

**BOARD OF PUBLIC WORKS AND SAFETY AND STORMWATER BOARD MEETING
HELD, FEBRUARY 17, 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 February 17, 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

ABSENT: Board Member Mary Nichols

OTHERS:

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

Minutes of the meeting of January 13 2020, were presented. On motion of Board Member Landis and second by Mayor Stutsman, the minutes were approved as presented.

OPEN BIDS FOR GOSHEN POLICE DEPARTMENT SHOOTING RANGE

Mayor Stutsman opened the following bids for the Goshen Police Department Shooting Range Training Center (PN: 2018-0014). Below are the quotes received:

COMPANY	TOTAL
R Yoder Construction, Inc	\$320,900.00

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.

REQUEST FOR OCCUPANCY PERMIT

Legal Compliance Administrator Shannon Marks read a memo from the packet requesting the occupancy permit agreement approval with Goshen Hospital Association, Inc. and DJ Construction.

Board Member Landis moved to approve and authorize the Mayor to execute the Occupancy Permit Agreement with Goshen Hospital Association, Inc. and DJ Construction. Second by Mayor Stutsman and motion passed unanimously.

REQUEST FOR WATER TOWER EQUIPMENT CO-LOCATION AGREEMENT

Legal Compliance Administrator Shannon Marks requested the Board approval to enter into an agreement with the County of Elkhart. Under the Agreement the City will grant the County a license to install, operate and maintain certain equipment, including antennas and a tower top amplifier, at the City's water tower on Caragana Court. The memo is included in the packet.

Board Member Landis moved to approve the request to enter into an Agreement and authorize the Mayor to execute and Clerk-Treasurer to attest the Water Tower Equipment Co-Location Agreement with the County of Elkhart. Second, by Mayor Stutsman and motion passed unanimously.

DOT DRUG AND ALCOHOL TESTING

Legal Compliance Administrator Shannon Marks read information that is included in the packet regarding the required DOT Drug and Alcohol Testing.

Ms. Marks explained that Beacon would perform the random testing required by the DOT and that the City employees that hold a current CDL would be placed in their own pool for the selection of the random testing. Mayor Stutsman stated that he had checked with Goshen Health to administer the program, but they are not yet equipped to do so.

Board Member Landis asked what exactly his motion should be, Ms. Marks made the suggestion that the motion should be to utilize Beacon for the DOT required drug and alcohol testing and DOT physicals for the City's CDL drivers as well as for work related illnesses and injuries and occupational services for and non DOT drug and alcohol testing for City employees, and to approve the agreement with Beacon to administer the random DOT drug and alcohol testing and authorize the mayor to execute. Mayor Stutsman and Board Member Landis collectively agreed and Second, was made and the motion passed unanimously.

REQUEST FOR 2020 TOPOGRAPHIC SURVEYS

Director of Public Works Dustin Sailor requested Board approval for acceptance of agreement with Abonmarche for the topographic survey services for five City projects. Full project information is included in the packet.

Board Member Landis asked Mr. Sailor about the 3rd street parking lot project, asking if something had changed, Mr. Sailor explained the entire configuration of the parking lot had to be adjusted due to NIPSCO placing their pole right in the middle, the drive had to be narrowed and the spaces don't really line up as they should. Looking to move the lights and readjust the lines and get the most spaces possibly for the parking lot.

Board Member Landis also asked Mr. Sailor about the alley by 5 points, Mr. Sailor explained it is an area heavily used by nearby residents and it is currently a gravel alley and due to the traffic by

the residents it is heavily rutted and the City is now taking it over, with that it will now be plowed and in the summer looking to use local staff to get it paved and put in easements for turning and such.

Board Member Landis moved to approve the agreement with The Abonmarche Group for survey services totaling \$15,500.00 for the City of Goshen Engineering Department. Second by Mayor Stutsman and motion passed unanimously.

