

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD APRIL 16, 2018, 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 April 16, 2018, 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 Administrative Assistants, City Planning and Zoning Administrator, Fire Chief, Police Chief, Assistant Police Chief, Assistant Building Commissioner, Street Commissioner, Assistant Street Commissioner, Contracts and Claims Manager, Legal Compliance Administrator, Mayor’s Administrative Assistant, Parks and Recreation Superintendent, Water and Sewer Superintendent, Utilities Billing Office Manager, Civil Traffic Engineer, Central Garage Fleet Maintenance Manager, Brownfield Coordinator.

Minutes of the meeting of March 26, 2018 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

LIFESAVING AWARD

Patrol Division Chief Shawn Turner presented a Lifesaving Award to Officer Steve Priem and City Employee Matthew Beard for their actions on March 12, 2018 rendering aid and CPR to a victim of an accident, Ralph Johnson.

REQUEST TO APPROVE NEW HIRES—POLICE DEPARTMENT

Police Chief Wade Branson requested Board approval to hire Kevin L Corona and Aaron D. Johnson as Probationary Patrol Officers effective April 16, 2018. Mr. Corona and Mr. Johnson have passed all exams and have been approved by both the local and state pension boards.

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

REQUEST TO OPEN BIDS—SURPLUS PROPERTY

Mayor Stutsman opened the following bids:

Description	Matt Dewey	Thad Turner
2003 Ford Ranger VIN - 1FTYR10D53PB61411	\$300.00	\$150.00
2002 Ford Ranger VIN - 1FTYR10D42PB32402	No Bid	\$150.00
2001 Chevrolet S10 VIN - 1GCCS19571K145196	\$1,075.00	\$500.00
2005 Chevrolet Impala VIN - 2G1WF55K159337590	No Bid	No Bid

2003 Jeep Liberty	VIN - 1J8GL58KX3W635911	No Bid	No Bid
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Mayor Stutsman moved to refer the request to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

REQUEST TO AWARD BID—LOWN MOWING

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a bid for lawn mowing. On April 9, 2018, the Board of Public Works and Safety opened bids for lawn mowing service. It is recommended that the Board of Public Works and Safety award their portion of the contract to Colin Avila d/b/a Yardshark as the lowest responsible and responsive bidder for the total contract amount of \$19,900.00 plus the price per mowing on Sites 20 through 27 and the actual times mowed for the 2018 season.

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

REQUEST TO CLOSE PARKING SPACES—FIRST FRIDAYS

Eyedart Event Coordinator Adrienne Nesbitt requested Board approval to close two parking spaces in front of 227 and 229 South Main Street for a food vendor during the May 4, 2018 First Fridays event from 4:00 p.m. until 11:30 p.m.

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

REQUEST TO APPROVE ROAD CLOSURE—STEURY AVENUE

Water and Sewer Superintendent Kent Holdren requested Board approval to close a portion of Steury Avenue. The Goshen Water Department will be installing a water tap for 305 Steury Avenue on Tuesday, April 17, 2018. This will require excavating to a depth of 8' and extending across the road. For the safety of the public and construction crew, permission is requested to close Steury Avenue to through traffic between Middlebury Street and East Lincoln Avenue from 8:00 a.m. until 7:00 p.m. on Tuesday, April 17, 2018. Effected businesses have been notified of the closure so that they can plan accordingly.

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

REQUEST TO APPROVE ROAD CLOSURES—US 33 PROJECT JN: 2011-0041

Civil Traffic Engineer Leslie Biek requested Board approval for road closures associated with the US 33 Project. Goshen Engineering was notified by Rieth-Riley that, in connection with the US Highway 33 project, they will be closing Eighth Street between Lincoln Avenue and Washington Street beginning April 16, 2018. In conjunction with the closure, they will be setting up a lane shift on Lincoln Avenue right before the railroad tracks on the west side. The lane shift will allow Rieth-Riley to begin construction of the water main. The closure is anticipated to extend through May 7, 2018. Rieth-Riley will also be closing Eleventh Street at Jefferson street. This closure has been requested though the week of June 4, 2018.

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

REQUEST TO APPROVE PAVING SCHEDULE JN:2017-0002

Civil Traffic Engineer Leslie Biek requested Board approval for lane restrictions and road closures. During the week of April 16, 2018 through April 24, 2018, Rieth-Riley will be performing base repair, milling, and surface paving on various streets according to the following schedule:

Tuesday, April 17th

- Baker Street—Mill from Riverside Boulevard to Dewey Avenue. Milling and Paving—Residents will have access. No parking signs will be installed. Residents were given a handout on Friday, April 13, 2018.
- North Fifth Street—Mill from Middlebury Street to Hilltop Street. Milling will continue—residents will have access. No parking signs will be installed. Residents were given a handout on Friday, April 13, 2018.

Wednesday, April 18th

- North Fifth Street—Mill from Middlebury Street to Hilltop Street. Milling will continue—residents will have access. The road will be closed to through traffic.

Thursday, April 19th

- Lincoln Avenue between Greene Road and Indiana Avenue—Mill. Road will be closed to through traffic. Official detour route will be Clinton Street.
- Lincoln Avenue between Indiana Avenue and the Elkhart River—Mill. There will be lane restrictions during the milling. A lane will be open in each direction.

Friday, April 20th

- Indiana Avenue—Mill from Pike Street to Plymouth Avenue. Milling with flaggers for traffic control.
- North Fifth Street—Paving from Middlebury Street to Hilltop Street. The road will be closed to through traffic.

Monday, April 23rd

- Indiana Avenue—Paving from Pike Street to Plymouth Avenue. There will be flaggers for traffic control.
- Chicago Avenue—Milling from Pike Street to Indiana Avenue. The road will be closed during the day.

