

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD OCTOBER 3, 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 October 3, 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: None

OTHERS: Clerk-Treasurer Administrative Assistants, City Attorney, Assistant City Planner, Fire Chief, Police Chief, Building Inspector Grise, Street Commissioner, Legal Compliance Administrator, Mayor's Administrative Assistant Lung, Superintendent and Assistant Superintendent of Waste Water, Superintendent of Water and Sewer, Utilities Billing Office Supervisor, Administrative Utilities Engineer, Central Garage Fleet Manager, Communications Coordinator, Administrative Legal Assistant.

Minutes of the meeting of August 15 and August 22, 2016 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

**REQUEST TO APPROVE PERMISSION TO ADVERTISE FOR BIDS FOR THE 2017
MICRO-SURFACING PROJECT NO. 2017-0008**

Administrative Utilities Engineer Dustin Sailor requested Board approval and permission to advertise for bids for the 2017 Micro-Surfacing Project No. 2017-0008. The bid for the project will be due Monday October 24, 2016. The funds have been appropriated and are available for the project.

Board Member Landis requested clarification on this procedure versus chip and seal. Street Commissioner Denny Long stated that micro-surfacing has a life span of 7-10 years which is better than chip and seal life span.

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

**REQUEST TO APPROVE CHANGE ORDER NO. 2 FOR KERCHER ROAD AND
WEYMOUTH BOULEVARD TRAFFIC SIGNAL JN: 2012-0016**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No.2 on the Traffic Signal at Kercher Road and Weymouth Boulevard project JN: 2012-0016. This is a balancing Change Order to close out the project and reduces the original contract amount by \$185.90 making the final contract price \$135,777.20.

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

**REQUEST TO APPROVE CHANGE ORDER NO. 1 FOR PLYMOUTH AVENUE
TRAIL CROSSING MODIFICATION JN: 2015-0051**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No.1 for the Plymouth Avenue Trail Crossing Modification JN: 2015-001.

The items on the change order are additional items to the contract and are needed to open Plymouth Avenue to traffic by September 12, 2016 deadline, as well as modification to the original plans to avoid utility conflicts. The change order increases the contract by \$40,171.96 for a total contract of \$803,467.96. This change order also requests completion date be extended to October 21, 2016. The contractor was delayed starting this project by 41 days, due to the utility conflicts.

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

**REQUEST TO APPROVE THE SIDEWALK & CURB 50/50 PROGRAM
AT 1605 WEST AVENUE JN: 2016-0001**

Administrative Utilities Engineer Dustin Sailor requested Board approval of a Sidewalk & Curb 50/50 Program Agreement with Raquel Rivera to replace the sidewalk at 1605 West Avenue. The total cost is \$2,017.00 and the City's portion would be \$1,008.50. Ms. Rivera has already submitted her payment of \$1,008.50.

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

**REQUEST FOR APPROVAL OF WILD FLOWER PLANTING AT THE GOSHEN
ENVIRONMENTAL CENTER JN: 2008-0052**

Administrative Utilities Engineer Dustin Sailor requested Board approval of wildflower planting at the berm constructed at the Goshen Environmental Center JN: 2008-0052.

As part of the construction of the composting pad, the Contractor was required to excavate and they incurred many tree stumps and debris. To save the cost of taking the material to the landfill and to provide a better buffer of the Environmental Center for the adjacent residential area, the City built an 8-foot high by 50-foot wide berm along CR 19 and the residential neighbor's property.

The City requests the earthen berm to be planted with a wildflower seed mixture, which is more expensive. The wildflower mixture will allow for the berm to be mowed 1-2 times per year, which will minimize the maintenance.

The Engineering Department is requesting the Board of Works consideration for approval of the Agreement Amendment Ratification with Soil Solutions in the amount of \$3,546.00.

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

**REQUEST FOR CONDITIONAL OFFER OF EMPLOYMENT WITH GOSHEN
POLICE DEPARTMENT TO L. CAMPBELL & M LOPEZ-FLORES**

Legal Compliance Administrator Shannon Marks recommends Board approval to extend a conditional offer of employment to Logan K. Campbell and Miguel A. Lopez-Flores and execute a Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment with the Goshen Police Department. Both candidates must first complete and pass the baseline statewide physical and mental examinations, and then the Board of Public Works and Safety will be requested to confirm the offer of employment when a position opening becomes available in the Police Department.

