



## **BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD**

### **MINUTES OF THE NOV. 8, 2021 REGULAR MEETING**

*Convened at 2 p.m. at Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana*

**Present:** Mayor Jeremy Stutsman and members Mike Landis, Mary Nichols, and Barb Swartley

**Absent:** Member DeWayne Riouse

**Call to Order:** Mayor Jeremy Stutsman called the meeting to order at 2 p.m.

**Review/Approval of Minutes:** The minutes of November 1, 2021 meeting of the Board of Works & Safety & Stormwater were presented. **Board member Landis moved to approve the minutes as presented and the motion was seconded by Board member Swartley. Motion passed 4-0.**

**Review/Approval of Agenda:** Mayor Stutsman asked if there were any additions to the agenda to which there were none. **Landis moved to approve the agenda as presented and the motion was seconded by Swartley. Motion passed 4-0.**

#### **1) Goshen Fire Department: Promotion of Travis M. Peak to Fire Captain**

Fire Chief Dan Sink presented the request to the Board to promote Travis M. Peak to the position of Fire Captain for the Goshen Fire Department.

**Landis/Swartley moved to approve the promotion of Travis M. Peak to the rank of Fire Captain for the Goshen Fire Department, effective November 8, 2021. Passed 4-0.**

**Mayor Stutsman then swore Fire Captain Travis M. Peak into office for the Goshen Fire Department.**

#### **2) Goshen Fire Department: Promotion of Matthew A. Dunithan**

Fire Chief Dan Sink presented the request to the Board to promote Matthew A. Dunithan to the position of Fire Lieutenant for the Goshen Fire Department.

**Landis/Swartley moved to approve the promotion of Matthew A. Dunithan to the rank of Fire Lieutenant for the Goshen Fire Department, effective November 8, 2021. Passed 4-0.**

**Mayor Stutsman swore Fire Lieutenant Matthew A. Dunithan into office for the Goshen Fire Department.**

#### **3) Goshen Fire Department: Promotion of Camden Bontrager**

Fire Chief Dan Sink presented the request to the Board to promote Camden Bontrager to the position of Fire Sergeant for the Goshen Fire Department. Sink shared a memory at the expense of calling himself old of Bontrager and Sink's son as children playing catch in Sink's backyard.

**Landis/Swartley moved to approve the promotion of Camden Bontrager to the rank of Fire Sergeant for the Goshen Fire Department effective November 8, 2021. Passed 4-0.**

**Mayor Stutsman swore Fire Sergeant Camden Bontrager into office for the Goshen Fire Department.**

#### **4) City Hall painting proposal**

Mayor Stutsman said the lower level of City Hall has not been painted in a number of years. He added that the work is scheduled to be done over Thanksgiving weekend.



The work scheduled to be performed includes all prep work (sanding caulking, repairs), prime and paint two coats on unfinished trim, two coats on finished trim, and two coats on all walls. In response to a question from Landis, Mayor Stutsman stated the price is a rough estimate as it could be lower as work progresses and that all painting will be done inside.

**Landis/Swartley moved to approve the proposal to have Chad B. Cripe prime and paint the lower level of City Hall for the price not to exceed \$3, 600.00. Passed 4-0.**

**5) Agreement with Newbury Square Construction, LLC**

Brandy Henderson, a paralegal for the City Legal Department, presented an agreement to the Board for approval. Henderson stated the agreement is with Newbury Square Construction, LLC for the installation of a new steel roof over the existing shingle roof at Violet Cemetery. The roof was damaged by hail during the summer of 2019. Newbury Square Construction, LLC is to be paid \$9,609.84 for the work that is to be completed as soon as possible as weather allows and hopes to have the project completed by the end of the year.

**Landis/Swartley moved to approve and execute the agreement with Newbury Square Construction, LLC for the installation of a new steel roof over the existing shingle roof at 2818 Violet Road (Cemetery) that was damaged by hail at a cost of \$9,609.84 and that is to be completed as soon as possible as weather allows. Passed 4-0.**

**6) Agreement with Short Stack Press, LLC**

Brandy Henderson, a paralegal for the City Legal Department, presented an agreement on behalf of the City's Environmental Resilience Department to the Board for approval. The agreement with Short Stack Press, LLC is for artwork to be included in the Goshen Sensory Trail Project that is to be completed by Dec.1, 2021. Henderson said the City will compensate the artist \$1,500.00 provided by funds from the Community Connections for People with Disabilities grant through the Indiana Office of Community and Rural Affairs that partnered with the Indiana Division of Disability and Rehabilitative Services. Mattie Lehman, a Stormwater specialist for the City, provided a rough draft of interpretative stormwater signs that will be added to the trail.

