

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD JUNE 26, 2017, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on June 26, 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: Board Member Day, Board Member Landis

ABSENT: Mayor Stutsman

OTHERS: Clerk-Treasurer Administrative Assistants, City Attorney, City Planning and Zoning Administrator, Fire Chief, Assistant Fire Chief, Police Chief, Building Inspector, Contracts and Claims Manager, Legal Compliance Administrator, Mayor’s Administrative Assistant, Parks and Recreation Superintendent, Wastewater Superintendent, Water and Sewer Superintendent, Utilities Billing Office Manager, Director of Public Works, Civil Traffic Engineer, Central Garage Fleet Maintenance Manager, Communications Coordinator.

Minutes of the meeting of May 30, 2017, June 5, 2017, June 12, 2017, and June 19, 2017 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO OPEN BIDS—WATER METER REPLACEMENT PROJECT

Board Member Landis opened the following bids:

Utility Sales Agency of America LLC	\$418,507.41
Keystone Utility Systems	\$491,763.00
HD Supply Waterworks, LTD	\$534,452.99
Vanguard Utility Service, Inc.	\$792,379.86
Alternate Bid—12 month completion	\$651,977.96

Board Member Landis moved to refer the bids to the Legal and Utility Departments for review and recommendation. Second by Board Member Day and motion passed unanimously.

REQUEST TO OPEN BIDS—SINGLE AXLE TRAILER

Board Member Landis opened the following bid:

Todd Turner	\$80.00
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Board Member Landis moved to refer the bid to the Legal Department for review and recommendation. Second by Board Member Day and motion passed unanimously.

REQUEST TO AWARD BID—MID-AMERICAN MILLING CO

Director of Public Works Dustin Sailor requested Board approval to award a bid to Mid-American Milling Co. Five quotes were requested to pave roughly 100 cubic yards of asphalt in

three locations during the week of June 26, 2017 through June 30, 2017. Of the quotes received, Mid-American Milling CO and Walsh & Kelly were able to meet the timeline. Of the two remaining quotes, Mid-American Milling Co was the lowest responsive and responsible quoter with a price of \$4,500.00. They will be able to complete the work on Thursday, June 29, 2017.

The following areas will be milled:

- 15th Street from Adams to Illinois—NB lane only (~1160' x 11.5')
- Cottage Avenue from Lafayette to school (~530 x 12')
- Portion of alley between 5th and 6th north of Middlebury (~165' x 12')

The roads/alley will be paved during the week of July 3, 2017. The contract is still under review.

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

REQUEST TO APPROVE PROMOTION—C.A. HABERSTICH

Fire Chief Danny Sink requested Board approval to promote Camron A. Haberstich to Private First Class for the Goshen Fire Department based on his performance and recommendations from his shift Battalion Chief and Training Officer. Mr. Haberstich completed his probationary year as of June 20, 2017. The promotion would be retroactive to June 20, 2017.

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

REQUEST TO APPROVE PROMOTION—A. PRIEM

Assistant Fire Chief requested Board approval to promote Andrew Priem to EMS Sergeant for the Goshen Fire Department. Andrew has passed all of the required exams and standards for promotion to his new rank which will be effective on June 30, 2017.

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

REQUEST TO APPROVE INSTALLATION OF COMMERCIAL CONDENSERS IN THE RIGHT-OF-WAY

Crystal Valley Comfort representative Austin Birkey requested Board approval to install commercial condensers in the public right-of-way. The two additional mini-split ductless condensers will be installed above boarded up windows and will be facing the alleyway similarly to an existing unit. The new condensers will hang 12 feet above ground level and 1 foot off the building to duplicate the existing condenser mounting practice. A third condenser would be mounted on the north side of the building to provide heating and cooling to the upstairs.

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

Building Owner Stephanie Hondrich requested additional Board approval to place a dumpster in front of the building occupied by Crystal Valley Comfort from June 29, 2017 until July 5, 2017. The dumpster would occupy one parking space in front of the building and will not obstruct the view of motorists using the alleyway.

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

**REQUEST TO APPROVE RESOLUTION 2017-21 “NEW STREET NAME:
PARK 33 BOULEVARD”**

City Zoning and Planning Administrator Rhonda Yoder requested Board approval for Resolution 2017-21.

BE IT RESOLVED that the Goshen Board of Public Works and Safety issues a new street name, Park 33 Boulevard, for a private street extending south from Fairfield Avenue, west of Lincolnway (US 33), which will be used for addressing for the Park 33 apartment development located at the southwest corner of Lincolnway East and Fairfield Avenue.

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

PASSED and ADOPTED by the Goshen Board of Public Works and Safety on June 26, 2017.

REQUEST TO DECLARE AS AND DISPOSE OF SURPLUS PROPERTY

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to declare as the Wastewater Treatment Plant’s Yale Fork Lift (Model #GLC030UAT071) Serial #P225854 declared as surplus property and to dispose of the surplus property in accordance with Indiana Code § 5-22-22.

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

**REQUEST TO APPROVE RESOLUTION 2017-23 “ELECTRONIC RECORDING
DEVICE AND DATA POLICY”**

City Attorney Larry Barks requested Board approval for Resolution 2017-23. The Resolution institutes the changes in the law as of July 1, 2016 regarding the activation and operation of electronic recording devices by the Goshen Police Department. The policy addresses in-car video systems and body cameras worn by the police. It sets forth criteria for activation, deactivation of recording devices, notification to others regarding recording devices, officer and supervisory review, and storage protocols of digital data. A copy of Resolution 2017-23 is available at the Clerk-Treasurer’s office for public review.

