

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD JANUARY 25, 2016 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 January 25, 2016, 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 Office Assistants, City Attorney, City Planner, Assistant Police Chief Miller, Building Inspector Grise, Street Commissioner, Assistant Street Commissioner, Human Resources Manager, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor's Administrative Assistant Lung, Park & Recreation Coordinator, Superintendent of Waste Water, Water and Sewer Distribution Technician, Water Quality Manager, Utilities 1st Deputy, Administrative City Engineer, Central Garage Fleet Manager.

Minutes of the meeting of January 4th, 2016 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

OPEN BIDS FOR SALE OF SURPLUS PROPERTY – 4 VEHICLES

Mayor Stutsman opened the following bids:

2001 Chevy S10 – VIN # 1GCCS195818204754: Mike Hrynewycz Jr. - \$900.00

2003 Ford Taurus – VIN # 1FAFP53233A159941: No Bid

2005 Ford Taurus – VIN # 1FAFP53U15A177066: Theresa Sailor - \$2101.00
James Hoke - \$1200.00

2003 Chevy Impala – VIN # 2G1WF55KX39257878: No Bid

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 INSPECTION AND DIAGNOSTIC TESTING
OF CITY GENERATORS**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award Inspection and Diagnostic Testing of City Generators. On January 11, 2016, the Board of Public Works and Safety opened bids for the above mentioned project. Following are the results:

Inspection and Diagnostic Testing of City Generators - Solicitation No.: Q15-12-017

Item	Description	Cummins Crosspoint	MacAllister Machinery	Buckeye Power Sales
A.1.	Street Dept. 1 generator	\$305.58	No Quote	\$300.00
A.2-4	Fire Dept. 3 generators	\$771.21	No Quote	\$900.00
A.5.	Police Dept. 1 generator	\$305.58	No Quote	\$300.00
B	WWTP 15 generators	\$4,195.62	\$6,291.06	\$4,500.00
C	Water Dept. 5 generators	\$3,451.38	\$3,993.52	\$2,850.00
Total Quote		\$9,029.37	\$10,284.58	\$8,850.00

The City also requested additional services added to Items A.1 through A.5 totaling an additional \$700.00. It is recommended the Board award the contract to Buckeye Power Sales Company as the lowest responsible and responsive bidder for a total contract price of \$9,550.00 and permission is requested to authorize execution of the contract.

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

REQUEST TO APPROVE WINONA TRAIL TUNNEL – INDOT CONTRACT**NO. R-33179 – DES. NO. 0600457**

City Administrative Engineer Mary Cripe requested Board approval for the Winona Trail Tunnel. Northern Indiana Construction (NIC) has completed the construction of the Winona Trail Tunnel. The Indiana Department of Transportation requires the City to approve the project and release the maintenance by the contractor by signing the INDOT Form IC-639 – Report of Contract Final Inspection and Recommendation for Acceptance.

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

REQUEST TO APPROVE MONROE STREET TRAIL – INDOT CONTRACT**NO. R-34072 – DES. NO. 0902279**

City Administrative Engineer Mary Cripe requested Board approval for the Monroe Street Trail. Selge Construction completed the construction of the Monroe Street Trail on August 29th, 2014. The Indiana Department of Transportation requires the City to approve the project and release the maintenance by the contractor by signing the INDOT Form IC-639 – Report of Contract Final Inspection and Recommendation for Acceptance.

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

REQUEST TO APPROVE POST-CONSTRUCTION PLAN APPROVAL: GOSHEN**HIGH SCHOOL MUSIC AREA ADDITION AND PARKING (JN: 2013-2048)**

City Administrative Engineer Mary Cripe requested Board approval of a Post-Construction Plan Approval for the Goshen High School Music Area Addition and Parking. The developer of the project, affecting 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 POST-CONSTRUCTION PLAN APPROVAL: GOSHEN MIDDLE SCHOOL EXPANSION (NATATORIUM) (JN: 2014-2048)

City Administrative Engineer Mary Cripe requested Board approval of a Post-Construction Plan Approval for the Goshen Middle School Expansion (Natatorium). The developer of the project, affecting 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 Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE POST-CONSTRUCTION PLAN APPROVAL: PARK WEST 8 (JN: 2015-2046)

