

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING  
HELD, APRIL 22<sup>nd</sup>, 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 22<sup>nd</sup>, 2019, at 2 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:** Board Member Mike Landis, Board Member Mitch Day, Mayor Jeremy Stutsman

**ABSENT:**

**OTHERS:**

Clerk-Treas. Admin Assistants	Police Chief	Asst. Building Commissioner
Asst. Brownfield Coordinator	Utilities Office Manager	<del>City Planner</del>
Central Fleet Maint. Manager	Contracts & Claims Manager	Assistant City Planner
Fire Chief	Water & Sewer Superintendent	Legal Compliance Administrator
Street Commissioner	City Attorney	Communications Coordinator
<del>Human Resources</del>	<del>Asst. Street Commissioner</del>	<del>Assistant Police Chief</del>
Director of Public Works	Civil Traffic Engineer	<del>Building Inspector</del>
Wastewater Superintendent	<del>Brownfield Coordinator</del>	Parks Superintendent
Mayor's Admin Assistant	Asst. Fire Chief	Clerk-Treasurer

Minutes of the meeting of April 15<sup>th</sup> 2019, were presented. On motion of Board Member Day and second by Board Member Landis, the minutes were approved as presented.

**REQUEST TO PROMOTE—D. SHAYNE MILLER- GPD**

Police Chief Jose Miller requested Board approval for the promotion of D. Shayne Miller from the position of Patrol Officer to rank of Detective for the Goshen Police Department. Officer Miller has worked for the GPD for 12 years and received the highest score for the testing of this position. Miller's promotion to the rank Detective to be retroactive Monday, April 22<sup>nd</sup>, 2019.

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

**OPEN BIDS FOR SURPLUS OF PROPERTY**

Mayor Jeremy Stutsman opened the following bids:

COMPANY	BID
A & R SALVAGE	\$2,788.00

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

**REQUEST TO APPROVE TEMPORARY USE OF POWERHOUSE PARKING LOT**

Callie Shoots of Interra Credit Union, requested Board approval for temporary use of Powerhouse Parking lot during "Shred-It Days" staging. The temporary closure will take place Friday, June 7<sup>th</sup>, 7:30 am to 4:30 pm, and Saturday, June 8<sup>th</sup>, 7:30 am to 12:00 noon, event is 9:00 to 11:00am. In addition to the temporary parking lot use, Ms. Shoots is requesting 4 barricades from the Street Department.

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

**REQUEST TO APPROVE EVENT IN DOWNTOWN GOSHEN- ARTIST GARAGE SALE**

Amy Worsham, from The Local Co, requested Board approval for an event that will be held in Downtown Goshen, at 132 South Main St. Set up for the event will be 8am-10am and the event itself will take place from 10am-2pm.

Artist vendors will display and sell their work both inside The Local and outside on the sidewalk, as weather permits, using 3-4 feet depth of sidewalk to still allow pedestrian traffic. Neighboring to the South, The Paper, has also given permission to use their parking lot in the rear portion of the building to host artist vendors as weather allows. The rain date for this event is scheduled for Saturday, May 4<sup>th</sup>.

The Local Co, is requesting permission to place small directional & event staked signs the week leading up to and the day of the event on the corners of Washington and Main St. The Local Co is also requesting permission to use some of the sidewalk on Main Street in front of their store and The Paper for the Garage Sale.

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

**REQUEST TO APPROVE A BOOM LIFT IN PARKING SPACES**

Amy Worsham, from The Local Co, requested Board approval in parking a boom lift in front of 132 South Main Street, from May 13<sup>th</sup>, 2019 to May 20<sup>th</sup>, 2019. The boom lift will be used to complete façade painting of the second story windows of the building to complete the work approved through DGI façade grants. The Local Co will need no parking notices the day before delivery of the heavy equipment early in the morning of May 13<sup>th</sup>, 2019.

Board Member Landis moved to approve the request with stipulations that the Boom Lift needs to be taken out of the parking spaces when not in use. Second by Board Member Day and motion passed unanimously.

**REQUEST TO APPROVE PARTIAL SIDEWALK SPACE FOR MOTHERS DAY ART  
INSTALLATION**

Amy Worsham, from The Local Co, requested Board approval to use partial sidewalk space for a Mother's Day art installation. The installation will be built on a bench and tall structure to be used as a beautiful backdrop for families and passersby to interact with and use as a backdrop for taking pictures. The Local Co is requesting permission to place a bench and installation outside on sidewalk for three (3) days. Additionally, The Local Co is requesting 15 minute parking signs in front of the storefront for that weekend.

Board Member Day moved to approve the request with stipulations that parking signs do not designate a time frame and will only be temporary no parking signs specified for their business. Second by Board Member Landis and motion passed unanimously.

