

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, APRIL 15th, 2019, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 E. Jefferson St., April 15th, 2019, at 2 p.m. for their weekly Board meeting. Board Member Mike Landis was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Mike Landis, Board Member Mitch Day, Mayor Jeremy Stutsman

ABSENT:

OTHERS:

Clerk-Treas. Admin Assistants
~~Asst. Brownfield Coordinator~~
Central Fleet Maint. Manager
Fire Chief
Street Commissioner
~~Human Resources~~
Director of Public Works
Wastewater Superintendent
Mayor's Admin Assistant

Police Chief
Utilities Office Manager
~~Contracts & Claims Manager~~
Water & Sewer Superintendent
~~City Attorney~~
~~Asst. Street Commissioner~~
Civil Traffic Engineer
~~Brownfield Coordinator~~
Asst. Fire Chief

Asst. Building Commissioner
~~City Planner~~
Assistant City Planner
Legal Compliance Administrator
Communications Coordinator
~~Assistant Police Chief~~
Building Inspector
Parks Superintendent
Clerk Treasurer

Minutes of the meeting of April 1st and 8th, 2019, were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO PROMOTE—NICOLAS KAUFFMAN- GPD

Police Chief Jose Miller requested Board approval for the promotion of Nicolas Kauffman from the position of Patrol Officer to rank of Sergeant for the Goshen Police Department. Officer Kauffman has worked for the GPD for 4 years and received the highest score for the testing of this position. Kauffman's promotion to the rank Sergeant to be of retroactive April 19th, 2019.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO PROMOTE—KEVIN L. CORONA- GPD

Police Chief Jose Miller requested Board approval for the promotion of Kevin L. Corona from the position of Probationary Patrol Officer to rank of Patrol Officer for the Goshen Police Department.

Officer Corona is an asset to the Goshen Police Department and will have completed his twelve (12) month probationary period effective April 16th, 2019.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

REQUEST TO PROMOTE—AARON JOHNSON- GPD

Police Chief Jose Miller requested Board approval for the promotion of Kevin L. Corona from the position of Probationary Patrol Officer to rank of Patrol Officer for the Goshen Police Department. Officer Corona is an asset to the Goshen Police Department and will have completed his twelve (12) month probationary period effective April 16th, 2019.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO HIRE—WARREN C. O'NEAL III- GPD

Police Chief Jose Miller requested Board approval for the hiring of Warren C. O'Neal III for the position of Probationary Patrol for the Goshen Police Department. Warren has passed all exams and has been approved by the local and State pension boards. The hiring of Warren will be effective, April 15th, 2019.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

REQUEST TO PROMOTE—DAVIS W. LECHLITNER- GFD

Fire Chief Dan Sink requested Board approval for the hiring of Davis W. Lechlitter for the position of probationary Firefighter for the Goshen Fire Department. Lechlitter has passes all of the pension requirements for the State of Indiana. Lechlitter's hiring to be effective April 15th, 2019.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO AWARD BID FOR PAINTING OF SHERCK WATER TOWER- (B19-01-001)

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a quote for the painting of 1,500,000 Gallon Sherck Water Tower. On April 8th, 2019, the Board of Public Works and Safety opened bids for the painting of 1,500,000 Gallon Sherck Water Tower. Upon review of the 8 bids received, it is recommended that the Board of Works award the contract to Industrial Painting Contractors, Inc. for a total contract price of \$109,800.00 and permission is requested to authorize execution of the contract.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

REQUEST TO AWARD BID FOR LAWN MOWING CONTRACT

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a quote for The Lawn Mowing Contract. On April 8th, 2019, the Board of Public Works and Safety opened bids for the Lawn Mowing Contract. Upon review of the one bid received, it is recommended that the Board of Works award the contract to Stiver Lawn Care, Inc. for a total contract price of \$18,400.00 and permission is requested to authorize execution of the contract.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO AWARD BID FOR PURCHASE OF SCBA EQUIPMENT

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award a quote for the Purchase of the SCBA Equipment. On April 8th, 2019, the Board of Public Works and Safety opened bids for the Purchase of SCBA Equipment. Upon review of the one bid received, it is recommended that the Board of Works award the contract to 5 Alarm Fire and Safety. for a total contract price of \$76,437.88 and permission is requested to authorize execution of the contract.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO APPROVE TEMPORARY ALLEY CLOSURE- EMBASSY COFFEE
EVENT**

Director of Recruitment and Retention at Weiland Designs, Grace Bonewitz, requested Board approval for alley closure between Elkhart County Parks and Recreation and Embassy Coffee. The temporary closure will take place Friday, May 3, 3:00 pm to 9:00 pm, during the retirement party for Steve Yoder, VP of HR at Weiland Designs and also set up and tear down of the event. Chris May, owner of Embassy Coffee and Rhonda Decaire, director of the Elkhart County Parks & Rec are both in support of this temporary closure.

