

**BOARD OF PUBLIC WORKS May 28<sup>th</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., MAY 28<sup>th</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 Mitch Day, Board Member Mike Landis, 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  
Fire Lieutenant

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 May 20<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 APPROVE BUILDING SIGN**

Stacey Dechnik, representative for Venturi, requested Board approval for a new building sign to hang in the top corner of the building, by the alleyway, this was her second week in front of the Board revisiting this request. After thorough discussion, Mayor Jeremy Stutsman has moved to hold this decision. Mayor questioned about if the back door where the sign led guests to a second entrance to the Venturi restaurant, Stacey had confirmed it is not. The door in the back only enters into the kitchen to order carryout.

Mayor Stutsman has tabled the decision. Second by Board Member Landis and motion passed unanimously.

**REQUEST FOR REJECTION OF BID AND ACCEPTANCE OF NEW BID**

Legal Contracts and Claims Manager Keitha Windsor requested Board to reject and accept bid for the purchase of the Backhoe Loader. On May 6<sup>th</sup>, 2019 the Board of Public Works and Safety opened quotes for the purchase of a backhoe loader. MacAllister Machinery Co. Inc was originally awarded the bid for a total quote of \$107,611.00. Upon review of the quotes received, it has been determined that the quote submitted by MacAllister Machinery Co, Inc is unresponsive and should be rejected. As provided by Indiana Code 5-22-16-2, MacAllister Machinery Co. Inc did not submit a proposal that complies in all material respects to the Specifications Documents for "Purchase Backhoe Loader" for the 34 exceptions. The Purchase of the Backhoe Loader should now be contracted to the lowest bidder, RPM Machinery, with the total quote price of \$93,500.00.

Board Member Landis moved to approve the rejection of the first big and accept the request for the new bid with RPM. Second by Board Member Day and motion passed unanimously.

**REQUEST TO APPROVE SEWER RELIEF**

Ronald Stump from 1008 Larimer Rd., requested Board permission to grant relief in the amount of \$68.37. The Goshen Water and Sewer Department has investigated the claim for relief and was unable to determine if the water did or did not enter the sewer so therefore needed the recommendation of the Board of Works.

Board Member Day has moved to approve the request for sewer relief. Second by Board member Landis and motion passed unanimously.

**REQUEST TO APPROVE TEMPORARY CLOSURE ON MAIN ST**

Audrey Hathaway, of Kelly Jae's, requested Board approval for temporary closure on Main st from Washington to the alley. The temporary closure will take place on June 15<sup>th</sup>, 2019 at 8:00 am – midnight. This closure is for a benefit concert and will be tented of entirely. They did receive 19 signatures from neighboring businesses.

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

**REQUEST FOR WESTWOOD ROAD CLOSURE – GOSHEN HOSPITAL (JN: 2019-2009)**

Director of Public Works Dustin Sailor requested Board approval, to close Westwood Road on June 3 and June 4 to install a storm pipe beneath the road.

It is also further recommended that Mayflower Place, which is to be closed the week of May 27, by Schrock Commercial on behalf of the hospital, shall be reopened to traffic before Westwood Road is closed.

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

**REQUEST FOR RELEASE OF MAINTENANCE BONDS – PARK WEST 8<sup>TH</sup> (2015-2046)**

Director of Public Works Dustin Sailor requested Board approval to release the maintenance bonds of Park West 8<sup>th</sup>. Final inspection of the above-referenced project has taken place. The infrastructure (water, sewer) has been found to meet City standards and specifications.

It is recommended that the City of Goshen release the 3-year maintenance bonds which were posted by Kibby Excavating for water and sewer in the amount of \$10,000.00.

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

**REQUEST FOR EASEMENT APPROVAL FOR 2605 COLLEGE AVE- (JN: 2018-0022)**

Director of Public Works Dustin Sailor requested Board approval to approve easement with I & M Lopez for 2605 College Avenue. The easement was procured in order to relocate utilities before the County reconstructs the College Avenue Bridge over Rock Run Creek.

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

**REQUEST FOR APPROVAL FOR EXECUTION OF DEED- (RESOLUTION 2019-16)**

Legal Compliance Administrator Shannon Marks requested the Board to to execute the deed for the sale of 102 East Kercher Road and to release any all documents. In accordance with Indiana Code 36-4-5-3(9), Mayor Jeremy Stutsman is authorized to execute any and all documents on behalf of the City of Goshen.

