

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD  
MEETING HELD, SEPTEMBER 17, 2018, 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, September 17, 2018, 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 Administrative Assistants, City Planning and Zoning Administrator, City Attorney, Police Chief, Fire Chief, Street Commissioner, Assistant Street Commissioner, Mayor's Administrative Assistant, Building Inspector, Contracts and Claims Manager, Parks and Recreation Superintendent, Utilities Billing Office Supervisor, Director of Public Works, Civil Traffic Engineer, Communications Coordinator.

Minutes of the meeting of September 10, 2018 were presented. On motion of Board Member Landis and second by Mayor Stutsman, the minutes were approved as presented.

**REQUEST TO OPEN BIDS – WATER TOWER PARKING (PN: 2018-0025)**

Mayor Stutsman opened the following bids:

Niblock	\$93,215.00
Rcith Riley Construction	\$124,941.00
Walsh & Kelly	\$87,010.00

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

**REQUEST TO BLOCK THREE PARKING SPACES—ZEHR CONSTRUCTION**

Zehr Construction Tim Short President requested Board approval on behalf of Maple Indian Restaurant at 127 South Main Street to permit repairs and painting of the upper façade. This work will take approximately one week weather permitting. With the exterior painting season coming to an end Zehr Construction would like to begin the removal of the existing canopy and repairs to the façade and painting to follow as early as Tuesday, September 18, 2018.

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

**REQUEST TO APPROVE UNPAID FINAL UTILITY**

Utilities Billing Office Supervisor Michelle Eldridge requested Board approval to move unpaid finalized accounts from active to Collection, Sewer Liens, and Write-Offs. The original amount of

unpaid final Water/Sewer accounts for the period was \$6,623.92. Collection letters were sent out and payments of \$1,718.91 have been collected. The uncollected amount equals \$4,905.01. These are accounts that were for the most part finalized through July 25, 2018.

Water:           \$2,716.66  
Sewer:           \$2,188.35

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

**REQUEST TO ACCEPT PLAT FOR THE GARDENS SEVENTH**

City Planning and Zoning Administrator Rhonda Yoder requested Board approval for the acceptance of a plat for The Gardens Seventh. A three-lot minor residential subdivision (replat) has been submitted. The Gardens Seventh, which is a portion of Lot 64 in the Gardens Fourth, generally located on the east side of Tulip Boulevard, south of Clinton Street, zoned Residential R-3PUD (Planned Unit Development).

The subject property is the undeveloped portion of Lot 64, which was platted in 2003 for attached single family development (sold as condominiums). The current request is to divide the remainder of Lot 64 into three lots for detached single family homes. All required public infrastructure (street, water, sewer) and subdivision drainage is existing.

The subdivision meets the Zoning and Subdivision Ordinance (SO) requirements. Because the proposed lots will use an existing subdivision drainage system, no overall subdivision drainage plan is required. All public infrastructure is existing, so no surety/performance bond is required.

No dedication of right of way is included, but there are a number of easements.

Director of Public Works Dustin Sailor commented that if taps do not already exist they will be charged the full rate not the normal tap fee. This would be full cost to go out into the road and make connection to the main.

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

**REQUEST TO APPROVE EDWARD BYRNE MEMORIAL (JAG)  
GRANT AGREEMENT**

Police Chief Jose Miller requested Board approval of the Edward Byrne Memorial (JAG) Grant agreement. The amount of the grant for approval is \$117,134. The grant agreement commences on January 1, 2018 and shall remain in effect through December 31, 2018.

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

**REQUEST TO APPROVE AGREEMENT—CRADY FENCE, INC.**

Legal Claims and Contracts Manager Keitha Windsor requested Board approval for an agreement with Crady Fence, Inc. The fence around the Sam's Club Lift Station at 4024 Elkhart Road was damaged by a vehicle accident at the beginning of this year. The City has decided that it needs to replace the entire fence.

Quotes were solicited from Mike's Fencing (\$5,728.00) and Crady Fence (\$3,975.00). The City wishes to contract with Crady Fence, Inc. to provide and install a new fence with the work to be completed within 60 days from receipt of the notice to proceed for a cost of \$3,975.00.

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

**REQUEST TO APPROVE ON-CALL AGREEMENT—DONOHUE & ASSOCIATES**

Legal Claims and Contracts Manager Keitha Windsor requested Board approval for an on call agreement with Donohue & Associates. The City wishes to contract with Donohue & Associates for on-call professional engineering services as required by the city's WWTP and collection system to assist with programming and other related WWTP and collection system issues.

The term of agreement is for a maximum of 3 years or until the agreed to funds of \$15,000.00 are depleted, whichever comes first.

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

**REQUEST TO APPROVE ROAD CLOSURE AMENDMENT—KERCHER ROAD**  
**(JN: 2012-0016)**

Director of Public Works Dustin Sailor requested Board approval for road closure amendment for Kercher Road. Kercher Road is currently closed to the public from the Marion railroad tracks to Weymouth Boulevard, but has been open from either end for local traffic. Beginning on Monday, September 17, 2018, the west end, at the railroad tracks, will be completely closed to all traffic to permit the installation of the water main improvements and to allow the railroad signal work to occur. The west end closure to local traffic is anticipated to extend through the week of October 1.

