

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD FEBRUARY 8, 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 February 8, 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, Fire Chief, Assistant Fire Chief Ramer, Police Chief, Building Inspector Grise, Street Commissioner, Assistant Street Commissioner, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor's Administrative Assistant Lung, Park & Recreation Coordinator, Superintendent of Waste Water, Superintendent of Water and Sewer, Wastewater Maintenance Technician, Utilities 1st Deputy, Administrative Utilities Engineer, Central Garage Fleet Manager.

Minutes of the meeting of January 15th and January 25th, 2016 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO APPROVE PROMOTIONS OF M. SHULTZ TO CAPTAIN, AND D. CLENDENEN TO LIEUTENANT FOR THE POLICE DEPARTMENT

Police Chief Wade Branson requested Board approval for the Promotions of Lieutenant Matthew F. Shultz to the rank of Captain and Officer David Clendenen to the rank of Lieutenant. It is requested that both promotions be retroactive to Friday, February 5th, 2016.

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

Mayor Stutsman swore in both Lieutenant Matthew F. Shultz to the rank of Captain, and Officer David Clendenen to the rank of Lieutenant.

**REQUEST TO APPROVE PROMOTION OF J. KREZEL TO PRIVATE
FIRST CLASS FOR THE FIRE DEPARTMENT**

Fire Chief Danny Sink requested Board approval for the Promotion of Jeremy A. Krezel to Private First Class. Jeremy Krezel will complete his probationary year at the Goshen Fire Department as of February 10th, 2016. Based on his performance and recommendations from his Battalion Chief and Training Officer, it is requested that Jeremy be promoted to Private First Class effective February 10th, 2016.

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

Mayor Stutsman swore in Jeremy A. Krezel to Private First Class.

OPEN BIDS FOR THE DEMOLITION PROJECT AT 415 NORTH MAIN STREET

Mayor Stutsman opened the following bids:

Barnes Backhoe	\$5,750.00
Jerry Reed Excavating	\$7,000.00
JW Concrete & Excavating	\$8,725.00
Akins Excavating	\$14,999.00

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 APPROVE SALE OF SURPLUS PROPERTY

Legal Compliance Administrator Shannon Marks requested Board approval of the Sale of Surplus Property. The City offered for sale two vehicles through the sealed bidding process; however, no offers were received. The Board subsequently authorized the sale of these two vehicles through a private sale as permitted under Indiana Code 5-22-22-6 with offers to be submitted to the Legal Department. Offers were received from James Hoke to purchase for \$1,000.00 the 2003 Ford Taurus (VIN# 1FAFP53233A159941), and from James Caldwell to purchase for \$1,000.00 the 2003 Chevy Impala (VIN# 2G1WF55KX39257878). Both offers meet or exceed the minimum bid amount that was established through the sealed bidding process. It is recommended that the Board approve the sale of these two vehicles.

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

**REQUEST TO APPROVE EISENHOWER DRIVE WATER MAIN EXTENSION –
PHASE 2 (JN: 2005-0009)**

Administrative Utilities Engineer Dustin Sailor requested Board approval for the Eisenhower Drive Water Main Extension Phase 2. The Goshen Redevelopment Commission is participating in the cost to extend offsite water main infrastructure on Eisenhower Drive North to allow Brimar Wood Innovations to expand at their current location at 2108 Eisenhower Drive North. Brimar Wood Innovations will upfront \$200,000.00 of the construction cost, and will be paid back by the Goshen Redevelopment Commission’s tax increment finance district over the years to come.

The offsite work will include the extension of a 16-inch water main between Dierdorff Road and a point 1,100 feet east of said road. The water main extension will complete a missing loop in the Goshen Water Utility’s distribution system and will provide a more direct hydraulic connection between the Kercher Water Plant and the Sherck Water Tower.

Goshen Engineering requests the Board’s permission to advertise for bids for the “Eisenhower Drive Water Main Extension – Phase 2”. With approval, the project will be advertised for bidding on Friday, February 12th and Friday, February 19th, with bids to be due on Monday, February 29th, 2016.

