



**BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD
MINUTES OF THE August 15, 2022 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, DeWayne Riouse and Barb Swartley

Absent: None

CALL TO ORDER: Mayor Stutsman called the meeting to order at 2:00 p.m.

REVIEW/APPROVE MINUTES: Mayor Stutsman presented the minutes of the Aug. 8, 2022 regular meeting. Board member Barb Swartley moved to approve the minutes as presented and the motion was seconded by Board member Mike Landis. Motion passed 5-0.

REVIEW/APPROVE AGENDA: Mayor Stutsman presented the meeting agenda with the deletion of item #6. *Legal Department: Resolution 2022-27, Hardship Collection Services Policy*, and the addition of two agenda items: #8. *Legal Department: Request to approve additional services agreement with Flock Group* and #9. *Street Department: Request to close Logan Street for railroad crossing repair, Aug. 22-24, 2022.* Board member Swartley moved to approve the agenda as suggested and Board member Landis seconded the motion. Motion passed 5-0.

1) Fire Department request: Hire John M. Kauffman as a probationary firefighter

Goshen Fire Chief Danny Sink asked the Board to approve the hiring of John M. Kauffman as a probationary firefighter for the Goshen Fire Department effective today, Aug. 15, 2022. Chief Sink said Kauffman has passed all of the pension requirements for the State of Indiana.

Swartley/Landis moved to approve the hiring of John M. Kauffman as a probationary firefighter for the Goshen Fire Department effective today, Aug. 15, 2022. Motion passed 5-0. After the hiring was approved, Mayor Stutsman swore John M. Kauffman into office.

2) Fire Department request: Hire Matthew W. Pilling as a probationary firefighter

Goshen Fire Chief Danny Sink asked the Board to approve the hiring of Matthew W. Pilling as a probationary firefighter for the Goshen Fire Department effective today, Aug. 15, 2022. Chief Sink said Pilling has passed all of the pension requirements for the State of Indiana.

Swartley/Landis moved to approve the hiring of Matthew W. Pilling as a probationary firefighter for the Goshen Fire Department effective today, Aug. 15, 2022. Motion passed 5-0. After the hiring was approved, Mayor Stutsman swore Matthew W. Pilling into office.



3) Legal Department: Acceptance of Easement from Green Oaks of Goshen, LLC

Shannon Marks, the Legal Compliance Administrator for the City Legal Department, asked the Board to accept the easement for Goshen City utility purposes from Green Oaks of Goshen, LLC, and authorize the Mayor to execute the acceptance. She said the easement is for Goshen City utility purposes along the south side of Johnston Street. **Swartley/Landis moved to accept the easement for Goshen City utility purposes from Green Oaks of Goshen, LLC, and authorize the Mayor to execute the acceptance. Motion passed 5-0.**

4) Legal Department: Approve and authorize Mayor Stutsman to execute the Agreement with New Avenues Inc. to provide the expansion of services of the employee assistance program

Carla Newcomer, a paralegal with the City Legal Department, asked the Board approve and authorize Mayor Stutsman to execute an agreement with New Avenues Inc. to provide an expansion of services of the employee assistance program for 2023 to provide full services to Goshen Police Department employees.

Newcomer said attached to the agenda packet for the Board's approval, and authorization for Mayor Stutsman to execute, was an agreement with New Avenues Inc. to provide Goshen Police Department with an expansion of services under the employee assistance program for 2023 to include full services for employees. She said the Police Department wants to offer these services to its employees because of the nature of their job and the exposure officers have to critical incidents that include emotional and physical trauma. This contract is to begin Jan. 1, 2023 and continue through and including Dec. 31, 2023. The City will pay New Avenues a total annual cost of \$3,573 for this additional full services contract. **Mayor Stutsman thanked Police Chief Jose Miller and Assistant Chief Shawn Turner for bringing this opportunity to the City's attention.**

Swartley/Landis moved to approve and authorize Mayor Stutsman to execute the Agreement with New Avenues Inc. to provide and expansion of services of the employee assistance program for 2023 to provide full services to Goshen Police Department employees. Motion passed 5-0.

5) Legal Department: Agreement with AquaResource for software for backflow tracking at the Water and Sewer Department

Carla Newcomer, a paralegal with the City Legal Department, asked the Board to approve and authorize Mayor Stutsman to execute the agreement for AquaResource Software for Backflow Tracking at the Water and Sewer Department. Newcomer said there are 1,500 backflow devices and AquaResource will be paid \$5.00 for the software for each device, plus a one-time host implementation fee of \$500.00 for a total amount of \$8,000.00.

Swartley/Landis moved to approve and authorize Mayor Stutsman to execute the agreement for AquaResource Software for Backflow Tracking. Motion passed 5-0.

