

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD OCTOBER 30, 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 30, 2017, at 2:00 P.M. for their weekly Board meeting. Board Member Landis was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Day, Board Member Landis

ABSENT: Mayor Stutsman

OTHERS: Clerk-Treasurer Administrative Assistant, City Attorney, Assistant City Planning and Zoning Administrator, Fire Chief, Assistant Building Commissioner, Building Inspector, Street Commissioner, Assistant Street Commissioner, Legal Compliance Administrator, Mayor's Administrative Assistant, Parks and Recreation Superintendent, Wastewater Superintendent, Water and Sewer Superintendent, Utilities Billing Office Manager, Director of Public Works, Civil Traffic Engineer, Central Garage Fleet Maintenance Manager, Communications Coordinator.

Minutes of the meeting of October 23, 2017 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO INSTALL TWO AWNINGS—227 SOUTH MAIN STREET AND 118 EAST WASHINGTON STREET

Awnings Unlimited Representative Randy Harvell requested Board approval to install awnings at 227 South Main Street and 118 East Washington Street. The required paperwork has been filed with the Planning office and there have been no objections made by neighboring businesses.

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

REQUEST TO APPROVE POST-CONSTRUCTION PLAN—LIONSHEAD SPECIALTY TIRE & WHEEL BUILDING ADDITION AND SITE IMPROVEMENTS JN: 2012-2031

Director of Public Works Dustin Sailor requested Board approval for a post-construction plan. The developer of LionsHead Specialty Tire & Wheel Building Addition and Site Improvements, affecting one (1) or more acres of land, has submitted a sufficient amended post-construction plan that is compliant with Ordinance 4329, "Uniform Requirements for post-Construction Stormwater Management." The original post-construction plan for this property was accepted on December 12, 2012.

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

REQUEST TO APPROVE POST-CONSTRUCTION PLAN—NORTH MEADOW SELF-STORAGE FACILITY JN: 2017-2025

Director of Public Works Dustin Sailor requested Board approval for a post-construction plan. The developer of North Meadow Self-Storage facility, affecting one (1) 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 ROAD CLOSURE—DIERDORFF ROAD BETWEEN EISENHOWER DRIVE NORTH AND EISENHOWER DRIVE SOUTH

Director of Public Works Dustin Sailor requested Board approval on behalf of NIPSCO for a road closure on Dierdorff Road from Eisenhower Drive North to Eisenhower Drive South on Monday, November 6, 2017 through Tuesday, November 7, 2017 for the installation of a gas main. The work will take one day and the pavement restoration will proceed the following day.

Traffic would be closed on Dierdorff at Eisenhower Drive South to detour traffic through the Industrial Park to Eisenhower Drive North. Barricades will be provided by NIPSCO.

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

REQUEST TO APPROVE ROAD CLOSURE—LOGAN STREET, MONROE STREET, COTTAGE AVENUE WATER MAIN EXTENSION JN: 2014-0072

Director of Public Works Dustin Sailor requested Board approval for a road closure. The City's contractor, HRP Construction, has requested permission to continue the lane restriction on Monroe Street at the railroad tracks, which was originally approved through October 31, 2017. HRP encountered a material issue that caused the water main to leak. To resolve the issue, the installed water main must be removed and replaced under the railroad tracks. The work is anticipated to take 2-3 weeks beginning October 30, 2017 and could extend until Saturday, November 21, 2017.

Additionally, the Engineering Department is requesting to continue the road closure on Cottage Avenue between the railroad tracks and Lincoln Avenue until Friday, November 10, 2017. The City's work is completed, but Rieth-Riley (the State's contractor) needs to complete the temporary pavement patch on the south side of the railroad tracks to allow traffic to pass through.

Summary of Closures:

- West bound lane of Monroe Street closed from Logan Street to a point 100 feet west of Norfolk Southern's railroad tracks.
- Cottage Avenue closed from Lincoln Avenue to the railroad crossing.

Door to door notices were distributed to businesses on Logan Street and Monroe Street.

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

REQUEST TO APPROVE SUBORDINATION AGREEMENT WITH NIPSCO—300 EAST KERCHER ROAD

Legal Compliance Administrator Shannon Marks requested Board approval for a Subordination Agreement with NIPSCO concerning the real estate at 300 East Kercher Road. The City is acquiring real estate from NIPSCO for public improvements to Kercher Road between the railroad and Dierdorff Road. Under this agreement, NIPSCO is agreeing that its rights as a utility connected to the real estate to be acquired are subordinate to the City's rights for highway purposes. Also, should the City require NIPSCO's utilities to be moved in the future, then the City will have to pay for the relocation.

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

REQUEST TO APPROVE RESOLUTION 2017-33

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2017-33, "APPROVE AND AUTHORIZE EXECUTION OF A COOPERATIVE AGREEMENT FOR GRANT FUNDING FROM THE US DEPARTMENT OF JUSTICE." Pursuant to Indiana Code 10-13-2-6(a)(5), the Goshen City Police Department is required to report to the criminal justice division of the Indiana State Police Department all City crime data using the Federal Bureau of Investigation's National Incident Based Reporting System (NIBRS) format.

The Goshen Police Department's existing law enforcement Records Management System (RMS) used to report crime statistics to the State is not compliant with NIBRS. The existing RMS is also used by other law enforcement agencies in Elkhart County.

The Goshen Police Department applied and was awarded a grant in the amount of \$284,751.00 from the US Department of Justice under the 2017 National Crime Statistics Exchange (NCS-X) Implementation Assistance Program: Phase VI—Support for Small and Medium Local Law Enforcement Agencies. The grant funding will be used to update and modify the existing RMS to become NIBRS compliant.

