

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD NOVEMBER 2, 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 November 2, 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, City Planner, Fire Chief, Police Chief, Building Inspector Bice, 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, Utilities 1st Deputy, Administrative Utilities Engineer, Central Garage Fleet Manager, Wastewater Maintenance Technician.

Minutes of the meeting of September 4th and September 14th, 2015 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO APPROVE PROMOTION OF C. WELDY TO RANK OF SERGEANT

Police Chief Wade Branson requested Board approval for the Promotion of Curtis J. Weldy to the rank of Sergeant. It is requested the promotion be retroactive to Friday, October 30th, 2015.

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

Mayor Kauffman swore in Curtis J. Weldy to the rank of Sergeant.

**REQUEST TO APPROVE PROMOTION OF M. MCCORMACK TO
RANK OF PATROL OFFICER**

Police Chief Wade Branson requested Board approval for the Promotion of Probationary Officer Michael D. McCormack to the rank of Patrol Officer. Officer McCormack has completed his one year probationary period. It is requested the promotion be retroactive to Tuesday, October 27th, 2015.

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

**REQUEST TO APPROVE WWTP HEADGATES PROJECT –
CHANGE ORDER NO. 1 JN: 2015-0015**

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No. 1 for the Wastewater Treatment Plant Headgates project. Goshen Wastewater requests the Board's

consideration of the attached change order that represents a no cost change. The change order allows the contractor an additional 45 calendar days to complete the work. Substantial completion was contracted for October 30th, 2015, and this change order extends the substantial completion date to December 14th, 2015.

Work on this project was delayed due to the delivery of the replacement gates. The gates have been delivered and the contractor has setup the bypass pumping necessary to begin working on the headgate structure.

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

REQUEST TO APPROVE WILSON AVENUE STORM SEWER PHASE 1 & HARTZLER CANAL BANK STABILIZATION – PROJECT NO. 2014-0076

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No. 1 with Work Change Directive No. 1. Work Change Directive No. 1 addresses the painting of railing along the top of STR No. 1. The railing will be painted black to match the black vinyl coated chain link fence that will be placed on the railing. HIS Constructors, Inc. provided a quote of \$2,719.20.

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

REQUEST TO APPROVE CHANGE ORDER NO. 1 FOR DICKERSON LANDING PHASE IV – JN: 2014-0046

Administrative Utilities Engineer Dustin Sailor requested Board approval of Change Order No. 1 for the Dickerson Landing Phase IV project. HRP Construction has requested an extension of time due to NIPSCO's gas main relocation taking longer than expected. The original completion date was Friday, October 30th, 2015, and the new completion date is Friday, November 20th, 2015.

Change order No. 1 also includes the additional cost to cut and grade the alley west of Second Street between Wilkinson Street and Pike Street and the additional cost of a water main duck under to maintain separation between the water main and sewer. The original contract amount was \$296,000.00. This change order increases the project cost by \$6,875.00 (2.32%) for a total contract cost of \$302,875.00.

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

REQUEST FOR APPROVAL & ACCEPTANCE OF INFRASTRUCTURE STORM SEWER RELOCATION AROUND NIBCO – JN: 2013-0040

Administrative Utilities Engineer Dustin Sailor requested Board approval and acceptance of Infrastructure Storm Sewer Relocation around Nibco. The installation of Infrastructure (storm sewer) has been satisfactorily completed for the above listed project. The Engineering Department recommends that the infrastructure be accepted for maintenance. The three-year

maintenance bond in the amount of \$41,910.00 (10% of the construction costs) for the infrastructure has been submitted to the City of Goshen Engineering Department.

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

REQUEST TO APPROVE MAPLEWOOD ESTATES SUBDIVISION – LOT 14
ACCEPTANCE OF BOND – JN: 2006-2010

Administrative Utilities Engineer Dustin Sailor requested Board approval for the Acceptance of Bond for Lot 14 in the Maplewood Estates Subdivision. The developer of Maplewood Estates is subdividing Lot 14 into Lot 14a and Lot 14b. The replat requires the installation of a manhole structure. Per the City's subdivision control ordinance, the developer must post a performance bond or other suitable surety before the subdivision can be recorded. The Board will find attached the \$5,000.00 surety bond from West Bend for the installation of a needed manhole structure.

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

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

Legal Contracts and Claims Manager Keitha Windsor requested Board approval of a Resolution to Declare as Surplus and Approval of Disposal of Surplus Property. The City's Street Department and Fire Department wishes to have equipment declared as surplus property and wishes to dispose of the surplus property in accordance with IC 5-22-22.

