



**BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD
MINUTES OF THE JUNE 26, 2023 REGULAR MEETING**

Convened at 2 p.m. in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

Present: Mayor Gina Leichty, Mike Landis, Mary Nichols, and Barb Swartley

Absent: none

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

REVIEW/APPROVE MINUTES: Mayor Leichty presented the minutes of the June 12, 2023 Regular Meeting. Board Member Barb Swartley moved to accept the minutes as presented and the motion was seconded by Board Member Mary Nichols. Motion passed 4-0.

REVIEW/APPROVE AGENDA: Mayor Leichty presented the meeting agenda as submitted by the Clerk-Treasurer. Board member Swartley moved to approve the agenda as submitted. Board member Nichols seconded the motion. Motion passed 4-0.

1) Opening of sealed quotes for the City of Goshen 2023 line striping project for the Street Department

On behalf of the City Street Department, the Board of Public Works & Safety was asked to open all sealed quotes submitted to the City for the 2023 line striping project. All sealed quotes were due to be submitted to the Clerk-Treasurer's Office by 1 p.m. on June 26, 2023.

Mayor Leichty announced one quote was received from C.E Hughes Milling, Inc., doing business as The Airmarking Co., from Rochester, Indiana. The quote: Item 1, Yellow paint, \$38,999.25; Item 2., White paint, \$48,468.00; Item 3, Yellow thermoplastic, \$145,409.00; and Item 4, White thermoplastic, \$116,997.75.

Mayor Leichty/Board member Nichols moved that the bids received be referred to the City Legal Department for review. Motion passed 4-0.

2) Police Department: Promotion of Jordan L.W. Snyder #220 from Probationary Patrol Officer to Patrol Officer, retroactive to June 21, 2023

City Police Chief José Miller asked the Board to approve the promotion of **Jordan L.W. Snyder** from the rank of Probationary Patrol Officer to the rank of Patrol Officer, retroactive to June 21, 2023.

Chief Miller said Officer Snyder has attended, and successfully completed, the Indiana Law Enforcement Academy basic training program. On June 21, 2023, Officer Snyder completed his 12-month probationary period for the Goshen Police Department. Chief Miller said Officer Snyder has demonstrated he will be a great addition to the Goshen Police Department and to this community.

Swartley/Nichols moved to approve the promotion of Jordan L.W. Snyder from the rank of Probationary Patrol Officer to the rank of Patrol Officer, retroactive to June 21, 2023. Motion passed 4-0.

After the promotion was approved, Mayor Leichty swore Patrol Officer Jordan L.W. Snyder into office.

3) Police Department: Promotion of Ever G. Gutierrez Franco #221 from Probationary Patrol Officer to Patrol Officer, retroactive to June 21, 2023

City Police Chief José Miller asked the Board to approve the promotion of **Ever G. Gutierrez Franco** from the rank of Probationary Patrol Officer to the rank of Patrol Officer, retroactive to June 21, 2023.



Chief Miller said Officer Franco has attended, and successfully completed, the Indiana Law Enforcement Academy basic training program. On June 21, 2023, Officer Franco completed his 12-month probationary period for the Goshen Police Department. Chief Miller said Officer Franco has demonstrated he will be a great addition to the Goshen Police Department and to this community.

Swartley/Nichols moved to approve the promotion of Ever G Gutierrez Franco from the rank of Probationary Patrol Officer to the rank of Patrol Officer, retroactive to June 21, 2023. Motion passed 4-0.

After the promotion was approved, Mayor Leichty swore Patrol Officer Ever G. Gutierrez Franco into office.

4) Fire Department: Conditional Offer of Employment to Christopher L. Vaughn, Jr.

On behalf of the City Fire Department, **Shannon Marks, the Legal Compliance Administrator for the City Legal Department**, recommended that the Board extend a conditional offer of employment to **Christopher L. Vaughn, Jr.**, approve a Conditional Offer of Employment Agreement and authorize the Mayor to execute the agreement.

