

**MINUTES of Board of Public Works & Safety and Stormwater Board**

Held at Council Chambers, 111 E. Jefferson St., at 2:00 p.m. May 11, 2020

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

ABSENT:

Minutes of the meeting of April 06, 2020, were presented. On motion of Board Member Landis and second by Board Member Nichols, the minutes were approved as presented.

**Changes to the agenda:** Mayor Stutsman motioned to remove Item #7, FAA CARES Act Grant No. 3-18-0029-020-2020 to Goshen Airport, from the agenda. Second by Board Member Landis and Item #7 was removed.

ANNOUNCEMENT

Clerk Treasurer Adam Scharf read the following statement:

“We begin this meeting during a declared public health emergency covering all of the State of Indiana. Board members 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 Mayor Jeremy Stutsman is physically present in City Council Chambers as we begin this meeting.”

GFD REQUEST TO PROMOTE — JEROD K. ERB

Fire Chief Dan Sink requested Board approval to promote Jerod K. Erb to the position of Fire Captain. Chief Sink read the memo from the packet.

Board Member Landis moved to approve the request to promote Jerod K. Erb, retroactive to May 6<sup>th</sup>, 2020. Second by Board Member Nichols and motion passed unanimously.

GFD REQUEST TO PROMOTE — ZACHERY D. KLOPFENSTEIN

Fire Chief Dan Sink requested Board approval to promote Zachery D. Klopfenstein to the position of Fire Sergeant. Chief Sink read the memo from the packet.

Board Member Landis moved to approve the request to promote Zachery D. Klopfenstein, retroactive to May 6<sup>th</sup>, 2020. Second, by Board Member Nichols and motion passed unanimously.

GFD REQUEST TO PROMOTE — PATRICK B. LINN

Fire Chief Dan Sink requested Board approval to promote Patrick B. Linn to the position of Fire Lieutenant. Chief Sink read the memo from the packet.

Board Member Landis moved to approve the request to promote Patrick B. Linn, retroactive to May 6<sup>th</sup>, 2020. Second, by Board Member Nichols and motion passed unanimously.

INTERRA CREDIT UNION-SHRED-IT DAYS

Clerk Treasurer Adam Scharf presented information from memo from Megan Simpson of Interra Credit Union. This request was originally presented to the Board on March 30<sup>th</sup>, 2020 and tabled.

Mr. Scharf reported that Megan Simpson of Interra called and explained that there will be limited contact as this is a drive-through event. Mayor Stutsman stated he thinks the Board should approve the request, but that all orders from the Governor must be followed.

Board Member Landis moved to approve the request for Interra Shred-It Days starting June 5 from 7:30 a.m. to 4:30 p.m. and June 6 from 7:30 a.m. to noon; to approve use of the powerhouse parking lot; that all orders in place at the time related to COVID-19 be followed. Second by Board Member Nichols and motion passed unanimously.

ADDITION TO 2020 CONCRETE PAVING PROJECT (PN:2020-02)

Director of Public Works Dustin Sailor requested Board approval for six additional line items and unit costs from Selge Construction for the 2020 Concrete Paving Project. Memo included in packet.

Mr. Sailor stated that at this time there is not an additional cost being added to the contract, but these items need to be added. The City will seek offsets for the additional cost for these items. Board Member Landis asked whether the contractor had not realized these items would be part of the broad project. Mr. Sailor stated that these items were not adequately called out on the bid documents put together by Engineering Department and were not asked about by contractors during bid meetings.

Board Member Landis moved to approve the addition of six line items and unit costs for PN:2020-0002. Second by Board Member Nichols and motion passed unanimously.

ROAD CLOSURE REQUEST - (JN: 2018-0026)

Director of Public Works Dustin Sailor requested Board approval for the partial closure of Carter Road to improve the drainage swale in front of 214 and 216 Carter Road. Memo included in packet.

Board Member Landis asked about the difference between partial and full closure, including logistics for residents living at the back of the subdivision. Mr. Sailor advised that residents should use the other entrance for the duration of the project.

Board Member Landis moved to approve the request for partial and full road closure of Carter Road from May 18 to June 8, 2020 for the completion of the drainage improvement project in front of 214 and 216 Carter Road. Second by Board Member Nichols and motion passed unanimously.

VARIANCE FOR MECHANICAL GREASE TRAPS FOR THE CHIEF ICE CREAM

Wastewater Superintendent Jim Kerezman explained that The Chief is moving their process line into the back of Dutch Maid Bakery, located at 508 W. Lincoln Ave, and is requesting a variance to allow two mechanical grease traps where a grease interceptor is required. Memo included in packet.

