

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD  
MEETING HELD JULY 18, 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 July 18, 2017, at 10:00 A.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, Police Chief, Assistant Building Commissioner, Street Commissioner, Assistant Street Commissioner, 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 July 3, 2017 and July 10, 2017 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

**REQUEST TO APPROVE PROMOTION—J.M. SZUBA**

Fire Chief Danny Sink requested Board approval for the promotion of John M. Szuba, who completed his probationary year at Goshen Fire Department as of July 12, 2017. Based on his performance and recommendation from his shift Battalion Chief and Training Officer, it is requested that Mr. Szuba be promoted to Private First Class for the Goshen Fire Department retroactive to July 12, 2017.

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

**REQUEST TO APPROVE PROMOTION—K.A. TAYLOR**

Police Chief Wade Branson requested Board approval for the promotion of Kyle A. Taylor, who has completed his probationary year at Goshen Police Department. It is requested that that Mr. Taylor be promoted to Patrol Officer effective July 18, 2017.

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

**REQUEST TO APPROVE ELECTRICAL LICENSE—S. ZORNIG**

Assistant Building Commissioner Myron Grise requested Board approval for an electrical license. Steve Zornig of Brite Electric, Inc., 51285 Bittersweet Road, Granger, IN, 46530, has met the requirements for a City of Goshen electrical license. He achieved a score of 90% on the Prometric Master Electrical Exam taken on April 12, 2014 in Fort Wayne, IN.

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

**REQUEST TO ACCEPT PLAT FOR NORTH MEADOW ESTATES  
ELEVENTH ADDITION**

Planning and Zoning Administrator Rhonda Yoder requested Board approval to accept a plat for the North Meadow Estates Eleventh Addition. The secondary subdivision has been submitted for North Meadow Estates Eleventh Addition (Lot O). The subject property is generally located on the northwest corner of Johnston Street and West Hackett Road, and is zoned Commercial B-3 PUD (Planned Unit Development), part of a 10-lot commercial subdivision that was granted primary approval by the Plan Commission on December 16, 1997.

The subdivision meets the North Meadow Estates PUD and Zoning and Subdivision Ordinance (SO) requirements.

Per SO Sections 512 and 812, an overall subdivision drainage plan shall be prepared and certified by a registered engineer or registered land surveyor, submitted to the City Engineer, and approved by the Board of Public Works and Safety before construction begins and secondary approval is granted.

A portion of the public water main is being extended as part of the development, which requires surety/performance bond if the plat is to be recorded before construction proceeds. Surety must be accepted by the Board of Works and Public Safety.

The plat does not include dedication of right-of-way, but does include a number of easements, including an easement for the water main extension.

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

**REQUEST TO APPROVE AGREEMENT FOR FIRE DEPARTMENT PHYSICALS—  
PUBLIC SAFETY MEDICAL**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for a contract with Public Safety Health Systems, Inc. d/b/a Public Safety Medical (PSM) to provide the Goshen Fire Department's physicals. A schedule of fees for each service for the years 2017, 2018, and 2019 are available at the Clerk-Treasurer's Office. The agreement is through December 31, 2019.

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

**REQUEST TO APPROVE ROAD CLOSURES FOR US 33 BEAM INSTALLATIONS**  
**JN:2011-0041**

Director of Public Works Dustin Sailor requested Board approval on behalf of Rieth-Riley Construction for road closures for the installation of beams at the new overpasses that are currently being installed. The road closures are as follows:

- Tuesday, July 25, 2017 from 6A.M. until Wednesday, July 26, 2017 at 6A.M: Close Cottage Avenue between Lincoln Avenue to the intersection of Crescent Street and Bridge.
- Saturday, July 29, 2017 through Tuesday, August 1, 2017: Close Eighth Street between Lincoln Avenue and Washington Street (home owners will still have access from Washington Street).
- Monday, July 31, 2017 from 6A.M. until Tuesday, August 1, 2017 at 6A.M.: Close Lincoln Avenue between Cottage Avenue and Ninth Street.

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

**REQUEST TO APPROVE ROAD CLOSURE FOR DIERDORFF ROAD**  
**RECONSTRUCTION AT ARDMORE COURT JN: 2016-0033**

Director of Public Works Dustin Sailor requested Board approval on behalf of Walsh & Kelly to close Dierdorff Road between Kercher Road and Regent Street. The contractor has 60 days to complete the project from July 24, 2017.

The closure will begin Tuesday, July 25, 2017 and will extend through Tuesday, August 22, 2017. The designated detour will be Kercher Road (east-west) to US 33 (north-south) to County Road 40 (east-west) to Dierdorff Road (north-south). The detour will be marked with signs and barricades.

Because of the traffic impacts experienced last year, the City is starting the notification process to the public a week in advance. Postings on the City's Facebook and website are part of the notification process.

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

**REQUEST TO APPROVE PLYMOUTH AVENUE TRAIL CROSSING**  
**MODIFICATION—CHANGE ORDER #4 JN: 2015-0051**

Director of Public Works Dustin Sailor requested Board approval for Change Order #4 for the Plymouth Avenue Trail Crossing Modification. Change Order #4 addresses a drainage issue at 815 West Plymouth Avenue caused by the new path and the additional concrete for the driveways at 711 and 801 West Plymouth Avenue. Additional concrete will be added to the driveways to address stone washing down into the new path causing a hazard to the public. The original contract was \$763,296.49. Change Orders 1, 2, and 3 increased the contract by \$47,166.91. Change Order 4 increases the contract by \$3,000.00 for a total contract cost of \$813,463.40.

