

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD
MEETING HELD, AUGUST 20, 2018, GOSHEN, INDIANA**

The Board of Public Works and Safety and Stormwater Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on, August 20, 2018, at 2:00 P.M. for their weekly Board meeting. Mayor Stutsman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Day, Board Member Landis

ABSENT: Mayor Stutsman

OTHERS: Clerk-Treasurer Administrative Assistants, City Attorney, City Planning and Zoning Administrator, Police Chief, Assistant Building Commissioner, Street Commissioner, Assistant Street Commissioner, Contracts and Claims Manager, Legal Compliance Administrator, Mayor’s Administrative Assistant, Parks and Recreation Superintendent, Wastewater Superintendent, Street Commissioner, Utilities Billing Office Manager, Director of Public Works, Civil Traffic Engineer, Communications Coordinator.

Minutes of the meeting of August 6, 2018 and August 13, 2018 were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

REQUEST TO AWARD BID—REITH RILEY CONSTRUCTION

Mayor Stutsman requested Board approval to award a bid. On August 13, 2018, bids were received for Dickerson Landing Phase VI Project No. 2014-0046.

Reith-Riley	\$234,930.00
Walsh & Kelly	\$237,410.00

The Director of Public Works Dustin Sailor requested Board approval to award the contract to Reith-Riley as the lowest responsive and responsible bidder.

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

REQUEST TO AWARD BID—TRUCK CENTERS, INC. SOUTH BEND

Mayor Stutsman requested Board approval to award a bid. On July 23, 2018, bids were received for the purchase of two dump trucks B18-06-008.

Company	Single Axle	Tandem Axel
Truck Centers, Inc. South Bend	\$174,679.00	\$191,375.00
Selking International Trucks South Bend	\$177,037.31	\$194,276.63
Trans Chicago Truck Group, Gary	\$182,410.00	\$203,942.00
Whiteford Kenworth, South Bend	\$182,973.00	\$208,940.00

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to award the contract to Truck Centers, Inc. South Bend as the lowest responsive and responsible bidder.

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

REQUEST TO APPROVE ALTERATION OF UTILITY TAPS—WHISPERING PINES
(JN: 2017-2035)

Greencroft is requesting to eliminate 38 water and sewer taps in their new Whispering Pines development. The development will be composed of 38 duplexes making up 78 living units. As design and in accordance with the City's water and sewer ordinances, each unit is to have its own water and sewer service. Following approval, Greencroft approached the Goshen Engineering Department to request permission to install 1 sewer and 1 water service per each duplex. In Greencroft's letter to the board, dated August 10, 2018, they state their reasons for only wanting to install 1 active service per each duplex. The sewer system is currently under construction, and Greencroft's excavating contractor is installing individual sewer taps to each unit per the design plans. Construction of the water system has yet to begin.

Director of Public Works Dustin Sailor is not in favor with the request due to the potential loss of revenue. Assistant Building Commissioner Myron Grise spoke to state plumbing code. Mark King spoke on behalf of Greencroft.

Item was tabled pending further discussion with Engineering.

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

REQUEST FOR SEWER RELIEF—MANOR APARTMENTS

Joyce Fritz Property Manager of Manor Apartments requested Board approval for sewer relief. The Water and Sewer Department has investigated the claim for relief and has determined a large leak going through the meter and running along the road to a catch basin, the water was not entering the sanitary sewer line this leak continued for eight (8) days until management could acquire the money and hire a contractor to perform the work. Therefore, it is the Sewer Departments recommendation that sewer relief be granted for 500 Mercer Manor as calculated by the Billing Department for the amount of \$3,445.56.

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

REQUEST TO APPROVE THE PURCHASE OF A BOBCAT LOADER AND
PURCHASE CONTRACT WITH BOBCAT OF MICHIANA

Legal Contract and Claims Manager Keitha Windsor requested Board approval for Bobcat of Michiana which provides an Annual Municipality Trade-in Program that permits the City's Street Department to annually trade-in the previous year's purchase for a new Bobcat Track Loader and pay a purchase cost of three percent (3%) of the cost of a new Bobcat Track Loader.

The Board of Public Works and Safety is asked to authorize this special purchase in compliance with IC 5-22-10-5 based on:

1. There existed a unique opportunity to purchase a new Bobcat Track Loader at a substantial savings to the Goshen Board of Public Works and Safety.
2. The selection of Bobcat of Michiana from which the special purchase is to be made is the offer to the City to annually receive a new Bobcat Track Loader at a substantial savings compared to the total costs to the City to purchase a new Bobcat Track Loader and maintain it during its lifespan.

