

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD APRIL 23, 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 23, 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

ABSENT: Board Member Landis

OTHERS: Clerk-Treasurer, Clerk-Treasurer Administrative Assistants, City Attorney, Assistant City Planning and Zoning Administrator, Fire Chief, Police Chief, Street Commissioner, Assistant Street Commissioner, Contracts and Claims Manager, 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 April 2, 2018, April 9, 2018, and April 16, 2018 were presented. On motion of Board Member Day and second by Mayor Stutsman, the minutes were approved as presented.

REQUEST TO AWARD BID—SURPLUS VEHICLES

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award bids for surplus vehicles. On April 16, the Board of Public Works and Safety opened two offers for the sale of surplus property.

It is recommended that the Board of Public Works and Safety award the sale of the 2003 Ford Ranger and the 2001 Chevrolet S10 to the highest bidder, Matt Dewey, for the total amount of \$1,375.00.

It is also recommended that the Board of Public Works and Safety award the sale of the 2002 Ford Ranger to the highest bidder, That Turner, for the amount of \$150.00.

Permission is requested for the Mayor to sign the Bill of Sale for these.

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

REQUEST TO APPROVE STREET AND ALLEY CLOSURE

LifePoint Church representative Kristie Pressler requested Board approval for a street and alley closure. LifePoint Church would like to close Jackson Street, where it enters the LifePoint parking lot, and the alley that runs along the property line from Plymouth Avenue to Fairfield

Avenue for Day Camp on Monday, June 11, 2018 through Friday, June 15, 2018 from 7:30 a.m. until 5:00 p.m.

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

REQUEST FOR SEWER RELIEF—909 NORTH INDIANA AVENUE

Creekside Estates Manager Vern Miller requested Board approval for sewer relief. The Water and Sewer Department has investigated the claim for relief and has determined the water did not enter the sewer. Therefore, it is the Sewer Department's recommendation that sewer relief be granted for 909 North Indianan Avenue as calculated by the Billing Department for the amount of \$1,736.00.

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

REQUEST TO APPROVE MECHANICAL LICENSE—S. MANGUM

Building Inspector Steve Bice requested Board approval for a mechanical license. Stephen Mangum of E.M. Company, Inc., located at 2221 East Southport Road, Indianapolis, Indiana, 46227, has met the requirements for a City of Goshen Mechanical License. He achieved a passing score of 82% on the Prometric Master Limited Air Conditioning examination taken on June 27, 2000 in Indianapolis, Indiana.

Board Member Day moved to approve the request. Second by Mayor Stutsman 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 as surplus property in accordance with IC § 5-22-22:

Furniture:

- (2) Office Chairs
- (1) Double Chair
- (1) Patio Chair
- Whiteboard base and cabinet

Traffic Lights:

- (6) single
- (5) double

Water Meters:

- (29) ¾"
- (86) 5/8"
- (17) 1"
- (14) 1 1/2"
- (18) 2"

(3) 3”
(1) 4”

2 leaf vacs:

2000 Tarco Leaf Vac VIN# N221206248M01C
2000 Tarco Leaf Vac VIN# N2212X6133M01C

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

REQUEST TO APPROVE AGREEMENT—SELGE CONSTRUCTION CO., INC.

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for an agreement with Selge Construction Co., Inc. In order to supply water to homes on the east side on Ninth Street, between Jefferson and Washington Streets, the City needs to install a water pipe under a bicycle path that runs parallel to the railroad tracks between Jefferson and Washington Streets. The City wishes to contract with Selge Construction Co., Inc. to provide the directional bore and installation. Work on the project shall be completed 3 months from receipt of the notice to proceed and the total cost for all work is \$9,195.00.

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

REQUEST TO AMEND RESOLUTION 2018-15

Legal Compliance Administrator Shannon Marks requested Board approval to amend Resolution 2018-15. At the April 16, 2018 meeting, the Board passed Resolution 2018-15, “APPROVING THE ANNEXATION AGREEMENT WITH KIBBY EXCAVATING, INC.” However, Resolution 2018-15 was previously assigned to the “DISPOSAL OF SURPLUS STOCK PILE” which was passed on April 2, 2018. In order to avoid duplications, it is requested that the Board make a motion to amend the resolution number to assign Resolution 2018-16 to “APPROVING THE ANNEXATION AGREEMENT WITH KIBBY EXCAVATING, INC.”

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

REQUEST TO APPROVE THIRD STREET TRAFFIC CALMING STUDY

Civil Traffic Engineer Leslie Biek requested Board approval for a traffic calming study. The Engineering Department will be conducting a traffic study on Third Street between Jefferson Street and Main Street to determine if reducing northbound traffic from two lanes to one lane will reduce speeds allowing a safer crossing for pedestrians at Jefferson Street.

Engineering will work with the Street Department on placing cones and barrels starting at Main Street up through Jefferson Street making this northbound stretch along Third Street one lane.

The traffic Study will begin the week of April 23, 2018 and will be concluded the week of April 30, 2018. Speeds will be measured both with the restriction in place and without to determine if reducing a lane has an effect on speed.

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

PAVING PROJECT UPDATES

Director of Public Works Dustin Sailor updated the Board on the Street Paving Schedule.

Monday, April 23, 2018:

Baker Street—pave from Riverside Boulevard to Dewey Avenue.

Tuesday, April 24, 2018:

Chicago Avenue—Pave from Lincoln Avenue to Pike Street. It will be flagged with lane restrictions.

North Fifth Street—Pave from Middlebury Street to Hilltop Street. Residents will have access, but there will be no through traffic permitted.

Wednesday, April 25, 2018:

Indiana Avenue—Pave from US 33/Pike Street to Plymouth Avenue. Road Closure. The detour route will be West Lincoln Avenue to Greene Road to Plymouth Avenue/SR119.

Thursday, April 26, 2018:

Indiana Avenue—Pave from US 33/Pike Street to Plymouth Avenue. Road Closure. The detour route will be West Lincoln Avenue to Greene Road to Plymouth Avenue/SR119.

REQUEST TO APPROVE ELECTRICITY USE PERMIT

Civil Traffic Engineer Leslie Biek requested Board approval for an electricity use permit for individuals who wish to hook up to City electricity for parties and events. The applicant will go to the reception desk at City Hall, 202 South Fifth Street, to obtain the permit. Each application will be placed on the next Board of Public Works and Safety agenda by City staff, and the applicant must attend the Board meeting to answer any questions. The fee is \$50.00 for up to four hours per day, or \$100 over four hours per day. The applicant must make the request at least two weeks prior to the event. The Parks and Recreation Department will need to be contacted to unlock the requested outlet prior to the event and lock the outlet when the event is over.

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

PRIVILEGE OF THE FLOOR

Clerk-Treasurer Angie McKee requested Board approval for a contract with BIS for the court recording program used by City staff. The agreement is for a one-year term from June 28, 2018 through June 27, 2019 for a total contract cost of \$870.00. City Judge Bodie Stegelmann has reviewed the agreement.

Board Member Day moved to approve the request. Second by Mayor Stutsman 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 STORMWATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER ANGIE MCKEE