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

REQUEST FOR ACCEPTANCE OF REVISED PLAT FOR CO-HOUSING ON THE GOSHEN MILLRACE SUBDIVISION, LOTS 1 THROUGH 15

City Planner Rhonda Yoder requested Board acceptance of the Revised Plat for Co-Housing on the Goshen Millrace Subdivision, Lots 1 through 15. The Plan Commission at their meeting of February 16th, 2016, is scheduled to review a revised secondary subdivision approval for Co-Housing on the Goshen Millrace R-2 PUD, a 15-lot major residential subdivision. The subject property is Lot 2 of River Race Subdivision, generally located north of Douglas Street, South of Purl Street, between River Race Drive and the Millrace Canal, and zoned Residential R-2PUD (Planned Unit Development).

The Board of Works accepted the original plat on July 20th, 2015, and the Plan Commission granted secondary approval on July 21st, 2015. Following those approvals, the plat was not recorded because the subdivision drainage plan has not been accepted by the Board of Works. Recently, it was discovered that the curb stops for water along the west side of River Race Drive were located outside the utility easement, so the previously proposed 10' utility easement needs to be widened to 12' so that the curb stops are located within the easement.

Because the plat had not been recorded, a revised plat can be accepted by the Board of Works and approved by the Plan Commission, and then recorded after the subdivision drainage plan has been accepted.

As a reminder, the proposed subdivision will create 15 single family residential lots and common space, with 13 lots for detached single family use and two lots for attached single family use. The common space will be for shared use by all property owners.

Millrace Neighborhood, LLC, has entered into an agreement with Goshen Redevelopment Commission to purchase the subject property. Because Millrace Neighborhood, LLC, is not yet the legal owner, but an equitable owner, the typical plat language has been modified so the plat can be accepted, approved and recorded before the transfer of ownership.

Lots as proposed meet the Co-Housing PUD requirements, including Lot 12 which was permitted through PUD final site plan approval with a lot area of 3,680 SF.

Per SO Sections 512 and 812, an overall subdivision drainage plan shall be prepared and certified by a registered engineer or registered land surveyor, submitted to the City Engineer, and approved by the Board of Works before construction begins and secondary approval is granted.

Infrastructure improvements are being constructed by the City, through an agreement with Goshen Redevelopment Commission, so construction drawing, utility plans, and a performance bond are not required. The plat does not include dedication of right of way, as right of way was dedicated through River Race Subdivision and is not changing. The plat includes a number of easements.

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

**REQUEST FOR ACCEPTANCE OF PLAT FOR PARK WEST 8 SUBDIVISION,
LOTS 84 THROUGH 90**

City Planner Rhonda Yoder requested Board acceptance of plat for Park West 8 Subdivision, Lots 84 through 90. The final subdivision plat has been submitted for Park West 8, a seven-lot major residential subdivision, which was granted primary approval by the Plan Commission on November 17th, 2015. The subject property is generally located on the north side of Park West Drive, east of North Greene Road, containing 2.064 acres, and zoned Residential R-1 PUD (Planned Unit Development). The proposed subdivision will create seven lots for detached single family residential homes.

Lots as proposed meet the Park West PUD and Residential R-1 requirements, as granted through PUD final site plan approval by the Plan Commission on November 17th, 2015. Per Subdivision Ordinance (SO) Sections 512 and 812, an overall subdivision drainage plan shall be prepared and certified by a registered engineer or registered land surveyor, submitted to the City Engineer, and approved by the Board of Works before construction begins and secondary approval is granted.

Construction drawings for the infrastructure improvements have been submitted to Goshen Engineering and Goshen Fire Departments for review. Per SO Section 900, if the required infrastructure improvements are not complete at the time secondary approval is granted, a surety/performance bond will be required, filed with the City Engineer and approved by the City Engineer and Board of Works, before an approved plat can be recorded. The plat does not include dedication of right of way, Mary Court, and also includes a number of easements.

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

**REQUEST TO APPROVE PARK WEST 8 – DRAINAGE PLAN:
PROJECT NO. 2015-2046**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Park West 8 Drainage Plan. In accordance with the City's Subdivision Control Ordinance No. 3196 Section 512 "Drainage Plan", the City's Engineering Department has reviewed the Park West 8 Subdivision's drainage plan on behalf of the Board of Public Works and Utilities. The Goshen's Engineering Department recommends acceptance of the Park West 8's drainage plan. In conjunction with this acceptance, it should be noted that the City of Goshen's Engineering Department in no way guarantees that the proposed drainage improvements will adequately function as designed and accepts no liability in conjunction with the acceptance of the drainage plan.

