

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, JANUARY 13, 2020, 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., on January 13, 2020, at 2:00 p.m. for their weekly Board meeting. Mayor Jeremy Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Mayor Jeremy Stutsman, Board Member Mike Landis, Board Member Mary Nichols

ABSENT:

OTHERS:

Clerk-Treas. Admin Assistants
~~Asst. Brownfield Coordinator~~
Central Fleet 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
Assistant Fire Chief

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

Minutes of the meeting of December 16, 2019, were presented. On motion of Board Member Landis and second by Board Member Nichols, the minutes were approved as presented.

CLERK'S NOTE: WALK IN ITEM AT END OF MEETING: REQUEST FOR ELECTRICAL LICENSE: CHAD CARVER

REQUEST TO PROMOTE—JASON K. BAILEY GPD

Police Chief Jose Miller requested Board approval to promote Jason K. Bailey from the position of Patrol Officer to the rank of Detective. Chief Miller read memo from packet.

Board Member Landis moved to approve the request to promote Officer Bailey to the rank of Detective, retroactive to Friday, January 17, 2020. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE RESIGNATION -GPD

Police Chief Jose Miller requested Board approval to accept the resignation of Sergeant rank by Officer G. Stuart Smith. Chief Miller read memo from packet.

Board Member Landis moved to approve the request to accept the resignation of Sergeant rank by Officer Smith and has an effective date of Thursday, January 2, 2020. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO HIRE—CHARLES B. STEVENS - GFD

Fire Chief Dan Sink requested Board approval to hire Charles B. Stevens for the position of probationary firefighter effective January 13, 2020. Charles has passed all of the pension requirements for the State of Indiana.

Board Member Landis moved to approve the request to hire Charles B Stevens as probationary firefighter effective January 13, 2020. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE AGREEMENT WITH CHRISTINA L CORDELL

Legal Compliance Administrator Shannon Marks requested Board approval and execution of an agreement with Christina L Cordell to provide assistance to and perform services for the Clerk-Treasurer's Office through February 1, 2020.

Ms. Marks explained that Christina Cordell will be compensated \$1,200 for all services provided under the Scope of Services section, and the rate of \$60 per hour, not to exceed \$1,000 total, for any additional services requested by the City.

Board Member Landis moved to approve and execute the agreement with Christina Cordell to provide assistance to and perform services for the Clerk-Treasurer's Office through February 1, 2020. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO EXTEND A CONDITIONAL OFFER OF EMPLOYMENT

Legal Compliance Administrator Shannon Marks requested the Board approval to extend a conditional offer of employment to Matthew J. Cealka as a probationary firefighter.

Ms. Marks recommended the Board to extend a conditional offer of employment and approval and execution of the Conditional Offer of Employment Agreement. The agreement sets forth the conditions to be met prior to beginning employment with the City and requirements to complete paramedic training and serve as an active paramedic. The Board will be requested to confirm the offer of employment when a position becomes available.

Board Member Landis moved to approve the request to extend a Conditional Offer of Employment to Matthew J. Cealka as probationary firefighter. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE RESOLUTION 2020-04

Legal Compliance Administrator Shannon Marks requested Board approval for Resolution 2020-04, Approving the Government Obligation contract between the City of Goshen, Indiana and KS State Bank to finance the Special Purchase of Software and Camera Equipment Services.

Ms. Marks explained the Board passed Resolution 2019-33 on December 23, 2019 authorizing the special purchase of software and camera equipment services for the Goshen Police Department.

Mayor Stutsman mentioned that this contract was at 0% interest for the financing and the company was also taking some of the Police Department's old equipment and applying a credit, which gives roughly a \$120,000.00 savings in total.

Ms. Marks stated that there would be 5 payments of \$94,380 over the next 5 years for a total cost of \$471,900.00.

Board Member Landis moved to approve the request to approve Resolution 2020-04 with KS State Bank for the financing for special purchase of software and camera equipment. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE CDBG SUB-RECEIPIENT AGREEMENT-CORRECTED

Rhonda Yoder CDBG Administrator requested Board approval for 2019 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) SUB-RECIPIENT AGREEMENT FOR OWNER-OCCUPIED HOUSING REHABILITATION-CORRECTED VERSION and authorize the Mayor to sign the Agreement.

Ms. Yoder explained that the agreement approved last week contained the following error on page 2, paragraph 2, first sentence: *Claims will be limited to the sum One Hundred Twenty Four Thousand Four Hundred Twelve Dollars (\$124,412.00) for rehabilitation project.*

The correct amount is \$115,623.00.

Board Member Landis moved to approve the CORRECTED CDBG sub-recipient agreement with LaCasa for owner-occupied housing rehab and authorize the Mayor to sign the Agreement. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO ADVERTISE FOR BIDS-WASTEWATER TREATMENT JN: 2019-0025A

Director of Public Works Dustin Sailor requested the Board for permission to advertise for bids for the Wastewater Treatment Plant Improvements project. The bids for the project will be due Monday, February 24, 2020.

Mr. Sailor stated that the funds have been appropriated and are available for this project, and Board approval would be appreciated.

Board Member Landis moved to approve the request to advertise for bids for JN: 2019-0025A. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO ADVERTISE FOR BIDS-LIFT STATION IMPROVEMENTS JN:2019-0025B

Director of Public Works Dustin Sailor requested the Board for permission to advertise for bids for the Lift Station Improvements. The bids for the project will be due Monday, February 24, 2020.

Mr. Sailor stated that the funds have been appropriated and are available for this project, and Board approval would be appreciated.