Street Department salt spreaders:

- 1995 Monroe 10' V Box salt spreader
- 2005 Monroe 10' V Box salt spreader
- 2-2005 Hi-Way 10' V Box salt spreaders

Fire Department equipment:

- Plantronics CS50 Headset Serial # BL554250
- GE Digital Messaging System Serial # 70232767
- HP Photosmart C7200 Serial # MY75IB41TN

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 2015 COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) SUB-RECIPIENT AGREEMENT FOR
OWNER-OCCUPIED HOUSING REHABILITATION**

City Planner Rhonda Yoder requested Board approval of a CDBG sub-recipient agreement with LaCasa for the owner-occupied housing rehabilitation program, and authorize Mayor Kauffman to sign the agreement. There are no changes to this agreement, they will just hold the rehab agreement until the previous year's activity is complete and then bring it to the Board Members, which is why it wasn't in with the other agreements that were approved in August.

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

**REQUEST TO APPROVE TERMINATION OF AGREEMENT
IN LIEU OF ANNEXATION**

Legal Compliance Administrator Shannon Marks requested Board approval for the Termination of Agreement In Lieu of Annexation. The City entered into an Agreement in Lieu of Annexation with Hutchens Company, Inc. and others on July 5th, 1989. Hutchens Company, Inc. was responsible for constructing all water and sewer mains along US 33 generally from County Road 28/Peddler's Village Road northwesterly to County Road 26/Midway Road. The term of the agreement was for four years and automatically extended additional four year terms until terminated by one of the parties. The agreement can be terminated by the City giving Hutchens Company, Inc. notice of its intent to terminate the agreement or Hutchens Company, Inc. giving the City notice of its intent to terminate the agreement. Since the water and sewer mains along US 33 have been completed and dedicated to the City for some time and the real estate affected by the agreement has been annexed into the City limits, it is recommended the Board approve giving notice to Hutchens Company, Inc. of the City's intent to terminate the July 5th, 1989 agreement.

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

**REQUEST TO APPROVE THE CONDITIONAL OFFER OF EMPLOYMENT
AGREEMENT WITH C. MOSHER**

Legal Compliance Administrator Shannon Marks requested Board approval to extend a conditional offer of employment to Corey M. Mosher and execute a Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment with the Goshen Police Department. Mr. Mosher 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. Mosher's membership in the INPRS and 1977 Fund and a position opening becomes available in the Police Department.

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

**PUBLIC HEARING ON DRINKING WATER STATE REVOLVING FUND
FOR DRINKING WATER SYSTEM PROJECTS**

Mayor Kauffman opened the public hearing:

Legal Compliance Administrator Shannon Marks stated that this public hearing is required for the process of public input for the Preliminary Engineering Report (PER) which is for drinking water infrastructure. These projects will be funded through a Drinking Water State Revolving Fund Loan.

Mayor Kauffman opened the public hearing in regard to the PER for six different water construction projects that will be funded by the State Revolving Loan Fund.

Casey Irwin on behalf of the Fort Wayne office of DLZ Indiana, LLC stated that he was there to present the projects to the Board. Over the last couple months they have been helping the Engineering Department on the Waterworks SRF Loan and to present the summary of the PER.

The purpose of the public hearing is that the City is requesting financial assistance for several drinking water improvement projects through the DWSRF Loan Program and to provide the public the opportunity to ask questions and provide comments regarding the proposed projects. The PER is available for viewing at the Goshen Engineering Office through November 9th, 2015 and written comments not received at the public hearing can be addressed to Administrative Utilities Engineer Dustin Sailor and those comments will be accepted through November 9th, 2015.

Mr. Irwin stated that he would summarize what is in the document for the public hearing. This document is a desktop study of the various aspects that is required in order to get the DWSRF Loan. Mr. Irwin stated that the project discussion will have alternatives and environmental impacts evaluated and that the PER will include six selected projects as follows:

1. Project A – US 33 Roadway Construction Water Main

- a) Replacement of 6-inch through 12-inch water main with 8-inch through 24-inch water main.
- b) Existing water main in conflict with proposed Indiana Department of Transportation (INDOT) US 33 realignment roadway project.
- c) Reduce water loss by replacing aging water main.
- d) Increase water capacity and system pressures.

- e) Allow for optimization of North Water Treatment Plant pumps following project completion for energy savings.
- f) Approximate construction cost of \$2.2 Million (including 10% contingency); however, INDOT will be responsible for a portion of the costs.

2. Project B – Elkhart River Water Main Crossing at Pike Street

- a) Replacement of out of service 10-inch water main on the bridge at Pike Street and the Elkhart River with 24-inch water main.
- b) 1 of 4 river crossing in City water distribution system.
- c) Provide redundancy to system, along with increased capacity and system pressures.
- d) Approximate construction cost of \$715,000.00 (including 10% contingency).

3. Project C – South Link Road Water Main

- a) Provide 16-inch water main loop to connect two dead end water mains on south side of the City.
- b) Installed as part of new South Link Road construction; Local Public Agency (LPA) Project through INDOT.
- c) Increases water quality and pressures in the area and allow for any future development.
- d) Approximate construction cost of \$760,000.00 (including 10% contingency).

