

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD APRIL 11, 2016 GOSHEN, INDIANA**

The Board of Public Works and Safety and Storm Water Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on April 11, 2016, 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 Stutsman, Board Member Day, Board Member Landis

ABSENT:

OTHERS: Clerk-Treasurer Office Assistants, City Attorney, Assistant City Planner, Assistant Fire Chief Miller, Police Chief, Street Commissioner, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor's Administrative Assistant Lung, Superintendent of Waste Water, Superintendent of Water and Sewer, Utilities 1st Deputy, Administrative Utilities Engineer, Central Garage Fleet Manager.

OPEN QUOTES FOR SALE OF SURPLUS PROPERTY

Mayor Stutsman opened the following quotes:

Shane McKerchie bid:

(2) Thermal Imager ISG Cameras - \$100.00
Flammable material cabinet 48"x16"x12" - \$11.00

Steve Bice bid:

Rockwell drill press - \$5.00
Power arm radial arm saw - \$5.00
G&H Gusiger drill press - \$5.00
(8) Kitchen carts – 5 open sided carts 20"x26"x66"
and 1 paneled cart 20"x26"x66 - \$80.00
(8) room cleaning service carts 48"x24"x48" - \$25.00
(4) portable metal baby cribs on wheels (no mattresses) - \$1.00
Flammable material cabinet 48"x16"x48" - \$10.00
(10) floor lamps, green - \$1.00
(4) portable stages 96"x48"x12" - \$10.00

D&R Salvage bid:

Rockwell drill press - \$25.00
Power arm radial arm saw - \$27.00
G&H Gusiger drill press - \$20.00
(8) Kitchen carts – 5 open sided carts 20"x26"x66"
and 1 paneled cart 20"x26"x66 - \$22.00

Mayor Stutsman moved to refer the bids to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

REQUEST FOR ACCEPTANCE OF EASEMENT FROM NORTHGLENN APARTMENTS, LIMITED LIABILITY COMPANY

Legal Compliance Administrator Shannon Marks requested Board approval for the Acceptance of Easement from Northglenn Apartments, Limited Liability Company. The City is proposing to install a water main on the north side of Pike Street by going under the Elkhart River. It is recommended that the Board of Public Works and Safety accept the attached easement from Northglenn Apartments, Limited Liability Company for the public utility easement upon the real estate at 429 West Pike Street (location of Walgreens) and authorize Mayor Stutsman to execute the acceptance on behalf of the City.

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

REQUEST TO APPROVE AGREEMENT WITH M&M SECURITY CORPORATION

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with M&M Security Corp. The City's Street Department wishes to upgrade the security equipment. The City wishes to contract with M&M Security Corp. to supply and install a closed circuit television security system (CCTV) at the Street Department, 475 Steury Avenue. Work on the project shall be completed within 60 days from receipt of a notice to proceed and the total cost is \$4,479.00.

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

REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT AND AGREEMENT WITH C. HABERSTICH

Legal Compliance Administrator Shannon Marks requested Board approval to extend a conditional offer of employment to Camron A. Haberstich and execute the agreement which sets forth the prerequisites to beginning employment with the Goshen Fire Department. Camron must first complete the baseline statewide physical and mental examinations and be approved by board of trustees for membership in the Indiana Public Retirement System (INPRS) and the 1977 Police Officers' and Firefighters' Pension and Disability Fund (1977 Fund). Camron also agrees to enroll in and complete paramedic training if required by the City and then serve a minimum of six full years as an active paramedic for the City. Camron is not a paramedic nor enrolled in a training program. Under the agreement, the City may require Camron to enroll in paramedic training and will pay for the time that he spends in class and required clinical sessions. Camron will repay the City a prorated portion of \$28,000.00 (the City's average cost to provide the paramedic training) in the event he does not serve at least six full years as an active paramedic. The Board of Public Works and Safety will be requested to confirm the offer of employment after the board of trustees approves Camron's membership in the INPRS and 1977 Fund and a position opening becomes available in the Fire Department.

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

**REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT
AND AGREEMENT WITH K. STAMM**

Legal Compliance Administrator Shannon Marks requested Board approval to extend a conditional offer of employment to Kyle R. Stamm and execute the agreement which sets forth the prerequisites to beginning employment with the Goshen Fire Department. Kyle must first complete the baseline statewide physical and mental examinations and be approved by board of trustees for membership in the Indiana Public Retirement System (INPRS) and the 1977 Police Officers' and Firefighters' Pension and Disability Fund (1977 Fund). Kyle also agrees to enroll in and complete paramedic training if required by the City and then serve a minimum of six full years as an active paramedic for the City. Kyle is not a paramedic nor enrolled in a training program. Under the agreement, the City may require Kyle to enroll in paramedic training and will pay for the time that he spends in class and required clinical sessions. Kyle will repay the City a prorated portion of \$28,000.00 (the City's average cost to provide the paramedic training) in the event he does not serve at least six full years as an active paramedic. The Board of Public Works and Safety will be requested to confirm the offer of employment after the board of trustees approves Kyle's membership in the INPRS and 1977 Fund and a position opening becomes available in the Fire Department.