In a memorandum to the Board, **Marks** wrote that the agreement sets forth the conditions Vaughn must meet prior to beginning employment with the Fire Department as a probationary firefighter, which includes being approved by the Board of the Indiana Public Retirement System for membership to the 1977 Police Officers' and Firefighters' Pension and Disability Fund. Vaughn possesses a Firefighter I/II certification, and a Basic EMT certification. Once employed, Vaughn will be required to successfully complete a paramedic training program and obtain an Indiana paramedic license and serve as an active paramedic with the Department a minimum of three years.

Marks indicated the Fire Department will request the Board to confirm the offer of employment when a position opening becomes available in the department.

Swartley/Nichols moved to extend a conditional offer of employment to Christopher L. Vaughn, Jr. as a probationary firefighter, approve the Conditional Offer of Employment Agreement with Vaughn and authorize the Mayor to execute the agreement. Motion passed 4-0.

5) Fire Department: Conditional Offer of Employment to Noah P. Youngman

On behalf of the City Fire Department, **Shannon Marks, the Legal Compliance Administrator for the City Legal Department**, recommended that the Board extend a conditional offer of employment to **Noah P. Youngman**, approve a Conditional Offer of Employment Agreement and authorize the Mayor to execute the agreement.

In a memorandum to the Board, **Marks** wrote that the agreement sets forth the conditions Youngman must meet prior to beginning employment with the Fire Department as a probationary firefighter, which includes being approved by the Board of the Indiana Public Retirement System for membership to the 1977 Police Officers' and Firefighters' Pension and Disability Fund. Youngman possesses Firefighter I/II certification, and Basic EMT certification. Once employed, Youngman will be required to successfully complete a paramedic training program and obtain an Indiana paramedic license and serve as an active paramedic with the Department a minimum of three years.

Marks indicated the Fire Department will request the Board to confirm the offer of employment when a position opening becomes available in the department.

Swartley/Nichols moved to extend a conditional offer of employment to Noah P. Youngman as a probationary firefighter, approve the Conditional Offer of Employment Agreement with Youngman and authorize the Mayor to execute the agreement. Motion passed 4-0.

6) Elkhart County 4H Fair request: Street closures and related City support services for the annual fair parade downtown on July 23, 2023 (Boyd Smith)

Boyd Smith, director of the Elkhart County 4-H Fair Parade, requested Board approval to stage the 2023 Fair Parade, along with traditional support services from the City. He said the parade is scheduled for July 23, 2023 with no changes to the traditional route.



In a written request, **Smith** asked the Board to have the City Police Department close streets as they see appropriate for the staging and running of the parade. He also requested assistance from the City Street Department with street barricades and trash pickup. He noted that that the City has provided these services for over 20 years.

Smith also indicated that the staging areas will be Linway Plaza, Kroger Plaza and Rogers Park. Parade registration begins at 10:30 a.m. and the parade will step off promptly at 1:30 p.m.; some units will arrive as early as 9 a.m.

Board member Landis asked how the City could close intersections with shared City and State responsibility. **City Director of Public Works & Utilities Dustin Sailor** said the City already applied for right-of-way permits.

Swartley/Nichols moved to approve the staging and street closures for the 2023 Fair Parade on July 23, 2023. Motion passed 4-0.

7) College Farm Neighborhood request: Closure of the 1800 block of South 13th Street and street barricades on Aug. 5, 2023 for the annual block party (Craig Yoder)

Craig Yoder, representing the College Farm Neighborhood, consisting of the area South of College Avenue from 12th Street to 15th Street, requested permission to hold a Neighborhood Block Party in the 1800 block of South 13th Street, between Mervin Avenue and Leroy Street, on Saturday Aug. 5, 2023, from 6:30 to 9:00 p.m.

In a written request, **Yoder** wrote that the College Farm Neighborhood Committee asked that this one block be closed during this time. The committee asked that street barricades be dropped off at 13th Street and Leroy Avenue and at 13th Street and Mervin Avenue. **Yoder** also wrote that if the area police officer would be available to stop by the party, committee members would like to introduce the officer to the residents. He said residents expect **City Councilor Gilberto Perez** to attend the party since he is a resident of the neighborhood.