**REQUEST TO ACCEPT DEED OF DEDICATION AND DEED OF EASEMENT**

Legal Compliance Administrator Shannon Marks requested the Board to accept the Deed of Dedication for public right-of-way and Deed for Easement for Drainage from Goshen Community Schools. Both the right-of-way and drainage easement are located along the west side of Greenc Road north of State Road 119.

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 ROBERTS  
ENVIRONMENTAL SERVICES**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to enter into an agreement with Roberts Environmental Services to provide coordination and oversight of the removal, transportation and disposal of investigative derived waste. The City has been working with Roberts Environmental Services to provide waste characterization sampling, excavation oversight, and excavation confirmation sampling at the City's North Water Plant at 308 N. 5th Street.

The disposal shall be completed within 30 days from receipt of a notice to proceed from the City and will cost \$650.00.

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

**REQUEST TO APPROVE CONTRACT SERVICES FOR WILDEN AVE  
RECONSTRUCTION RIGHT-OF-WAY (PN: 2014-0035)**

Civil Traffic Engineer Leslie Biek requested Board approval of the LPA-Consulting Contract for Right-of-Way services with Abonmarche Consultants for the Wilden Avenue Reconstruction project (PN: 2014-0035). The Wilden Avenue Reconstruction project is anticipated to be done with construction in spring of 2021. There will be temporary right-of-way all throughout the project and there will be some permanent land acquisition required.

This phase of the project will be funded with 80% federally funded and 20% local funds. This contract is for a not to exceed price of \$456,980.

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

**REQUEST PERMISSION TO BID ON SITE IMPROVEMENTS- KERRYS KIDS  
INCLUSIVE PARK- [JN: 2018-0033]**

Director of Public Works Dustin Sailor requested Board permission to bid the site improvements for Kerry's Kids Inclusive Park. The playground construction will be funded through grants and donations that will be managed by the Goshen Park's Department and its Board. The Construction of the supporting parking lot, sidewalks, and drainage improvements will be funded by the Civil City and managed by Goshen Engineering. The project will be advertised on April 26<sup>th</sup>, 2019 and May 3<sup>rd</sup>, 2019, with bids due on May 13<sup>th</sup>, 2019.

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

**REQUEST TO APPROVE MAIN STREET 4-WAY FLASH AT CLINTON,  
WASHINGTON, AND JEFFERSON (PN: 2016-0038)**

Civil Traffic Engineer Leslie Biek requested Board approval for three (3) intersections on Main Street to be switched to a four way flash for the month of May to perform a traffic study. The intersections to be studied will be Main and Clinton, Main and Washington, and Main and Jefferson. If successful, these intersections would be recommended to have the signals removed and four-way stop signs installed. The change to flashing lights would start on Wednesday May 1<sup>st</sup>, 2019 and would be completed on Friday May 31<sup>st</sup>, 2019. Engineering will observe backups on any unforeseen occurrences that may result in the change during this time.

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

**REQUEST TO APPROVE MECHANICAL LICENSE—GAIL HUTTON**

Assistant Building Commissioner Myron Grise requested Board approval for a electrical license for Gail Hutton of G E Hutton, LLC, located at 3489 W 625 S, Trafalgar, Indiana, 46181. Mr. Hutton has met the requirements for a City of Goshen Electrical license. He received a score of 82.5% on the Prometric Master Electrical exam taken on January 25<sup>th</sup>, 1992, in Indianapolis, Indiana.

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

**REQUEST TO MAKE AWARE OF STORM DRAIN ART MURAL SIDEWALK LOCATIONS (JN: 2018-0019)**

Stormwater Coordinator Jason Kauffman requested Board awareness of the proposed locations for the 10 storm drain art murals to be painted over the next four to six weeks. During the painting process these sidewalks may be partially blocked and two safety cones are being provided to each artist or artist group. As part of the training provided to these artist they were informed not to block the entire sidewalk when they are working and for those working on primary roads they have or will be instructed to only work from the sidewalk and not from the road.

A map and aerial views of each storm drain art mural location has been provided to the Board of Public works and Safety.

No motion to pass.

**REQUEST FOR APPROVAL OF A BROWNFIELD REVOLVING LOAN FUND GRANT AGREEMENT WITH GOSHEN YOUTH ARTS**

Assistant Brownfield Coordinator Becky Hershberger, requested Board approval of a Brownfield Revolving Loan Fund Grant Agreement with Goshen Youth Arts. This is the City's first application for the Brownfield Revolving Loan Fund (BRLF) Program. The request is from Goshen Youth Arts (GYA), a local not-for-profit art organization, for grant assistance to complete a Phase I Environmental Site Assessment for 120 N. Main Street. Their application details their partnerships with the Community Foundation of Elkhart County, The Girls and Boys Club and also the support of the Goshen Community Schools as they grow and expand their operations.


All applications must meet the guidelines and are reviewed by the members of an appointed Advisory Committee. Our committee has reviewed this request and is recommending approval of a grant of 1,750.00 to complete the Phase I Environmental Site Assessment.


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 Landis 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**