

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD MAY 16, 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 May 16, 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, City Planner, Fire Chief, Police Chief, Building Inspector Grise, Street Commissioner, Assistant Street Commissioner, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor's Administrative Assistant Lung, Park Superintendent, Superintendent of Waste Water, Superintendent of Water and Sewer, Utilities 1st Deputy, Wastewater Maintenance Technician, Administrative Utilities Engineer, Administrative City Engineer, Central Garage Fleet Manager.

Minutes of the meeting of April 11th, 2016 were presented. On motion of Board Member Landis and second by Board Member Day, the minutes were approved as presented.

OPEN BIDS FOR SURPLUS PROPERTY – 2002 JEEP LIBERTY

Mayor Stutsman opened the following bids:

Myron Grise: \$1,851.00

Denny Long: \$2,005.00

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 TO APPROVE HIRING K.STAMM AS PROBATIONARY FIREFIGHTER

Fire Chief Danny Sink requested Board approval for the hiring of Kyle R. Stamm as a Probationary Firefighter for the Goshen Fire Department. Kyle Stamm has passed all of the pension requirements for the State of Indiana and it is requested the Board of Public Works and Safety make the hiring effective May 17th, 2016.

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

Mayor Stutsman swore in Kyle R. Stamm as a Probationary Firefighter.

**REQUEST TO APPROVE HIRING OF B. LUTTON AS
PROBATIONARY PATROL OFFICER**

Police Chief Wade Branson requested Board approval for the Hiring of Bo A. Lutton as a Probationary Patrol Officer. Bo has passed all exams and also has been approved by both the local and State pension boards. It is requested the hiring be effective today, May 16th, 2016

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

Mayor Stutsman swore in Bo A. Lutton as a Probationary Patrol Officer.

**REQUEST TO APPROVE CONDITIONAL HIRING OF K. TAYLOR
TO THE GOSHEN POLICE DEPARTMENT**

Police Chief Wade Branson requested Board approval for the Conditional Hiring of Kyle A. Taylor for the position of Probationary Patrol Officer; with the condition that he successfully passes the PERF physical and psychological examinations and is approved by both the local and State pension boards.

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

**REQUEST TO APPROVE 5TH STREET RECONSTRUCTION FROM CLINTON
STREET TO ROCK RUN CREEK – CHANGE ORDER NO. 2 – JN: 2015-0022**

Administrative City Engineer Mary Cripe requested Board approval of Change Order No. 2 for the 5th Street Reconstruction from Clinton Street to Rock Run Creek project. This change order includes the additional costs associated with potholing for an unmarked Norfolk Southern fiber optic line and the additional cost of adding extra traffic control devices. This change order increases the contract price by \$6,083.00 for a final project cost of \$2,134,297.75. The overall change in the original contract price including all change orders is 10.61%.

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

**REQUEST TO APPROVE HARD SURFACE VARIANCE FOR
TEMPORARY PARKING LOT**

Administrative City Engineer Mary Cripe on behalf of the Redevelopment Commission requested Board approval for installing a temporary parking lot with approximately 20 parking spots (34'x100') on the vacant land just south of Jefferson Street and west of 3rd Street. This parking lot will serve the business at 313 South 3rd Street and the Hawks Building. These two entities are currently utilizing parking at the vacant Steward Title Building, which is currently being offered for sale.

With the unknown use of the northern portion of the Hawks Building, the Redevelopment Commission would like to build a temporary parking lot utilizing asphalt millings from the US 33 Resurface Project. Once the plans for the Hawk Building are known the permanent parking lot for this area will be constructed, and the temporary parking lot removed.

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

REQUEST TO APPROVE 9TH STREET TRAIL FROM COLLEGE AVENUE TO PURL STREET – DES. NO. 1400995 – JN: 2011-0052

Administrative City Engineer Mary Cripe requested Board approval of the Level 2 Design Exception for the 9th Street Trail from College Avenue to Purl Street. CHA has submitted the Level 2 Design Exception for the 9th Street Multi-Use Path. The Design Exception is for the separation between the proposed path and the existing roadway. The standard requirements are:

	<u>Required</u>
Separation between path & Roadway Rural (Shoulder)	10' Minimum
Urban (Curb & Gutter)	5' Minimum

9th Street is an urban roadway with shoulders. The speed limit on the roadway is 30 mph. Based on low volume and low speeds, the clear zone is 7-10 feet from the edge of the travel lane.

The existing railroad right-of-way on the east side of the 9th street is approximately 16-18 feet from the edge of the roadway. The proposed path is installed 3-feet from the right-of-way line to allow for a 2-foot shoulder and grading within the right-of-way. This places the edge of the path approximately 5 feet from the edge of the roadway at the nearest point. Acquisition of additional right-of-way for construction of a pedestrian facility adjacent to the railroad is not feasible.

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

REQUEST TO APPROVE SIDEWALK & CURB 50/50 PROGRAM – JN: 2016-0001
AGREEMENT WITH ST. JOHN’S CHURCH – 417 S. MAIN STREET

Administrative City Engineer Mary Cripe requested Board approval of the Sidewalk & Curb 50/50 program agreement with St. John’s Evangelist Catholic Church to replace the sidewalk. The total cost is \$1,890.00, so the City’s portion would be \$945.00. St. John’s has already submitted their payment of \$945.00.

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

REQUEST TO APPROVE AGREEMENT WITH THE GOSHEN HISTORICAL SOCIETY

Mayor Stutsman read the following:

The agreement is made by and between the Board of Public Works and Safety of Goshen, Indiana and the Goshen Historical Society.

WHEREAS, Goshen Historical Society wishes to expand current programs or create new programs to aid in the accomplishment of their missions statement, to preserve and share the ongoing story of Goshen; and

WHEREAS, these programs are to record oral histories, create more efficient access to archival and photographic material and expand tours of the historical districts of the City; and

WHEREAS, additional equipment is needed to accomplish these goals; and

Therefore, the City of Goshen and the Goshen Historical Society agree that:

1. City will pay from its EDIT funds, to the Goshen Historical Society, a total of \$3,000.00.
2. This is a one-time only financial support to Goshen Historical Society.
3. Goshen Historical Society will purchase in 2016:
 - a. Video camera system with tripod and memory chips
 - b. Four standard two drawer filing cabinets
 - c. Metal photo negatives cabinets
 - d. Portable loud speaker system
4. Goshen Historical Society will provide proof of purchase of the above four items to the Mayor’s Office by the end of 2016.

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

REQUEST TO APPROVE ANNUAL AGREEMENTS FOR THE YEAR 2016

Mayor Stutsman requested Board approval for the following annual agreements:

Boys and Girls Club:	\$ 3,000.00
Downtown Goshen Inc.:	\$70,000.00
Economic Dev.Corp of Elkhart County:	\$65,219.00
Goshen Chamber of Commerce:	\$50,000.00
North Central Indiana Business Assistance Center, Inc.:	\$10,000.00
Sister City Committee:	\$ 1,000.00
St. Joseph River Basin Commission:	\$ 2,000.00

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

**REQUEST TO APPROVE CHANGE ORDER NO. 1 FOR THE COLONIAL MANOR
ADA RAMP INSTALLATION – JN: 2015-0042**

Administrative City Engineer Mary Cripe requested Board approval of Change Order No. 1 for the Colonial Manor ADA Ramp Installation project. This serves as a balancing change order to close the project and increases the contract price by \$7,962.34 for a total cost of \$63,944.84.

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