Tuesday, April 24th

- Lincoln Avenue—Paving from Indiana Avenue to Greene Road. No through traffic will be permitted. Clinton Street will be the official detour.
- Chicago Avenue—Paving from Pike Street to Indiana Avenue. The road will be closed during the day.

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

REQUEST TO APPROVE PUBLIC UTILITY EASEMENT DEDICATION

JN: 2016-2018

Civil Traffic Engineer Leslie Biek requested Board approval for a public utility easement dedication. Menards, located at 1925 Lincolnway East, has public utilities running along the west and north side of its building. Due to a proposed building expansion project at the northwest corner, the existing public utilities must be relocated and a new easement established. Once the existing utilities are relocated, another Board of Public Works and Safety action will be required to vacate the existing easement.

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

REQUEST TO APPROVE KERCHER ROAD AND STATE ROAD 15 INTERSECTION IMPROVEMENT—CHANGE ORDER #5 JN: 2012-0017

Civil Traffic Engineer Leslie Biek requested Board approval for the Kercher Road and State Road 15 Intersection Improvement Change order #5 with Rieth-Riley to repair an existing granite retaining wall at 2601 Woodland Drive. A section of the original granite retaining wall was removed in order to construct the new Kercher Road roadway. The project plans and specifications did not address how the remaining wall should be repaired. A mason will repair the exposed north end of the retaining wall by installing pieces of granite and a new capstone for a cost of \$1,078.00. The change order will increase the City's contribution to the project to \$2,109,336.92, which represents a 3.52% increase when previous change orders are included.

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

REQUEST TO APPROVE POST-CONSTRUCTION PLAN—LIPPERT COMPONENTS BEAMLIN FACILITY JN: 2017-2057

Civil Traffic Engineer Leslie Biek requested Board approval for a post-construction plan. The developer of the Lippert Components Beamline Facility, located at 3340 Corrie Drive, 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 Management."

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

REQUEST TO DISPOSE OF UNPAID FINALED ACCOUNTS

Utilities Billing Office Manager Kelly Saenz requested Board approval to dispose of unpaid finaled accounts. The original amount of unpaid final Water/Sewer accounts for this period was \$2,712.88. Collection letters were sent out and payments of \$1,708.09 had been collected. The uncollected amount equals \$1,004.79. It is requested to move the uncollected finaled accounts from active to Collection, Sewer Liens, and Write-Offs. These are accounts that for the most part were finaled through Wednesday, February 21, 2018.

Water	\$647.41
Sewer	\$357.38

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

REQUEST TO APPROVE AGREEMENT—COMMUNITY BUSINESS EQUIPMENT

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for an agreement. The City’s Central Garage wishes to renew a service agreement that began January 22, 2018 on their copier with Community Business Equipment for one year at a rate of \$0.0145 per black and white page and \$0.0752 per color page with a minimum monthly rate of \$20.00. Toner and drums are covered under this service agreement.

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

REQUEST TO APPROVE RESOLUTION 2018-15

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2018-15 entitled, “APPROVING THE ANNEXATION AGREEMENT WITH KIBBY EXCAVATING, INC.” BE IT RESOLVED by the Goshen Board of Public Works and Safety that:

1. The terms and conditions of the Annexation Agreement with Kibby Excavating, Inc. attached to and made part of this resolution are approved.
2. Mayor Jeremy P. Stutsman is authorized to execute the Annexation Agreement attached to and made a part of this resolution on behalf of the Goshen Board of Public Works and Safety and the City of Goshen.

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

(PASSED and ADOPTED by the Goshen Board of Public Works and Safety on April 16, 2018.)

REQUEST TO APPROVE OCCUPANCY PERMIT—1130 MICHIGAN AVENUE

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute an Occupancy Permit Agreement with Carl & Rae, LLC for the new residence at 1130 Michigan Avenue. The construction project is now substantially complete except for certain exterior work that cannot be completed due to weather conditions (stabilize site and plant one street tree). Once all Building Code requirements have been met, the agreement has been executed by all parties, and a surety in the amount of Seven Hundred Thirty-Five Dollars (\$735.00) is provided to the City to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location. The remaining work will be completed as soon as conditions permit, but no later than June 15, 2018.

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

**REQUEST TO APPROVE AGREEMENT AMENDMENT WITH GOSHEN
FIREFIGHTERS ASSOCIATION LOCAL NO. 1443 AND RESOLUTION 2018-12**

Legal Compliance Administrator Shannon Marks requested Board approval and execution of the attached Amendment to the Agreement with the Goshen Firefighters Association Local No. 1443, International Association of Firefighters. The amendment revises Article XXXVII, Paramedics, to provide firefighters 24 months from the first day of paramedic class to complete the paramedic training course. The firefighter must also test and obtain an Indiana paramedic certification/license within one year after completion of the training course.

It is also recommended that the Board approve and execute Resolution 2018-12 entitled, "PARAMEDIC BONUS AND TRAINING POLICY," so that it is consistent with Article XXXVII, Paramedics, as amended. The 2014 policy shall continue to apply to those employees hired before November 27, 2017 and the agreements entered into by those employees. As a condition of employment, the City will require all new firefighters hired on or after November 27, 2017 to attend and successfully complete a paramedic training course and become an Indiana licensed/certified paramedic. The City will pay the cost of training and the employee will be paid for the time the employee spends in class and clinical sessions. Candidates for employment will be required to execute an agreement at the time a conditional offer of employment is extended by the Board. The agreement will also include a requirement that the employee agrees to serve as an active paramedic for the Department for a minimum period of time.

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