

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD  
MEETING HELD FEBRUARY 20, 2017 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 February 20, 2017, 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

ABSENT: Board Member Landis

OTHERS: Clerk-Treasurer, Clerk-Treasurer Administrative Assistants, City Attorney, Assistant City Planner, Fire Chief, Assistant Fire Chief, Police Chief, Building Inspectors, Street Commissioner, Assistant Street Commissioner, Legal Contracts and Claims Manager, Legal Compliance Administrator, Legal Administrative Assistant, Mayor’s Administrative Assistant Lung, Park Superintendent, Superintendent of Waste Water, Superintendent of Water and Sewer, Utilities Billing Office Supervisor, Director of Public Works, Central Garage Fleet Manager, Communications Coordinator.

Minutes of the meeting of February 6, 2017 and February 13, 2017 were presented. On motion of Board Member Day and second by Mayor Stutsman, the minutes were approved as presented.

**REQUEST TO PROMOTE TO RANK OF DETECTIVE—R.J. VALDERRAMA**

Police Chief Branson requested Board approval to promote Randy J. Valderrama to the rank of Detective and requested that the promotion be made retroactive to Friday, February 17, 2017.

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

Mayor Stutsman swore in Randy J. Valderrama.

**REQUEST TO OPEN BIDS—STRUCTURAL FIRE FIGHTER PROTECTIVE CLOTHING**

Mayor Stutsman opened the following bids:

Hoosier Fire Equipment, Inc	\$59,094.00
T.J. Nowak Supply Co., Inc.	\$78,694.56

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

**REQUEST TO AWARD BID—POLICE PATROL VEHICLES**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award the bid for the purchase of 5 police patrol vehicles. Only one quote was received from EBY Ford Sales, Inc.

	Quantity	Unit Cost	Total Cost
Sedan	2	\$29,959.28	\$59,918.56
SUV	3	\$31,327.28	\$93,981.84
			\$153,900.40

It is recommended that the Board of Public Works and Safety award the contract to EBY Ford Sales, Inc. as the lowest responsible and responsive bidder for a total contract price of \$153,900.40.

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

**REQUEST FOR RELIEF FROM PARKING & DRIVEWAY STANDARDS—SYNERGY RV TRANSPORT**

Marbach, Brady & Weaver, Inc. Representative Debra Hughes requested Board approval on behalf of Synergy RV Transport for relief from parking and driveway standards at the RV

transfer lot located at 3012 Eisenhower Drive for a new office structure. The current standards indicate a paved surface for parking areas. According to Ms. Hughes, the existing drive lanes consist of gravel. Synergy RV Transport is requesting permission to install a gravel parking area in keeping with the aesthetics of the area. The proposed gravel parking area will accommodate six parking spaces with an area of 28 feet by 60 feet. The remaining area around the new structure will be grass. Director of Public Works Dustin Sailor stated there were no issues with installing a gravel parking area but that any future expansions of the office structure should require revisiting the parking area.

Board Member Day moved to approve the request with the condition that the parking area come under review if there is future expansion of the office structure. Second by Mayor Stutsman and motion passed unanimously.

**REQUEST TO APPROVE AGREEMENT—STRYKER CORPORATION**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Stryker Corporation. On December 20, 2016, the City executed a purchase agreement with Stryker Corporation for the purchase of four (4) Power-LOAD systems for the City's ambulance cots for the amount of Ninety-One Thousand One Hundred Dollars (\$91,100.00).

The City wishes to purchase a preventative maintenance service plans for the Power-LOAD systems from Stryker Corporation that will provide annual maintenance checks on the equipment and parts, labor, service, and repair calls for any malfunction.

The plan begins after the purchase 1 year warranty on January 1, 2018 and continues through to December 31, 2024 at an annual rate of \$3,578.48 for a total contract amount of \$25,049.36.

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

**REQUEST TO APPROVE AGREEMENT—VANDER WEY & SONS MASONRY**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Vander Wey & Sons Masonry. The City solicited 3 quotes to repair the stone panels and stairwell bricks on the Police and Court building from I Fix Bricks, Overholt Masonry, and Vander Wey & Sons Masonry. Only one contractor provided a quote.

The City wishes to contract with Vander Wey & Sons Masonry to do the repairs for an amount not to exceed \$16,160.00 and the work is to be completed by May 31, 2017.

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

**REQUEST TO APPROVE AGREEMENT AMENDMENT—COMMUNICATION CO**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to amend an agreement with Communication Co. The City entered into an agreement with Communication Co of South Bend, Inc. dated September 18, 2015 for Contractor to provide annual inspection and testing services for the fire alarms and smoke detectors at the City's Police and Court Building, 111 East Jefferson Street, and at the City's CSO Plant, 705 N. Indiana Avenue, Goshen, Indiana for a total 4 year contract amount of \$3,688.00.

The fire alarm panel at the Police and Court building is out of date and there are no longer service parts for the panel. The City wishes to contract with Communication Co of South Bend, Inc. to supply and install an upgrade fire alarm panel package.

Work on the project shall be completed within 120 days from receipt on a notice to proceed from the City at a cost of \$11,331.00 for a total contract price of \$15,019.00. Additionally, Communication Co of South Bend, Inc. is providing an additional 1 year to the inspection and testing with that term now extended to 2020.

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

**REQUEST TO AUTHORIZE THE PURCHASE OF RADIOS—RES: 2017-06**

Legal Compliance Administrator Shannon Marks requested board approval to authorize the purchase of radios. The City may make a special purchase under Indiana Code § 5-22-10 if it determines the basis for the special purchase and the selection of a particular contractor.