In a written response to **Yoder's** request, **City Director of Public Works & Utilities Dustin Sailor** wrote that the proposed road segment identified for closure by the neighborhood is under contract to be repaved in July. Based on the contractor's schedule, the work will be completed before the proposed block party. He cautioned that there is always a risk for disruption, especially since this area is part of an active construction boundary, but added, "At this time, I see no issue with approving the closure, and if a problem develops, Goshen Engineering will reach out."

Swartley/Nichols moved to approve the closure of the 1800 block of South 13th Street, between Mervin Avenue and Leroy Street, on Saturday Aug. 5, 2023, from 6:30 to 9:00 p.m., for the neighborhood block party. Motion passed 4-0.

8) Crystal Valley Comfort request: Partial closure of Lincoln Avenue for one hour on June 28, 2023 so a crane can lift a split unit on the roof of 123 E. Lincoln Ave. (Bill Rose)

William Rose of Crystal Valley Comfort asked the Board to approve a road closure at 123 E. Lincoln Avenue on June 28, 2023 at 7 a.m. for approximately one hour. **Rose** said a crane will be lifting a Mitsubishi split unit to be installed on the roof. He further described how the crane will be positioned and staff that would re-direct traffic.

In a written request, **Rose** indicated two copper line sets will be run from the outdoor unit to the indoor mini split heads. These line sets will go through roof flashings on the roof and be sealed. The building owner plans to have an electrician run a high voltage wire to a disconnect on the roof.

Board member Swartley asked if **Rose** had spoken to City Street Department staff about the use of barricades. **Rose** responded that he had been in contact with the Clerk-Treasurer's Office and City staff had been contacted.

City Street Commissioner David Gibbs said his staff would be posting "no parking" signs on Tuesday and two City employees would help redirect traffic until the lift was done. One lane would remain available.

Clerk-Treasure Aguirre said **Rose** was aware of the City staff recommendations regarding his on-site work.

In a written response, **City Director of Public Works & Utilities Dustin Sailor** wrote that the City Engineering Department accepted this request if the Board of Works assigned the following conditions:

1. Pedestrian travel along the north side of Lincoln Avenue is to be redirected to the south walk with appropriate barricades and signage or posted staff to redirect pedestrians.



2. One lane of westbound traffic on Lincoln Avenue is to be maintained. The Indiana Manual of Uniform Traffic Control Devices (MUTCD) shall be followed in setting up the required traffic control. Advanced temporary signage showing the lane shift will need to be installed, as well as appropriate tall cones or barrels. If an existing westbound travel lane cannot be maintained, the contractor will need to contract for a westbound lane shift into one of the eastbound traffic lanes. The City normally assists with lane closures by providing barricades, but the material needed to provide this lane closure may be too extensive; therefore, I defer to the Street Commissioner to determine if assistance will be provided.

3. There is a vault in front of 123 E. Lincoln Avenue, as highlighted in red in the image below. No crane outrigging should be placed on the sidewalk.

In his written response, **City Fire Chief Danny Sink** wrote, "I agree with Dustin's assessment and for #3, I would prefer that, if possible, no crane outrigging be placed in the street at/near the edge of the vault."

In his written response, **City Street Commissioner David Gibbs** wrote, "The Street Department can assist with this if requested."

Swartley/Nichols moved to approve the partial road closure at 123 E. Lincoln Avenue on June 28, 2023 at 7 a.m. for approximately one hour. Motion passed 4-0.

9) Community Development request: Approve and authorize Mayor Leichty to sign four amended agreements for homeownership assistance and multi-family rehabilitation projects

Theresa Cummings, Community Development Specialist, said the Program Year 2022 Homeownership Assistance Agreement for the Community Development Block Grant has been amended and needs approval.

In a memorandum to the Board, **Cummings** wrote that the main reason for the amendment is to change the City's method of payment from paying the title company directly at closing to reimbursing Lacasa for the homeownership assistance costs after closing. This change became evident when the City discovered that the title company only accepts wire transfers as a method of payment and final closing costs are not set until approximately three days prior to the closing date. Normally, the City needs about a two-week notice to secure the funding from HUD and arrange payment from the City. In addition, wire transfers can be set up, however it is not the conventional way the City typically has paid vendors. Lacasa is accustomed to doing wire transfers and can process payments in a shorter amount of lead time. Lacasa volunteered to handle closing costs and submit for reimbursement to avoid delaying the closing process.