6) Water & Sewer Office: Request to approve unpaid final accounts

Kelly Saenz, Manager of the Goshen City Utilities Office, asked the Board to move the office's uncollected final accounts from active to Collection, Sewer Liens and Write offs. She reported that the original amount of unpaid final Water/Sewer accounts for this period, through May 3, 2022, was \$4,249.00. Collection letters were sent out and payments of \$1,278.43 were collected. The uncollected amount was \$2,970.57.

Swartley/Landis moved to move the Goshen Water and Sewer Office's uncollected finalized accounts from active to Collection, Sewer Liens and Write offs. Motion passed 5-0.



7) Engineering Department: Approve the closure of College Avenue, east of Century Drive, from August 16 through September 23, 2022

City Director of Public Works & Utilities Dustin Sailor asked the Board to approve the closure of College Avenue, east of Century Drive, from Aug. 16 through Sept. 23, 2022.

Sailor said NIPSCO has notified the City Engineering Department of a requested road closure for work associated with the site development and infrastructure improvements along east College Avenue. The company has requested that College Avenue, east of Century Drive, to be closed to traffic from Aug. 16 through Sept. 2, 2022. It is intended that the maintenance of traffic plan for the remainder of the project improvements will be implemented upon NIPSCO's completion of their utility work.

Swartley/Landis moved to approve the closure of College Avenue, east of Century Drive, from Aug. 16 through Sept. 23, 2022. Motion passed 5-0.

8) Legal Department: Request to approve additional services agreement with Flock Group, Inc.

City Attorney Bodie Stegelmann asked the Board to approve an additional services agreement with Flock Group, Inc. for a three-year period for a total of \$78,500.00 and authorize Assistant Police Chief Shawn Turner to sign on behalf of the City of Goshen.

Stegelmann said the City Police Department previously entered into an agreement with the Flock Group, Inc. for the provision of law enforcement investigation equipment and services. He said **Mayor Stutsman** procured a grant to fund additional equipment and services for a three-year period for a total cost of \$78,500.

Swartley/Landis moved to approve an additional services agreement with Flock Group, Inc. for a three-year period for a total of \$78,500.00 and authorize Assistant Police Chief Shawn Turner to sign on behalf of the City of Goshen. Motion passed 5-0.

9) Street Department: Request to close Logan Street for railroad crossing repair, Aug. 22-24, 2022

City Street Commissioner David Gibbs asked the Board to approve the partial closure of Logan Street, from Aug. 22-24, 2022, for railroad crossing repairs. Gibbs said that on Aug. 22, 2022, the Street Department will be working with Brunk Corporation's contractor to repair the Logan Street railroad crossing. He requested the closure of Logan Street from Aug. 22-24, 2022. He added that the detour will be Monroe Street to Blackport Drive to Lincoln Avenue. **Mayor Stutsman** jokingly asked if the Street Department still had barricades available. Gibbs said it did.

Swartley/Landis moved to approve the closure of Logan Street, from Aug. 22-24, 2022, for railroad crossing repairs. Motion passed 5-0.

CITY OF GOSHEN STORMWATER BOARD

Regular Meeting Agenda

2:00 p.m., August 15, 2022

Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana

Members: Mayor Jeremy Stutsman, Mike Landis and Mary Nichols



Mayor Stutsman convened the Stormwater Board meeting at 2:13 p.m. to consider the following item:

9) Stormwater Department: Accept the post-construction stormwater management plan for Taco Bell City Director of Public Works & Utilities Dustin Sailor asked the Board to accept post-construction stormwater management plan for Taco Bell as it has been found to meet the requirements of City Ordinance 4329.

Sailor said the developer of Taco Bell, affecting one (1) or more acres of land and located at 1822 Lincolnway East, has submitted a sufficient post-construction plan that is compliant with Ordinance 4329, "Uniform Requirements for Post-Construction Stormwater Management."

Nichols/Landis moved to accept post-construction stormwater management plan for Taco Bell as it has been found to meet the requirements of City Ordinance 4329. Motion passed 3-0.

With the Stormwater Board agenda item completed, Mayor Stutsman closed the Stormwater Board meeting at 2:14 p.m. and resumed the Board of Works & Safety meeting.

Privilege of the Floor (opportunity for public comment for matters not on the agenda):

Mayor Stutsman opened Privilege of the Floor at 2:14. p.m.

There were no public comments, so Mayor Stutsman closed Privilege of the Floor at 2:14 p.m.

As all matters before the Board of Public Works & Safety were concluded, Mayor Stutsman/Board member Landis moved to approve Civil City and Utility claims and adjourn the meeting. Motion passed 5-0.

