



BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD

MINUTES OF THE FEBRUARY 1, 2024 REGULAR MEETING

Convened in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

Present: Mayor Gina Leichty, Mike Landis, Orv Myers, Mary Nichols, and Barb Swartley

Absent:

CALL TO ORDER: Mayor Gina Leichty called the meeting to order at 4:00 p.m.

REVIEW/APPROVE MINUTES: Mayor Leichty presented the minutes of the Jan. 25, 2024, Regular Meeting as prepared by Clerk-Treasurer Aguirre. Board Member Mary Nichols moved to approve the minutes as presented and the motion was seconded by Board Member Orv Myers. Motion passed 5-0.

REVIEW/APPROVE AGENDA: Mayor Leichty presented the agenda as submitted by the Clerk-Treasurer. Board member Nichols moved to accept the agenda as presented. Board member Myers seconded the motion. The motion passed 5-0.

1-5) Goshen Fire Department requests: Approve the Conditional Offers of Employment to Matthew A. Borton, Allison R. Eagan, Jonathan M. Lehman, Derick D. Schmucker and Travis J. Snethen

On behalf of the Goshen Fire Department, City Attorney Bodie Stegelmann, recommended that the Board extend conditional offers of employment to **Matthew A. Borton, Allison R. Eagan, Jonathan M. Lehman, Derick D. Schmucker and Travis J. Snethen** as well as approve offer of employment agreements and authorize the Mayor to execute the agreements.

Stegelmann said the agreements set forth the conditions that **Borton, Eagan, Lehman, Schmucker and Snethen** must meet prior to beginning employment with the Fire Department as a probationary firefighters, which includes being approved by the Board of the Indiana Public Retirement System for membership to the 1977 Police Officers' and Firefighters' Pension and Disability Fund.

Borton, Lehman and Snethen possess Basic EMT certifications. Once employed, they will be required to complete a Firefighter I/II training program and obtain certification, complete a paramedic training program and obtain Indiana paramedic licenses, and serve as paramedics with the department a minimum of three years each.

Eagan possesses a Firefighter I/II certification and Basic EMT certification. Once employed, she will be required to complete a paramedic training program and obtain an Indiana paramedic license and serve as a paramedic with the department a minimum of three years.

Schmucker possesses a Firefighter I/II certification. Once employed, he will be required to complete a Basic EMT training program and obtain certification, complete a paramedic training program and obtain an Indiana paramedic license, and serve as a paramedic with the department a minimum of three years.

The department will ask the Board to confirm the offers of employment to Borton, Eagan, Lehman, Schmucker and Snethen when the prerequisites are met and openings become available.

Nichols/Myers made a motion to extend conditional offers of employment to **Matthew A. Borton, Allison R. Eagan, Jonathan M. Lehman, Derick D. Schmucker and Travis J. Snethen** as probationary firefighters and approve the conditional offer of employment agreements with **Borton, Eagan, Lehman, Schmucker and Snethen** and authorize the Mayor to execute the agreements. Motion passed 5-0.



6) Engineering Department: Approve the agreement with Donohue & Associates, Inc. for \$218,462 for Preliminary Design Engineering Services and the development of a Preliminary Engineering Report for a new wellfield and application to the Indiana State Revolving Fund

City Director of Public Works & Utilities Dustin Sailor asked the Board to approve an expenditure of \$218,462 for Preliminary Design Engineering Services by Donohue & Associates, Inc for a new wellfield – a water system upgrade and expansion. Primary deliverables for this phase include a cost estimate and a Preliminary Engineering Report (PER) that will be used for an Indiana State Revolving Fund application in the spring of 2025.

Sailor said seven firms responded to the City's Request for Proposal, attending an online pre-bid meeting. Six attended a pre-bid walk through and ultimately three submitted proposals.

Sailor said a Consultant Selection Advisory Committee was assembled consisting of the Director of Public Works & Utilities, the Utilities City Engineer, the Water & Sewer Superintendent, the Water Quality Supervisor, and a Board of Public Works member. Bids were evaluated on a technical basis by each member individually and then compiled. The committee met in-person to discuss the combined results and a consensus was reached, selecting Donohue as the best candidate from a technical standpoint.

Sailor indicated that although Donohue did not have the lowest cost proposal, the committee felt their technical approach as reflected in its proposal and amplified in the interviews with the top two bidders (Donohue and DLZ) made them the optimum choice for this project.

Nichols/Myers made a motion to approve the agreement with Donohue & Associates, Inc. for \$218,462 for Preliminary Design Engineering Services and development of a Preliminary Engineering Report for application to the Indiana State Revolving Fund. Motion passed 5-0.

7) Engineering Department: Approve the Wastewater on-call service agreement with Donohue & Associates for \$30,000.00, and authorize the Mayor to sign task orders as presented

City Director of Public Works & Utilities Dustin Sailor told the Board that the Goshen Waste Water Utility has maintained a task order based on-call services contract with Donohue & Associates for the last 12 years. The most recent on-call services agreement expired at the end of 2023.

