

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, MARCH 30, 2020, 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 March 30, 2020, at 2:00 p.m. for their weekly Board meeting. Members of the Board present or absent as follows:

PRESENT: Mayor Jeremy Stutsman, Board Member Mike Landis, Board Member Mary Nichols

ABSENT:

OTHERS:

- | | | |
|---|--------------------------------------|-----------------------------------|
| Clerk-Treas. Admin Assistants | Police Chief | Asst. Building Commissioner |
| Asst. Brownfield Coordinator | Utilities Office Manager | City Planner |
| Central Fleet Manager | Contracts & Claims Manager | Assistant City Planner |
| Fire Chief | Water & Sewer Superintendent | Legal Compliance Admin |
| Street Commissioner | City Attorney | Communications Coordinator |
| Human Resources | Asst. Street Commissioner | Assistant Police Chief |
| Director of Public Works | Civil Traffic Engineer | Building Inspector |
| Wastewater Superintendent | Brownfield Coordinator | Parks Superintendent |
| Mayor's Admin Assistant | Assistant Fire Chief | |

Minutes of the meeting of March 2 and March 9, 2020, were presented. On motion of Board Member Landis and second by Board Member Nichols, the minutes were approved as presented.

CHANGES TO AGENDA-ADDITION-ITEM #10-REQUEST FOR ROAD CLOSURE

ANNOUNCEMENT

Clerk Treasurer Adam Scharf read the following statement as directed:
We begin this meeting during a declared public health emergency covering all of the State of Indiana. Board member (s) Landis and Nichols are participating in this meeting by electronic communication pursuant to Governor Holcomb’s Executive Orders 20-04 and 20-09, as well as guidance from Indiana Public Access Counsellor Luke Britt. Board member (s) Mayor Jeremy Stutsman is physically present in City Council Chambers as we begin this meeting.

REQUEST TO PROMOTE—AUSTIN M. EVERAGE GPD

Police Chief Jose Miller requested Board approval to promote Austin M. Everage from the position of Patrol Officer to the rank of Sergeant. Chief Miller read the memo from the packet.

Board Member Landis moved to approve the request to promote Officer Everage, retroactive to Friday, March 20, 2020. Second, by Board Member Nichols and motion passed unanimously.

AWARD AND AGREEMENT (PN:2019-0025C)

Director of Public Works Dustin Sailor requested the Board approval on the award and agreement for the Rock Run Interceptor Phase I Improvement Project. Memo included in packet.

Board Member Landis made a motion to approve the Notice of Award and Agreement with Selge Construction Company, Inc for construction of Project C –Rock Run Interceptor Phase I Improvements for a cost of \$1,729,736.60. Second by Board Member Nichols and motion passed unanimously.

AWARD AND AGREEMENT (PN:2019-0025A)

Director of Public Works Dustin Sailor requested the Board approval on the award and agreement for the Waste Water Treatment Plant Improvement Project. Memo included in packet.

Board Member Landis made a motion to approve the Notice of Award and Agreement with Kokosing Industrial, Inc for construction of Project A –Waste Water Treatment Plant Improvements for a cost of \$18,989,000.00. Second by Board Member Nichols and motion passed unanimously.

AGREEMENT WITH INTERRA CREDIT UNION-SHRED-IT DAYS

Clerk Treasurer Adam Scharf presented information from memo in packet regarding Shred-It Days with INterra Credit Union.

Streets Commissioner David Gibbs said he only needs 24 hour notice to set up barricades.

Mayor Stutsman stated that as we remain in a state of emergency and are following guidelines set by Indiana Governor, he wishes to table this request until the state improves and it is deemed safe to move forward. Second by Board Member Landis and this request was tabled until May 11, 2020.

APPROVE AND AUTHORIZE SALE OF 1201 COLLEGE AVE

Legal Assistant Carla Newcomer requested the Board approval and authorization for the Mayor to execute the purchase agreement for the sale of 1201 College Avenue. Memo is included in packet.

