

**BOARD OF PUBLIC WORKS AND SAFETY AND STORM WATER BOARD  
MEETING HELD FEBRUARY 13, 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 February 13, 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, Superintendent of Water and Sewer, Utilities Billing Office Supervisor, Director of Public Works, Central Garage Fleet Manager, Communications Coordinator.

**REQUEST TO OPEN BIDS—POLICE PATROL UNITS**

Mayor Stutsman opened the following bid:

Eby Ford                      \$153,900.40

Mayor Stutsman moved to refer the bid to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO APPROVE ADVERTISING FOR INTERURBAN TROLLEY  
SHELTERS—MACOG**

Director of Public Works Dustin Sailor requested Board approval for trolley shelter advertising. The Engineering Department received a request from MACOG to allow advertisements on seven bus shelters within the Goshen City Limits. The following locations may receive advertisements:

- Bashor Road & US 33
- Pike Street & Chicago Avenue
- Eisenhower Drive & 15<sup>th</sup> Street
- Eisenhower Drive & Lincolnway
- Eisenhower Drive & Industrial Park Drive
- College Avenue & 9<sup>th</sup> Street
- College Avenue & 15<sup>th</sup> Street

The Engineering Department notified businesses adjacent to each shelter specified, requesting they attend the Board of Public Works and Safety meeting, or comment in writing beforehand, to speak on any issues they may have with the advertisements.

According to MACOG, per their policy, advertisements sold will be located on a single, non-illuminating advertising panel on the side of each shelter. The advertising will be viewable by street traffic and Interurban Trolley riders, as well as pedestrians and bicyclists. The advertising rotates on a regular basis. All ads are subject to the approval of MACOG staff and the MACOG Executive Director according to the advertising policy. MACOG representatives Zack Dripps and Jeremiah Cox informed the Board that the advertising sales help to offset the cost of providing passenger amenities such as trolley shelters and to help offset operating costs.

MACOG is requesting a permit authorization period of one year that is automatically renewable for up to two additional years unless issues are identified.

Due to concerns regarding the advertising covering existing business signage near the trolley shelter at Bashor Road & US 33, Mayor Stutsman moved that this stop location be removed from advertising consideration. Second by Board Member Landis and motion passed unanimously.

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

**REQUEST TO APPROVE AGREEMENT—COMMUNITY BUSINESS EQUIPMENT**

Legal Claims and Contracts Manager Keitha Windsor requested Board approval to renew a service agreement for the City's Central Garage copier with Community Business Equipment for one year at a rate of \$0.0138 per B&W page and \$0.0716 per color page with a minimum monthly rate of \$20.00. Toner and drums are covered under this service agreement.

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

**REQUEST TO APPROVE AGREEMENT—EMERGENCY RADIO SERVICE, INC.**

Legal Claims and Contracts Manager Keitha Windsor requested Board approval to contract with Emergency Radio Service, Inc. to provide a maintenance program for the City's Police and Fire Departments' radios consisting of annual frequency alignments and mechanical checks for approximately 270 radios:

Goshen Police Department

- 134 mobile and portable radios

Goshen Fire Department

- 24 mobile radios
- 90 portable radios
- 4 base radios
- 18 tornado siren mobile radios

Compensation is based on a cost of \$1.50 per month per radio and \$4.16 per tornado siren with a 5% discount for annual payments of \$5,162.83. The initial term of the Agreement is for 3 years with an option to renew for an additional 3 year term under the same terms and conditions.

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

**REQUEST TO APPROVE OCCUPANCY PERMIT—1320 SAND HILLS POINT**

Legal Compliance Administrator Shannon Marks requested Board approval for an Occupancy Permit Agreement with Granite Ridge Builders, Inc. for the new residence constructed at 1320 Sand Hills Point, Goshen. The construction project is now substantially complete except for certain exterior work that cannot be completed due to weather conditions.

Granite Ridge Builders, Inc. agrees to complete all remaining work as soon as conditions permit, but no later than June 15, 2017. In addition, the agreement also provides for the temporary installation of a gravel driveway and gravel walkway until such time as the permanent hard surface driveway and concrete sidewalks can be installed.

Upon the execution of the agreement and delivery of surety in the amount of Three Thousand Three Hundred Fifteen (\$3,315.00) Dollars to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location.

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

**REQUEST TO APPROVE OCCUPANCY PERMIT—1120 VAN GILST DRIVE**

Legal Compliance Administrator Shannon Marks requested Board approval for an Occupancy Permit Agreement with Carl & Rae, LLC for the new residence constructed at 1120 Van Gilst Drive, Goshen. The construction project is now substantially complete except for certain exterior work that cannot be completed due to weather conditions.

Carl & Rae, LLC 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 Three Hundred Fourteen (\$314.00) Dollars to insure the timely completion of the remaining work, the City will issue a certificate of occupancy for the location.

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

**BOARD AND COMMISSION (RE) APPOINTMENTS**

Mayor Stutsman was pleased to appoint Felipe Merino to the Redevelopment Commission. Merino was recommended by the Goshen School Board, as a member of the School Board, to serve as a nonvoting advisor for a two-year term, 2017-2018. Also being appointed is Kristen Savage to the Shade Tree Board. She will be serving a three-year term. Both appointees are filling positions previously filled by members that do not meet criteria to be reappointed.

Darryl Riegsecker was recommended by the County Council to be reappointed to the Economic Development Commission; following their recommendation, Mayor Stutsman appointed Riegsecker to commission.

Mayor Stutsman also appointed Brad Hunsberger as an alternate for all of 2017 to the Board of Zoning Appeals. City Council did the same; therefore, Hunsberger will be the alternate regardless of who originally appointed the regular BZA member who is absent from the meeting.

**REQUEST FOR ELECTRIC LICENSE—T.F. LAWSON**

Building Inspector Myron Grise requested Board approval to issue an electric license to T.F. Lawson. Timothy F. Lawson of Lawson Electric, LLC, located at 51548 Creekside Drive, Granger, Indiana, 46530, has met the requirements for a City of Goshen Electrical license. He achieved a score of 71% on the Master Electrical exam taken on October 10, 2005 in Elkhart, Indiana.

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

**REQUEST TO DECLARE AS AND DISPOSE OF SURPLUS PROPERTY**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to declare and dispose of surplus property two metal office desks and various pieces of body armor in accordance with IC 5-22-22.

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

**REQUEST TO APPROVE AGREEMENT WITH DLZ FOR DESIGN—GISHEN INDUSTRIAL PARK STORM SEWER JN: 2007-0052**

Director of Public Works Dustin Sailor requested Board approval for the agreement with DLZ for professional engineering services for the drainage design, permitting, and survey work for the Goshen Industrial Park Storm Sewer. The contract price is not to exceed \$43,600.00. Request for proposals for this project were due on October 31, 2016.

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

**PRIVEILEGE OF THE FLOOR**

Mr. Adam Scharf requested Board approval for the closure of an alley near 111 S. 8<sup>th</sup> Street from February 14-February 18, 2017 for a roof repair. Mr. Scharf indicated that the alleyway would be cleared at the end of the workday and all machinery would be removed until the following workday.

Mayor Stutsman moved to approve the request. Second by Board Member Landis 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 ANGIE MCKEE**