

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD  
MEETING HELD JUNE 1, 2015 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 June 1, 2015, at 2:00 P.M. for their weekly Board meeting. Mayor Kauffman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Mayor Kauffman, Board Member Day, Board Member Landis

ABSENT:

OTHERS: Clerk-Treasurer Office Assistants, City Attorney, Assistant City Planner, Fire Chief, Police Chief, Building Inspector Haney, Street Commissioner, Assistant Street Commissioner, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor’s Administrative Assistant Lung, Park Coordinator, Superintendent of Waste Water, Superintendent of Water and Sewer, Utilities 2<sup>nd</sup> Deputy, Administrative Utilities Engineer, Central Garage Fleet Manager, Wastewater Maintenance Tech.

**TEMPORARY APPOINTMENT TO THE PUBLIC WORKS AND SAFETY AND  
STORMWATER BOARD**

Mayor Kauffman announced that Mitchell Day will be temporarily appointed to the Board of Public Works and Safety and Stormwater beginning May 29<sup>th</sup>, 2015. Mitchell Day will be serving on the Board while Board Member Stegelmann is away on medical leave.

**REQUEST TO AWARD QUOTE FOR CONCRETE SERVICES**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award the quote for concrete services. On May 26<sup>th</sup>, 2015, the Board opened quotes for Concrete Services and one quote from Ozinga Indiana Ready Mix, Inc. was received as follows:

Ozinga Indiana Ready Mix, Inc. \$71,787.50

It is recommended that the Board of Public Works and Safety award the contract to Ozinga Indiana Ready Mix, Inc. as the lowest responsible and responsive quoter for a total contract price not to exceed \$71,787.50, 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.

**OPEN BIDS FOR TEST & REPAIR CITY’S COLD WATER METERS**

Mayor Kauffman opened the following bids:

ITEM No.	Hydro Meter Service	M.E. Simpson
1 Meter Evaluation & Testing	\$23,932.00	\$46,965.00
2 Meter Repair Labor Rates		
A. SRH Compound meters	\$72/hr	N/A

B. Turbine meters	\$72/hr	N/A
C. Fire line Compound meters	\$72/hr	N/A
D. OMNI meters all models	\$72/hr	N/A

Mayor Kauffman moved to refer the bids to the Utility Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO ACCEPT RETIREMENT OF LIEUTENANT SLEPPY FROM THE  
GOSHEN FIRE DEPARTMENT**

Fire Chief Danny Sink requested Board approval of the retirement of Lieutenant Jaye Sleppy from the Goshen Fire Department. After 32 years of service to the Fire Department and the community, Jaye Sleppy has submitted his letter of retirement. His last day will be July 1<sup>st</sup>, 2015 and the Fire Department would like to thank Jaye for his many years of service and wish him the best in his new endeavors.

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

**REQUEST TO APPROVE SUMMER SEWER BREAK**

Utilities 2<sup>nd</sup> Deputy Michelle Eldridge requested Board approval for the Annual Summer Sewer Break on behalf of Brookside Manor, Roxbury Park and Creekside Estates. They have received a request from the above listed communities and each request clearly states they will pass the savings on to the residents.

The Utilities Department would like to request the Summer Sewer Break for Brookside Manor be approved with the others but delayed until an agreement can be reached between Brookside Manor aka Sun Communities and the City regarding meter issues within the housing community.

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

**REQUEST TO APPROVE TRANSFER OF REAL ESTATE TO  
STATE OF INDIANA US 33 PROJECT**

Legal Compliance Administrator Shannon Marks requested Board approval for the Transfer of Real Estate to the State of Indiana for the US 33 project. The State of Indiana through INDOT will be constructing a new road to realign US 33 (Madison Street) between Monroe Street and State Road 15 (Main Street), and as a result, needs to acquire certain real estate from the City of Goshen. The State's buying agent has presented the City the following two offers:

1. The sum of \$500.00 for 424 square feet of real estate from the parcel at 117 South 9<sup>th</sup> Street (identified as parcels 50 and 50A).
2. The sum of \$4,160.00 for:
  - 496 square feet on the north side of Lincoln Avenue west of the railroad (identified as parcel 17)
  - 32 square feet on southwest corner of intersection of Washington Street and 10<sup>th</sup> Street (identified as parcel 17A)

- 36,542 square feet, including 9,454 square feet of existing right-of-way, at Madison Street between 10<sup>th</sup> Street and 11<sup>th</sup> Street (identified as parcel 17D)
- 2,229 square feet, including 706 square feet of existing right-of-way, at intersection of Lincolnway East and Monroe Street (identified as parcel 17E)

Attached for the Board's review are the copies of the parcel plats that show the locations of these areas. It is recommended that the Board of Public Works and Safety accept the two offers made by the State of Indiana and authorize Mayor Kauffman to execute all necessary documents to transfer this real estate to the State of Indiana.

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

#### **REQUEST TO RELEASE RIGHT OF INGRESS AND EGRESS**

Legal Compliance Administrator Shannon Marks requested Board approval for the Release of Right of Ingress and Egress. In 2012, the City constructed additional public parking adjacent to the 1<sup>st</sup> Street right-of-way as part of the reconstruction of 1<sup>st</sup> Street between Pike Street and Wilkinson Street. The United States Postal Service granted the City of Goshen an easement upon its real estate at 415 West Pike Street to facilitate access to the to and from the additional parking area. The State of Indiana/INDOT will be reconstructing US 33/Pike Street and is planning to relocate the Pike Street entrance to the Post Office to the east. The State/INDOT is requesting that the City release its right of ingress and egress from US 33/Pike Street to the Post Office's real estate.

It is recommended that the Board of Public Works and Safety approve the Release of the City's Right of Ingress and Egress from US 33/Pike Street to the real estate owned by the United States Postal Service and authorize Mayor Kauffman to execute all necessary documents for this purpose.

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

#### **REQUEST TO APPROVE AGREEMENT WITH KEVIN BECKER D/B/A BECKER'S BACKFLOW PREVENTION & IRRIGATION**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Kevin Becker d/b/a Becker's Backflow Prevention & Irrigation. The City is required to annually inspect and test backflow preventer valves and would like Becker's Backflow Prevention & Irrigation to provide inspection and testing of the City's 64 backflow valves. Work on the project shall be completed by June 30<sup>th</sup>, 2015 and the cost for inspection and testing is \$3,328.00. Any repairs will be at \$75.00 per hour for labor plus parts and the retests at \$52.00 per device.

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

**REQUEST TO APPROVE AGREEMENT WITH COMCAST**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Comcast Cable Communications Management LLC. On May 11<sup>th</sup>, 2015, the Board of Public Works and Safety agreed to enter into a contract with Comcast to provide internet service to the Park Department's Welcome Center at Fidler Pond. Comcast has sent an amendment to the contract to permit access to run the cable line to the building and for the installation, operation and maintenance of the cable and equipment.

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

**REQUEST TO APPROVE SIDEWALK 50/50 PROGRAM – JN: 2015-0001**  
**AGREEMENT WITH LACASA – 709 & 713 NORTH 5<sup>TH</sup> STREET**

Administrative Utilities Engineer Dustin Sailor requested Board approval for the Sidewalk 50/50 Program Agreement with LaCasa for 709 & 713 North 5<sup>th</sup> Street. This is to replace their sidewalk and curb. The total cost is \$1,780.00, so the City's portion would be \$890.00. LaCasa has already submitted their payment of \$890.00

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

**REQUEST TO APPROVE WAVERLY AVENUE BRIDGE**  
**REHABILITATION – JN: 2011-0021**

Administrative Utilities Engineer Dustin Sailor requested Board approval for the Waverly Avenue Bridge Rehabilitation. With the Waverly Avenue Bridge closed for two weeks, the residents living on the west side of the Millrace Canal have no other way to access their homes. So, their vehicles are being parked at the Rieth Interpretive Center, and they are utilizing golf carts to go from the Rieth Interpretive Center along the Millrace Trail to Waverly Avenue to their homes. Attached for the Board's review is the agreement in the amount of \$5,700.00 with GRC Golf Products, LLC for the rental of 10 golf carts for two weeks.