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

**REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT AND
AGREEMENT WITH J. REED**

Legal Compliance Administrator Shannon Marks requested Board approval to extend a conditional offer of employment to Joshua T. Reed and execute the Agreement which sets forth the prerequisites to beginning employment with the Goshen Fire Department. Joshua must first complete the baseline statewide physical and mental examinations and be approved by board of trustees for membership in the Indiana Public Retirement System (INPRS) and the 1977 Police Officers' and Firefighters' Pension and Disability Fund (1977 Fund). Joshua also agrees to complete paramedic training and serve a minimum of six full years as an active paramedic for the City. Joshua is currently enrolled in a paramedic training program. Under the Agreement, the City will pay for the time that he spends in class and required clinical sessions once he is employed. Joshua will repay the City a prorated portion of \$21,784.00 (the City's estimated cost to provide the remaining paramedic training) in the event he does not serve at least six full years as an active paramedic. The Board of Public Works and Safety will be requested to confirm the offer of employment after the board of trustees approves Joshua's membership in the INPRS and 1977 Fund and a position opening becomes available in the Fire Department.

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

**REQUEST TO APPROVE RESIGNATION OF PROBATIONARY OFFICER
JACQUELINE I. OLGUIN**

Police Chief Wade Branson requested Board approval accept the resignation of Probationary Officer Jacqueline I. Olguin effective today, April 11th, 2016.

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

REQUEST TO APPROVE RETIREMENT OF OFFICER KEVIN D. KOONTZ

Police Chief Wade Branson requested Board approval accept the retirement of Officer Kevin D. Koontz effective April 3rd, 2016.

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

REQUEST TO APPROVE KERCHER ROAD RECONSTRUCTION FROM RAILROAD TO DIERDORFF ROAD – PROJECT NO. 2012-0016

Administrative Utilities Engineer Dustin Sailor requested Board approval for the Local Public Agency (LPA) – Sub consultant Acknowledgment for the Right-of-Way Acquisition Services on the Kercher Road Reconstruction Project from the Railroad to Dierdorff Road. American Structurepoint wishes to hire David Araujo to assist with translating in the right-of-way phase of this project. It is requested the Redevelopment Commission's review, and then the approval to have Mary Cripe, P.E. and Employee of Responsible Charge (ERC) for the project to sign the acknowledgment form.

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

NOTIFICATION: EISENHOWER DRIVE NORTH WATER MAIN EXTENSION EAST OF CR 27 – PHASE II PROJECT NO. 2005-0009

Eisenhower Drive Scheduled Road Closure:

C & E Excavating, Inc. will close a section of Eisenhower Drive (both lanes) between Dierdorff Road and Caragana Court. A new 8" and 2" water service line will be installed across Eisenhower Drive to service the new building under construction at BriMar. A temporary stone patch will be placed to open the street until the new pavement is placed. Access to BriMar from US 33 to the west will be maintained. Customers for Goshen Storage Center will have access from Dierdorff Road to the main entrance. The businesses located east of Goshen Storage Center will have access from US 33 to the west. The closure is anticipated for Wednesday, April 13th, 2016, beginning at 7:00 am and opening by 6:00 pm. The closure date will be adjusted to Thursday, April 14th, 2016 if weather delays the work.

SPRING LEAF AND BRUSH COLLECTION

The Goshen Street Department will pick up leaves during the week of April 18th, 2016. The following Monday, April 25th, 2016, the Street Department will begin their brush pick up. To ensure that your leaves and brush are collected, residents are to have all leaves and brush placed at front curb before said Monday at 7:00 am. Do not place brush in the street, in the alleys, or near a utility pole, tree or mailbox. Do not mix your brush and leaf piles. Do not leave trash in the brush piles such as used lumber. For the rest of the summer season, brush collection will begin on the last Monday of the month from May through September. For clarification or questions, please call the Goshen Street Department at 534-9711.

REQUEST TO APPROVE GOSHEN ENVIRONMENTAL CENTER (JN: 2008-0052)

Administrative Utilities Engineer Dustin Sailor requested Board approval for the Goshen Environmental Center. JPR has provided the Engineering Department with a proposal for topographic survey, site plan engineering, geotechnical analysis, and Rule 5 permit in the amount of \$19,300.00 for the Goshen Environmental Center site. We are requesting the Board of Works consideration to move forward with this project now, because it is easier to obtain the topographic survey information when there is no foliage and additionally, the City is working with contractors to obtain millings from various projects for the projects for the proposed compost pad that needs to be installed. We will work with the Legal Department to prepare an agreement for Mayor Stutsman to sign at a later date.

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

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

BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER TINA M. BONTRAGER