Mayor Stutsman adjourned the meeting at 2:14 p.m.

EXHIBIT #1: Memorandum and an additional services agreement, dated Aug. 15, 2022, from City Attorney Bodie Stegelmann to the Board seeking approval of the additional services agreement with Flock Group, Inc. for the provision of law enforcement investigation equipment and services to the Goshen Police Department. The total cost of the additional services agreement: \$78,500.

EXHIBIT #2: Memorandum, dated Aug. 15, 2022, from City Street Commissioner David Gibbs to the Board to seeking approval for the partial closure of Logan Street, from Aug. 22-24, 2022, for railroad crossing repairs.

APPROVED

A handwritten signature in black ink, appearing to read "J. Stutsman", is written over a horizontal line. Below the line, the name "Jeremy Stutsman, Chair" is printed in a standard font.

Jeremy Stutsman, Chair



Michael A Landis

Michael Landis, Member

Mary Nichols

Mary Nichols, Member

DeWayne Riouse

DeWayne Riouse, Member

Barb Swartley

Barb Swartley, Member

ATTEST

Richard R. Aguirre

Richard R. Aguirre, City of Goshen Clerk-Treasurer



CITY OF GOSHEN LEGAL DEPARTMENT
Bodie J. Stegelmann, City Attorney

City Annex
204 East Jefferson Street, Suite 2
Goshen, Indiana 46528-3405

bodiestegelmann@goshencity.com • www.goshenindiana.org
Phone (574) 537-3854 • Fax (574) 537-3817 • TDD (574) 534-3185

To: Board of Public Works and Safety
From: Bodie J. Stegelmann
Date: August 15, 2022
Re: Additional Services Agreement with Flock Group, Inc.

The City of Goshen Police Department previously entered into an agreement with Flock Group, Inc. for the provision of law enforcement investigation equipment and services. Mayor Stutsman procured a grant to fund additional equipment and services for a three (3) year period for a total cost of Seventy-Eight Thousand Five Hundred Dollars (\$78,500.00).

Motion Requested: Approve the Additional Services Agreement with Flock Group, Inc. for a three (3) year period for a total cost of Seventy-Eight Thousand Five Hundred Dollars (\$78,500.00), and authorize Assistant Chief Shawn Turner to sign on behalf of the City of Goshen.

FLOCK GROUP INC.
ADDITIONAL SERVICES AGREEMENT

This Agreement combined with the existing agreement referenced in **Exhibit A** describe the relationship between Flock Group Inc. ("**Flock**") and the customer identified below ("**Customer**") (each of Flock and Customer, a "**Party**"). This order form ("**Order Form**") hereby incorporates and includes the terms of the previously executed agreement (the "**Terms**") which describe and set forth the general legal terms governing the relationship (collectively, the "**Agreement**"). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "**Effective Date**").

Agency: IN - Goshen PD

Contact Name: Shawn Turner

Legal Entity Name:

Address:
111 E Jefferson St
Goshen, Indiana 46528

Phone: (574) 370-8694
E-Mail: sturner@goshencity.com

Expected Payment Method:

Billing Contact:
(if different than above)

Initial Term: 36 months
Renewal Term: 24 months

Billing Term: Other payment due Net 30 per terms and conditions

Sales tax will be added to all fees as applicable. **If your organization is tax exempt, please check this box: and email your Sales Tax Exemption Certificate to billing@flocksafety.com.**

Name	Price/Usage Fee	QTY	Subtotal
Standard Implementation Fee	\$350.00	10.00	\$3,500.00
Falcon	\$7,500.00	10.00	\$75,000.00

(Includes one-time fees)

Year 1 Total: \$28,500.00

Recurring Total: \$25,000.00

By executing this Order Form, Agency represents and warrants that it has read and agrees to all of the terms and conditions contained in the Terms attached. The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Agency: IN - Goshen PD

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A

This agreement is governed by the terms as set out in this attached agreement that has been previously executed by both parties.



Street Department
CITY OF GOSHEN
475 Steury Avenue • Goshen, IN 46528-3006

Phone (574) 534-9711 • Fax (574) 534-1568 • TDD (574) 534-3185
streets@goshencity.com • www.goshenindiana.org

EXHIBIT #2

August 15, 2022

To: Board of Public Works and Safety

From: David A Gibbs, Street Commissioner

Subject: Logan Street Railroad Crossing

On August 22, 2022, the Street Department will be working with Brunk Corporation's contractor to repair the Logan Street Railroad Crossing. I am requesting the closure of Logan Street from Aug. 22 – 24. The detour will be Monroe St. to Blackport Dr. to Lincoln Ave.

Suggested Motion: Move to accept the closure of Logan St. from Aug. 22-24 for Railroad Crossing Repair.