Cummings wrote that the City also changed the calendar year in which payment can be made to extend an additional year from the end of calendar year 2023 to 2024. The fourth and final home in this activity just finished construction and went on the market mid-June. This extension will give Lacasa adequate time to sell it.

In regards to the Multi Family Rehabilitation agreements, **Cummings** wrote that HUD informed grant recipients that if dates were specified for payment of claims in their grant agreements and the projects were still open beyond that date, then agreements needed to be amended to extend the date to accept claims. Upon reviewing the City's prior year grant agreements, it was determined the City needed to amend three of them to extend the year specified in Section 6. Terms of the Agreement.

Cummings said the City was proposing amendments to the following: 2020 MF Rehab Agreement – extend date from "end of calendar year 2022" to "2023"; 2021 MF Rehab Agreement – extend date from "end of calendar year 2022" to "2024"; and 2022 MF Rehab Agreement – extend date from "end of calendar year 2023" to "2024"

Swartley/Nichols moved to approve and authorize Mayor Leichty to sign the four amended agreements for homeownership assistance and multi-family rehabilitation projects. Motion passed 4-0.



10) Legal Department: Approve and execute the amended agreement with Barkes, Kolbus, Rife & Shuler, LLP for 2023 attorney services

City Attorney Bodie Stegelmann said attached for the Board's approval and execution was an amended agreement with Barkes, Kolbus, Rife & Shuler, LLP for attorney services for the calendar year 2023.

In a memorandum to the Board, **Legal Department** staff wrote that in June 2023, the City's Assistant City Attorney separated employment with the City. The City posted the position as open; however, the City discussed the opening with **Don Shuler**, an attorney with Barkes, Kolbus, Rife & Shuler, LLP. Shuler has agreed to provide services to the City (in the City Annex building) that the Assistant City Attorney previous was hired to provide.

Stegelmann said City staff want to add this work to the current agreement with Barkes, Kolbus, Rife & Shuler, LLP. The City will pay \$50 per hour for approximately 20 hours of work per week that Shuler will provide.

Board member Landis asked if 20 hours would be the maximum allowed per week. **Stegelmann** said he has estimated that it will average about 20 hours a week, which would total less than the Assistant City Attorney was being paid. **Stegelmann** confirmed that Shuler's firm is paid \$204 per hour for other work provided, including handling lawsuits and work done for City Planning and Zoning. In response to a question from **City Clerk-Treasurer Aguirre**, **Stegelmann** confirmed this was a one-year agreement.

Swartley/Nichols moved to approve and execute the amended agreement with Barkes, Kolbus, Rife & Shuler, LLP for 2023 attorney services. Motion passed 4-0.

11) Legal Department: Agreement with Jeremy P Stutsman for consulting services

City Attorney Bodie Stegelmann said attached to the Board's agenda packet for the Board's approval and execution was an agreement with **Jeremy P. Stutsman** to consult with Mayor Leichty relative to the City's 2023 and 2024 budgets and the City's collective bargaining agreements, as well as any other critical matters of which the former mayor has personal knowledge. **Former Mayor Stutsman will be paid the rate of \$50 per hour for services rendered to the City.**

According to the agreement, in exchange for the compensation paid, former Mayor Stutsman will render the following services:

A. Consultation with Mayor Gina M. Leichty relative to the City's 2023 Budget and the formulation and approval of the City's 2024 Budget.

B. Consultation with Mayor Gina M. Leichty and involvement in negotiations relative to the City's collective bargaining agreements.

C. Consultation with Mayor Gina M. Leichty on any other critical matters involving the City of which Stutsman has personal knowledge.

Stutsman is explicitly forbidden from discussing with any agent of the City matters related to, or that might relate to, programs funded by the Department of Housing and Urban Development. This does not preclude Stutsman, in his role with Lacasa of Goshen, Inc., from discussing with any agent of the City matters related to a new housing project involving Lacasa of Goshen, Inc.

