

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD  
MEETING HELD SEPTEMBER 25, 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 September 25, 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

ABSENT: Board Member Landis

OTHERS: Clerk-Treasurer Office Assistants, Assistant City Planner, Police Chief, Building Inspector Bice, Street Commissioner, Assistant Street Commissioner, Human Resources Manager, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor’s Administrative Assistant Lung, Superintendent of Waste Water, Utilities 2<sup>nd</sup> Deputy, Administrative Utilities Engineer, Water Quality Manager.

**REQUEST TO AWARD BID FOR PURCHASE OF 2 DUMP TRUCKS**

Legal Contracts and Claims Manager Keitha Windsor requested Board approve to award the bid for the Purchase of 2 Dump Trucks. On September 14<sup>th</sup>, 2014, the Board opened bids for the purchase of 2 dump trucks. Following are the bids received:

<b>Hill Truck Sales</b>	<b>Wiers International (&amp; WA Jones)</b>	<b>Lindco Equipment</b>	<b>Selking International (&amp; WA Jones)</b>	<b>Selking International (&amp; Lindco)</b>
2017 Freightliner	2016 International		2016 International	2016 International
\$173,620.00	\$175,296.00		\$180,438.85	\$180,438.88
\$147,964.00	\$147,964.00	\$149,324.00	\$147,964.00	\$149,324.00
\$321,584.00	\$323,260.00		\$328,402.88	\$329,762.88

It is recommended that the Board of Public Works and Safety award the contract to Hill Truck Sales, Inc. as the lowest responsible and responsive bidder for a total contact price of \$321,584.00 and permission is requested to authorize execution of the contract.

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

**REQUEST TO APPROVE AGREEMENT WITH ADP, LLC.**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into a contract with ADP, LLC to provide assistance with forms 1094C and 1095C that are required to be filed by the federal government and the Affordable Care Act.

ACA Lite will be used for 2015 and is a computer program that the City will input employee information into. ADP will take the information from ACA Lite and will generate and send the 1095C to each employee and the 1094C to the government. The cost for this service is a one-time fee of \$20.00 and then a cost of \$1.50 for each employee totaling approximately 317 employees who have worked for the City during 2015.

Essential ACA begins January 2016. The City does not have to input information into a computer program. ADP will be able to access Essential ACA and get all the information they need to do the 1094C and 1095C reporting. ACA Essential will also keep a running total of part time employee's hours, who has insurance coverage, what dependents are enrolled in the insurance and whether any of the full time employees are paying more than 10% of their income for health insurance. There is a one-time fee of \$3,750.00 and a monthly fee of \$1,216.80 for this service.

Permission is requested for the Mayor to enter into this agreement with ADP, LLC.

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

**REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT  
AGREEMENT WITH COTY R. BROWN**

Legal Compliance Administrator Shannon Marks requested Board approval to extend a conditional offer of employment to Coty R. Brown and execute a Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment with the Goshen Police Department. Mr. Brown must complete the baseline statewide physical and mental examinations and be approved by board of trustees for membership in the Indiana Public Retirement System (INPRS) and the 1977 Police Officers' and Firefighters' Pension and Disability Fund (1977 Fund).

The Board of Public Works and Safety will be requested to confirm the offer of employment after the board of trustees approves Mr. Brown's membership in the INPRS and 1977 Fund and a position opening becomes available in the Police Department.

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

**REQUEST TO APPROVE REVISED CHANGE ORDER NO. 2 FOR  
NINTH STREET MODIFICATIONS FROM US 33 TO WASHINGTON STREET  
& WWTP PARKING LOT PAVING – JN: 2015-0012**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Revised Change Order No. 2 for the Ninth Street Modifications from US 33 to Washington Street & Parking Lot Paving. There was an error in Change Order No. 2 item CO2.1 reflected a unit cost of \$1,200.00; the unit cost should have been \$2,100.00. This change order includes the additional cost of replacing three storm structures on the Ninth Street project, tree removal on the Ninth Street project, the additional cost of adding #5 Stone along the rail road tracks, and for the additional cost of removing unsuitable sub grade from Michigan Street.

The original contract amount was \$333,740.00. This change order increases the project by \$20,343.40 (6.10%) for a total contract price of \$354,073.40, with change orders 1 and 2.

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

**REQUEST TO APPROVE CHANGE ORDER NO. 3 FOR NINTH STREET MODIFICATIONS & WWTP PARKING LOT PAVING (JN: 2015-0012)**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No. 3 for the Ninth Street Modifications and WWTP Parking Lot Paving. This change order serves as a balancing change order for the project. This balancing change order decreases the contract price by \$10,597.76. The original contract amount was \$333,740.00. The total cost increases associated with change orders 1 to 3 equals \$9,745.64 (2.9%) for a final project cost of \$343,485.64.

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

**REQUEST TO APPROVE 14<sup>TH</sup> STREET MICRO-SURFACE – CHANGE ORDER NO. 1 (JN: 2015-0038)**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No. 1 for the 14<sup>th</sup> Street Micro-Surface project. This serves as a balancing change order to close the project and decreases the contract price by \$3,368.75 (7.6%) for a total cost of \$40,981.25.

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

**REQUEST TO APPROVE DICKERSON LANDING PHASE IV (JN: 2014-0046)**

Administrative Utilities Engineer Dustin Sailor requested Board approval for the following for the Dickerson Landing Phase IV project:

**Road Closure at Wilkinson Street and Second Street:**

The Engineering Department presents the request to close the intersection of Wilkinson Street and Second Street for the Dickerson Landing Phase IV project. The intersection will be closed starting Monday, October 5<sup>th</sup>, 2015, for approximately one month. HRP Construction will be installing new water main, storm sewer and sanitary sewer.

**First Street and Pike Street Temporary Removal of Right Turn Only Sign:**

The Engineering Department presents the request to temporarily remove the right turn only sign at the intersection of 1<sup>st</sup> Street and Pike Street. This would allow traffic to turn both directions during the duration of the Dickerson Landing Phase IV project. Once the project is complete the right turn only sign would be re-installed.

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

**REQUEST TO AUTHORIZE RESOLUTION TO FILE A STATE  
REVOLVING LOAN PRELIMINARY ENGINEERING REPORT  
FOR DRINKING WATER FUNDING (JN: 2014-0072)**

Administrative Utilities Engineer Dustin Sailor requested Board approval for Authorizing a Resolution to File a State Revolving Loan Preliminary Engineering Report for Drinking Water Funding. In preparation for pending drinking water project partially associated with the US Hwy 33 project, the Goshen Water Utility is attempting to develop the funding package. The City's rate consultant has advised the Water Utility to seek a State Revolving Loan fund for Drinking Water to take advantage of subsidized interest rates. As part of the preliminary engineering report (PER) filing requirements, the resolution needs to be signed by the Mayor. The Goshen Water Utility requests the Board's permission to have the Mayor sign Resolution 2015-T.

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

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

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

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

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