

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD
MEETING HELD JANUARY 30, 2017 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 January 30, 2017, 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 Administrative Assistants, City Attorney, Assistant City Planner, Fire Chief, Police Chief, Building Inspector, Street Commissioner, Assistant Street Commissioner, Legal Contracts and Claims Manager, Legal Compliance Administrator, Mayor's Administrative Assistant Lung, Park Superintendent, Superintendent of Waste Water, Assistant Superintendent of Wastewater, Utilities Billing Office Supervisor, Director of Public Works, Central Garage Fleet Manager, Communications Coordinator.

Minutes of the meeting of January 13, 2017 and January 23, 2017 were presented. On motion of Board Member Landis and second by Board Member Day, the minutes were approved as presented.

REQUEST TO DECLARE AS SURPLUS AND DISPOSE OF SURPLUS PROPERTY

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to declare and dispose of surplus property. The City's Utilities Office, Maintenance, and Tech Departments wish to have the miscellaneous equipment, furniture, and electronics declared as surplus property and to dispose of the surplus property in accordance with IC 5-22-22:

The Board of Public Works and Safety is requested to:

1. Declare the miscellaneous equipment, furniture, and electronics listed in the declaration 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 CONTRACT WITH PETERSON CONSULTING
SERVICES, INC.**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to approve the contract with Peterson Consulting Services, Inc. The City wishes to contract with Peterson Consulting Services, Inc. to assist the city with its financial reporting related to its capital assets as required by Government Accounting Standards Board Statement No. 34. The agreement is for a fixed fee of \$4,700.00, plus reimbursable expenses not to exceed \$250.00. All work is to be completed within 90 days from receipt of a notice to proceed.

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

**REQUEST TO APPROVE ELECTRICAL LICENSE—A.L. CABLE AND
R.L. KELLOGG**

Building Inspector Myron Grise requested Board approval to issue an electrical license.

Aaron L. Cable of Crist, Inc., located at 68489 CR 13, Nappanee, Indiana, 46550, has met the requirements for a City of Goshen Electrical License. Mr. Cable achieved a score of 75% on the Master Electrical Exam taken on October 10, 2011.

Robert L. Kellogg of Majority Builders, Inc., located at 62900 US 31 South Road, South Bend, Indiana, 46614, has met the requirements for a City of Goshen Electrical License. Mr. Kellogg achieved a score of 76% on the Master Electrical Exam taken on April 14, 2014.

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

REQUEST TO APPROVE MECHANICAL LICENSE—D.N. LEE

Building Inspector Myron Grise requested Board approval to issue a mechanical license. Darrell N. Lee of Lee Plumbing, Inc. located at 17621 CR 18, Goshen, Indiana, 46528, has met the requirements for a City of Goshen Mechanical License. He achieved a score of 75% on the Prometric Master Limited Air Conditioning Exam taken on October 13, 2008 in Elkhart, Indiana.

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

REQUEST TO APPROVE EMPLOYMENT AGREEMENT—WADE BRANSON

Legal Compliance Administrator Shannon Marks requested Board approval for the Employment Agreement with Wade Branson to serve in the capacity of Civilian Police Chief.

The effective date will be upon Wade’s retirement as Police Chief under the annual salary ordinance covering the members of the City of Goshen Police Department and his rehire as Civilian Police Chief under the annual salary ordinance covering the employees of the Civil City of Goshen, but not before February 3, 2017

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

REQUEST TO APPROVE OCCUPANY PERMIT WITH HABITAT FOR HUMANITY—210 CRESCENT

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute the Occupancy Permit Agreement with Habitat for Humanity of Elkhart County Incorporated (Habitat) for the new residence constructed at 210 Crescent Street, Goshen. The construction project at this location is substantially complete except for certain work that is itemized in the agreement. Habitat for Humanity of Elkhart County Incorporated agrees to complete all remaining work as soon as conditions permit, but no later than June 15, 2017. Upon the execution of the agreement and delivery of surety in the amount of One Thousand Fifty Three Dollars (\$1,053.00) to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location on the condition that Habitat complies with the terms of the agreement.

Board Member Landis 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 Landis 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 ANGIE MCKEE