

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, APRIL 29TH, 2019, 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., April 29TH, 2019, at 2 p.m. for their weekly Board meeting. Mayor Jeremy Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Mike Landis, Board Member Mitch Day, Mayor Jeremy Stutsman

ABSENT:

OTHERS:

Clerk-Treas. Admin Assistants
Asst. Brownfield Coordinator
~~Central Fleet Maint. Manager~~
Fire Chief
Street Commissioner
~~Human Resources~~
~~Director of Public Works~~
Wastewater Superintendent
Mayor's Admin Assistant

~~Police Chief~~
Utilities Office Manager
Contracts & Claims Manager
Water & Sewer Superintendent
City Attorney
~~Asst. Street Commissioner~~
~~Civil Traffic Engineer~~
~~Brownfield Coordinator~~
~~Asst. Fire Chief~~

Asst. Building Commissioner
~~City Planner~~
Assistant City Planner
~~Legal Compliance Administrator~~
Communications Coordinator
Assistant Police Chief
~~Building Inspector~~
Parks Superintendent
~~Clerk-Treasurer~~

Minutes of the meeting of April 22ND, 2019, were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO AWARD BID FOR SURPLUS PROPERTY

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a quote for the sale of surplus property – brass. On April 22nd, 2019 the Board of Public Works and Safety opened one (1) bid for the sale of surplus property. Upon review of the one (1) bid received, it is recommended that the Board of Works award the contract to A & R Salvage as the highest responsive bidder.

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

REQUEST TO APPROVE SEWER RELIEF—1910 LYNWOOD

Monroe Damron requested Board approval for sewer relief at 1910 Lynwood Dr. The home had a water leak that started sometime in March but went unnoticed until the beginning of April. Water and Sewer Superintendent Kent Holdren, visited the home and confirmed the leak in the foundation.

The Goshen Water and Sewer Department has investigated the claim for relief and has determined the water did not enter the sewer; therefore it is the Sewer Department recommendation that sewer relief be granted for 1910 Lynwood Dr. as calculated by the Billing Department for the amount of \$513.50.

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

REQUEST TO APPROVE STREET CLOSURE FOR 2019 DOWNTOWN EVENTS

Eyedart Creative Studio Event Coordinator, Adrienne Nesbitt, requested Board approval for the 2019 First Friday downtown street closure schedule. During the months of May, 2019 through September, 2019, the following closures, staff and changes will be needed for the events taking place downtown Goshen:

Thursday, May 2 – Saturday May 4, 2019 – River Bend Film Festival

- 4 Parking spaces front of theatre – food trucks - Sign detail, “No Parking” - Thursday noon-Saturday midnight
- Parking lot Closure behind Elkhart Brew - Trailer + 4 containers – 2 to 10 PM Friday
- 100 Block of E Washington from Main to 5th Street – Taste of Goshen Vendors – Sign detail “Closed/No parking” – 8 AM Friday to 11 AM Saturday
- 100 Block of W Washington St from Main to Alley – Additional Food Vendors and ticketing – Sign Detail “Closed/ No Parking” – Noon to 10 PM Friday
- Police Needs: 2 officers from 5:30 – 9:30 PM
- Street Department Asst: 2 from 6 – 10PM

Friday, June 7th, 2019 – 5 to 9 PM – Green Day Summer Celebration

- Courthouse: Lincoln Ave: Main to 3rd – Sponsors & Entertainment - Sign Detail “Closed/ No Parking” – 12 to 10 PM
- Courthouse: Lincoln Ave – Trailer + 8 containers – 2- to 10 PM
- Main St from Clinton to Jefferson – Frolic Fun Run – Sign Detail “Closed/ No Parking” – 4 to 8PM
- Police Needs: 2 officers from 6 – 10PM
- Street Department Asst: 2 from 6 – 10PM

Saturday, June 15th, 2019 – 11AM to 6PM – Arts on the Millrace

- Goshen Powerhouse – Trailer + 8 containers – All day Saturday
- Westside of Millrace Trail from Powerhouse to South side of Hawks – Art Show – Sign detail “Reserved” – All day Friday & Saturday
- Access to Madison St Entrance for rentals/artists/food trucks – All day Friday and Saturday