**Landis/Swartley moved to approve the agreement with Short Stack Press, LLC for artwork to be performed as part of the Goshen Sensory Trail Project at the cost of \$1,500.00 to be paid with funds received through a grant from the Community Connections for People with Disabilities. Passed 4-0**

**7) Agreement with Donohue and Associates, Inc.**

Brandy Henderson, a paralegal for the City Legal Department, presented an agreement for the Board's approval with Donohue and Associates, Inc. for the lift station cellular telemetry project. Donohue and Associates, Inc. will be paid \$28,000 for the services that will take approximately 120 days to complete. In response to a question from Landis, City Engineer Bryce Gast stated the project is intended to upgrade radio communication at lift stations throughout the city to a cellular modem. Gast stated cellular telemetry is more reliable and plans to upgrade more lift stations.

**Landis/Swartley moved to approve and execute the agreement with Donohue and Associates for the lift station cellular telemetry project at a cost of \$28,000 with and approximate completion time of 120 days. Passed 4-0.**

**8) Amendment #1 to agreement with Crossroads Ambulance Sales and Service, LLC**

Carla Newcomer, a paralegal with the City Legal Department, presented an agreement with Crossroads Ambulance Sales and Service, LLC. Newcomer said the agreement is to amend the agreement signed Aug. 27, 2021 for the remount of a refurbished ambulance on a City-owned chassis. She added that after an inspection, it was determined that the curbside attendant seat needed to be replaced due to a tear in the upholstery.



The seal cannot be re-upholstered because the seats must be specially constructed to provide a sealed barrier to blood borne pathogens and other microbes. The seat is also 11 years old. Said the cost to replace the seat with a new EVS sewn seat with a 3-point seat belt in claret red is \$945.00.

**Landis/Nichols moved to approve and execute the amendment to the agreement with Crossroads Ambulance Sales and Service, LLC for the replacement of a curb side attendant seat with an EVS sewn seat belt at a cost of \$945.00. Passed 4-0.**

**9) Agreement with Indiana Public Employers' Plan, Inc. (IPEP)**

Carla Newcomer, a paralegal with the City Legal Department, presented a grant agreement with the Indiana Public Employers' Plan Inc. to purchase a drone on behalf of the Goshen Fire Department. Newcomer said the total purchase price of the drone is \$7,273.99, with the City's portion being 20% or \$1,454.80.

**Landis/Swartley moved to approve and authorize the Mayor to execute the Grant Agreement with Indiana Public Employers' Plan, Inc. (IPEP) for the purchase of a drone for the Goshen Fire Department. Passed 4-0.**

**10) Agreement amendment with Haviland Products Company**

Brandy Henderson, a paralegal with the City Legal Department, presented an amendment on behalf of Goshen Utilities to the Board for approval to extend the original agreement dated Dec. 30, 2018. The agreement is for Haviland Products Company to purchase sodium bisulfite and would extend for a third, one-year term through Dec. 31, 2022. The new agreement would be based on the same terms and conditions as the original agreement.

**Landis/Swartley moved to approve and execute the agreement amendment with Haviland Products Company and authorize Mayor Stutsman to extend the agreement to Dec. 31, 2022. Passed 4-0.**

**11) Agreement amendment with Kemira Water Solutions, Inc.**

Brandy Henderson, a paralegal with the City Legal Department, presented an amendment on behalf of Goshen Utilities to extend the original agreement dated Dec. 17, 2019. The agreement is for Kemira Water Solutions, Inc. to purchase ferric chloride. The extension is for the second, one-year term through December 31, 2022. The new agreement would be based on the same terms and conditions as the original agreement.

**Landis/Swartley moved to approve the agreement amendment with Kemira Water Solutions, Inc. and authorize Mayor Stutsman to extend to agreement to Dec. 31, 2022. Passed 4-0.**

**12) Agreement for Well Maintenance for 1A, 1, 2, 3, 5, and 6A**

Brandy Henderson, a paralegal with the City Legal Department, presented an agreement on behalf of the Goshen Water and Sewer Department with Peerless-Midwest Inc. The following wells are in need of maintenance:

- Shock Clean Well #1A and a Pump Overhaul with the amount not to exceed \$35,868.00.
- High Service of Well #1 and a Pump Overhaul with the amount not to exceed \$35,868.00.
- Hilltop Booster of Well #2 and a Pump Overhaul with the amount not to exceed \$14,426.00.
- High Service of Well #3 and a Pump Overhaul with the amount not to exceed \$26,627.00.
- High Service of Well #5 and a Pump Overhaul with the amount not to exceed \$22,168.00.
- Double Disk Clean of Well #6A and a Pump Overhaul with the amount not to exceed \$43,181.00.

The total cost for the above maintenance is not to exceed \$165,720. Water and Sewer Superintendent Kent Holdren responded to a question from Landis stating that the previous agreement specified Well #14 as needing special cleaning. Holdren said wells are inspected every year and that in some years, wells that need more cleaning. Holdren added it varies from year to year.