Mayor Leichty appealed to the Board to approve the agreement. **Board member Landis** said it was a good idea. He asked if there was an idea of the total cost of the agreement. **Mayor Leichty** said that was unknown, but former **Mayor Stutsman's** services would be focused on helping with the preparation of the next City budget.

Swartley/Nichols moved to approve and execute the Agreement with Jeremy P. Stutsman for Provision of Consulting Services. Motion passed 4-0.

12) Legal Department: Resolution 2023-18, Declaring Surplus and Authorizing the Disposal of IT Equipment
Shannon Marks, the Legal Compliance Administrator for the City Legal Department, said the City Information Technology Department wished to dispose of 16 laptops that are no longer needed or are unfit for the purpose for which they were intended.



Marks said these laptops were previously used by the Police Department. The hard drives have been removed and components will be reused or recycled where possible. Resolution 2023-18 would declare the property as surplus and authorize its disposal in accordance with the provisions of Indiana Code § 5-22-22-8 by demolishing or junking property that is worthless or of no market value.

Swartley/Nichols moved to pass Resolution 2023-18, Declaring Surplus and Authorizing the Disposal of IT Equipment. Motion passed 4-0.

13) Legal Department: Agreement with Industrial Inspection & Analysis for aerial ladder testing and certification at a cost of \$4,415 each year for the years 2024, 2025 and 2026

Shannon Marks, the Legal Compliance Administrator for the City Legal Department said attached to the Board's agenda packet for approval to authorize Mayor Leichthy to execute was an agreement with Industrial Inspection & Analysis for Aerial ladder Testing and Certification. She said Industrial Inspection & Analysis will be paid \$4,415 each year for these services for 2024, 2025, and 2026.

The vendor's duties under this agreement include:

(A) Contractor's testing and inspection program shall follow the guidelines as set forth by the current National Fire Protection Association (NFPA) standards: NFPA 1911 for aerial ladder testing and NFPA 1932 for ground ladder testing. This work shall be performed by Contractor's experienced SNT-TC-IA Level II technicians at the City's Fire Department, 209 North 3rd Street, Goshen.

(B) Contractor's aerial ladder inspection shall consist of the visual and operational inspection including:

1. Timing, load, and drift tests;
2. Bolt torque and hydraulic oil spectrochemical analysis; and
3. Water testing on the truck piping that takes water to the boom;
4. Five (5) year Non-Destructive Testing documentation.

(C) Contractor's ground ladder inspection shall consist:

1. Visual inspection;
2. Horizontal bending;
3. Hardware and roof hook tests; and
4. Inspect heat sensors and replace defective heat sensors as needed.
5. Contractor shall provide the City with an inspection report.

Swartley/Nichols moved to approve and authorize Mayor Leichthy to execute the agreement with Industrial Inspection & Analysis for Aerial ladder Testing and Certification at a cost of \$4,415 each year for the years 2024, 2025 and 2026. Motion passed 4-0.

14) Legal Department: Approve and execute the amended agreement with Norfolk Southern Railway Company for the review of Quiet Zone project designs, plans, and specifications services

City Attorney Bodie Stegelmann said attached to the Board's agenda packet for the Board's approval and execution was an agreement with Norfolk Southern Railway Company for review of the City's Quiet Zone project designs, plans, and specifications. He said the City will pay Norfolk Southern a not-to-exceed amount of \$30,000.

Swartley/Nichols moved to approve the amended agreement with Norfolk Southern Railway Company for the review of Quiet Zone project designs, plans, and specifications services and to authorize the Mayor and Clerk-Treasurer to sign the agreement. Motion passed 4-0.

15) Legal Department: Approve, and authorize Mayor Leichthy to execute, the agreement with Oaklawn Psychiatric Center, Inc. awarding the sum of \$250,000 from the City's American Rescue Plan Fund to support the Elkhart County Behavioral Health Crisis Center



Shannon Marks, the Legal Compliance Administrator for the City Legal Department, said that on March 11, 2021, President Biden signed into law the American Rescue Plan (ARP) Act of 2021, establishing the Coronavirus State and Local Fiscal Recovery Funds program.