City Administrative Engineer Mary Cripe requested Board approval of a Post-Construction Plan Approval for Park West 8. The developer of the project, affecting 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 GOSHEN DAM POND DREDGING PROJECT – PHASE I (JN: 2012-2028)

City Administrative Engineer Mary Cripe requested Board approval for the Goshen Dam Pond Dredging Project, Phase I. This project had bids opened at the May 11th, 2015 Board of Works meeting. Grow America was identified as lowest responsive and responsible bidder with a bid of \$2,629,600.00. The bid had a 120 day hold period to allow the funding agencies time to develop the necessary project funds. Grow America has been patient, and has agreed to hold their bid. ERRA has developed approximately \$1.2 million of the needed project funds and is applying for Lakes & Rivers Enhancement (LARE) grant funds. While additional funds are being generated for the project, the funding group has agreed it prudent to award the three line items of the bid:

1. Design of the Confined Placement Site (CPS), Access Road & Staging Area
2. Development of a Dredging Plan, and
3. Permitting (Army Corp, IDEM, Soil Erosion Control)

There is now an Interlocal agreement in place that designates project responsibilities, and the organizing group of the City of Goshen Stormwater Department, the Elkhart River Restoration Association, Elkhart County Stormwater, and the Goshen Dam Pond Economic Improvement District requests the Board’s review and approval of the Phase I contract with Grow America,

entailing the items enumerated above. Phase II services, which include the actual dredging work, are anticipated to be awarded later this year once permitting is complete and additional project funding is secured.

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

**REQUEST TO APPROVE AGREEMENT FOR THE DEVELOPMENT OF
STORMWATER FACILITIES**

City Attorney Larry Barkes requested Board approval of an agreement for the Development of Stormwater Facilities. This agreement is between the City of Goshen Redevelopment Commission and GRC Investments. GRC owns approximately 24 acres located south of Plymouth Avenue (State Road 119) and east of County Road 19. The City and GRC entered into **an Agreement in Lieu of Annexation dated September 10th, 2007, this agreement will amend and** modify some of the terms of the original Annexation Agreement. The Annexation Agreement required GRC to construct facilities to retain all Stormwater within the residential subdivision. GRC is now in the process of developing a Stormwater retention/detention plan which will detain 251,000 cubic feet of Stormwater within the GRC real estate for the detention of Stormwater from outside the GRC real estate and an additional 86,000 cubic feet in the detention ponds adjacent to State Road 119. The detained stormwater will not be released at a rate more than the pre-developed rate for a 10 year, 1 hour storm. Further, the stormwater control measures will be designed so that they will detain all stormwater up to a 100 year, 12 hour storm. A transport pipe will be installed along the east property line to move the excess stormwater. Certain elements of the stormwater plan include modification of stormwater retention/detention facilities that are located outside of the GRC real estate as defined in this agreement, but are within the Plymouth Avenue Economic Development Area. The City will provide Plymouth Avenue TIF funds to improve the stormwater retention within the Plymouth Avenue Economic Development Area. The proposed improvements will alleviate water retention/detention issues within the GRC real estate as well as within the Plymouth Avenue Economic Development Area.

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

**REQUEST TO APPROVE AGREEMENT WITH BARKES, KOLBUS,
RIFE & SHULER, LLP**

Legal Compliance Administrator Shannon Marks requested Board approval to enter into an agreement with Barkes, Kolbus, Rife & Shuler, LLP for attorney services in 2016. Under this agreement, Jim Kolbus will receive a bi-weekly salary of \$266.92 and the same health insurance benefits as other city employees. Additionally, Barkes, Kolbus, Rife & Shuler, LLP shall be compensated \$160.00 per hour for all services rendered on behalf of the City or its departments, including acting as local counsel for the issuance of bonds, provided such services are not covered by the salary paid to Jim Kolbus. The firm will be compensated \$200.00 per hour for project where City's legal fees are paid from a non-City funding source. No services rendered by Larry Barkes will be billed to the City as part of this agreement.

