

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, OCTOBER 7, 2019, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 E. Jefferson St., on October 7, 2019, at 2:00 p.m. for their weekly Board meeting. Mayor Jeremy Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Mike Landis

ABSENT: Board Member Mitch Day

OTHERS:

Clerk-Treas. Admin Assistants
~~Asst. Brownfield Coordinator~~
Central Fleet Manager
Fire Chief
Street Commissioner
~~Human Resources~~
Director of Public Works
Wastewater Superintendent
Mayor's Admin Assistant

Police Chief
Utilities Office Manager
Contracts & Claims Manager
Water & Sewer Superintendent
City Attorney
~~Asst. Street Commissioner~~
Civil Traffic Engineer
~~Brownfield Coordinator~~
~~Assistant Fire Chief~~

Asst. Building Commissioner
~~City Planner~~
Assistant City Planner
Legal Compliance Administrator
Communications Coordinator
~~Assistant Police Chief~~
~~Building Inspector~~
Parks Superintendent

Minutes of the meeting of September 30, 2019, were presented. On motion of Board Member Landis and second by Mayor Stutsman, the minutes were approved as presented.

REQUEST TO APPROVE DRIVEWAY ALLOWANCE

Jim Ullery of Mid-States Construction requested Board approval for relief from design standards and specifications for parking and driveway surfaces for a property located at 2301 Wilden Avenue.

Gravel behind the building is used for trucks to turn around at a speed of approximately 5 mph and the gravel is not visible from the road. There is 13 feet between the drive and the nearest neighbor. The neighbor attended the BZA hearing and is in support of the gravel and is not worried about dust kick-up from the trucks. There is very little traffic except for the trucks and the neighbor that uses the drive to access his trailers. Gravel is beneficial to the property and neighbors for water control as the gravel absorbs the water better than pavement. Water run-off is a big problem from both sides of the property.

Maps were reviewed from last meeting.

Civil Traffic Engineer Leslie Biek reviewed Board of Works policy that any site improvements require the site to be brought up to standards with the hard surface policy and engineering requested the Board follow that policy at least where the trucks move in and out.

Board Member Landis talked to the request. While the policy is in effect for a reason, there are always exceptions to the policies and that is why people approach the Board of Works with requests. Having to spend money they don't want to spend is a legitimate reason to request a policy

allowance. He suggested the ordinance may need to be looked at and re-written based on exemptions received/requested and the difference between commercial and residential requests and zoning.

Board Member Landis moved to approve the request citing Section D of the Ordinance that states the requiring parking areas of durable hard surface would be unrealistic, excessive and inconsistent with the neighborhood as a reason to allow relief from the design standards at 2301 West Wilden. Second by Mayor Stutsman.

Mayor Stutsman asked Engineering their concerns with the approval of gravel. Leslie Biek responded the concern is the washing away of the gravel and the need to maintain the gravel drive and the opening of the door for future exemptions.

Engineering will not recommend a type of gravel or depth of substance as their policy is hard surface.

Board Member Landis amended his motion to include the new area gravel is consistent with current gravel and that it is properly maintained. Second by Mayor Stutsman and motion passed unanimously.

REQUEST TO ADVERTISE BIDS

Civil Traffic Engineer Leslie Biek on behalf of the Engineering Department requested Board approval to advertise for bids for the 2020 Concrete Paving Project.

The project is a little different this year. Typically asphalt is done and this year the focus is on a smaller concrete patch repair project with the focus on Pickwick and College Manor neighborhoods.

Bids for the project will be due Monday, October 28, 2019. The funds have been appropriated and are available for this project.

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

REQUEST TO APPROVE ROAD CLOSURE

Director of Public Works Dustin Sailor requested Board approval to close Carter Road between 214-216 Carter Road. (JN: 2018-0026)

The Goshen Stormwater Department is working with Kibby Excavating to improve the drainage swale in front of 214 and 216 Carter Road and Kibby Excavating is planning to begin the work on October 9, 2019. In order to ensure the safety of the workers and the residents the Goshen Stormwater Department requested partial closure of Carter Road starting October 9 and ending October 31, 2019, with occasional short-term full closure of the road when necessary. The partial road closure will end as soon as Kibby Excavating has completed the drainage improvements.

Residents living along Carter Road will be able to come and go as there are two exits to S. Main Street. Residents will be notified by mail this week of the work to be done and the road closure.