In a memorandum for the Board, **Legal Department** staff indicated that the City received a total allocation of \$6,692,508 in ARP Funding and intends to allocate a portion of its ARP Funding to assist non-profit organizations within the City, and nearby communities, that have suffered negative economic impacts as a result of the COVID19 pandemic in accordance with all federal, state, and local guidelines regarding the usage of ARP Funding. Oaklawn Psychiatric Center, Inc. is one such non-profit organization that has applied for, and meets all requirements, to be a recipient of funds from this ARP Fund.

Marks said Oaklawn will receive \$250,000 in funding to support the Elkhart County Behavioral Health Crisis Center and an agreement has been prepared for the Board's for approval, and to authorize Mayor Leichty to execute.

Under the agreement, Oaklawn will develop a Behavioral Health Crisis Center to operate 10 a.m. to 10 p.m. seven days a week, located on Oaklawn's Goshen campus. The Center will be available to any adult experiencing a behavioral health or substance use disorder crisis as defined and experienced by the individual. The Center will accept walk-ins, drop-offs from police and self-referrals, regardless of ability to pay. Services are voluntary.

The Center will be staffed with mental health professionals and recovery coaches able to provide risk assessments, allow space and time to de-escalate the situation, involve family members as appropriate, recommend a treatment plan, make connections for services and attempt to engage clients in services.

The overarching goal is to be responsive to crises as they occur and to minimize the use of unnecessary intensive services including jail, emergency departments and inpatient psychiatric units.

Oaklawn staff said the project would not be possible without the City of Goshen's commitment of \$250,000 for construction. These funds are coming from the American Rescue Plan and don't qualify as a "match" for this grant.

Mayor Leichty said she was excited about the agreement, noting that there's a great need for mental health care in the community which requires the time and support of City emergency services. She said the center will be a public-private partnership of the City and Oaklawn that will provide care for people in their time of great need when it comes to mental health or addiction crises. The **Mayor** invited **Laurie Nafziger, President and CEO of Oaklawn,** to share further details about the project.

Nafziger said Oaklawn's Behavioral Health Crisis Center is based on a model occurring throughout the nation that fills an important gap for people in behavioral health or substance abuse crises. Currently, she said "there is no easy go-to" and people with needs go to hospital emergency rooms or jail or are left on the street or sometimes go to an in-patient facility, when this isn't really necessary.

Nafziger said the crisis center will be a 24/7 facility where anyone suffering from a mental health crisis or addiction can go and will be welcomed, no questions asked. She said this will be a space to de-escalate, make a plan and conduct that treatment work.

Nafziger said that while the center will offer 24/7 care, she said it will not be equipped with beds, but with comfortable La-Z-Boy recliners. She said people will be able to "sleep it off, spend the night and take the time if necessary" to await another placement. She said space will be renovated at the Oaklawn campus for the center.

Board member Swartley asked if Oaklawn had other funding, noting that \$250,000 would not go far. **Nafziger** agreed because the center will be a 24/7 facility. She said Oaklawn has received a large grant from the state Department of Mental Health and Addiction and the cities of Bristol and Elkhart have committed funds as well as the Elkhart County. She said plans are in place for two years of operation.

Clerk-Treasurer Aguirre asked if **Police Officer James Ballard,** who helps coordinate homeless services for the department, might want to offer some comments. **Officer Ballard** said he has been working with stakeholders for a long time to create this crisis center, which he said would be "a great thing for our entire community." **Nafziger** added that she wanted to give a "shout out" to the City of Goshen for being the first partner to offer financial support.



Swartley/Nichols moved to approve, and authorize Mayor Leichty to execute, the agreement with Oaklawn Psychiatric Center, Inc. awarding the sum of \$250,000 from the City's American Rescue Plan Fund to support the Elkhart County Behavioral Health Crisis Center. Motion passed 4-0.

16) Water Utility: Request for road closure at the intersection of S. 10th Street & E. Jefferson Street for manhole replacement, June 27-June 29, 2023

Matt Beard, the Supervisor of the City Water and Sewer Department, appeared to advance the request.