Friday, July 5th, 2019 – 5 to 9PM – Goshen Cruising Reunion

- Courthouse: Lincoln Ave: Main to 3rd – Sponsors & Entertainment – Sign detail “Closed/No Parking” – 12 to 10PM
- Courthouse: South Side of Courthouse – Trailer + 8 containers – 12 to 10PM
- Main Street, Pike to Madison – Sign Detail “No Parking” – 2 to 10PM
- Jefferson Street, Main to Third – Block Party – Sign Detail “Closed/ No Parking” – 2 to 10PM
- Police Needs: 4 officers from 6 – 10PM
- Street Department Asst: 2 from 6 – 10PM

Friday, August 2nd, 2019 – 5 to 9PM – Corn Fest

- E Washington from Main to 5th – Corn hole Courts, Beer, Sponsors, food vendors – Sign detail “Closed/ No parking” – 12 to 10PM
- E Washington from Main to 5th – St Dept. Fencing around perimeter – noon
- Parking lot behind the Electric Brew – Trailer + 8 containers – 8Am to 10PM
- Police Needs: 2 officers from 5:30 – 9:30 PM
- Street Department Asst: 2 from 6 to 10PM

Friday, September 6th, 2019 – 5 to 9PM – Volks Fest

- E Washington Main to 5th – Volkswagen Show + Sponsors & Entertainment – Sign Detail “Closed” – 8AM to 10PM
- E Washington Main to 3rd – Volkswagen Showcase – Sign Detail “Closed” – 2 to 10PM
- E Washington Main to 5th – St Dept. Fencing around perimeter – noon
- West side of Millrace Trail, Powerhouse to South side of Hawks – Volkswagen Camping – Sign detail “Reserved” – Friday 5PM to Saturday 12PM
- Parking lot behind the Electric Brew – Trailer + 8 containers – 8AM to 10PM Friday
- Police needs: 2 officers from 5:30 to 9:30PM
- Street Department Asst: 2 from 6 to 10PM

Friday, November 1st, 2019 – 5 to 9PM – Goshen Arts Tour

- Main Street 4 parking spaces in front of Goshen Theater – Food vendor Trucks – Sign detail “No parking” – 2 to 10PM

Friday, October 4th, 2019 – 5 to 9PM - Homecoming

- Main Street 4 parking spaces in front of Goshen Theater – Food vendor Trucks – Sign detail “No parking” – 2 to 10PM

Friday, December 6th, 2019 – Hometown Holiday

- E Washington from Main to 5th – Food vendor Trucks – Sign detail “No parking” – 2 to 10PM
- W Washington from Main to Alley – Tree Lighting – 6:30 to 7:30PM

Board Member Landis moved to approve the requests with exception of September Camping/Volkswagon Fest and will want to revisit closer to date. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE MAP OF CLOSURES FOR THEATRE RENOVATIONS

Director of Public Works Dustin Sailor requested Board approval for the map of closures for the Goshen Theatre renovations. DJ Construction is requesting that the sidewalk in front of the theater be closed during construction for the safety of pedestrians and in order to keep costs down for the theater. The sidewalk will be opened up for First Fridays. The ends of the alley will be fenced off with fence panels during construction. The Church will have access to area during weekend and Wednesday evenings. DJ Construction will make sure the area is clean and safe for access. It will also be accessible for NIPSCO. There will be no pedestrian walk way during construction. The tentative schedule for this sidewalk closure is May 20th, 2019 through December 20th, 2019. DJ Construction is also requesting the following for the theater renovations:

- 2-3 parking spots closed on the E Washington side of the building – through end of project.
- Porta Johns, equipment - Alley – through the end of project
- Dumpsters – on Main St in parking spaces – removed for First Fridays
- Fenced in staging area/parking through end of project – parking lot off S 5th St near Church.

Board Member Landis moved to approve the request and propose to not have closures during First Friday and only one parking spot being blocked off for construction vehicles. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE APPLICATION FOR TEMPORARY DUMPSTER

House Development Manager, Mr. Aaron Lehman requested Board approval on behalf of LaCasa to have 3 temporary dumpsters placed in front of three different locations during their work for their annual Help-A-House work in the City of Goshen. The three locations will be 1325 S 8th St, 526 N 8th St, and 1623 Tippecanoe Dr. The dumpster will be used from Thursday, May 9th until Thursday May 16th.

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

REQUEST FOR AGREEMENT WITH L & M ELECTRIC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for an agreement with L & M Electric. The City will be retrofitting the fluorescent lighting to LED lighting in the City's Central Garage at 320 Steury Avenue, as a cost saving measure. Work on the project shall be completed within 45 calendar days from receipt of a notice to proceed and the total cost for all work is \$18,995.00.