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

NOTIFICATION OF HYDRANT FLUSHING PROGRAM

Superintendent of Water & Sewer Kent Holdren informed the Board that Goshen Utilities will start the fall hydrant flushing program on Tuesday October 4th through Friday October 7th (weather permitting).

- October 4th 9:00pm to 6:00am October 5th, flushing will start between 10th Street and the City limits east and between the Norfolk/Southern tracks to the City limits south.
- October 5th 9:00pm to 6:00am October 6th flushing will start between Pike Street (US 33) and the City limits South and between the Elkhart River and 9th Street.
- October 6th 9:00pm to 6:00am October 7th flushing will start between Elkhart Road (US 33) to the City limits south and between the Elkhart River to the City limits West including Weaver Woods and Harrison Ridge subdivisions as well as Bashor Children's Home which are out of City limits.
- October 4th, 5th, 6th 8:30am to 3:00pm flushing will be on everything North of Norfolk/Southern tracks and North of Pike Street from the City limits East to West.

REQUEST TO DISPOSE OF UNPAID UTILITY ACCOUNTS

Utilities Billing Office Supervisor Michelle Eldridge requested Board approval to dispose of unpaid Utility accounts through December 31, 2015.

The original amount of unpaid final Water/Sewer accounts for this period was \$25,351.03 with collection letter sent out and payments of \$6,495.73 collected. The uncollected amount equals \$18,855.30. The Utilities Department is requesting to move the uncollected finalized accounts from active to Credit Bureau, Sewer Liens, write offs and bankruptcy.

Water - \$9,243.03
Sewer - \$9,612.27

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

Utilities Billing Office Supervisor Michelle Eldridge requested Board approval to dispose of unpaid Utility accounts from January through March 2016.

The original amount of unpaid final Water/Sewer accounts for this period was \$14,758.33 with collection letter sent out and payments of \$4,005.49 had been collected. The uncollected amount equals \$10,752.84. The Utilities Department is requesting to move the uncollected finalized accounts from active to Credit Bureau, Sewer Liens, write offs and bankruptcy.

Water - \$3,523.49

Sewer – \$7,229.35

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

REQUEST TO USE RIGHT-OF-WAY FOR BICENTENNIAL TORCH RUN

Mayor Stutsman requested Board approval for the Bicentennial Torch Run to use several right-of-ways for the run. Goshen Police Department and Indiana State Police are scheduled to provide safe crossing of intersections with no closings required which is scheduled to be on Tuesday, October 4th at approximately 1pm.

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

**NOTIFICATION FOR RESCHEDULING THE BOARD OF PUBLIC WORKS
AND SAFETY MEETING**

Mayor Stutsman stated that due to a lack of quorum, the Monday, October 10th, 2016 Board of Public Works & Safety meeting has been rescheduled to Friday, October 7th, 2016 at 2pm.

PROCLAMATION: DOMESTIC VIOLENCE AWARENESS MONTH

Mayor Stutsman stated the following Proclamation:

Domestic violence is a serious crime that affects over four-million people of every race, age, gender, and income level each year. One in three Americans has witnessed an incident of domestic violence; and children that grow up in violent homes are believed to be abused and neglected at a rate higher than the national average. Domestic violence costs the nation billions of dollars annually in medical expenses, police and court costs, shelters, foster care, sick leave, absenteeism and non-productivity; and only a coordinated Community effort by Residents and Individuals who provide critical advocacy, service and assistance to victims will stop this heinous crime.

Therefore, Mayor Stutsman of the City of Goshen proclaimed the month of October 2016 as Domestic Violence Awareness Month in the City of Goshen, and urges all residents to learn more about preventing domestic violence, to show support for the YWCA North Central Indiana Safe Haven, and Child and Parent Services (CAPS), and to work together to eliminate domestic violence from our great City.

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 STORM WATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER TINA M. BONTRAGER