Board Member Landis moved to approve the request. Second by Mayor Stutsman and motion passed unanimously.

REQUEST TO APPROVE RESOLUTION FOR BICYCLE REGISTRATION

Legal Compliance Administrator Shannon Marks requested Board approval and authorization for the Bicycle Registration Program. This program will facilitate the identification, recovery and return of bicycles found in the city to the rightful owner.

Participation in the Bicycle Registration Program is voluntary for citizens of Goshen and the surrounding area. A bicycle owner may register their bicycle with the City of Goshen by completing a registration form and paying a bicycle registration fee.

The Board of Public Works and Safety may authorize waiving the payment of the bicycle registration fee for an event sponsored by the Goshen Police Department, or Goshen Parks and Recreation Department.

Board Member Day moved to approve the request. Second by Board Member L and motion passed unanimously.

REQUEST TO APPROVE PROPOSAL FOR GOSHEN URBAN TREE CANOPY GOAL

Conservation and Forestry Coordinator, Aaron Sawatsky-Kingsley, requested Board approval for the proposal of the Goshen Urban Tree Canopy Goal. The Goshen Tree Board has been crafting this proposal since 2016 in the wake of public tree inventory analysis (2011) and urban tree canopy assessment and analysis (2013). The tree Canopy Goal attempts to take a comprehensive

assessment of what will be required to complete this goal. It also acknowledges that the goal is far-reaching and should be sustained for 25 years, meaning that its details will likely change over the project's duration.

The goal for the Tree Canopy is "45 by 45" – 45% canopy coverage by 2045. This will roughly double the current urban canopy cover (measured at 22% in 2013). Goshen would need to have between 78,000 and 104,000 trees in 2045. Our most recent inventory of public trees (2011) documented nearly 13,000 trees in parks and along streets.

Infrastructure is identified because while trees have real aesthetic value, they also play important roles in optimal functioning of the City's ecosystem, stormwater management system, energy consumption, recreational systems, and other systems as well. Public trees typically represent only 1/3 to 1/4 of the City's total urban forest. In Goshen's case, that means a complete urban forest inventory might count between 39,000 and 52,000 trees, or approximately 46,000 trees citywide. These 46,000 trees are responsible for covering 22% of Goshen's landmass with shade today. To double our tree population and reach the goal by 2045, we will need to define, adopt, and fund some new forestry strategies.

Building this urban forest to the size and capacity envisioned will require money. Planting roughly 50,000 1.5" diameter trees at 2017 prices (\$160 per tree) would cost \$8 million. Even spread over 25 years, the annual cost to plant 2000 trees is \$320,000, which is not affordable.

Source options for funding include:

1. Municipal Funding
2. Private funding- Private donors could offer matches for government and other funding.
3. Corporate/business funding- Working closely with the chamber of commerce.

Board Member Day moved to approve the request. Second by Mayor and motion passed unanimously.

REQUEST TO APPROVE EASEMENT UPON 65736 SR 15 & 65706-1 SR 15

Legal Compliance Administrator Shannon Marks requested Board approval for the easement upon 65736 SR 15 & 65706-1 SR 15. The city's water main was extended south on the east side of SR 15 generally from Waterford Elementary School to Waterford Mills Parkway and then east under the railroad and along the north side of Waterford Mills Parkway. The water main was installed upon two parcels of City owned real estate directly north of Waterford Mills Parkway. It is necessary for easements to be granted upon these two parcels of real estate.

The real estate at 65736 State Road 15 is titled in the name of City of Goshen. It is recommended that the Board of Public Works and Safety grant the easement upon the real estate at 65736 SR 15 and authorize the Mayor to execute the Easement and Acceptance.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE EXPANSION OF CONTRACT- OAKRIDGE CEMETERY –
(JN: 2017-0010)

Director of Public Works Dustin Sailor requested Board approval for an expansion of contract for the Oakridge Cemetery repairing of the stone wall. In receipt of the final invoice from I-Fix-Bricks, a request for additional compensation was noted. In addition to the approved contract amount of \$14,643.38, I-Fix-Bricks requested an additional \$2,610.32 for extra labor and materials.

