WITH
VFP FIRE SYSTEMS, INC.**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to have an annual and a five (5) year fire sprinkler system inspection agreement which is required by the National Fire Protection Act (NFPA) at the City's Police and Court Building, the Wastewater Treatment Plant and CSO.

The City solicited quotes from Consolidated Fire Protection Co.; VFP Fire Systems; Koorsen Fire Protection and SimplexGrinnell. Quotes were received from VFP Fire Systems and Koorsen Fire Protection with VFP Fire Systems as the most responsive and responsible.

Permission is requested to enter into a five (5) year contract with VFP Fire Systems to provide a single five (5) year sprinkler system inspection plus four (4) annual sprinkler system inspections for the total contract amount of \$5,196.

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

REQUEST TO APPROVE AGREEMENT AMENDMENT FOR MIDDLEBURY ELECTRIC FOR ELECTRICAL MAINTENANCE AT WASTEWATER & WATER UTILITIES (JN: 2019-0006)

Director of Public Works Dustin Sailor requested Board approval for an agreement amendment with Middlebury Electric for the electrical maintenance of municipal Wastewater and Water Utilities. The amendment extends the agreement from January 1, 2019, through December 31, 2019, under the same terms and conditions as the January 25, 2017, contract.

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

REQUEST TO ADVERTISE 2019 PAVING PROJECT (JN: 20019-0002)

Civil Traffic Engineer Leslie Biek requested Board approval for permission to advertise the 2019 paving project. The streets to be paved include:

- Lincoln Avenue from the Elkhart River bridge to the railroad crossing
- South 8th Street from Lincoln Avenue to Madison Street
- South 5th Street from Lincoln Avenue to Main Street
- Wilden Avenue from Wakefield Road to the Elkhart River bridge

The project will be advertised on November 16 and 23 and bids will be due Monday, December 3, 2018.

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

REQUEST TO APPROVE DRAINAGE EASEMENT AT SUPREME COURT FOR 25396 E. KERCHER RD. (JN: 2016-0017)

Director of Public Works Dustin Sailor requested Board approval for a drainage easement on Supreme Court located at 25396 E. Kercher Rd. The easement was procured in order to alleviate the drainage issues on Supreme Court as a part of the road reconstruction and cul-de-sac installation. The City has agreed to connect the private storm sewer to the newly constructed swale on the west side of the road.

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

SOUTH 9TH STREET AND JEFFERSON UPDATE (JN: 2015-0018)

Civil Traffic Engineer Leslie Biek informed the Board that the 9th Street and East Jefferson Street project is nearing completion. As a reminder, once South 9th Street is reopened it will be a one-way southbound only East Washington Street to East Madison Street. Northbound traffic will not be allowed. It is expected the road will reopen on Wednesday, November 14.

Additionally, Norfolk Southern Railroad is currently working on upgrading the signal to add gates at the East Jefferson Street crossing. It is expected to remain closed until mid-December when they complete their work.

REQUEST TO DISPOSE OF UNPAID FINAL UTILITY ACCOUNTS

Utilities Business Office Manager Kelly Saenz requested Board approval to move unpaid finalized accounts from active to collection, sewer liens, and write-offs. The original amount of unpaid final Water/Sewer accounts for the period was \$9,700.59. Collection letters were sent out and payments of \$3,931.60 have been collected. The uncollected amount equals \$5,768.99. These are accounts that were for the most part finalized through September 26, 2018.

Water: \$2,112.14
Sewer: \$3,656.85

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

PRIVILEGE OF THE FLOOR

Director of Public Works Dustin Sailor announced that Main Street railroad tracks are open to traffic.

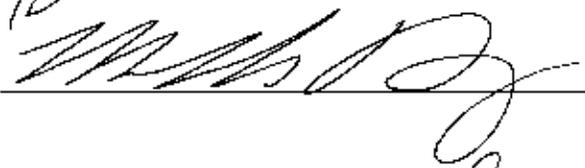
There being no further business Mayor Stutsman moved to process claims and then to adjourn. Second by Board Member Day and motion passed unanimously.

BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:

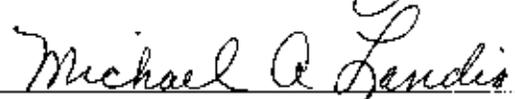
MAYOR JEREMY STUTSMAN



BOARD MEMBER MITCHELL DAY



BOARD MEMBER MICHAEL A. LANDIS



ATTEST



CLERK-TREASURER ANGIE MCKEE