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

**REQUEST TO APPROVE CITY OF GOSHEN – NATURAL GAS
CHOICE CONTRACT (JN: 2016-0014)**

Administrative Utilities Engineer Dustin Sailor requested Board approval of the City of Goshen, Natural Gas Choice contract. Attached for the Board's approval is an agreement with Interstate Gas Supply, Inc. (IGS) to begin commercially managing the City of Goshen's natural gas purchases to balance operation costs and to potentially save the City financially. CenterPoint Energy is the City of Goshen's current NIPSCO gas choice program provider. IGS approached the City and provided staff with a list of services they offer and provided a prospective of potential savings they could gain for the City. In addition, IGS offered a list of other local communities that they service, which includes: the City of South Bend, the City of Elkhart and Elkhart County. IGS also provides managed gas service to Keystone RV, and Bob Petit with Keystone provided his endorsement of IGS when spoken to.

There are no upfront fees associated with this agreement. Once the agreement is approved by the Board of Works, IGS will begin purchasing natural gas in bulk on the City's behalf as part of a market hedge. IGS will generate their revenue by adding a \$0.56 per dekatherm (equal to 10 therms or 1 million Btu) service fee to the NYMEX settled price for the gas. The billing for IGS's gas will show up on NIPSCO's monthly statements. With anticipation that IGS can meet the City's needs and exceed the service provided by the City's current service provider, it is requested to approve the contract with IGS.

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

**REQUEST TO APPROVE PROFESSIONAL SERVICES AGREEMENT – LOGAN
STREET GEOTECHNICAL WORK (JN: 2014-0072)**

Administrative Utilities Engineer Dustin Sailor requested Board approval of a Professional Services Agreement for the Logan Street Geotechnical work. Goshen Engineering has solicited a professional services proposal from Earth Exploration for geotechnical work to be performed in connection with the water main construction and railroad crossings at Cottage Avenue, Lincoln Avenue, Logan Street and Monroe Street.

Based upon the City's request, Earth Exploration offered a not to exceed service proposal fee of \$13,099.00 to complete 17 borings, perform laboratory work on the soils and provide construction recommendations as they relate to the soils. Per the proposed agreement, boring logs will be provided by February 18th, 2016, and the soils report will be provided by March 4th, 2016.

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

REQUEST TO APPROVE AGREEMENT WITH ROONEY & CO, LLC

Legal Compliance Administrator Shannon Marks requested Board approval to enter into an Agreement with Rooney & Co, LLC. Rooney & Co, LLC will prepare the Indiana Medicaid Freestanding Governmental Ambulance Provider Cost Report for the fiscal years ending December 31, 2015, December 31, 2016, and December 31, 2017, and file all required

information for consideration of a supplemental payment adjustment to the City for the costs of providing ambulance services to eligible Medicaid beneficiaries. The City will pay Rooney & Co, LLC a flat fee of \$12,000.00 for all services which is payable in three equal installments. Each installment will be paid upon the completion of the cost report and filing of all necessary information for each respective fiscal year.

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

REQUEST TO APPROVE AGREEMENT WITH H.J. UMBAUGH

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an Agreement with H.J. Umbaugh & Associates to provide the City services with respect to a rate study for the Goshen Sewer Utility at a cost of \$40,000.00.

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

**REQUEST TO APPROVE RELIEF OF SEWER CHARGES AT
708 NORTH GREENE ROAD**

Mayor Stutsman read on behalf of the owner, Ross Elias, who was not present:

Mr. Elias stated in his letter that his 30,000 gallon in-ground pool liner was leaking water through the holes and cracks, as the liner was 11 years old. The bottom of the pool is made from vermiculite and with the new liner put in, the pool needed to be filled so the liner will set and the bottom wouldn't crack during the winter months. A new liner is usually installed once every 10 to 15 years and would be an isolated situation. Mr. Elias stated that he would like a credit of \$220.00 since the water did not go down the sewer.

Superintendent of Water & Sewer Kent Holdren stated that after speaking with Mr. Elias and visiting the address at 708 North Greene Road, it was his understanding that the water was discharged to the grass area to the east of their property and seeped into the ground thru the tear in the pool's liner and did not enter into the sewer. It was also determined that the water used for back washing of the pool is not discharged to the sewer. It is recommended that relief be granted as per the Utility Billing Department's calculations provided:

Customer billed	\$203.36
Summer Sewer Break	\$ 39.17
Credit recommendation	\$164.19

Board Member Landis moved to approve the relief of sewer charges in the amount of \$164.19 as the water did not go down the sewer. Second by Board Member Day 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 STORM WATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER TINA M. BONTRAGER