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

**REQUEST TO APPROVE THE RATIFICATION WITH DLZ FOR NEW YORK**  
**STREET SURVEY FOR INSTALLATION OF WATER MAIN – JN: 2011-2042**

Administrative Utilities Engineer Dustin Sailor requested Board approval of a ratified agreement with DLZ for the New York Street Survey between Marion Railroad tracks and 11<sup>th</sup> Street. The Water Utility is evaluating the proposed installation of a water main on New York Street between the Marion Railroad tracks and 11<sup>th</sup> Street. Installation of a new water main within this corridor will improve fire protection for industrial buildings and permit new industrial connections. Goshen Engineering reached out to DLZ who completed the sidewalk design in this corridor a few years ago to see if they could build off their original survey. They can expand their original survey area to cover the area needed by the Water Utility at a cost of \$5,300.00. a survey contract has yet to be prepared with DLZ, but because the Board does not meet on June 8<sup>th</sup>, 2015, and this work is time sensitive, the Engineering Department would like the Board's

approval to proceed. The ratified agreement will be available for the Board to sign at the June 15<sup>th</sup> Board of Works meeting.

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

**REQUEST TO APPROVE THE ISSUANCE OF A BUILDING PERMIT TO MAPLE CITY HEALTH CARE CENTER – 213 MIDDLEBURY STREET (JN: 2011-2023)**

Administrative Utility Engineer Dustin Sailor requested Board approval for the issuance of a Building Permit to Maple City Health Care Center (MCHCC). MCHCC received a grant to assist with a building expansion project for their facility located at 213 Middlebury Street. The building plans have been approved and DJ Construction is ready to start construction, but the issuance of the building permit is being held due to some drainage concerns in the southwest corner of the parking lot.

MCHCC mutually agrees that the drainage concerns need to be addressed and will construct the improvements once the design engineering work is complete. MCHCC agrees to submit design engineering plans to the Goshen Engineering Department by August 1<sup>st</sup>, 2015 and construct the drainage improvements by November 1<sup>st</sup>, 2015.

Since a building permit is not typically issued until the site plan is complete, we are requesting the Board of Works approve the Building, Planning and Engineering Departments to proceed with the issuance of the building permit to MCHCC located at 213 Middlebury Street, with the conditions that the drainage plan will be designed by August 1<sup>st</sup>, 2015 and constructed by November 1<sup>st</sup>, 2015.

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

**REQUEST TO APPROVE BRIDGE #304 MURRAY STREET BRIDGE ABUTMENT REPAIRS PROJECT NO. 2010-0007**

Administrative Utilities Engineer Dustin Sailor requested Board approval for Bridge #304 Murray Street Bridge Abutment Repairs project. The concrete abutments of the Murray Street Pedestrian Bridge over the Millrace Canal have major shear cracks under the truss bridge bearing points. At the Engineering Department's request, the Elkhart County Bridge Engineer Kindly did a preliminary inspection of the abutment walls, and strongly suggested that the walls should be inspected to determine the immediate repair needs.

A request for proposal was submitted to CHA, DLZ and JRP, and DLZ was the only firm to respond with a proposal. The other two firms could not make the City's proposed schedule fit into their current workload. If repairs are deemed to be needed immediately, the Engineering Department would like for the abutment repairs to be complete when the water is drained from the Millrace Canal, which will be July and August 2015.

DLZ's professional services fees are as follows:

Design Phase Services:

Abutment Repair Option:	\$20,000.00(Lump Sum)
Abutment Replacement Option:	\$25,000.00(Lump Sum)

Testing Allowances:

Concrete Coring of Existing Abutments	\$3,000.00(Reimbursable)
Geotechnical Investigation and Foundation Recommendation (For Replacement Only)	\$4,750.00(Reimbursable)

With this being a recently found concern and no funding allocated for the construction of this particular project, we are requesting the Board's review and consideration with regards to the above design engineering services by DLZ. If given approval, a written agreement will be prepared by the Legal Department.