Board Member Landis moved to approve the request to advertise for bids for JN: 2019-0025B. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO ADVERTISE FOR BIDS-ROCK RUN SEWER IMPROVEMENTS JN:2019-0025C

Director of Public Works Dustin Sailor requested the Board for permission to advertise for bids for the Rock Run Sewer Improvements. The bids for the project will be due Monday, February 24, 2020.

Mr. Sailor stated that the funds have been appropriated and are available for this project, and your approval would be appreciated.

Board Member Landis moved to approve the request to advertise for bids for JN: 2019-0025C. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE AGREEMENT WITH CUMMINS CROSSPOINT LLC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to contract with Cummins Crosspoint LLC to supply and install a new radiator and provide repairs on the Goshen Police Department generator.

Ms. Windsor explained that the project would be completed within 30 calendar days from receipt of a notice to proceed and the total cost of the project would not exceed \$4,358.50.

Board Member Landis moved to approve the contract with Cummins Crosspoint LLC for the total cost of \$4,358.50. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE AGREEMENT WITH K-CLEAN INC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to contract with K-Clean Inc to provide the installation of a hood, duct work and fire suppression system for the City's Central Fire Station kitchen located at 209 N 3rd Street, Goshen.

Ms. Windsor explained that the project would be completed within 2 weeks of a notice to proceed and the total cost for all work is \$17,995.00.

Board Member Landis moved to approve the contract with K-Clean Inc for the total cost of \$17,995.00. Second by Board Member Nichols and motion passed unanimously.

**REQUEST TO APPROVE MEIJER LIFT STATION SURVEY(JN:2019-0025B)
AGREEMENT AMENDMENT WITH ABONMARCHE CONSULTANTS**

Director of Public Works Dustin Sailor requested Board approval for Meijer Lift Station Survey (JN:2019-0025B) Agreement Amendment with Abonmarche Consultants.

Mr. Sailor read the memo in the packet, explaining the prior survey showed that previous improvements to the publicly-owned lift station occurred outside of the lift station easement established in 1994. The Engineering Department now needs to extend the easement boundary.

Board Member Landis moved to approve the agreement amendment with Abonmarche Consultants, Inc. for the completion of a legal description and drawing for the Engineering Department for an additional \$600. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE REVISED NORTH MAIN ST IMPROVEMENTS DESIGN (JN:2016-0020) AGREEMENT

Director of Public Works Dustin Sailor requested Board approval for the Revised North Main Street Improvements Design (JN:2016-0020) Agreement with Jones Petrie Rafinski, Corp.

Mr. Sailor read the memo in the packet, explaining the agreement. The intent of the design is to use the upcoming temporary closure of North Main Street due to the Rock Run Sewer Project as an opportunity to provide a complete corridor improvement without necessitating multiple closures of the road.

Board Member Landis moved to approve the revised agreement with Jones Petrie Rafinski, Corp for the professional engineering design of improvements to the North Main Street Corridor for the Engineering Department for a total not to exceed \$75,020.00. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO APPROVE CHANGE ORDER #4- TACTICAL FIRE TRAINING

Director of Public Works Dustin Sailor requested Board approval for the Tactical Fire Training Facility Change Order #4.

Mr. Sailor read from the attached memo, stating as approved at the Board of Works and Safety meeting on January 6, 2020 liquidated damages totaling \$23,500.00 are being applied against the contractor for not meeting the agreed completion date of October 30, 2019. A total of 47 days, from October 31, 2019 to December 17, 2019, is being applied at \$500.00 per calendar day.

Board Member Landis moved to approve the Change Order #4 for 47 days of liquidated damages totaling \$23,500.00 at \$500.00 per calendar day. Second by Board Member Nichols and motion passed unanimously.

REQUEST TO DECLARE SURPLUS PROPERTY

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to have the following equipment declared as surplus property and to dispose of the surplus property.

Two (2) lawn mowers each with 54 front-mounted decks:

1. 2013 Grasshopper – Model # 620T. Serial # 6211791 with 1541 hours
2. 2015 Grasshopper – Model # 623T. Serial # 6513681 with 1550 hours

Board Member Landis moved to approve the request to declare above listed equipment as surplus property and to dispose of the surplus property consistent with Resolution 2020-03. Second by Board Member Nichols and motion passed unanimously.

INFORMATION ANNOUNCEMENT

Mayor Stutsman announced:

Due to a lack of quorum, the Jan. 20, 2020 Board of Public Works & Safety and Stormwater meeting that had been previously reset to Jan. 21 is now canceled.

The meeting will be held at 11 am in the Council Chambers, Police and Courts Building, 111 East Jefferson Street.

The regular meeting schedule will resume Monday, January 27 at 2:00pm.

REQUEST TO APPROVE ELECTRICAL LICENSE—CHAD CARVER


Assistant Building Commissioner Myron Grise requested Board approval for an electric license for Chad Carver of Dilling Mechanical Contractors, 111 E Mildred, Logansport, IN 46947. Chad has met the requirements for a City of Goshen Electrical License. He received a score of 87% on the Prometric Master Electrical exam taken on September 19, 2009 in Columbus, Indiana

Board Member Landis moved to approve the request to approve an Electrical License to Chad Carver. Second by Board Member Nichols and motion passed unanimously.

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

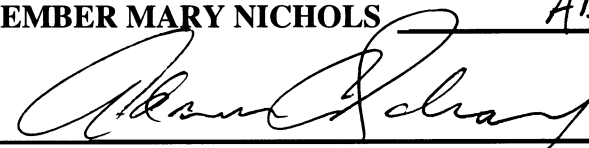
Adjournment 2:25pm

BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:

MAYOR JEREMY STUTSMAN 

BOARD MEMBER MICHAEL LANDIS 

BOARD MEMBER MARY NICHOLS *ABSENT FEB 17 - APPROVAL*

ATTEST 
CLERK-TREASURER ADAM SCHARF