And permission is requested to enter into a purchase contract with Bobcat of Michiana for the purchase of a new 2018 T650 Bobcat Track Loader at a purchase cost of \$1,644.72.

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

REQUEST TO APPROVE PLANNED MAINTENANCE PROGRAM—OJS HVAC

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into a maintenance agreement with OJS Building Services, Inc. for the Goshen Police department building and the training center's environmental mechanical system. Quotes were solicited from Goshen Plumbing and Heating, Griffen Plumbing and OJS Building Services. Only the quote from OJS Building Services was received. OJS Building Service will test, inspect and provide preventive maintenance for the agreement year from September 1, 2018 until August 31, 2019 for the total cost of \$7,016.00. Upon written approval of the contracting parties, the Agreement may be renewed for up to three (3) additional one (1) year terms under the same terms and conditions.

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

REQUEST TO APPROVE RESOLUTION: 2018-26 MEMORANDUM OF UNDERSTANDING FOR ASSISTANCE TO FIREFIGHTERS GRANT PROGRAM FUNDING

Legal Compliance Administrator Shannon Marks requested Board approval to approve and authorize execution of the Resolution between City of Goshen, Indiana, Jefferson Township, Town of Middlebury, and New Paris Fire Department, Inc. The Goshen Police Department made application to and was awarded grant funding from the Edward Byrne Memorial Justice Assistance Grant Program for the purchase of tri-band radios.

BE IT RESOLVED that the Goshen Board of Public Works and Safety ratifies and approves the execution of the Memorandum of Understanding that is attached to and made a part of this resolution (Memorandum on file).

BE IT RESOLVED that if awarded the AFG, the parties shall enter into a formal agreement that specifically describes each party's responsibilities under the AFG awarded. The agreement will

be presented to the Goshen Board of Public Works and Safety and Goshen Common Council for approval.

1. The terms and conditions of the Grant Agreement between the Indiana Criminal Justice Institute, the City of Goshen, and Goshen Police Department for the Edward Byrne Memorial Justice Assistance Grant Program Funds attached to and made a part of this resolution are approved.
2. Assistant Police Chief Jose Miller, Clerk-Treasurer Angie McKee, and the Goshen Board of Public Works and Safety are authorized to execute the Grant Agreement on behalf of the Goshen Police Department and the City of Goshen.

PASSED and ADOPTED on August 20, 2018.

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

**REQUEST TO APPROVE AGREEMENT—PUBLIC SAFETY HEALTH SYSTEM, INC.
D/B/A PUBLIC SAFETY MEDICAL**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval for an Agreement with Public Safety Health System, Inc. d/b/a Public Safety Medical to provide the physicals for the Fire Department. The term of this agreement ends December 31, 2019. Public Safety Medical wishes to assign the agreement to St. Vincent Health, Wellness, and Preventive Care Institute Inc. and is requesting the City's written approval to do so as required by the agreement. St. Vincent Health, Wellness, and Preventive Care Institute, Inc. will provide services for the Fire Department under the same terms and conditions as the original agreement.

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

**REQUEST TO APPROVE CONDITIONAL OFFER OF EMPLOYMENT—
ANTONIO MEDINA-LEYVA**

Legal Compliance Administrator Shannon Marks requested Board approval for a conditional offer of employment to Antonio Medina-Leyva. Shannon is recommending that the Board extend a conditional offer of employment to Antonio Medina-Leyva and execute the Agreement which sets for the prerequisites to beginning employment as a probationary patrol officer. Antonio 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 Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO APPROVE BONITO SOLUTIONS, LLC A TEMPORARY RIGHT OF
WAY AND ADDITIONAL PERMANENT RIGHT OF WAY—NOBLE COURT**

Shannon Marks Legal Compliance Administrator requested Board approval to execute an agreement with Bonito Solutions LLC to grant a temporary right of way and additional permanent right of way to the City to improve Noble Court.

Bonito owns real estate located at 415 Noble Court. City needs to obtain from Bonito a temporary right of entry onto the Noble Real Estate as well as approximately 383 square feet of permanent right of way from Bonito to properly complete the reconstruction of Noble Court.

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

REQUEST TO APPROVE MECHANICAL LICENSE – J. VANDERBERG

Assistant Building Commissioner Myron Grise requested Board approval for a mechanical license for John Vanderberg of R.W. LaPine, Inc., located at 5140 E ML Avenue, Kalamazoo, Michigan, 46554 has met the requirements for a City of Goshen Mechanical license.