REQUEST FOR SCOPE CHANGE (JN:2019-0025)

Director of Public Works Dustin Sailor read a memo included in the packet detailing all the information regarding the scope change. This is an amendment with Donohue & Associates.

Mr. Sailor stated that there have been changes made along the process of this project, and after the new scope has been determined, the Engineering Department went through the scope and were able to shave off \$11,000.00 from the new scope.

Board Member Landis moved to approve the agreement amendment with Donohue & Associates, Inc. for the additional scope of services requested by the Wastewater Utility for an additional \$198,596.00. Second by Mayor Stutsman and motion passed unanimously.

REQUEST FOR ADDITIONAL COMPENSATION

Director of Public Works Dustin Sailor read a memo included in the packet regarding the Buggy Trail Re-Route (JN:2012-0033) from Kibby Excavating. Kibby's request is included in the packet.

Mr. Scott McKibbin was present, he explained that the increase in cost is strictly for material, which he did submit to the City, and there were no increase requests for labor. He continued that the project was very time sensitive, and there was great deal of pressure being made by the Amish to complete. Due to the rush, some of the suppliers were not able to provide exact or current price quotes and when the material was purchased the difference was disclosed. Mr. McKibbin continued to explain that he even pulled his crew from another project to complete the project for the City on scheduled time for paving.

Mr. Dustin Sailor also stated that bids have been requested before, a couple times for this project and there were no bids received. Dustin also offered, that by experience, the number that Scott originally presented for the type of material being used was very low but there was no reason to determine it was incorrect or anything to compare the numbers to. Board Member Landis had some concerns and mentioned that since there was no other bid, Mr. McKibbin really didn't need to rush getting the numbers into the City, had he taken that extra few days or week, he could have obtained the accurate numbers for the quote.

After discussion regarding what Engineering Department was needing and with direction from City Attorney Bodie Stegelmann, Board Member Landis made a motion for Engineering to submit change orders reflecting both options A and B and to authorize Mayor Stutsman to execute the change orders upon the review from City's Legal Department. Second, made by Mayor Stutsman and motion passed unanimously.

RESOLUTION 2020-02

Legal Compliance Administrator Shannon Marks read a memo that was provided in the packet. Ms. Marks explained that each year elected officers must certify in writing that the officer has not violated the city's policy regulating the employment of relatives (Council Resolution 2012-14).

Ms. Marks requested the board to approve the submission of the above documentation.

Board Member Landis moved to approve Resolution 2020-02, documenting the submission of the 2019 Annual Certifications by City of Goshen Elected Officers. Second by Mayor Stutsman and motion passed unanimously.

REQUEST TO DECLARE AS SURPLUS PROPERTY AND APPROVE DISPOSAL

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to declare the equipment listed in packet as surplus property and to approve the disposal of the surplus property.

Board Member Landis moved to approve the request to declare the listed equipment as surplus property and to dispose of the surplus property consistent with Resolution 2020-07. Second by Mayor Stutsman and motion passed unanimously.

PRIVILEGE OF THE FLOOR -1

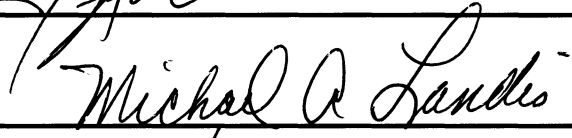
Chiller Project at Goshen High School and the west Elementary School. Need to close Hickory Street between S Harrison and Summer Street on the south side of the school Wednesday, February 19. Closure will be after 9am so the buses are cleared and not disrupted. This is for the removal of the chiller and barrel.


Mayor Stutsman made a motion to allow Hickory to be closed for the chiller replacement as needed on February 19. He stated that the request of the City is if they are not working that the road remain open. 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 MICHAEL LANDIS  _____

BOARD MEMBER MARY NICHOLS  _____

ATTEST  _____
CLERK-TREASURER ADAM SCHARF