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

REQUEST TO APPROVE RESOLUTION 2017-24 “RELEASE OF MORTGAGE ON 712 SOUTH TENTH STREET, GOSHEN”

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2017-24. The City of Goshen, Indiana (City) loaned the Housing Authority of the City of Goshen, Indiana (Housing Authority) the sum of \$35,000.00 on September 7, 2010.

The City reserved a mortgage on three parcels of real estate owned by the Housing Authority to secure the loan, including the real estate commonly referred to as 1101 West Lincoln Avenue, Goshen; real estate commonly referred to as 712 South Tenth Street, Goshen; and real estate generally located in the 900-block on the east side of South Twelfth Street, Goshen.

The mortgage was executed by the Housing Authority September 7, 2010 and recorded September 20, 2010 as instrument number 2010-18551.

The City previously released the mortgage on the real estate commonly referred to as 1101 West Lincoln Avenue, Goshen and the real estate commonly generally located in the 900-block on the east side of South Twelfth Street, Goshen.

The Housing Authority has paid the September 7, 2010 loan in full.

THEREFORE, BE IT RESOLVED that the Goshen Board of Public Works and Safety releases the mortgage on the real estate commonly referred to as 712 South Tenth Street, Goshen.

BE IT FURTHER RESOLVED that Mayor Jeremy P. Stutsman is authorized to execute a release of mortgage on behalf of the City.

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

PASSED and ADOPTED by the Goshen Board of Public Works and Safety on June 26, 2017.

REQUEST TO APPROVE RESOLUTION 2017-17 “APPROVE AND AUTHORIZE EXECUTION OF THE LEASE AGREEMENT FOR WILDEN AVENUE REAL ESTATE WITH SOLSCIENT ENERGY, LLC.”

Legal Compliance Administrator Shannon Marks requested Board approval for resolution 2017-17. The City of Goshen owns real estate at 1000 West Wilden Avenue, some of which consists of vacant land.

The Goshen Board of Public Works and Safety received sealed bids on May 1, 2017 to lease a portion of the real estate located at 1000 West Wilden Avenue consisting of an unimproved area of approximately 54,400 square feet (160' x 340') located on the west side of North Indiana Avenue (hereinafter referred to as “Wilden Avenue Real Estate”).

The Board has awarded the bid to lease the Wilden Avenue Real Estate to Solscient Energy, LLC. The City and Solscient Energy, LLC have negotiated a lease agreement for the Wilden Avenue real Estate.

BE IT RESOLVED that the Goshen Board of Public Works and Safety approves the terms and conditions of the Lease Agreement with Solscient Energy, LLC, and Mayor Jeremy Stutsman is authorized to execute the finalized Lease Agreement on behalf of the Goshen Board of Public Works and Safety and the City of Goshen.

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

PASSED and ADOPTED by the Goshen Board of Public Works and Safety on June 26, 2017.

REQUEST TO APPROVE WALMART BUGGY TRAIL EASEMENT SURVEY
AGREEMENT JN: 2012-0033

Director of Public Works Dustin Sailor requested Board approval for the Walmart Buggy Trail Easement Survey. The survey is needed for the purpose of an easement from Eisenhower Drive to the Walmart parking lot at Lincolnway. It is requested the Board of Public Works and Safety approve the agreement with Abonmarche to perform the survey and legal description of the Walmart Buggy Trail in the amount of \$3,690.00,

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

REQUEST TO APPROVE LIPPERT COMPONENTS PLANT 85 DRIVEWAY
VARIANCE JN: 2012-2021

Director of Public Works Dustin Sailor requested Board approval for a driveway variance at the Lippert Components Plant 85. They are requesting an existing 75' driveway be widened an additional 51' to create a 126' driveway. Goshen's maximum driveway width for an industrial area is 36'. Allowing Lippert to create such a large drive access would allow them to make all of the truck maneuvering on-site without having to back up into the roadway, which is what currently is being done. This driveway is on a low-volume cul-de-sac street.

Due to the truck turning movements and due to the fact it is a low-volume cul-de-sac street currently only used by Lippert, it is requested that the Board of Works and Public Safety approve the driveway variance to Lippert as requested.

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

REQUEST TO APPROVE PIKE STREET WATER MAIN REPLACEMENT AT THE
ELKHART RIVER CHANGE ORDER NO.2 (BALANCING) JN: 2015-0010

Director of Public Works Dustin Sailor requested Board approval for a balancing change order. The work associated with the Pike Street Water Main Replacement at the Elkhart River project is complete. A balancing change order is being presented for a net construction cost decrease of 4.15 percent. With construction adjustments, the contractor and staff were able to trim \$24,288.66 of the project costs from \$585,879.75 to \$560,591.09.

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

ANNOUNCEMENT—FULL ROAD CLOSURE KERCHER ROAD WEST OF SR 15

Director of Public Works Dustin Sailor announced a full road closure for Kercher Road west of SR 15. Allowances will be made for trash collection and impacted mail delivery. Announcements have been posted to the City’s Facebook page and website.

ANNOUNCEMENT—PIKE STREET RECONSTRUCTION

Director of Public Works Dustin Sailor announced that per INDOT, phase I of construction should be completed today, June 26, 2017. Pike Street will be closed for phase II from Second Street to Main Street, with the Third Street intersection remaining open to through traffic on Third Street, beginning Tuesday, June 27, 2017.

PRIVILEGE OF THE FLOOR

Mr. Eric Kanagy requested Board approval to install a fire door that would swing out into the alleyway at 119 East Lincoln.

Board Member Day moved to table the request until information regarding a possible landing was obtained. Second by Board Member Landis and motion passed unanimously.

There being no further business Board Member Landis moved to process claims and then to adjourn. Second by Board Member Day and motion passed unanimously.

BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER ANGIE MCKEE