Mr. Vanderberg achieved a passing score of 72% on the Limited Refrigeration and Air Conditioning Service, Unlimited Heating, and Refrigeration examination given by the Department of Licensing and Regulatory Affairs/Bureau of Construction Codes/Mechanical Division in Lansing, Michigan on July 22, 2015

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

REQUEST TO APPROVE POST CONSTRUCTION PLAN – HOOSIER CONCRETE PUMPING TRUCK YARD (JN: 2016-2039)

Director of Public Works Dustin Sailor requested Board approval for the Post Construction Plan for the developer of Hoosier Concrete Pumping Truck Yard (MJM Leasing, LLC), affecting one (1) or more acres of land, has submitted a sufficient post-construction plan that is compliant with Ordinance 4329, "Uniform Requirements for Post-Construction Stormwater Management.

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

REQUEST TO APPROVE RELEASE OF MAINTENANCE BOND—STORM SEWER RELOCATION AROUND NIBCO (PN: 2013-0040)

Civil Traffic Engineer Leslie Biek requested Board approval for a release of maintenance bond. Final inspection of the above reference project has taken place. The infrastructure (Storm Sewer) has been found to meet City standards and specifications. It is recommended that the City of Goshen release the 3-year maintenance bond, which was posted by Niblock Excavating Inc., in the amount of \$41,910.00.

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

REQUEST TO ADVERTISE FOR BIDS—3RD ST IMPROVEMENTS PROJECT 2017-0014

Civil Traffic Engineer Leslie Biek requested Board approval to advertise the 3rd St Improvements project. The project includes shifting the entrance to the parking lot at 3rd and

Washington to the south to accommodate an electric pole, modifying the center median to accommodate the new drive approach, modifying the 3rd and Jefferson median to allow left turn from north bound 3rd St onto west bound Jefferson, striping to reduce northbound 3rd St to one lane from Main to Jefferson, and landscape restoration.

The bids for the projects will be due Monday, September 10, 2018 and approved by Redevelopment.

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

REQUEST TO ADVERTISE FOR BIDS—2018 PAVING PROJECT
NO. 2018-0002

Civil Traffic Engineer Leslie Biek requested Board approval to advertise the 2018 paving bid project. The streets to be paved are:

- Riverside from Pike St to Berkey Ave
- Egbert from Main to Violet
- Purl from 5th to 9th St
- 11th from Plymouth to Reynolds
- Emerson from Purl to Plymouth
- Douglas from 3rd to SR 15
- Purl from 3rd to SR 15

The bids for the projects will be due Monday, September 10, 2018 and approved by Redevelopment.

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

PUBLIC HEARING ON ORDER OF THE BOARD OF PUBLIC WORKS AND SAFETY:
421 N 5th STREET, GOSHEN, IN

City Attorney Larry Barkes asked if anyone was present on behalf of 421 N 5th Street, Goshen, Indiana. No one was present to represent this property. Building Inspector Travis Eash reported that some of the violations have been repaired from the list generated during the original inspection conducted on October 10, 2017. All exterior violations have been repaired. The violations that still remain are the electrical wiring and plumbing work. Ceiling flooring and painting to be done last.

City attorney Larry Barkes suggested a 90 day timeframe for completion of repairs. Building Inspector Travis Eash will re-inspect property in 6-8 weeks to determine compliance.

Board Member Day moved to approve the 90 day review timeframe. Second by Board Member Landis and motion passed unanimously. Board set October 1, 2018 for next hearing.

REQUEST TO APPROVE ROAD CLOSURE—1501 WESTMOOR PARKWAY

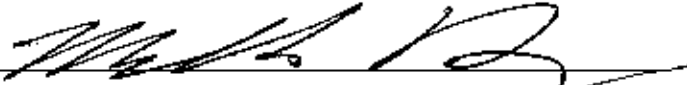
John Hutsell Supervisor Goshen Water Department requested Board approval for a temporary road closure to replace a sewer lateral to the property located at 1501 Westmoor Parkway. The work will require excavation of Westmoor Parkway; the trench will be approximately 8 feet in depth. For the safety of the work crews and traffic, the City is requesting permission to close Westmoor Parkway to traffic, for 4 days, starting 7:00 am Wednesday, 8/22/18 and reopening for traffic for the weekend, (weather permitting).

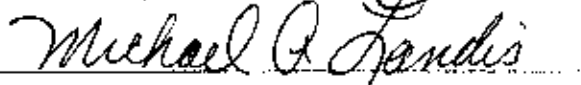
Board Member Day moved to approve the request. Second by Board Member Landis and motion passed unanimously.

There being no further business Board Member Landis moved to process claims and then to adjourn. Second by Board Member Day 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 MOKEE