

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD AUGUST 29, 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 August 29, 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

ABSENT: Board Member Landis

OTHERS: Clerk-Treasurer, Clerk-Treasurer Office Assistants, City Attorney, Assistant City Planner, Fire Chief, Police Chief, Building Inspector Bice, Legal Contracts and Claims Manager, Mayor's Administrative Assistant Lung, Park & Recreation Coordinator, Superintendent of Waste Water, Superintendent of Water and Sewer, Administrative Utilities Engineer, Central Garage Fleet Manager.

Minutes of the meeting of July 1, 2016 and July 11, 2016 were presented. On motion of Board Member Day and second by Mayor Stutsman, the minutes were approved as presented.

**REQUEST TO APPROVE PROMOTION OF LUCAS L. MASON
TO PRIVATE FIRST CLASS**

Fire Chief Danny Sink requested Board approval for the Promotion of Lucas L. Mason to Private First Class for the Goshen Fire Department. Lucas completed his probationary year at GFD as of August 25th, 2016. Based on his performance and recommendations from his shift Battalion Chief and Training Officer, it is recommended he be promoted to Private First Class retroactive to August 25th, 2016.

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

Mayor Stutsman swore in Lucas L. Mason to Private First Class.

**REQUEST TO AMEND USE OF PARKING UNDERSTANDING AT 120 EAST
WASHINGTON STREET**

Owner Steve Martin requested Board approval to amend the Use of Parking Understanding at 120 East Washington Street. Mr. Martin stated that Mayor Stutsman had advised him of complaints that have been received concerning the parking places they block during their concerts. Previously, the Board had granted them a standing approval to use three parking places during their events. They were to have requested permission to block more than that number, and they had been using more, for which they apologize. The professional touring musicians travel with varying vehicles and trailers required for their personnel and gear. This ranges from a full size tour bus to an 8 passenger van. So far in 2016, their "normal" has been a Sprinter Van and Utility Trailer. This requires 5 parking spaces. The difficulty they have in coming to the Board of Works for approval for every show is that the show advance process with tour

managers occurs one week from show date. This prevents them from making a timely request and getting on the agenda.

Mr. Martin stated that they propose that Ignition Garage be granted a standing approval for 5 places from 2:00 pm until midnight the day of their shows. If they get vehicles that require more spaces, they will drop the trailer for load in or they will unload and move the vehicle until the end of the show.

Mr. Martin stated that as a downtown business owner, he is highly sensitive when parking places are not available for his customers. In his opinion, the root cause of the problem is that downtown business employees and residents are sitting in the available spaces on the street and the marked lot behind their business. Mr. Martin's response has been to identify the abusers and approach them personally to ask for their help. In most cases, this takes care of the problem, in others he is ignored because there is no mechanism to ticket them until they have been parked for 48 hours. The Board and Mr. Martin discussed the parking restrictions downtown.

A six month term was granted for the approval of 5 parking spaces which will be reviewed again after the term has expired.

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

REQUEST TO APPROVE BLOCKING STREET FOR RIDING TO REMEMBER

Mary Anne Ballard requested Board approval for the road closures, traffic control and designated no parking areas for the 18th annual Riding to Remember Police, Firefighter, and Veteran Charity Ride being held Sunday, September 11th, 2016.

This is a 72 mile fully police escorted ride that will be arriving in Goshen at approximately 3:40 pm on Sunday, September 11th with an estimated 600-700 motorcycles in attendance. The ride will enter Goshen from the south on SR 15 (Main Street), turning east on Madison Street, and north on 5th Street. The procession will stop at Lincoln Avenue where riders will dismount as a request is being made for complete road closure on 5th Street between Lincoln Avenue and Madison (3 blocks) for motorcycle parking and a closure requested in the 200 block of East Jefferson for overflow parking. The participants will then move to the area in front of Goshen Police Department for a memorial service that will last approximately 20 to 25 minutes. Upon conclusion of the memorial, participants will remount their motorcycles for the remainder of the event. The ride will then exit the City of Goshen at approximately 4:30 pm by traveling west on Lincoln Avenue, north on North 3rd Street. Letters have been sent to Police Chief Branson and Fire Chief Sink requesting their assistance for this event along with a notification to Street Commissioner Denny Long.

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

REQUEST TO APPROVE AGREEMENT WITH SIGNTECH SIGN SERVICES, INC.

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Signtech Sign Services, Inc. to replace the seasonal (Christmas) lighting on the Police/Court building since the roof has been replaced. The City solicited quotes from Signtech Sign Services Inc. and L&M Electric and Middlebury Electric. One response was received.

The City wishes to contract with Signtech Sign Services Inc. to supply and install the season lighting that will match the roof top lighting in downtown Goshen. The total cost for the work is \$4,588.75 and will be completed within 6 weeks after a receipt of a notice to proceed.

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

REQUEST TO APPROVE SIDEWALK & CURB 50/50 PROGRAM – AGREEMENT WITH TERRACE GREEN/HAMPTON CIRCLE – JN: 2016-0001

Administrative Utilities Engineer Dustin Sailor requested Board approval of the Sidewalk & Curb 50/50 Agreement with Terrace Green HOA to replace the sidewalk on Hampton Circle. The total cost is \$1,226.00, so the City's portion would be \$613.00. Terrace Green has already submitted their payment of \$613.00.

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

REQUEST TO APPROVE AGREEMENT AMENDMENT NO. 1 – LOGAN STREET WATER MAIN PROJECT – JN: 2014-0072

Administrative Utilities Engineer Dustin Sailor requested Board approval of Agreement Amendment No. 1 for the Logan Street Water Main project. In the process of obtaining construction plan approval and negotiating utility relocations within the construction corridor, the City became aware that additional services were required. This amendment increases the scope of the work in the original agreement to include additional railroad permitting, right of way research and construction staking. This increases this agreement fee \$5,300.00 for a total contract price of \$42,800.00.

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

REQUEST TO APPROVE ELECTRICAL LICENSE

Building Inspector Steve Bice requested Board approval of an Electrical License for Dennis Weaver of DG Electric, located at 5134 Canton Street, South Bend, Indiana, 46614. He has met the requirements for a City of Goshen Electrical license. He achieved a score of 79% on the Master Electrical exam taken on March 31st, 2007 in Indianapolis, Indiana.

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

NOTIFICATION OF BOARD OF WORKS MEETING

Mayor Stutsman stated that due to lack of a quorum, the Board of Public Works and Safety meeting has been rescheduled to Tuesday, September 6th, 2016 at 9:00 am from Friday, September 2nd, at 4:00 pm. The regular meeting schedule will resume on Monday, September 12th, 2016.

Bids being submitted at 10:00am on September 6, 2016 will be collected and public opening will be at the Board of Works and Safety meeting on September 12, 2016.

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

PRIVILEGE OF THE FLOOR

David Holoman of Corner Stone Painting hired by LaCasa, requested Board approval to block spaces at the alleyway East of the property at 110 E. Lincoln for painting of window trim. The project requires the use of a 60 foot boom truck during the hours of 7am to 5pm starting September 6, 2016 and ending September 16, 2016.

Mayor Stutsman stated that the closures will only be approved for an eight hour period each day with a one week maximum.

Mayor Stutsman moved to approve the request. 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