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

REQUEST TO APPROVE ROAD CLOSURE

Civil Traffic Engineer Leslie Biek requested Board approval to close Lombardy Drive between Caragana Court and Kercher Road starting October 11, 2019 until the end of the day October 15, 2019. (JN: 2004-0021)

Rieth-Riley has requested permission to close Lombardy Drive between Caragana Court and Kercher Road. The area will be graded and the subgrade treatment completed as part of the Kercher Road Project. The asphalt base layer will be installed during the closure eliminating future closures on Lombardy Drive

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

REQUEST TO APPROVE ROAD CLOSURE

Director of Public Works Dustin Sailor requested Board approval to close Greene Road from Greenwood Drive to Plymouth Avenue for the week of October 14, 2019.

C & E will be doing utility taps for the new Intermediate School. Traffic will be detoured to Plymouth to Indiana to Berkey.

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

REQUEST TO APPROVE CHANGE ORDER

Director of Public Works Dustin Sailor requested Board approval for First Street Reconstruction, Rock Run Creek to Wilden Avenue Change Order No. 4 (JN: 2014-0053) establishing the project's substantial completion date as October 11 and the final completion date as October 31, 2019.

During final grading of the second phase of First Street, the engineering department found several grading issues with one issue requiring the installation of a retaining wall. Due to the design, planning and installation of the wall, Walsh & Kelly's construction progress was delayed. Based upon previous time extensions provided by the Board, Walsh and Kelly's completion date is October 11, which cannot be achieved based upon the remaining work. In review of the work to be completed, Walsh and Kelly has committed to complete the concrete work and asphalt base and binder by October 11, 2019. Asphalt surface and all right-of-way restoration work will follow and be completed by October 31, 2019.

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

REQUEST TO APPROVE AGREEMENT – NEW AVENUES

Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with New Avenues, Inc. to provide the City and its permanent full time employees with an employee's assistance program.

Compensation is based on an "A la Carte" service fee of \$140/month for a year. Additional costs are based on specific services.

The contract year is from January 1, 2020 to December 31, 2020.

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

REQUEST TO APPROVE AGREEMENT – OTIS ELEVATOR CO.

Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Otis Elevator Company to provide a preventative maintenance program on the elevator at the Police/Court building.

The contract is for 5 years and the cost is \$1,800 per year with a cap of 5% increase per year.

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

REQUEST TO APPROVE RESOLUTION 2019-26

City Attorney Larry Barks requested Board approval for Resolution 2019-26 entitled "AUTHORIZE ACQUISITION OF REAL ESTATE AT 1511 NORTH EISENHOWER DRIVE."

WHEREAS the City of Goshen plans to expand the Kercher well field, hereinafter referred to as the "Project".

WHEREAS the City of Goshen needs to acquire certain real estate more commonly known as 1511 North Eisenhower Drive, Goshen for the Project.

WHEREAS the City and Seller have reached an agreement for the sale and purchase of the real estate.

BE IT RESOLVED that the Goshen Board of Public Works and Safety that:

- A. The City of Goshen is authorized to acquire certain real estate more commonly known as 1511 North Eisenhower Drive, Goshen.
- B. The purchase price for the real estate shall not be great than the average of two (2) appraisals of the fair market value of the real estate.

- C. Mayor Jeremy P. Stutsman is authorized to execute the Agreement for the Sale and Purchase of Real Estate on behalf of the Goshen Water and Sewer Utilities through the Goshen Board of Public Works and Safety.
- D. Once a purchase prices has been agreed upon by the City and Seller, the Goshen Board of Public Works and Safety will be presented with the purchase price for final approval.

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

REQUEST TO APPROVE FIRE DEPARTMENT 2015 CONTRACTUAL WRITE OFF'S

Fire Chief Dan Sink requested Board approval to write off the ambulance service's Contractual Write-Off's and Bad Debts including Medicare, Medicaid, Worker's Compensation Claims, and Bad Debts/Collection Agency accounts for the time period January 01, 2015 thru December 31, 2015.

AccuMed Billing, Inc. has billed the patient or responsible party and the appropriate insurance companies and received the amount(s) payable for the services rendered. We must now write off the contractual amounts and the bad debts. These accounts total \$876,254.41. Fire collection rate is 64%.

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