**Landis/Swartley moved to approve and execute the agreement for Well Cleaning and Maintenance with Peerless Midwest, Inc. with a total cost for the maintenance not to exceed \$165,720.00. Passed 4-0.**



**13) Police Department conditional offer of employment for Anthony W. Reese**

City Legal Compliance Administrator Shannon Marks presented to the Board for approval, on behalf of the Goshen Police Department, a conditional offer of employment for Anthony W. Reese. Marks stated the agreement sets the conditions that Reese must meet prior to beginning employment with the Goshen Police Department. She added that the agreement provides payment of a hiring bonus as Reese completes Tier 1 basic training requirements and has an active certification with the Indiana Law Enforcement Training Board. Once a position becomes available, the Goshen Police Department will request that the Board confirm the offer.

**Landis/Swartley moved to extend a conditional offer of employment to Anthony W. Reese as a probationary patrol officer and move to approve and authorize the Mayor to execute the Conditional Offer of Employment Agreement with Anthony W. Reese, which includes the payment of a hiring bonus. Passed 4-0.**

**14) Resolution 2021-27: 2022 City Holiday Schedule**

Shannon Marks, a paralegal with the City Legal Department, stated that the Common Council has delegated to the Board of Public Works and Safety to determine a City holiday schedule on an annual basis. The Board is also authorized to designate the date to be observed for a holiday that falls on a Saturday or Sunday. Marks added that Resolution 2021-27 would approve the holiday schedule for 2022 and designate the following dates to be observed for holidays that fall on a Saturday or Sunday:

- New Year's Day, Friday, December 31, 2021 (in lieu of January 1)
- Juneteenth Nation Independence Day, Monday June 20, 2022 (in lieu of June 19)
- Christmas Eve, Friday, December 23, 2022 (in lieu of December 24)
- Christmas Day, Monday, December 26, 2022 (in lieu of December 25)

**Landis/Swartley moved to approve Resolution 2021-27, 2022, the City Holiday Schedule for 2022. Passed 4-0.**

**15) Dumpster request**

Mayor Stutsman presented an email he received from Grant Mielke regarding the temporary placement of a dumpster. Mielke requested to rent a 5-10 yard dumpster to be placed outside of his business at 1195 South Main Street. The dumpster would be placed in two parking spots on Friday, Nov. 12 or Saturday, Nov. 13, 2021. Mayor Stutsman added the dumpster will be removed as soon as the company that owns the dumpster can return to pick it up once the cleanup is complete.

**Landis/Swartley moved to approve the request to place a dumpster at 1195 South Main Street on Friday, Nov. 12 or Saturday, Nov. 13, 2021 and that it be removed as soon as possible when work is done. Passed 4-0.**

**Privilege of the Floor**

**Education and Grant Writer for the Environmental Resilience Department Theresa Sailor** presented an agreement with Aquascapes Consulting, LLC for on-site consulting services for the water feature for the Ashley Vanvurst Sensory Trail (Exhibit A). Sailor explained the \$24,000 cost is for consulting purposes only and does not include any additional costs that may occur throughout the project. Sailor said none are expected. Sailor presented virtual models of what the water feature will look like and explained how the water will be a consistently moving system that will be chemical free and pondless. The water will be circulated by two large pumps. She said the feature is being created to encourage wildlife and visitors of the feature to interact with the water and improve mental health with the sound of moving water. Sailor stated that all of the construction will be done by the Parks Department and is scheduled to be concluded by Thanksgiving.

**Brandy Henderson**, a paralegal with the City Legal Department, also presented to the Board for approval an agreement from Aquascapes a Right to Photograph and Record release. This release would allow Aquascapes to use the finished project for its various media and marketing outlets.



In response to a question from Landis, Henderson added that the grant that provided funds to complete this project requires invoices related to the project be turned in by Dec. 1, 2021. She added that at that time, the final amount of the project will be presented to the Board for approval. The Board consulted with City Attorney Bodie Stegelmann on if a public site required this form. Stegelmann stated that due to Aquascapes presenting the form, the Board could approve it.

**Landis/Nichols moved to approve and, execute the agreement with Aquascapes Consulting, LLC for on-site consulting services for the construction of water feature for the Ashley Vanvurst Sensory Trail with costs expected to be \$24,000 and to authorize Mayor Stutsman to execute the Aquascapes agreement for a Right to Photograph and Record release. Passed 4-0.**

**With no further matters before the Board, Mayor Stutsman/Landis moved to approve Civil City and Utility Claims and adjourn. Passed 4-0 at 2:36 p.m.**

*EXHIBIT A: Agreement with Aquascapes Consulting, LLC for On-Site Consulting Services for the Water Feature for the Ashley Vanvurst Sensory Trail. (13 pages)*

APPROVED

Jeremy Stutsman, Chair

Michael Landis, Member

Mary Nichols, Member

Barb Swartley, Member

DeWayne Riguse, Member

ATTEST

Richard R. Aguirre, Clerk-Treasurer