Both Director of Public Works Dustin Sailor and Head Sexton Burt Matteson were satisfied with the explanation of the additional work effort, and pursuant IC-36-1-4-16, the City may ratify an action by following the same procedure that would have been required for the action in advance of the work done, and are requesting the Board of Public Works and Safety to approve an additional \$2610.32 of project funding for a total project price of \$17,253.70.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT

Legal Compliance Administrator Shannon Marks requested Board approval on behalf of the Police Department to extend a conditional offer of employment to William Theodore Miller and execute the Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment as a probationary patrol officer. Mr. Miller must first complete and pass the baseline statewide physical and mental examinations. The Board will be requested to confirm the offer of employment when a position opening becomes available in the Police Department.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT

Legal Compliance Administrator Shannon Marks requested Board approval on behalf of the Police Department to extend a conditional offer of employment to Manuel Alejandro Aldana and execute the Conditional Offer of Employment Agreement which sets forth the prerequisites to beginning employment as a probationary patrol officer. Mr. Aldana must first complete and pass the baseline

statewide physical and mental examinations. The Board will be requested to confirm the offer of employment when a position opening becomes available in the Police Department.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE TEMPORARY ALLEY CLOSURE- POLICE MEMORIAL DAY

Police Chief, Jose Miller, requested Board approval for a temporary road closure of Jefferson Street. This temporary closure will take place Friday, May 15th, 2019, 4:00 pm to 8:00 pm. During the event Police Chief, Jose Miller is also requesting to post "No Parking," signs beginning at 3:00pm through the conclusion of the ceremony or 8:00 pm. Jose Miller is also requesting to close Jefferson Street at Main Street and 5th Street to include both the north/side alleys from 4:00 pm through the conclusion of the ceremony or 8:00pm.

Street Commissioner, David Gibbs will be providing signage and barricades for this event.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

REQUEST TO APPROVE THIRD STREET IMPROVEMENTS – [JN: 2017-0014]

Director of Public Works Dustin Sailor, requested Board approval for Third Street improvements. Walsh and Kelly is scheduled to install permanent striping inside westbound lane of Third Street between Main Street and Jefferson Street the week of April 15th.

The work is being done in advance of the INDOT transfer.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST TO APPROVE ROAD RESTRICTIONS- KERCHER ROAD FROM US 33 TO DIERDORFF RD (JN: 2004-0021)

Civil Traffic Engineer Leslie Biek requested Board approval for the road restrictions for Reith Riley from Kercher Road between US33 and Dierdorff Road, starting Monday, April 15th, 2019, to construct the first part of the Kercher Ph. 2 project. They will keep traffic westbound open only and will detour eastbound traffic south on Dierdorff to Waterford Parkway and CR 40. This project is to be completed by the fall of 2020.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

REQUEST FOR PERMISSION TO ENTER INTO CONTRACT WITH WA JONES

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with MC Equipment, Inc. to supply and install a service body on the City Water/Sewer Departments truck. Work on the project shall be completed within thirty (30) weeks from receipt of the notice to proceed from the City and the total cost is \$43,879.00.

Board Member Landis moved to approve the request. Second by Board Member Day and motion passed unanimously.

REQUEST FOR PERMISSION TO ENTER INTO AGREEMENT WITH TRAFFIC CONTROL, INC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Traffic Control, Inc. to provide road striping including center, fog, and divider line striping on multiple City of Goshen streets. Work on the project shall be completed by July 15th, 2019 and the total cost for all work shall not exceed \$30,000.00.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

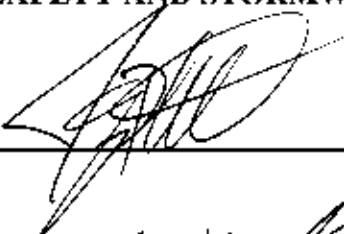
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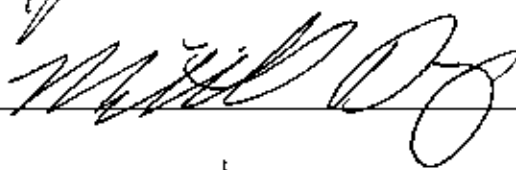
Water and Sewer Superintendent Kent Holdren requested Board approval for the continued road closure on 5th Street to thru traffic, between the north entrance of the Library at Purl St and Monroe St until Friday, 4/19/19.

Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

There being no further business Mayor Stutsman moved to process claims and then to adjourn.
Second by Board Member and motion passed unanimously.

BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:

MAYOR JEREMY STUTSMAN  _____

BOARD MEMBER MITCHELL DAY  _____

BOARD MEMBER MICHAEL A. LANDIS  _____

ATTEST  _____
CLERK-TREASURER ANGIE MCKEE