

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD DECEMBER 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 December 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: Mayor Stutsman, Board Member Landis

ABSENT: Board Member Day

OTHERS: Clerk-Treasurer, Assistant City Planning and Zoning Administrator, Street Commissioner, Assistant Street Commissioner, Contracts and Claims Manager, Legal Compliance Administrator, Mayor's Administrative Assistant, Water and Sewer Superintendent, Utilities Billing Office Manager, Communications Coordinator.

REQUEST FOR SEWER RELIEF—1502 HARVEST DRIVE

Mr. Bob Shreiner of 1502 Harvest Drive requested Board approval for sewer relief. Mr. Shreiner unintentionally left a soaker hose running in a newly planted area of his yard for several days. The water did not enter the sewer system. Water and Sewer Superintendent Kent Holdren stated that there was no apparent flooding in the yard by the time he was called out to the residence, but the water usage for that period was inconsistent with a malfunctioning toilet. If relief is granted, the Utilities Billing Office has calculated relief at \$263.62.

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

REQUEST TO APPROVE PURCHASE OF SERVER--MAPLETRONICS

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to purchase a new server. The City's equipment is from 2010 and it is better to replace it now, rather than to wait until it fails. Additionally, newer software exceeds the server's capabilities. The City wishes to contract with MapleTronics Computers, Inc. to supply, install, and provide maintenance service for computer host servers, software, hard drive storage, and hard drives. The delivery of the equipment, installation, and setup shall be completed by January 31, 2018 and the total cost is \$49,342.49.

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

**REQUEST TO APPROVE AGREEMENT FOR LEGAL SERVICES—BARKES,
KOLBUS, RIFE & SHULER**

Legal Compliance Administrator Shannon Marks requested Board approval for an agreement with Barkes, Kolbus, Rife & Shuler, LLP for attorney services in 2018. Under the agreement, Jim Kolbus will serve as Planning and Zoning Attorney and receive a bi-weekly salary of \$285.93 and the same health insurance benefits as other City employees. Additionally, Barkes, Kolbus, Rife & Shuler, LLP shall be compensated \$171 per hour for all services rendered on behalf of the City or its departments, including acting as local counsel for the issuance of bonds, provided such services are not covered by the salary paid to Jim Kolbus. The firm will be compensated \$225 per hour for projects where City's legal fees are paid from a non-City funding source. No services rendered by Larry Barkes will be billed to the City as part of this agreement.

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

REQUEST TO APPROVE RESOLUTION 2017-38

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2017-38 entitled, "DOCUMENTING THE SUBMISSION OF THE 2017 ANNUAL CERTIFICATIONS BY CITY OF GOSHEN ELECTED OFFICERS."

BE IT RESOLVED that the Goshen Board of Public Works and Safety acknowledges the submission of the 2017 annual certifications by each of the City of Goshen elected officers listed

below certifying that: (1) the officer has not violated Indiana Code 36-1-20.2 et seq. or the City's policy regulating the employment of relatives; and (2) the officer is in compliance with Indiana Code 36-1-21 et seq. and the City's policy regulating contracting with the City.

Jeremy P. Stutsman, Mayor
Angie McKee, Clerk-Treasurer
Bodie J. Stegelmann, City Court Judge
Jim McKee, Council Member—District 1
Edward A. Ahlersmeyer II, Council Member—District 2
Mike Orgill, Council Member—District 3
Julia A. Gautsche, Council Member—District 4
Adam Scharf, Council Member—District 5
Brett Weddell, Council Member—At-Large
Julia King, Council Member—At-Large

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

(PASSED and ADOPTED on December 26, 2017)

REQUEST TO APPROVE OCCUPANCY PERMIT AGREEMENT—836
WENTWORTH DRIVE

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute an Occupancy Permit Agreement with Craig M. Swisher and Cheryl L. Swisher and Schrock Homes, Inc. for the new residence constructed at 836 Wentworth Drive. The construction project is now substantially complete except for certain exterior work that cannot be completed due to weather conditions (site stabilization, plant all required landscaping, and sidewalk installation). With the execution of this agreement, the City will issue a certificate of occupancy for the location provided that a surety in the amount of Seven Thousand Six Hundred Dollars (\$7,600) is given to the City to insure the timely completion of the remaining work. The remaining work will be completed as soon as conditions permit, but no later than June 15, 2018.

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

REQUEST TO APPROVE OCCUPANCY PERMIT AGREEMENT—3325
HACKBERRY DRIVE

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Mayor to execute an Occupancy Permit Agreement with LCM Realty II, LLC and J A Wagner Construction Inc for the new facility constructed at 3325 Hackberry Drive. The construction project is now substantially complete except for certain exterior work related to the new parking lot that cannot be completed due to weather conditions. With the execution of this agreement, the City will issue a certificate of occupancy for the location provided that a surety in the amount of Eight Thousand Four Hundred Dollars (\$8,400) is given to the City to insure the timely completion of the remaining work. The remaining work will be completed as soon as conditions permit, but no later than June 15, 2018.

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

ANNOUNCEMENT—CHRISTMAS TREE COLLECTION

Street Commissioner David Gibbs announced that the collection of Christmas trees will be done between January 2, 2018 and February 2, 2018. Trees should be placed at the curb, and snow events will take precedence over Christmas tree removal.

ANNOUNCEMENT—BOARD OF WORKS AND PUBLIC SAFETY MEETING
RESCHEDULE

Mayor Stutsman Announced that due to the New Year holiday, the Board of Public Works and Safety meeting has been rescheduled from Monday, January 1, 2018 to Tuesday, January 2, 2018. The meeting will be held at 2:00 P.M. in the Council Chambers, Police and Court

Building, 111 East Jefferson Street. Regular Board of Public Works and Safety meetings will resume on Monday, January 8, 2018.

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 STORMWATER BOARD:

MAYOR JEREMY STUTSMAN _____

BOARD MEMBER MITCHELL DAY _____

BOARD MEMBER MICHAEL A. LANDIS _____

ATTEST _____
CLERK-TREASURER ANGIE MCKEE