Residents and NIPSCO employees will need to use the east end of Kercher Road to enter and exit the work zone.

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

**REQUEST TO APPROVE ROAD CLOSURE—FIRST STREET RECONSTRUCTION,  
ROCK RUN CREEK TO WILDEN AVENUE (JN: 2014-0053)**

Director of Public Works Dustin Sailor requested Board approval for road closure for First Street reconstruction, Rock Run Creek to Wilden Avenue. Walsh and Kelly are scheduled to begin the first phase of construction on the First Street Reconstruction Project the week of September 17, 2018.

They will continue the road closure on First Street and Oakridge Avenue, the same as NIPSCO has had since July. The new road closure is for the first phase of construction from Rock Run Creek to the north side of the intersection of First Street and Oakridge Avenue. The road is expected to be re-opened to traffic by November 9, 2018.

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

**REQUEST TO APPROVE CHANGE ORDER NO. 1 – FIRST STREET  
RECONSTRUCTION, ROCK RUN CREEK TO WILDEN AVENUE (JN: 2014-0053)**

Director of Public Works Dustin Sailor requested Board approval for Change Order No. 1 for First Street Reconstruction, Rock Run Creek to Wilden Avenue. Due to construction conflicts with NIPSCO's gas main and their delayed construction schedule, Walsh & Kelly is unable to complete the project during this construction season and will need to extend the completion date into the 2019 construction season. There is confidence that the first phase of construction from Rock Run Creek to the intersection of First Street and Oakridge Avenue can be completed this season so that the roadway can be re-opened to regular traffic and winter plowing without interruption.

The time extension for Phase 1 work is until November 9, 2018, for substantial completion. The time extension for Phase 2 work is until June 28, 2019, for final completion.

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

**DRAINAGE PLAN ACCEPTANCE—PICKWICK VILLAGE 4  
(JN: 2017-2047)**

Director of Public Works Dustin Sailor requested Board approval for drainage plan for Pickwick Village 4. In accordance with the City's Subdivision Control Ordinance No. 3196, Section 512 "Drainage Plan," the City's Engineering Department has reviewed the drainage plan for the Pickwick Village 4<sup>th</sup>, located on the northwest quadrant of Wilden Avenue and Wakefield Road. This project includes a common drainage retention area for six separate lots. Each lot will have a residence located on it. These drainage improvements will not affect adjoining properties.

After due consideration of the proposed drainage plan for the Pickwick the Goshen Engineering Department recommends acceptance of the drainage plan. 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 this drainage plan.

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

### **REQUEST TO APPROVE ANNUAL AGREEMENTS**

Mayor Jeremy Stutsman presented the 2018 Annual Agreements for the following agencies:

- Boys & Girls Club
- Goshen Chamber of Commerce
- Downtown Goshen, Inc.
- Economic Development Corporation of Elkhart County
- Center for Business Excellence
- Goshen Theater
- St. Joseph River Basin Commission

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

### **PRIVILEGE OF THE FLOOR**

Jackson Demolition representative Dave Jackson requested Board approval for a temporary block of parking and lane closure in front of the home located at 317 S. 10<sup>th</sup> Street for demolition as needed throughout the day of Thursday, September 20, 2018.

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

### **PRIVILEGE OF THE FLOOR**

Goshen Brewing Company representative Jesse Sensenig requested Board approval for a movie night on Monday, September 17, 2018 from 6:30-10:00 pm or until the movie has finished. A truck will be used to show the movie therefore Goshen Brewing Company is requesting use of the parking lot.

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

**REQUEST TO APPROVE PROFESSIONAL SERVICES CONTRACT AGREEMENT FOR WWTP, LIFT STATIONS, AND ROCK RUN CREEK INTERCEPTOR PHASE I IMPROVEMENT PROJECTS (JN: 2017-00197)**

Director of Public Works Dustin Sailor requested Board approval for professional services contract for WWTP, lift stations and Rock Run Creek upgrade. Attached is a professional services agreement with Donohue and Associates to prepare the design for upgrades at the City's wastewater treatment plant, at various lift stations, and a portion of the Rock Run sewer.

In 2017, the Board approved a contract with Donohue and Associates to develop a preliminary engineering report (PER) to identify improvement opportunities within the wastewater utility. The preliminary engineering report was completed and submitted to the Indiana Finance Authority (IFA) for funding consideration. In March of 2018, wastewater utility rates were increased in anticipation of funding the identified wastewater utility improvements.

The Goshen Wastewater Utility requests the Board's acceptance of the professional services contract with Donohue and Associates in the amount of one million four hundred fourteen thousand dollars (\$1,414,000.00). Work is to start immediately, and within 301 calendar days plans are to be submitted to IDEM for approval.

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

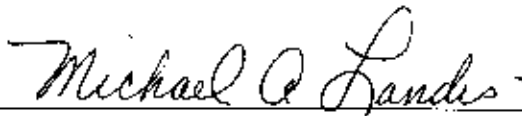
**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:**

**MAYOR JEREMY STUTSMAN**



**BOARD MEMBER MITCHELL DAY**

**BOARD MEMBER MICHAEL A. LANDIS**



**ATTEST**



**CLERK-TREASURER ANGIE/MCKEE**