4. Project D – Logan Street Water Main

- a) Continuation of 16-inch water main from Project A through industrial area along Logan and Monroe Streets due to US 33 roadway project; replacement of 6-inch and 8-inch water main.
- b) Replacement of 6-inch water main along Cottage Avenue due to US 33 roadway project with new 8-inch water main.
- c) Logan Street water main inaccessible due to meandering through properties by railroad.
- d) Several recent fires in area causing stress on the system, in addition to leaking and leaded joints.

- e) Project to improve providing a reliable water service with increased capacity and pressures in the area.
- f) Approximate construction cost of \$3.44 Million (including 10% contingency); however, INDOT will be responsible for a portion of the costs due to severing several railroad crossings.

5. Project E – North Water Treatment Plant (WTP) Emergency Generator

- a) North Water Treatment Plant does not currently have a generator or other secondary power source.
- b) During peak periods, both the Kercher WTP and North WTP need to be available to meet the water demands of the system.
- c) Approximate construction cost of \$385,000.00 (including 10% contingency).

6. Project F – Water Main Leak Detection Equipment

- a) Equipment to identify leaks in the water distribution system.
- b) Allow City to complete in house to quickly identify and repair leaks.
- c) Reducing water loss.
- d) Reducing energy costs due to pumping at both Water Treatment Plants.
- e) Approximate equipment cost of \$33,000.00 (including 10% contingency).

Mr. Irwin stated that the overall proposed loan cost of approximately \$6.1 Million, including construction, non-construction, and contingencies; including INDOT portions of Projects A and D. The anticipated loan interest rate of 2.0% to 2.36% is based on Green Project Reserve components. The estimated post-project user rate for the standard 4,000 gallons is \$20.68.

Mr. Irwin and Administrative Utilities Engineer Dustin Sailor then answered questions from Board Members about the different projects.

Mayor Kauffman closed the Public Hearing as no one spoke from the audience on the Public Hearing about the Drinking Water State Revolving Fund Loan Program and the Preliminary Engineering Report.

**REQUEST TO APPROVE RESOLUTION 2015-U: ACCEPTANCE OF
PRELIMINARY ENGINEERING REPORT**

Legal Compliance Administrator Shannon Marks requested Board approval of Resolution 2015-U, Acceptance of Preliminary Engineering Report. The City of Goshen has caused a Preliminary Engineering Report (PER) dated September 30th, 2015, to be prepared by the consulting firm of

DLZ Indiana, LLC, a copy of which is attached to this resolution. The PER has been presented to the public for comment at a public hearing held on November 2nd, 2015. The City of Goshen Board of Public Works and Safety and Stormwater finds that there was not sufficient evidence presented in objection to the recommended projects in the PER. Therefore, be it resolved by the City of Goshen Board of Public Works and Safety and Stormwater Board that:

1. The PER dated September 30th, 2015 is approved and adopted.
2. The PER shall be submitted to the State Revolving Fund Loan Program for review and approval.

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

PUBLIC HEARING ON THE SALE OF 410 WEST WILKINSON STREET & ISSUE OF REQUEST FOR BIDS

Mayor Kauffman opened the public hearing:

Legal Compliance Administrator Shannon Marks stated to Board Members that this public hearing is to determine whether the City should sell the real estate at 410 West Wilkinson Street. This is a vacant, undeveloped real estate that previously had a home on it that the City had demolished. The real estate is located on West Wilkinson between 1st Street and Crescent Street on the south side.

Mayor Kauffman asked if there was anyone who would like to speak about the sale of 410 West Wilkinson Street. No one spoke from the audience on the Public Hearing about the sale of 410 West Wilkinson Street. Mayor Kauffman closed the Public Hearing.

REQUEST TO APPROVE RESOLUTION 2015-V: APPROVE SALE OF 410 WEST WILKINSON STREET & AUTHORIZE ISSUANCE OF A REQUEST FOR BIDS TO PURCHASE REAL ESTATE

Legal Compliance Administrator Shannon Marks requested Board approval of Resolution 2015-V, Approve Sale of 410 West Wilkinson Street and Authorize Issuance of a Request for Bids to Purchase Real Estate. The City of Goshen acquired title to the real estate at 410 West Wilkinson Street in June 2012 and subsequently demolished and removed the building on the premises. The City has determined the real estate as surplus and pursuant to Indiana Code 36-1-11-3, notice has been published and a public hearing conducted to determine whether the City should sell the real estate at 410 West Wilkinson Street. Therefore, be it resolved that the Goshen Board of Public Works and Safety approves the sale of 410 West Wilkinson Street in accordance with Indiana Code 36-1-11-4, and authorize the issuance of a Request for Bids to Purchase Real Estate in substantially the same form as attached to this resolution.

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

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