Indiana Code § 5-22-10-15(b) allows the City of Goshen to make a special purchase when the purchase is made from a person who has a contract with a state agency and the contract with the state requires the person to make supplies available to political subdivisions.

Motorola Solutions, Inc. has a quantity purchase agreement (#9167) with the State of Indiana for mobile voice and data communications equipment. Motorola is offering a \$500 trade-in per new radio purchased through March 31, 2017. The Goshen Police Department has surplus radios that are no longer operable or needed and wishes to dispose of these radios and apply the trade-in amount received to the purchase of the new radios.

THEREFORE, BE IT RESOLVED by the Goshen Board of Public Works and Safety that:

1. The Goshen Police Department is authorized to make a special purchase pursuant to Indiana Code § 5-22-10-15(b) from Motorola Solutions, Inc. based on the quote received from Motorola Solutions, Inc. through Motorola's authorized representative, Emergency Radio Service, for the purchase of APX8000 tri-band radios for a unit price of \$5,661.42 each.
2. The Department's radios that are no longer operable or needed are declared as surplus property. The Department is authorized to dispose of these surplus radios by trading them in to Motorola and applying the trade-in amount received to the purchase of the new tri-band radios.
3. The contract records for the special purchase authorized by this resolution shall be maintained by the Goshen Board of Public Works and Safety in a separate file in the Clerk-Treasurer's Office for a minimum of five (5) years in accordance with Indiana Code § 5-22-10-3.

Board Member Day moved to pass the resolution. Second by Mayor Stutsman and motion passed unanimously.

**REQUEST TO GRANT PERMISSION TO NIPSCO TO PLACE NEW GAS MAIN ON CITY OWNED PROPERTY—17768 COUNTY ROAD 38 JN: 2016-0033**

Director of Public Works Dustin Sailor requested Board approval to grant permission to NIPSCO to place a new gas main on city owned property at 17768 County Road 38. As part of the "Dierdorff Road Reconstruction at Ardmore Court" project, NIPSCO needs to install a new gas main along the west side of Dierdorff Road from Kercher Road South. The new gas main will be larger than the existing main to better serve the industrial area and eliminate a conflict with the new Ardmore Court entrance. Currently, the existing right-of-way at the southwest corner of Kercher Road and Dierdorff Road does not have adequate dedicated right-of-way for the new gas main. The Engineering Department asks the Board of Public Works and Safety to grant NIPSCO permission to install the new gas main prior to the right-of-way dedication in order to not delay the project on Dierdorff Road. The Engineering Department will work to prepare the required documents to dedicate additional right-of-way at the southwest corner of Kercher Road and Dierdorff Road.

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

**REQUEST TO APPROVE INDOT CHANGE ORDER NO. 7 FOR U.S. HIGHWAY 33 (CONTRACT IR-30087) INSTALLATION OF INSERTION VALVES JN: 2011-0041**

Director of Public Works Dustin Sailor requested Board approval for INDOT Change Order No. 7 that deals with insertion valves for water main work related to the U.S. Highway 33 project. Per the contract, the contractor was to supply the insertion valves to be installed by the City. Because the project includes federal funds, all steel must be American made. The change order was generated because the City's equipment does not install an American made insertion valve; therefore, the contractor was required to solicit quotes for installation of an American made valve from an outside vendor. **To keep cost down, the City value engineered the project and reduced the number of insertion valves required.**

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

**REQUEST TO APPROVE INDOT CHANGE ORDER NO. 9 FOR U.S. HIGHWAY 33 (CONTRACT IR-30087) ADDITIONAL RESTORATION JN: 2011-0041**

Director of Public Works Dustin Sailor requested Board approval for INDOT Change Order No. 9 that deals with additional restoration measures for North Seventh Street. As part of the U.S. Highway 33 project, there is a curb and sidewalk on North Seventh Street that is in poor condition but will be left in place per the contract. To provide for an adequate finished product, it is the opinion of the contractor and the City that the existing materials should be removed and replaced. Therefore, the contractor has offered to replace the sidewalk and curb as part of the INDOT project for an additional project cost of \$7,622.56.

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

**PRIVILEGE OF THE FLOOR**

Street Commissioner Denny Long informed the Board that due to the improved weather conditions, the Street Department has been receiving multiple calls regarding brush and leaf pickup. Due to the likelihood of additional snowfall yet this year, the Street Department will be focusing on patching and sealing streets while the weather permits. The Street Department will not be collecting any brush or leaves at this time. Street Commissioner Long requested that notices be posted on social media to inform the public.

**HEARING TO REVIEW THE ORDER OF BOARD OF BUILDING COMMISSIONER— BANK OF AMERICA AND TEACHERS CREDIT UNION FOR 312 PARK AVENUE**

City Attorney Larry Barkes asked if there was anyone present representing Bank of America, Teachers Credit Union, and/or the homeowners of 312 Park Avenue. No one was present to represent these parties. The property came to the City’s attention in 2015, and on March 8, 2016, the City obtained an inspection warrant. The inspection revealed significant water damage, particularly regarding the rear kitchen area, and rodent damage. Building Inspector Steve Bice conducted an inspection on Monday, February 20, 2017 and determined that there has been no compliance to the requested repairs for this property, which has been recently purchased by Castle Rock Realty. Notice of the proceeding will be made to Castle Rock Realty regarding this property. Bank of America and Teachers Credit Union will be removed as parties with a significant interest in the property.

Mayor Stutsman moved to find there has been no change in the condition of this property. Second by Board Member Day and motion passed unanimously.

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 ANGIE MCKEE**