In a memorandum to the Board, **Beard** wrote that the City Water and Sewer Department will be replacing a manhole at the intersection of South 10th Street and East Jefferson Street. He said the work will require excavation of the road, with a trench that will be approximately 12 feet in depth.

For the safety of the work crews and the public, **Beard** requested permission to close the intersection of South 10th Street and East Jefferson Street starting at 8 a.m. Tuesday June 27 and reopening for traffic on Thursday evening June 29. City staff will notify Goshen Schools, EMS and ensure that the garbage is moved to the appropriate location for pick up.

Swartley/Nichols moved to permit the closure of the intersection of South 10th Street and East Jefferson Street starting at 8 a.m. Tuesday, June 27 and reopening for traffic on Thursday evening, June 29. Motion passed 4-0.

17) Water Utility: Request for road closure at 223 S 6th St., between W. Washington and E. Jefferson streets, to install a new sewer tap, June 28-June 30, 2023

Matt Beard, the Supervisor of the City Water and Sewer Department, appeared to advance the request.

In a memorandum to the Board, **Beard** wrote that the City Water and Sewer Department will be installing a new sewer tap at 223 South 6th Street. He said the work will require excavation of the road, with a trench that will be approximately 12 feet in depth.

For the safety of the work crews and the public, **Beard** requested permission to close South 6th Street, between West Washington Street and East Jefferson Street, to through traffic, starting at 8 a.m. Wednesday, June 28 and reopening for traffic on Friday evening, June 30. City staff will notify Goshen Schools, EMS and ensure that the garbage is moved to the appropriate location for pick up.

Swartley/Nichols moved to permit the closure of South 6th Street, between West Washington Street and East Jefferson Street, to through traffic, starting at 8 a.m. Wednesday, June 28 and reopening for traffic on Friday evening, June 30. Motion passed 4-0.

18) Engineering Department: Approve the lane restriction on Dierdorff Road, June 26-June 28, 2023, to allow NIPSCO to install a steel gas distribution emergency valve

City Director of Public Works & Utilities Dustin Sailor said NIPSCO requested a lane restriction on Dierdorff Road at Karisa Drive, from Monday, June 26 through Wednesday, June 28, to install a steel gas distribution emergency valve. He said flaggers would be used to allow traffic in both directions. The traffic plan was attached to the Board's agenda packet. He appealed to residents to avoid the area because of a limited number of flaggers.

Swartley/Nichols moved to approve the lane restriction on Dierdorff Road at Karisa Drive from Monday, June 26 through Wednesday, June 28 to allow NIPSCO to install a steel gas distribution emergency valve. Motion passed 4-0.

19) Engineering Department: Approve the lane restriction on Berkey Avenue just east of Amberwood Drive, on June 29, 2023, to allow NIPSCO to install a steel gas distribution emergency valve



City Director of Public Works & Utilities Dustin Sailor said NIPSCO requested a lane restriction on Berkey Avenue just east of Amberwood Drive for Thursday, June 29 to install a steel gas distribution emergency valve. He said flaggers would allow traffic in both directions. The traffic plan was attached to the Board's agenda packet. **Swartley/Nichols** moved to approve the lane restriction on Berkey Avenue just east of Amberwood Drive on Thursday, June 28 to allow NIPSCO to install a steel gas distribution emergency valve. **Motion passed 4-0.**

20) Engineering Department: Authorize the Mayor to sign Change Order No. 3 for the Wilden Avenue Reconstruction project for a contract time extension of 26 days to Rieth Riley Construction Co. Inc.

City Director of Public Works & Utilities Dustin Sailor said Goshen Engineering was presenting Change Order No. 3 for the Wilden Avenue project for the Board's consideration. The change order provided the contractor, Rieth Riley Construction, with 26 additional contract days on their contract, Phase 3 and 4, to complete.

Sailor said the time extension request was negotiated down from the original request by the City's onsite consultant DLZ, and is considered reasonable based on the additional work the contractor was requested to perform or due to conflicts outside the contractor's control. A summary explanation justifying the time extension was provided in the change order. **Sailor** asked the Board to authorize the Mayor to sign Change Order No. 3 for a 26-day time extension that does not include a contract cost increase.