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

**REQUEST TO APPROVE DRAINAGE PLAN—NORTH MEADOW ESTATES**  
**ELEVENTH ADDITION JN: 2017-2025**

Director of Public Works Dustin Sailor requested Board approval for Drainage Plan for the North Meadow Estates Eleventh Addition. In accordance with the City's Subdivision Control Ordinance 3196 Section 512 "Drainage Plan," the City's Engineering Department has reviewed the drainage plan prepared by Abonmarche Consulting for the North Meadow Estates Eleventh Addition, located immediately north of Johnston Street and west of West Hackett Road. The plan calls for the construction of one retention basin along the north property line and one detention basin along the south property line to support a commercial development. Based upon the calculations, the new Stormwater storage volume is sufficient to detain the anticipated runoff from the development during a 3-inch 100 year/1 hour design storm without inundating down gradient land. The detention basin is designed to have a restricted release into the City of Goshen's Stormwater drainage system, which requires approval by the Board of Public Works and Safety and an agreement to be entered into between the City and the property owner.

After due consideration of the proposed drainage plan for the North Meadow Estates Eleventh Addition, the Goshen Engineering Department recommends acceptance of the subdivision's drainage plan with the following condition(s):

1. The property owner shall enter into an agreement to release private Stormwater into the City of Goshen's drainage system, and until such time as the agreement is signed by both parties, no connection between the two systems shall take place.

In closing, please let the record show the City of Goshen in no way guarantees the proposed drainage improvements will adequately function as designed by the developer's licensed professional, and further the City accepts no liability in conjunction with the acceptance of the drainage plan should it be determined at a later date that drainage modifications are warranted to address unforeseen conditions and minimize impacts to neighboring land.

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

**REQUEST TO APPROVE MISCELLANEOUS RELEASES**

Legal Compliance Administrator Shannon Marks requested Board approval for miscellaneous releases. The City is in the process of selling the real estate at 1215 Hickory Street, 307 South Seventh Street, and 401-403 East Jefferson Street to LaCasa of Goshen, Inc. In order for the title company to insure title to the real estate, the Board of Public Works and Safety needs to release or partially release the following:

1. Release of sewer lien upon the real estate at 307 South Seventh Street dated June 24, 2014 and recorded June 24, 2014 as instrument number 2014-11078 in the amount of \$404.44 plus penalty and interest.

2. Partial release of judgment upon the real estate at 307 South Seventh Street dated July 10, 2015 in Judgment Book 2015, page 0710 under Cause No. 20C01-1502-PL-000027. This partial release only applies to the real estate and does not otherwise release or affect the judgment.
3. Partial release of judgment upon the real estate at 401-403 East Jefferson Street dated May 1, 2015 in Judgment Book 2015, page 0501 under Cause No. 20C01-1412-PL-000327. This partial release only applies to the real estate and does not otherwise release or affect the judgment.
4. Release of sewer lien upon the real estate at 1215 Hickory Street dated October 17, 2014 and recorder October 20, 2014 as instrument number 2014-20281 in the amount of \$65.37 plus penalty and interest.
5. Release of sewer lien upon the real estate at 1215 Hickory Street Dated April 4, 2014 and recorded April 9, 2014 as instrument number 2014-06009 in the amount of \$86.37 plus penalty and interest.
6. Release of continuous enforcement order upon the real estate at 1215 Hickory Street dates September 27, 2010 and recorded October 7, 2010 as instrument number 2010-20122.

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

**REQUEST TO APPROVE RESOLUTION 2017-25 “DEDICATION OF PUBLIC RIGHT-OF-WAY AT 1728 RELIANCE ROAD**

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2017-25.

BE IT RESOLVED that the Goshen Board of Public Works and Safety, on behalf of the City of Goshen, Indiana, dedicates to the City of Goshen, Indiana public right-of-way located at 1728 Reliance Road as described and in the Warranty Deed attached to this resolution.

BE IT FURTHER RESOLVED that Mayor Jeremy P. Stutsman is authorized to execute any and all documents relating to the dedication of the public right-of-way to the City of Goshen, Indiana.

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 July 18, 2017.

**PRIVILEGE OF THE FLOOR**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for a Permitting and Land Management System Agreement with Arcadis U.S. Inc. The current City permitting and land management business processes are very manual and rely on a series of customer databases. The City has looked at a few products in the past, and has more recently done some work to document their high-level functional requirements for this new system.

The City wishes to contract with Arcadis U.S. Inc., and consultant agrees to assist the City with planning, assessment, and selection of a new permitting and land management system. Arcadis U.S. Inc., work on the project shall be completed within 6 months from receipt of a notice to proceed and the total cost for all work shall not exceed \$42,640.00.

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

Abonmarche Project Manager Brad Mosness requested Board approval for a driveway variance for Synergy Leasing. Mr. Mosness had previously requested an asphalt millings surface roller compacted to 4". Due to the Board's previous concerns about the proposed thickness of the surface, Mr. Mosness requested approval to install an asphalt millings surface roller compacted to 6" with an asphalt binder added to improve surface durability.

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

Abonmarche Project Manager Brad Mosness requested Board approval for a master water meter installation on behalf of Emert Group for property located at 1375 Park 33 Boulevard. The master meter setup would allow for adequate fire protection. Director of Public Works Dustin Sailor recommended approving the request in this circumstance; however, there are concerns about the tier pricing for the water utility for future master meter requests.

Board Member Day moved to approve the request. 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**