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

**REQUEST TO APPROVE CHANGE ORDER #3 FOR THE 5<sup>TH</sup> STREET  
INFRASTRUCTURE IMPROVEMENTS – PHASE I PROJECT – JN: 2013-0037**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order #3 for the 5<sup>th</sup> Street Infrastructure Improvements Phase I project. This change order includes the additional cost of repairing a sanitary sewer line damaged by the contractor due to a miss-marked locate and the extension of the project completion date from June 1<sup>st</sup>, 2015 to July 27<sup>th</sup>, 2015. The time extension is due to weather delays during NIPSCO's remediation project, the remediation encompasses part of the 5<sup>th</sup> Street project and HRP cannot finish their work until NIPSCO's remediation project is complete. The original contract amount was \$447,373.44. This change order increases the project by \$10,313.00 for a total project cost of \$502,741.24.

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

**REQUEST TO APPROVE CHANGE ORDER #1 FOR THE US 33 TRAIL FROM  
POINTE 33 TO RELIANCE ROAD**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order #1 for the US 33 Trail from Pointe 33 to Reliance Road project. Ancon Construction Company has requested an extension of time due to INDOT asking Ancon not to remove the curbs along US 33 as Phend and Brown was resurfacing and rerouting traffic into the lane along the curb adjacent to the trail. The original completion date was Monday, June 1<sup>st</sup>, 2015 and the new completion date is Monday, June 15<sup>th</sup>, 2015. There is no change in contract cost associated with Change Order #1.

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

**REQUEST TO APPROVE CHANGE ORDER #3 – STORM SEWER RELOCATION  
AROUND NIBCO – JN: 2013-0040**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order #3 Storm Sewer Relocation around Nibco project. This change order is for the opening of a concrete plant on a Saturday for a water main relocation and for the installation of a curb in the parking lot. This work increases the original contract price by \$4,190.00 (1.00%) for a total project cost of \$426,364.00.

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

**PROCLAMATION: BICYCLE TO WORK WEEK**

Mayor Kauffman stated the following Proclamation:

For more than a century, the bicycle has been an important part of the lives of most Americans and today, millions of Americans engage in bicycling as an environmentally sound form of transportation, an excellent form of fitness, and a quality family activity. The education of cyclists and motorists as to the proper and safe operation of bicycles is important to ensure the safety and comfort of all users. The League of American Bicyclists, along with independent cyclists throughout Indiana are promoting greater public awareness of bicycle operation and safety education in an effort to reduce accidents, injuries and fatalities. In 2011, Goshen was designated a Bicycle Friendly Community by the League of American Bicyclists.

Therefore, Mayor Kauffman proclaimed the week of June 1<sup>st</sup> through June 5<sup>th</sup>, 2015 as Bicycle to Work Week in the Maple City, and asked all citizens to consider bicycling to work, especially during this celebratory week, and for all transportation system users to use extra caution when encountering cyclists on the roadways.

**NOTIFICATION FOR RESCHEDULING THE BOARD OF PUBLIC WORKS AND  
SAFETY MEETING**

Mayor Kauffman stated that due to the lack of quorum, the Monday, June 8<sup>th</sup>, 2015 Board of Works and Safety meeting has been canceled. The regular meeting schedule will resume on Monday, June 15<sup>th</sup>, 2015.

There being no further business Mayor Kauffman 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 ALLAN KAUFFMAN** \_\_\_\_\_

**BOARD MEMBER MITCHELL DAY**\_\_\_\_\_

**BOARD MEMBER MICHAEL A. LANDIS**\_\_\_\_\_

**ATTEST**\_\_\_\_\_  
**CLERK-TREASURER TINA M. BONTRAGER**