

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING  
HELD, MARCH 16, 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 March 16, 2020, at 2:00 p.m. for their weekly Board meeting. 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 February 17 and February 24, 2020, were presented. On motion of Board Member Landis and second by Board Member Nichols, the minutes were approved as presented.

**ANNOUNCEMENT**

Mayor Stutsman discussed the Executive Order regarding COVID-19, regarding sick leave for testing and employee self-quarantining. Executive Order 2020-01 was signed and put into existence by Mayor Stutsman March 14, 2020.

**ANNOUNCEMENT**

Director of Public Works Dustin Sailor provided information from the project manager of the jail demolition that they need to extend the closure of the western most lane of Third Street between Clinton and Lincoln for an additional two weeks which brings them through Friday, March 27, 2020

**OPEN BIDS FOR LAWN MOWING**

Mayor Stutsman opened the following bids for the lawn mowing service for properties in Goshen. Below are the quotes received:

COMPANY	BID 1	BID 2
Stiver Group	\$23,900.00	\$1,100.00
Yard Shark	\$17,300.00	\$430.00
Four Season	\$16,520.00	\$1,620.00

Mayor Jeremy Stutsman moved to refer the bids to the Legal Department for review and recommendation. Second by Board Member Landis and motion passed unanimously.

**AGREEMENT WITH WASTE-AWAY GROUP**

Legal Contracts and Claims Manager Keitha Windsor read information and memo included in the packet. The Agreement is for the secure destruction from the City Court Clerk’s office that will be shredded in compliance with Indiana law.

Board Member Landis made a motion to enter into an agreement with Waste-Away Group, LTD. Dba Integra Document Destruction to provide the secure document destruction at a rate of \$33.00 per 96 gallon shred cart for a 2 year term. Second by Board Member Nichols and motion passed unanimously.

**RESOLUTION 2020-11**

Legal Compliance Administrator Shannon Marks requested Board approval of Interlocal Agreement for Stormwater Education Programs with the City of Elkhart Aquatic Biology Department. Memo is included in the packet.

Dustin Sailor stated that this program has been in play for several years and the City has been asked to participate financially for a few years and now Elkhart is saying without financial support they will discontinue the programs with participating cities.

Board Member Landis moved to approve the request to approve the Interlocal Agreement. Second by Board Member Nichols and motion passed unanimously.

**RESOLUTION 2020-12**

Legal Compliance Administrator Shannon Marks requested Board approval to transfer real estate from Elkhart County to the City.

Mayor Stutsman asked Director of Public Works Dustin Sailor if these were properties that the City wanted and Mr. Sailor responded by saying that several of the properties in question were already being taken care of by the City and the transfer would allow for more control and the other properties were absolutely needed to install sewer lines.

Board Member Landis moved to approve the request of transfer of real estate. Second by Board Member Nichols and motion passed unanimously.

**AGREEMENT WITH BAKER TILLY**

Director of Public Works Dustin Sailor requested Board approval to accept agreement with Baker Tilly for the SRF loan financing. Looking at pre closing about March 17, 2020 and final closing in about 2 weeks.

Board Member Landis moved to approve the request for the mayor to sign the Baker Tilly Municipal engagement letter for their services with respect to the issuance of the revenue bond through the Indiana State Revolving Fund (SRF) for the waste water treatment plant improvements and the rock run creek sewer improvements projects for an amount of \$56,500.00. Second by Board Member Nichols and motion passed unanimously.

**ANNOUNCEMENT REGARDING WATER/SEWER LATE FEES**

Mayor Stutsman and Director of Public Works Dustin Sailor discussed a memo regarding the waiver of later fees and suspension of shut offs to try to help the residents in the community affected by the COVID-19 pandemic. Effective March 16, 2020 through the end of April the utilities department will not be assessing late fees on customers' utility bills.

**AGREEMENT FOR WATER MAIN REPLACEMENT(PN:2019-0037)**

Director of Public Works Dustin Sailor requested Board approval for the Geotechnical Professional Services Agreement East Goshen Water Main Replacement. Information included in the packet.

Board Member Landis made a motion to approve the agreement with Alt & Witzig Engineering, Inc for geotechnical services for the east Goshen water main replacement PN:2019-0037 for a contract price of \$17,065.00. 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.

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD:**

**MAYOR JEREMY STUTSMAN** \_\_\_\_\_ 

**BOARD MEMBER MICHAEL LANDIS** \_\_\_\_\_ *Michael A Landis*

**BOARD MEMBER MARY NICHOLS** \_\_\_\_\_ 

**ATTEST** \_\_\_\_\_   
**CLERK-TREASURER ADAM SCHARF**