Swartley/Nichols moved to authorize the Mayor to sign Change Order No. 3 for the Wilden Avenue Reconstruction project for a contract time extension of 26 days. **Motion passed 4-0.**

21) Bortrager Roofing request: Use of City parking spaces adjacent to the Goshen First Church Building, 214 S, 5th Street, for a month, during replacement of a roof (Derick Yeoman)

Derick Yeoman, owner of Bortrager Inc. Roofing and Sheet Metal, said his company is replacing the flat roof of the Goshen First Church building at 214 S. 5th St., which connects to the public parking lot off of South 5th Street.

Yeoman asked for permission to block off four of the parking spaces in the lot adjacent to the church building, so he can place a dumpster and park two vehicles during the project, which he estimated will take about a month.

Before the Board could consider the request, **Yeoman** also asked for the use of four parking spaces in front of the church on South 5th Street from 7 a.m. to 11 a.m. on June 19 so a crane could be used to load material onto the church roof. This work involved closing the sidewalk in front of the parking spaces for safety reasons. **Yeoman** said the company had barricades, flags and cones to block off the requested areas. He provided a map showing areas to be used.

Mayor Leichty noted that it appeared Bortrager was using six City parking spaces instead of the requested four spaces. **Yeoman** responded that his workers "got a little overzealous" and that he would limit usage to four spaces and he would free up all four of the parking spaces for disabled motorists.

Swartley/Nichols moved to allow Bortrager Inc. to use four parking spaces in the lot adjacent to the Goshen First Church building for a month during a roof replacement project. **Motion passed 4-0.**

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

Mayor Leichty opened Privilege of the Floor at 2:44 p.m. There was no comments from the public.

At 2:44 p.m., Mayor Leichty temporarily closed the Board of Works & Safety meeting and convened the City of Goshen Stormwater Board to consider one Stormwater agenda item.



**CITY OF GOSHEN STORMWATER BOARD
MINUTES OF THE JUNE 26, 2023 REGULAR MEETING**

Convened at 2:44 p.m. in the Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana
Members Present: Mayor Leichty, Mike Landis and Mary Nichols
Members Absent: none

22) Accept the revised post-construction stormwater management plan for Kropf RV Transport Facility as it has been found to meet the requirements of City Ordinance 4329

City Stormwater Coordinator Jason Kauffman said that on June 5, the Goshen Stormwater Board accepted the post-construction stormwater management plan (PCSMP) for the Kropf RV Transport Facility project, at 2620 Lincolnway East, which had been found to be compliant with Ordinance 4329, "Uniform Requirements for Post-Construction Stormwater Management." However, due to an error in the document, the PCSMP was revised and the Stormwater Department again requested the Stormwater Board's acceptance of the plan.

Nichols/Landis moved to accept the revised post-construction stormwater management plan for the Kropf RV Transport Facility as it meets the requirements of City Ordinance 4329. Motion passed 3-0.

Mayor Leichty adjourned the City of Goshen Stormwater Board and reconvened the Board of Works & Public Safety meeting at 2:45 p.m.

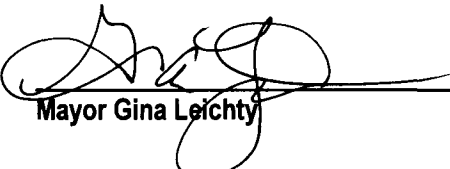
Approval of Civil City and Utility Claims

As all matters before the Board of Public Works & Safety were concluded, Mayor Leichty/Board member Nichols moved to approve Civil City and Utility claims and adjourn the meeting. Motion passed 4-0.

Adjournment

Mayor Leichty adjourned the Board of Works meeting at 2:46 p.m.

APPROVED:



Mayor Gina Leichty



Michael A Landis
Mike Landis, Member

Mary Nichols
Mary Nichols, Member

Barb Swartley
Barb Swartley, Member

ATTEST:

Richard R. Aguirre
Richard R. Aguirre, City of Goshen Clerk-Treasurer