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

REQUEST TO APPROVE RESOLUTION 2016-E: JOINT RESOLUTION BETWEEN THE COUNTY OF ELKHART, INDIANA AND THE CITY OF GOSHEN, INDIANA FOR THE TRANSFER OF A TRACTOR WITH MOWER ATTACHMENT

Legal Compliance Administrator Shannon Marks requested Board approval of Resolution 2016-E, Joint Resolution between the County of Elkhart and the City of Goshen for the transfer of a tractor with mower attachment. The County of Elkhart desires to transfer for the sum of \$30,000.00, one 2013 John Deere tractor with mower attachment to the City of Goshen for the use and benefit of the Goshen Street Department.

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

REQUEST TO APPROVE AGREEMENT WITH PERFORMANCE PIPELINING, INC.

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Performance Pipelining Inc. The City needs to rehabilitate the sewer lateral tap at 902 North Main Street and slip lining the sewer lateral allows for the reuse of the existing tap instead of cutting into the State Highway and disrupting traffic on State Road 15 at the Wilden Avenue intersection. The City wishes to contract with Performance Pipelining Inc. to provide the sewer lateral slip lining work for a fixed fee of \$3,500.00. Work on the project shall be completed by March 15th, 2016.

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

REQUEST TO APPROVE AGREEMENT WITH NEW AVENUES

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with New Avenues Inc. again to provide the City and its permanent full time employees with an employee's assistance program. Compensation is based on an "A la Carte" service fee of \$110.00 per month for the year based on approximately 233 City employees plus \$0.05 per employee per month for New Avenues Work-Live Resource Center. Additional costs are based on use of specific services. The contract year is from January 1, 2016 to December 31st, 2016.

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

REQUEST TO APPROVE AGREEMENT WITH J&K COMMUNICATIONS, INC.

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with J&K Communications, Inc. The City's automatic Meter Reading (AMR) system communications has degraded to approximately 70% successful readings and the City wishes to contract with J&K Communications, Inc. for inspections and testing to find the cause for the City's AMR systems degraded meter readings. The work on the project is at the Clinton and

Sherck water towers and in the Willows area and shall be completed by March 31st, 2016. The cost for the work is \$5,719.00.

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

REQUEST TO APPROVE RESOLUTION TO DECLARE AS SURPLUS & APPROVAL OF DISPOSAL SURPLUS PROPERTY

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for the City Court's wish to have the following office equipment declared as surplus property and to dispose of the surplus property in accordance with IC 5-22-22.

- Sony F-50 Microphone
- HP Laser Jet 2420 Printer
- Logitech MK320 Keyboard
- Fellows Powershred 220-2
- Logitech Cordless Desktop EX1 10 Keyboard
- Limier 5227 Copy Machine
- IBM Wheelwriter 30 Series II typewriter
- IBM Wheelwriter 1500 typewriter
- Meridian telephone
- Norstart telephone
- TOA 900 Series Amplifier P-906A
- Brother 1-1L-2140 Laser Printer
- Casio FR-520 Calculator
- Sony Foot Control Unit FS-35A
- JVC GR-SXM730U Compact Super VHS Camcorder

The Board of Public Works and Safety is requested to:

1. Declare the above equipment as surplus property; and
2. Resolve to dispose of the surplus property in accordance with IC 5-22-22.

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

REQUEST TO APPROVE MECHANICAL LICENSE

Building Inspector Myron Grise requested Board approval to issue a Mechanical License. Anthony D. Watson of A&W Heating, Air Conditioning and Plumbing, located at 124 East Collins Road, Fort Wayne, Indiana, 46825, has met the requirements for a City of Goshen Mechanical License. He achieved a score of 70% on the International Code Council National Standard Master Mechanical exam.

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

APPOINTMENTS TO COMMISSIONS

Mayor Stutsman was pleased to announce the re-appointment of Douglas L. Nisley to the Economic Development Corporation, upon his nomination by the Goshen City Council. Doug has been a member of the EDC since 2013.

Mayor Stutsman stated that his appreciation goes out to George Smucker who is leaving the Community Relations Commission after 14 ½ years, and several years before that on the Human Relations Commission. He has been a consistent leader throughout. George has asked to be replaced, and has done so with Pastor David Araujo. David began his 3 year term at the CRC meeting last week.

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 STORM WATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER TINA M. BONTRAGER