Sailor said the Wastewater Utility has found this service valuable and would like to renew the service agreement with Donohue for 2024, for a not to exceed fee of \$30,000. The Mayor signs the task orders as required.

Board member Landis asked if this was a one-year agreement. **Sailor** said it was, adding that it makes sense to evaluate the agreement annually. Asked about the amount, **Sailor** said the price was increased by \$10,000 from the 2023 agreement because of some pending work.

Nichols/Myers made a motion to approve the Wastewater on-call service agreement with Donohue & Associates for \$30,000 and authorize the Mayor to sign task orders as they are presented by the utility. Motion passed 5-0.

8) Engineering Department: Approve the Water on-call service agreement with Donohue & Associates for \$20,000, and authorize the Mayor to sign task orders as presented

City Director of Public Works & Utilities Dustin Sailor told the Board that the Goshen Water Utility has maintained a task order based on-call services contract with Donohue & Associates (Donohue) for the last 12 years. The most recent on-call services agreement expired at the end of 2023.

Sailor said the Water Utility has found this service valuable and would like to renew the service agreement with Donohue for 2024, for a not to exceed fee of \$20,000. As this agreement is set up, the Mayor will be authorized to approve with a signature each task order.

Nichols/Myers made a motion to approve the Water on-call service agreement with Donohue & Associates for \$20,000 and authorize the Mayor to sign task orders as they are presented. The motion passed 5-0.



9) Engineering Department: Approve the agreement with Jones Petrie Rafinski, Inc. for \$5,000 to create specifications for a sewer pipe lining bid package

City Director of Public Works & Utilities Dustin Sailor asked the Board to approve an expenditure not to exceed \$5,000 with Jones Petrie Rafinski, Inc. to create project specifications to line failing sections of sewer piping.

Sailor said the new lining will significantly extend the life of these piping sections. Creating specifications is the first step in developing a full bid package for this project. He said this is faster and more affordable than in the past.

Board member Landis asked the life of the pipes when the liner is added. **Sailor** said the City hopes to get another 40 to 50 years out of those pipes. Most now are clay pipes and are developing cracks and will be repaired.

Nichols/Myers made a motion to approve the attached agreement with Jones Petrie Rafinski, Inc. for an amount not to exceed \$5,000 to create specifications for a sewer pipe lining bid package. Motion passed 5-0.

10) Engineering Department: Approve Change Order No. 1 for a 4-foot pedestal pole and foundation for a \$3,266.76 increase for County Courts Consolidation Roadway Improvements

City Director of Public Works & Utilities Dustin Sailor told the Board that he was presenting Change Order No. 1 for the County Courts Consolidation Roadway Improvements project.

Sailor said as the City and its contractor prepare for the start of this project, it has been determined that a 4-foot pedestal pole and foundation for a pedestrian push button were not included as a pay item. Goshen Engineering requested the Board's permission to add the pole and foundation and increase the project cost by \$3,266.76.

Sailor said the original contract amount was \$4,165,762.30. The 4-foot pedestal pole and foundation will increase the contract by \$3,266.76, for a revised contract amount of \$4,169,029.06, an increase of 0.08 percent.

Nichols/Myers made a motion to approve Change Order No. 1 for the 4-foot pedestal pole and foundation for an increase of \$3,266.76 for the County Courts Consolidation Roadway Improvements. Motion passed 5-0.

Privilege of the Floor (opportunity for public comment for matters not on the agenda):

Mayor Leichthy opened Privilege of the Floor at 4:10 p.m. There were no comments.

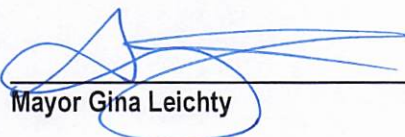
Approval of Civil City and Utility Claims

As all matters before the Board of Public Works & Safety were concluded, **Mayor Leichthy/Board member Nichols** moved to approve Civil City and Utility claims and adjourn the meeting. Motion passed 5-0.

Adjournment

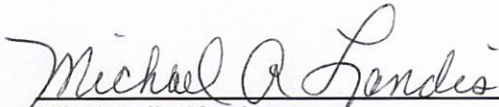
Mayor Leichthy adjourned the Board of Works meeting at 4:11 p.m.


APPROVED:



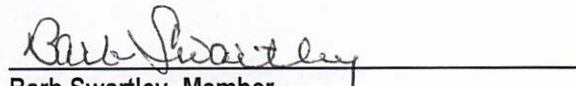
Mayor Gina Leichthy




Mike Landis, Member


Orv Myers, Member


Mary Nichols, Member


Barb Swartley, Member

ATTEST:


Richard R. Aguirre, City of Goshen Clerk-Treasurer