

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD OCTOBER 2, 2017, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on October 2, 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, Board Member Landis

ABSENT:

OTHERS: Clerk-Treasurer, Clerk-Treasurer Administrative Assistants, City Attorney, City Planning and Zoning Administrator, Fire Chief, Assistant Police Chief, Assistant Building Commissioner, Street Commissioner, Contracts and Claims Manager, Mayor's Administrative Assistant, Parks and Recreation Superintendent, Wastewater Superintendent, Water and Sewer Superintendent, Utilities Billing Office Manager, Director of Public Works, Central Garage Fleet Maintenance Manager, Assistant Brownfield Coordinator, Communications Coordinator.

Minutes of the meeting of September 25, 2017 were presented. On motion of Board Member Landis and second by Board Member Day, the minutes were approved as presented.

REQUEST TO AWARD BIDS—DUMP TRUCK PURCHASE

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a bid for surplus property. On September 25, 2017, the Board of Public Works and Safety opened two offers for the sale of surplus property—a 2000 Ford F450 dump truck:

Todd Turner:	\$852.01
Donald Owsley	\$2,501.00

It is recommended that the Board of Public Works and Safety award the sale of the 2000 Ford F450 dump truck to the highest bidder, Donald Owsley, for the amount of \$2,501.00.

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

REQUEST TO AWARD BID—DUMP TRUCK PURCHASE

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a bid for the award on a dump truck purchase. On September 18, 2017 the Board of Public Works and Safety opened bids for the purchase of dump trucks. All bidders took exceptions. It is recommended that the Board of Public Works and Safety award the contract to Selking International LLC as the lowest responsible and responsive bidder for Alternate A for a total contract price of \$332,876.00 for the purchase of 2 dump trucks.

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

REQUEST FOR TEMPORARY PARKING SPACE CLOSURES

Ignition Music Garage owner Steve Martin requested Board approval for the temporary closure of East Washington Street between the alley and Fifth Street on Friday, October 6, 2017 from 5:00 p.m. until 9:00 p.m. for a Vinyl Wagon for First Fridays. Mr. Martin also requested the temporary closure of 8 parking spaces in front of 120 East Washington and enough spaces in the City owned parking lot next to City Hall to accommodate a 45 foot tour bus and trailer. The closures will begin approximately 3:00 p.m. until 1:00 a.m., and vehicles will be shuffled from the parking lot to the front of Ignition Music Garage as needed.

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

REQUEST TO DECLARE AS AND DISPOSE OF SURPLUS PROPERTY

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to declare as and dispose of the following surplus property from the City's Tech Department in accordance with Indiana Code § 5-22-22:

- 2 HP Laserjets
- 2 HP Deskjets
- 2 Brother laser printers
- 2 receipt printers
- 1 Bixolow receipt printer
- Typewriter
- Laser toner cartridge
- 2 portables TVs
- Calculator
- Old server
- 5 boxes miscellaneous components

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

REQUEST TO APPROVE AGREEMENT—BORNTRAGER ENTERPRISES

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to approve a contract with Borntrager Enterprises. The City wishes to replace the roofs on the Wastewater Treatment Plant Headworks Building that are approaching 25 years old. The City wishes to contract with Borntrager Enterprises Inc. to replace the roofs for the amount of \$36,005.00. Work on the project shall be completed within sixty (60) calendar days from receipt of a notice to proceed.

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

REQUEST TO APPROVE CDBG SUB-RECIPIENT AGREEMENTS

City Planning and Zoning Administrator Rhonda Yoder requested Board approval for the sub-recipient agreements, and authorize the Mayor to sign the agreements, for the CDBG planning and public service grants for Program Year 2017 as outlined below:

Planning Grant (for neighborhood outreach):

LaCasa, Inc. \$5,118.00

Public Service Grants:

Boys and Girls Clubs of Elkhart County—Goshen Clubs	\$7,356.00
Center for Healing and Hope	\$4,905.00
Council on Aging of Elkhart County	\$4,905.00
Elkhart County Clubhouse	\$1,840.00
Goshen Interfaith Hospitality Network	\$9,320.00
Maple City Health Care Center, Inc.	\$4,415.00
Walnut Hill Early Childhood Center	\$11,280.00

Public Service and Planning Grants Total \$49,139.00

The public service grants will be used to fund access to medicine, an early childhood education scholarship program, daily nutrition programs, support for mental health services, senior transportation, and a program to increase availability of primary healthcare.

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

REQUEST TO APPROVE GOSHEN DAM POND DREDGING PROJECT JN: 2012-0012

Director of Public Works Dustin Sailor requested Board approval for the Goshen Dam Pond Dredging Project—Phase 2 agreement to proceed with dredging portions of the Goshen Dam Pond. Phase 1 work on this project included planning and permitting, and all parties are ready to see the dredging work begin. Phase 2 work includes staging, construction of the confined placement area, dredging, and finally decommissioning. This is a multi-jurisdictionally supported project being funded by Elkhart County, the City of Goshen, the residents around the pond, and also includes LARE funds and conservation funds. The total value of Phase 2 work to be awarded to Gro America is \$1,368,218.00.