Mr. Kerezman stated that City personnel have visited the site for consultation on several occasions. The facility itself is a Class A restaurant, which requires the installation of a 1000 gallon grease interceptor, but due to property lines, location of existing sewer, and floodplain issues such an interceptor is not feasible.

Board Member Landis stated that we was included in an onsite visit to the property in question with Building Department. He stated his belief that request was the best option and would be most beneficial to all parties if approved.

Board Member Landis moved to approve the request for two mechanical grease traps that are rated for more than 35 gallons per minute in lieu of a 1000-gallon grease interceptor. Second by Board Member Nichols and motion passed unanimously.

WASTEWATER PLANT REVISED AGREEMENT AMENDMENT (PN:2017-0019)

Director of Public Works Dustin Sailor requested Board approval for the Construction-Related Services Agreement with Donohue & Associates. Memo included in packet.

Board Member Landis asked for confirmation that no dollar amounts were being changed. Mr. Sailor confirmed.

Board Member Landis moved to approve the request for the amendment to the amendment for the Construction Services Agreement for (PN: 2017-0019) referencing minor changes on page 3, page 10 and page 11. Second by Board Member Nichols and motion passed unanimously.

GREENE ROAD LANE CLOSURE REQUEST (JN: 2018-2041)

Director of Public Works Dustin Sailor requested approval for NIPSCO for a daytime single-lane road closure from 7 a.m. to 7 p.m. to change out utility poles on the west side of the road. Memo include in packet.

Board Member Landis asked whether the road would be fully open during times they are not working. Mr. Sailor stated that their plan is to have a flagger in place to allow for both northbound and southbound traffic motion.

Board Member Landis moved to approve the daytime single-lane road closure on Greene Road by Goshen Intermediate School north of the intersection with SR 119 (W. Plymouth Ave.) May 11-29 from 7 a.m. to 7 p.m. each day. Second by Board Member Nichols and motion passed unanimously.

#### BROWNFIELD REVOLVING LOAN FUND GRANT WITH ELKS LODGE

Brownfield Coordinator Becky Hutsell requested Board approval for Brownfield Revolving Loan Fund Grant with Goshen Elks Lodge. She summarized the circumstances prompting this request consistent with the memo included in the packet.

Board Member Landis asked whether this was in the right-of-way or on their private property. Ms. Hutsell explained that the tree was being planted on private property but the tank that was discovered extended under the sidewalk.

Mayor Stutsman stated that several other groups have received similar grants funded by the state.

Board Member Landis asked whether a for-profit entity would be viewed differently than a not-for-profit organization by this program. Ms. Hutsell explained that the advisory board has policies and procedures that include consideration of business types, financial figures, business plans, etc.

Board Member Landis moved to approve the request for a Brownfield Revolving Loan Fund Grant with the Goshen Elk's Lodge in the amount of \$5,905.99. Second by Board Member Nichols and motion passed unanimously.

#### RESOLUTION 2020-17: CITY OF GOSHEN BICYCLE REGISTRATION PROGRAM

City Attorney Bodie Stegelmann presented Resolution 2020-17: City of Goshen Bicycle Registration Program. Memo included in packet.

Mr. Stegelmann explained that this is an annual statement required by Ordinance 4599 determining locations for bicycle registrations, along with places and times that the bicycles registration fees can be waived.

Board Member Landis moved to approve the request to adopt the Resolution 2020-17, City of Goshen Bicycle Registration Program. Second by Board Member Nichols and motion passed unanimously.

Mayor Stutsman moved to process civil city and utility claims and to adjourn. Second by Board Member Landis and motion passed unanimously.

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

CHAIR JEREMY STUTSMAN

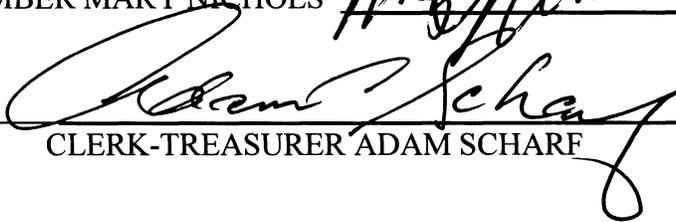


BOARD MEMBER MICHAEL LANDIS

BOARD MEMBER MARY NICHOLS



ATTEST



CLERK-TREASURER ADAM SCHARF