



**MINUTES of February 1, 2021 Regular Meeting**  
**Board of Public Works & Safety and Stormwater Board**

Held 2:00 p.m. Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana

Present: Chair Jeremy Stutsman, Member Mary Nichols, Member Mike Landis

Absent: None

Minutes from January 25, 2021 were presented.

**Nichols/Landis moved to approve the minutes of January 25, 2021 as presented. Passed 3-0**

Mayor Jeremy Stutsman asked to remove Item #16 (Basketball Goal in Right-of-Way).

**Nichols/Landis moved to approve the agenda as amended. Passed 3-0**

Open Bids - 2021 Civil City Electrical Maintenance, JN: 2021-0005

Mayor Stutsman opened the sealed bid.

L&M Electric - \$28,850.00

**Stutsman/Nichols moved to refer the bid to the Legal Department. Passed 3-0**

Open Bids – 2021 Utilities Electrical Maintenance, JN: 2021-0006

Mayor Stutsman opened the sealed bid.

Middlebury Electric - \$39,488.00

**Stutsman/Nichols moved to refer the bid to the Legal Department. Passed 3-0**

Permission to Advertise for Bids: 16<sup>th</sup> St. Reconstruction, JN: 2020-0038

Director of Public Works Dustin Sailor presented the packet memo.

**Nichols/Landis moved to approve Engineering's request to advertise for 16<sup>th</sup> St. Reconstruction Project.  
Passed 3-0**



Change Order #9: Police Training Facility

Sailor presented the packet memo.

Mayor Stutsman stated that no further extensions will be approved unless directly requested by the City. Mayor said he had visited the project site with Police Chief José Miller. Mayor said he did not think contractor had dedicated sufficient resources to the project.

**Nichols/Landis moved to approve Change Order #9 for the Goshen Police Department Shooting Range Training Center Project for a deduction of (\$647.20) and addition of five days. Passed 3-0**

Ratify Financial Commitment: Community Crossings Grant, JN: 2021-0016

Sailor presented the packet memo.

**Nichols/Landis moved to ratify the financial commitment letter for the 2021-1 CCMG application, committing the amount of \$170,602.65 toward project costs. Passed 3-0**

Contract Amendment with Merrell Bros., Inc. for Biosolid Handling

Legal Compliance Administrator Shannon Marks presented the packet memo.

Stutsman asked whether the lagoon at this location would be eliminated. Sailor stated that it would be and that biosolids would most likely be taken to the landfill or go to a local farmer.

**Nichols/Landis moved to approve and execute the attached Contract Amendment with Merrell Bros., Inc. to extend the term through December 31, 2021. Passed 3-0**

Agreement with Keifer Consulting for IDEM Biosolid Land Application Permit

Marks presented the packet memo.

**Nichols/Landis moved to approve and execute the agreement with Keifer Consulting for modification of the City's land application permit. Passed 3-0**

Agreement with Jones Petrie Rafinski Corp. – Courts Consolidation Traffic Impact Study

City Attorney Bodie Stegelmann presented the packet memo.



**Nichols/Landis moved to approve the agreement with Jones Petrie Rafinski Corp. for Transportation Engineering Services – Traffic Impact Study related to the Elkhart County Courts Consolidation Project. Passed 3-0**

Agreement with Arcadis U.S. Inc. for Software and Services

Stegelmann presented the packet memo.

Landis asked if in the past the City had used a firm, why the City is buying the software.

Water & Sewer Superintendent Kent Holdren stated that software was required by the Indiana Finance Authority as a condition of receiving State Revolving Fund financing. Said this is the first phase in the process of documenting utilities' capital assets in a comprehensive and useful way. Further discussion.

**Nichols/Landis moved to approve the agreement with Arcadis U.S. Inc. for Utility Rehabilitation and Replacement Planning System Software and the corresponding Software License Agreements and authorize Mayor Stutsman to execute the Software License Agreement. Passed 3-0**

Agreement with InvoiceCloud for Payment Processing

Clerk-Treasurer Adam Scharf presented the packet memo.

Utilities Business Office Manager Kelly Saenz stated in addition to customer benefits this would save her staff time and be more streamlined than the current system.

**Nichols/Landis moved to approve the Biller Agreement, Statement of Work, and Biller Order Forms with InvoiceCloud, and authorize the Clerk-Treasurer to execute the documents. Passed 3-0**

Request for Sewer Charge Relief: Elkhart County 4H Fairgrounds, 17746 CR 34

Holdren presented the packet memo.

Discussion about timing and nature of the leak, which Holdren stated was large and attributable to a burst pipe.

**Nichols/Landis moved to grant sewer relief for the amount calculated by the Utilities Office of \$6,091.00. Passed 3-0**



Lane Restriction on N. Main – Rock Run Sewer Improvements, JN: 2019-0025C

Sailor presented the packet memo.

**Nichols/Landis moved to approve the temporary lane restriction on North Main Street between the new island and the bridge at Rock Run Creek for one day February 3, 2021. Passed 3-0**

Lane Restriction on Lincoln & Olive, JN: 2019-0046

Sailor presented the packet memo.

Mayor Stutsman suggested changing the date to February 1 due to the crew already beginning work.

**Nichols/Landis moved to approve the lane restriction along Lincoln Avenue and Olive Street starting today, February 1, 2021 until February 19, 2021. Passed 3-0**

Temporary Road Closure: Westwood Rd. Feb. 2-5

Holdren presented the packet memo.

**Nichols/Landis moved to approve the closure of Westwood Road to through traffic between Gra-Roy Drive and Mayflower Place February 2-5, 2021. Passed 3-0**

Temporary Road Closure: Gray-Roy Dr. Feb. 3-8

Holdren presented the packet memo.

Holdren stated that forecast cold weather may cause delays.

**Nichols/Landis moved to approve the closure of Gra-Roy Drive to thru traffic, between Westwood Road and Marilyn Avenue February 3-8. Passed 3-0**

Privilege of the Floor:

No one spoke.



**Stutsman/Nichols moved to approve Civil City and Utility claims and adjourn. Passed 3-0**

Adjournment at 2:27 p.m.

APPROVED

A handwritten signature in black ink, appearing to read "J. Stutsman", written over a horizontal line.

Jeremy Stutsman, Chair

A handwritten signature in black ink, appearing to read "Michael Landis", written over a horizontal line.

Michael Landis, Member

A handwritten signature in black ink, appearing to read "Mary Nichols", written over a horizontal line.

Mary Nichols, Member

ATTEST

A handwritten signature in black ink, appearing to read "Adam Scharf", written over a horizontal line.

Adam Scharf, Clerk-Treasurer