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

REQUEST TO APPROVE GOSHEN DAM DREDGING PROJECT CONSTRUCTION ADMINISTRATION JN: 2012-0012

Director of Public Works Dustin Sailor requested Board approval for the Goshen Dam Pond Dredging Project agreement with Abonmarche to provide construction administration for the dredging operation and monitoring of the confined placement area associated with the Goshen Pond. Several years ago, Goshen Engineering has intended to provide construction administration for the project, but due to ongoing workload related to the US Highway 33

project, staff changes, and anticipated workload during the 2018 construction calendar, Goshen Engineering is of the opinion that this project is better monitored by an outside consulting firm.

Goshen Engineering solicited a quote from Abonmarche Consulting for the construction administration service and their quote was \$45,000.00.

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

REQUEST TO APPROVE WAVERLY AVENUE UTILITY EASEMENT

Director of Public Works Dustin Sailor requested Board approval for an agreement between the City of Goshen and Adam Scharf. In 2016, the City had installed a low pressure sewer on the west side of the Mill Race Canal. Upon Review of the final record drawings, it was determined the City's contractor installed a portion of the buried pipe on Mr. Scharf's property. In exploring the various options to correct the problem, the most economical and least disruptive option was to acquire a utility easement from Mr. Scharf. An easement description was prepared at City contractor's expense and Goshen's legal team prepared the agreement.

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

REQUEST TO APPROVE POST-CONSTRUCTION PLAN—G & C FACILITIES

Director of Public Works Dustin Sailor requested Board approval for a post-construction plan. The developer of New Facility—G & C Facilities at 1905 Ardmore Court, affecting one or more acres of land, has submitted a sufficient post-construction plan that is compliant with Ordinance 4329, "Uniform Requirements for Post-Construction Stormwater Management."

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

REQUEST TO APPROVE POST-CONSTRUCTION PLAN—GENESIS PRODUCTS

Director of Public Works Dustin Sailor requested Board approval for a post-construction plan. The developer of Genesis Products New Facility at 1853 Eisenhower Drive South, affecting one or more acres of land, has submitted a sufficient post-construction plan that is compliant with Ordinance 4329, "Uniform Requirements for Post-Construction Stormwater Management."

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

REQUEST TO APPROVE ROAD CLOSURE—JOHNSON STREET

Director of Public Works and Water and Sewer Superintendent Kent Holdren requested Board approval to close Johnson Street. The City of Goshen Water Department will be installing a water 6" tap to the commercial property located on the North West corner of West Hackett and Johnson Street. The work will require excavation of the road that will be approximately 8' in depth. For the safety of the work crews and traffic, the City is requesting permission to close

Johnson Street for four days, starting at 8:00 a.m. on Tuesday, October 3, 2017 and reopening to traffic for the weekend. A detour will be set up during this time by the Street Department.

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

**REQUEST TO APPROVE LANE RESTRICTION—PLYMOUTH AVENUE TRAIL
CROSSING MODIFICATION JN: 2015-0051**

Director of Public Works Dustin Sailor requested Board approval on behalf of Walsh & Kelly to restrict traffic along sections of Plymouth Avenue east of Indiana Avenue in order to complete the required punch list items. Traffic control will be in place during the restrictions. Walsh & Kelly will be restricted to working between 8:30 a.m. and 2:30 p.m. to reduce the impact to traffic during the morning and afternoon peak times. The lane restrictions will begin Monday, October 9, 2017 and will extend through Friday, October 13, 2017. The lane restriction will be posted on the City's Facebook and website as part of the public notification process.

Note: Walsh & Kelly was unable to have a crew between September 25, 2017 and September 29, 2017 on-site. The City was not informed until after the Board of Public Works and Safety had approved the lane restrictions.

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

**REQUEST TO APPROVE ROAD CLOSURE—STEURY AVENUE AND LINCOLN
AVENUE STORM SEWER INSTALLATION**

Assistant Brownfield Coordinator Becky Hershberger requested Board approval to close Lincoln Avenue and Steury Avenue for three days beginning on Tuesday, October 3, 2017. The closure is necessary to facilitate installation of storm sewer infrastructure, including two new catch basins and associated piping, within the intersection that will be tied into the newly constructed basin on the south side of Lincoln Avenue. Substantial flooding is a frequent problem at this location. The Redevelopment Commission has approved the work and John Ward Concrete & Excavating is prepared to begin this project if granted approval.

Installation of traffic control will occur prior to beginning work. The traffic control plan takes into account all of the additional detours currently in place and, though not ideal, delay of this work until other roads are reopened will prevent us from being able to complete the work this year. Contact will be made with all business owners along Steury Avenue and Lincoln Avenue impacted by this closure to ensure that they are aware of the detours.

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 STORMWATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER ANGIE MCKEE