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

**REQUEST TO RELEASE CASH FARM LEASE AGREEMENT**

Legal Compliance Administrator Shannon Marks requested the Board to release the Cash Farm Lease Agreement with Leonard Emery, for approximately seven (7) acres of real-estate located southeast of the intersection of Waterford Mills Parkway and Regent Street.

The initial term of the agreement is for the 2019 farming season and year to year thereafter unless either party gives the other party notice to terminate by October 15 prior to any subsequent term. The lease rate is \$100 per acre on five acres of tillable land.

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

**REQUEST TO EXTEND CONDITIONAL OFFER OF EMPLOYMENT – PARAMEDIC AGREEMENT WITH MICHAEL J HAMBY**

Legal Compliance Administrator Shannon Marks requested the Board approve the conditional offer of employment, agreement, to paramedic Michael J Hamby and execute the Agreement which sets forth the prerequisites to beginning employment as a probationary fire fighter. Michael must first complete and pass the baseline statewide physical and mental examinations.

Michael currently possesses and Indiana paramedic certification/license. The City will pay Michael a bonus payment of \$7,500.00 payable in equal amounts over Michaels first three years of employment.

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

**REQUEST TO RENEW AGREEMENT WITH KIEFER CONSULTING**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to renew agreement with Kiefer Consulting. The City's Land Application Permit from Indiana Department of Environmental Management (IDEM) needs to be renewed, for the application of bio solids from the City's Wastewater Plant (WWTP) into the land the City has permitted. The City wishes to contract

with Kiefter Consulting to provide the information and preparation of the City's Land Application Permit.

The work on the project is to be completed by August 20, 2019 and the total cost for all work is \$11,766.00.

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

**REQUEST TO ENTER INTO AGREEMENT #2 WITH ROBERTS ENVIRONMENTAL SERVICES, LLC**

Legal Contracts and Claims Manager Keitha Windsor requested Board permission to amend the contract with Roberts Environmental Services, LLC and provide another year of monitoring and reporting. Roberts Environmental Services, LLC agrees to provide the monitoring and reporting for an amount not to exceed \$11,000.00 for a total contract price not to exceed \$30,800.00.

Work on the project shall be completed by April 30, 2020.

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

**REQUEST TO RATIFY A DECLARATION OF EMERGENCY**

Legal Contracts and Claims Manager Keitha Windsor requested Board permission to ratify this declaration of emergency for the performing the IDEM requirements by Roberts Environmental Services. During the foundation excavation for the new backup generator project at 308 North 5<sup>th</sup> Street, a leaking, underground storage tank (UST) was discovered. The City is required by Indiana Department of Environmental Management (IDEM) to immediately report, remove the UST, and test Thousand Nine Hundred Twenty-five Dollars (#3,925.00)

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

**REQUEST TO VOID OUTSTANDING WARRANTS FOR CITY AND UTILITIES**

Clerk Treasurer, Angie McKee requested Board permission to void outstanding warrants in the total amounts for City and Utilities. These warrants have been outstanding for a period of two or more years as of December 31, 2016:

City A/P - \$10,185.03

Utilities A/P- \$2,198.85

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

**REQUEST TO AFFIRM RETIREMENT—DONALD SHOWALTER- GFD**

Fire Chief Dan Sink requested Board approval to affirm the retirement of Captain Donald E. Showalter. After 35 years of dedicated service to the Goshen community, submitted his letter of intent to retire effective of July 05, 2019 and I ask that you affirm Don's retirement from the Goshen Fire Department.

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

**PRIVILEGE OF THE FLOOR**

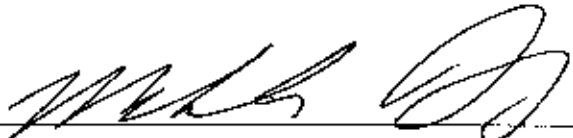
Civil Traffic Engineer Leslie Biek updated the Board the about following traffic updates:

Contractor hasn't been able to finish the repaving project due to the weather. They will be finishing 8<sup>th</sup> today, then Reliance on Wednesday and Thursday. They will finish at 5<sup>th</sup> street by the end of the week.

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**