Board Member Landis moved to approve the request to approve and execute the purchase agreement with Robert Campbell, Elizabeth Campbell, and Theresa Sailor for the sale and purchase of real estate at 1201 College Avenue and authorize the Mayor to execute. Second by Board Member Nichols and motion passed unanimously.

AGREEMENT FOR GOOD OF GOSHEN CAMPAIGN WITH EYEDART

Mayor Stutsman asked the Board to approve the agreement with Eyedart Creative Studio for the Good of Goshen Campaign for \$30,000.00 for the 2020 year. Agreement included.

Mayor Stutsman stated that the City has been involved now this is year 7, he stated that he reached out to them and had some changes made, to help get the information out about COVID-19 and also share positive stories of what people are doing within our community in response to COVID-19.

Board Member Landis made a motion to approve the agreement with Eyedart Creative Studio for the Good of Goshen Campaign. Second by Board Member Nichols and motion passed unanimously.

AGREEMENT WITH LIGHTBOX LLC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Lightbox LLC. Memo included in packet.

Mayor Stutsman explained this was another contract that is a direct result of COVID-19, due to the increase of information needing to be put out to the public, this contract is to offer some relief to the Communications Coordinator, offering support in writing and posting to social media.

Board Member Landis made a motion to enter into an agreement with Lightbox LLC to provide assistance with Public Service Announcements and social media management at a rate of \$60.00 per hour for an amount not to exceed \$15,000.00 on an “as needed” basis as determined by the City. Second by Board Member Nichols and motion passed unanimously.

AGREEMENT WITH PEERLESS MIDWEST

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to contract with Peerless Midwest, Inc dba Suez Advance Solutions. Memo is included in packet.

Board Member Landis made a motion to enter into an Agreement with Peerless Midwest, Inc dba Suez Advance Solutions to perform repairs to Filter #1 at the City’s North Plant for the amount not to exceed \$34,900.00 with work to be completed by April 16, 2020. Second by Board Member Nichols and motion passed unanimously.

DEDICATION OF PUBLIC RIGHT OF WAY

Legal Compliance Administrator Shannon Marks provided information regarding the Dedication of Public Right of Way from Bonito Solutions, LLC for 415 Noble Court. Information included in the packet.

Board Member Landis made a motion to accept the dedication of public right of way and authorize the Mayor to execute the Acceptance page on the Deed of Dedication from Bonito Solutions, LLC to the City of Goshen, Indiana.. Second by Board Member Nichols and motion passed unanimously.

DEDICATION OF PUBLIC RIGHT OF WAY

Legal Compliance Administrator Shannon Marks provided information regarding the Dedication of Public Right of Way from W. Joel Nichols, and his successors, as Trustee of the W. Joel Nichols Trust dated February 9, 2001 and M & H Rentals, LLC for location 211 W. Wilkinson. Information included in the packet.

Board Member Landis made a motion to accept the dedication of public right of way and authorize the Mayor to execute the Acceptance page on the Deed of Dedication from W. Joel Nichols, and his successors, as Trustee of the W. Joel Nichols Trust dated February 9, 2001 and M & H Rentals, LLC. to the City of Goshen, Indiana.. Second by Board Member Nichols and motion passed unanimously.

REQUEST FOR ROAD CLOSURE

Water and Sewer Superintendent Kent Holdren requested Board approval for a road closure on Wilson Ave between Murry St and Lafayette Ave to repair a sink hole. Memo attached, Exhibit A.

Board Member Landis made a motion to approve the request to close Wilson Ave between Murry St and Lafayette Ave from 3/30-4/3/2020 to repair a sink hole in front of 1216 Wilson Ave. Second by Board Member Nichols 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 MICHAEL LANDIS _____ 

BOARD MEMBER MARY NICHOLS _____ 

ATTEST _____ 
CLERK-TREASURER ADAM SCHARF