NOW, THEREFORE, BE IT RESOLVED that the Goshen Board of Public Works and Safety approves the terms and condition of the Cooperative Agreement with the US Department of Justice, Office of Justice Programs, Bureau of Justice Statistics attached to and made part of this resolution for the grant funding under the 2017 NCS-X Implementation Assistance Program: Phase VI—Support for Small and Medium Local Law Enforcement Agencies.

BE IT FURTHER RESOLVED that Assistance Police Chief Jose Miller is designated as the Grant Point of Contact and the Authorized Grantee Official and Clerk-Treasurer Angie McKee is designated as the Financial Point of Contact under this grant award (Award Number 2017-FU-CX-K042).

BE IT FURTHER RESOLVED that Assistant Police Chief Jose Miller, as the Authorized Grantee Official, is authorized to execute the Cooperative Agreement on behalf of the City of Goshen and Goshen Police Department.

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

(RESOLUTION 2017-33 PASSED ON OCTOBER 30, 2017)

REQUEST TO APPROVE RESOLUTION 2017-34

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2017-34, "AUTHORIZING A SPECIAL PURCHASE TO CONVERT THE LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM TO COMPLY WITH NATIONAL INCIDENT-BASED REPORTING SYSTEM." Pursuant to Indiana Code 10-13-2-6(a)(5), the Goshen City Police Department is required to report to the criminal justice division of the Indiana State Police Department all City crime data using the Federal Bureau of Investigation's National Incident Based Reporting System (NIBRS) format.

The Goshen Police Department's existing law enforcement Records Management System (RMS) used to report crime statistics to the State is not compliant with NIBRS.

The Goshen Police Department applied and was awarded a grant from the US Department of Justice under the 2017 National Crime Statistics Exchange (NCS-X) Implementation Assistance Program: Phase VI—Support for Small and Medium Local Law Enforcement Agencies. The grant funding will be used to update and modify the existing RMS to become NIBRS compliant.

The existing RMS is also used by other law enforcement agencies in Elkhart County (County Consortium), so the conversion will benefit multiple local agencies.

The existing RMS platform was developed for the County Consortium approximately 19 years ago by Visions Software, Inc. after review of system proposals from several software companies. Visions Software, Inc. has been acquired by TriTech Software Systems (TriTech), a nationwide public safety software developer.

TriTech proposes to convert the existing RMS to NIBRS format, including design consultation, the programming necessary to change the data elements in the RMS, server installation and configuration, software licensing and maintenance fees, training, and all project management and support necessary during the conversion as set forth in the quote attached to this resolution.

Indiana Code 5-22-10-7 allows for a special purchase to be made for data processing contracts or licensing agreements for: (1) software programs; or (2) supplies or services, when only one source meets the City's reasonable requirements.

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

- (1) It is in the best interest of the City of Goshen and the County Consortium to authorize the Goshen Police Department to make a special purchase pursuant to Indiana Code 5-22-10-7 to have the existing RMS converted to become NIBRS compliant.
- (2) Soliciting bids through a competitive process to convert the existing RMS or to develop an entire new system is infeasible and would not be advantageous, efficient, or cost

effective to the City or the County Consortium as set out in the sole source justification memo to the US Department of Justice Office of Justice Programs attached to this resolution.

- (3) The special purchase shall be made from TriTech Software Systems, a developer of customized public safety software, as TriTech has extensive knowledge of the existing RMS and is familiar with the software's design, programming, and maintenance and has the expertise in the industry to update and modify the existing RMS to become NIBRS compliant. TriTech submitted a quote for the project in the amount of \$284,741.50, a copy of which is attached to this resolution. This special purchase shall include design consultation, software programming and installation, software licensing, training, all project management and other support necessary during the conversion.
- (4) The grant funds awarded by the US Department of Justice under the 2017 National Crime Statistics Exchange (NCS-X) Implementation Assistance Program: Phase VI—Support for Small and Medium Local Law Enforcement Agencies shall be utilized to fund the purchase.
- (5) Assistant Police Chief Jose Miller is the authorized official for grant purposes, and is authorized to execute the proposal/sales quotation with TriTech on behalf of the City of Goshen and Goshen Police Department.

BE IT FURTHER RESOLVED that 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 approve the request. Second by Board Member Landis and motion passed unanimously.

(RESOLUTION 2017-33 PASSED ON OCTOBER 30, 2017)

**PUBLIC HEARING ON ORDER OF THE BOARD OF PUBLIC WORKS AND SAFETY:
909 WESTWOOD DRIVE**

City Attorney Larry Barkes asked if anyone was present on behalf of 909 Westwood Drive. No one was present to represent this property. Building Inspector Steve Bice reported that there was no compliance to previous requests for repairs by the City. The following items were cited:

- (1) Severely leaking roof has caused the interior ceiling to fall.
- (2) Interior wood surfaces, trim, and other attachments have been removed.
- (3) All of the interior walls have been stripped of their sheetrock coverings and are now without their fire protective surfaces.
- (4) Due to removal of all the wall coverings and fallen ceilings, the electrical, plumbing, and mechanical systems cannot be safely used.

Motion to find the property non-compliant for listed items 1-4 made by Board Member Landis. Second by Board Member Day and motion passed unanimously.

Motion to find the property unsafe made by Board Member Landis. Second by Board Member Day and motion passed unanimously.

Motion to present repair plan for review by December 15, 2017 else proceed to court made by Board Member Landis. Second by Board Member Day and motion passed unanimously.

There being no further business Board Member Landis moved to process claims and then to adjourn. Second by Board Member Day 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