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

REQUEST TO ENTER INTO AGREEMENT WITH DIXON ENGINEERING, INC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Dixon Engineering, Inc. to provide professional engineering inspection services during the painting of Sherck Water Tower. The total cost for Dixon's services shall not exceed \$15,538.75.

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

REQUEST TO APPROVE AGREEMENT— ENVIRONMENTAL EDUCATION SERVICE

Mayor Jeremy Stutsman requested Board approval to enter into an agreement with Steury for the Environmental Educational Service. Steury agrees to provide to the City services to develop environmental educational curriculum appropriate for elementary school aged children. Steury's services under this agreement shall consist of greenhouse gas research, developing goals for carbon reduction and creating educational written materials.

This agreement shall become effective on the date of execution and approval by both parties and shall continue under the same terms and conditions for a period of one (1) year.

Board Member Landis moved to approve the request with Steury LLC for one (1) year. Second by Board Member Day and motion passed unanimously.

REQUEST TO DISPOSE OF UNPAID FINAL UTILITY ACCOUNTS

Utilities Business Office Manager Kelly Saenz requested Board approval to move unpaid final accounts from active to collection, sewer liens, and write-offs. The original amount of unpaid final Water/Sewer accounts for the period was \$6,932.75. Collection letters were sent out and payments of \$4000.69 have been collected. The uncollected amount equals \$2,932.06. These are accounts that were for the most part finalized through Tuesday, January 15, 2019.

Water:	\$2138.16
Sewer:	\$793.90

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

REQUEST FOR HARDSHIP FORGIVENESS

Fire Chief Dan Sink requested Board approval to forgive patient's unpaid account due to hardship. The amount this patient requested for write off is \$2,885.75, this amount is for nine (9) ambulance runs. The total amount billed to the patient was \$5,761.76; his insurance has paid approximately half of the amount due.

The patient began having serious health issues and had to resign from his job in October 2018, therefore his health insurance ended October 31, 2018.

Chief Miller discussed this with the City's Legal Department who in turn discussed it with Mayor Stutsman who authorized this Hardship Forgiveness.

Board Member Mike Landis and City Attorney Larry Barkes questioned and confirmed with Fire Chief Dan Sink that this is a different situation and will only be a onetime forgiveness and that all other patients on payment plans will continue to pay like normal.

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

PRIVILEGE OF THE FLOOR

Civil Traffic Engineer Leslie Biek notified the Board that on May 6th, 2019, they will be replacing sewer laterals of Lowers and will be using the left turn lane for the main lane on Reith Blvd. Mayor Jeremy Stutsman questioned if it was a County or City situation. Water and Sewer Superintendent Kent Holdren confirmed that the issue did go back and forth with county but because there was no resolution with County, the City is going to handle the sewer issue to get it fixed.

PRIVILEGE OF THE FLOOR

Nick Farer of Michiana Contracting notified the Board of Public Works and Safety about the INDOT project and requested a one day road closure of CR 15 between CR45 and the Railroad. Michiana Contracting will concrete cutting and checking the detection of signals.

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

PRIVILEGE OF THE FLOOR

Councilman Jim McKee inquired about the Environmental Education Service. Mr. McKee asked if Steury LLC will be considered a City employee, will they be paid by the City, and the details regarding their length of position with Goshen City. Mayor Stutsman state that Steury LLC will not be hired as an employce for the City however will be paying them \$42,000.00 for their 1 year agreement.

PRIVILEGE OF THE FLOOR

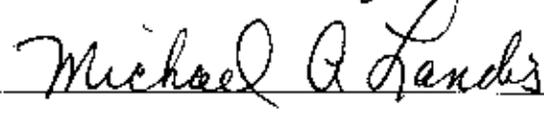
Water and Sewer Superintendent Kent Holdren notified the Board that the sewer construction on 8th street is still in the process of finishing and is being prolonged due to weather.

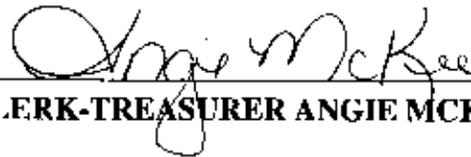
There being no further business Mayor Stutsman moved to process claims and then to adjourn. Second by Board Member Day and motion passed unanimously.

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