

**BOARD OF PUBLIC WORKS AND SAFETY AND
STORM WATER BOARD MEETING HELD
FEBRUARY 4, 2008
GOSHEN, INDIANA**

The Board of Public Works and Safety and Storm Water Board of the City of Goshen met in the Council Chambers, 111 East Jefferson Street on February 4, 2008, at 4:00 P.M. for their weekly Board meeting. Mayor Kauffman was the presiding officer with members of the Board present or absent as follows:

PRESENT: Mayor Kauffman, Board Member Stegelmann

ABSENT: Board Member Landis

OTHERS: Clerk-Treasurer, Clerk-Treasurer Office Assistant, City Attorney, Director of Public Works, City Planner, Fire Administrative Assistant, Assistant Police Chief Priem, Building Commissioner, Street Commissioner, Legal Compliance Administrator, Park Superintendent, Utilities Superintendent, Utilities Office Manager, Councilman Lantz.

Minutes of the meeting of January 28, 2008 were presented. On motion of Board Member Stegelmann and second by Mayor Kauffman, the minutes were approved as presented.

REQUEST TO APPROVE DESIGNATED TRUCK ROUTES

Director of Public Works Robert McCoige requested Board approval of a recommendation from the Mayor's Traffic Commission for Designated Truck Routes. The Engineering Department submitted a plan for designated truck routes serving the industrial corridor along South 9th Street and South 10th Street. Several of the industries were present at the traffic commission meeting and voiced their concerns and needs. As part of this proposal the NO TRUCK ban on Jackson Street will need to be rescinded. Mr. McCoige stated the recommendation was discussed and tabled last week by the Board and no further input has been received since the January 28, 2008 meeting of the Board of Works.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

REQUEST TO PLACE DUMPSTER IN RIGHT-OF-WAY

Mrs. John Bontrager requested Board approval to place a dumpster in the right-of-way at 317 W. Oakridge on the curbside for one week beginning February 5, 2008. Mrs. Bontrager explained the dumpster is necessary for clean up and renovations at her mother's house.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

REQUEST FOR APPROVAL AND ACCEPTANCE OF INFRASTRUCTURE GOSHEN VILLAGE SHOPPES I & II 2003-2030

Director of Public Works Robert McCoige requested Board approval and acceptance of the infrastructure for Project 2003-2030 Goshen Village Shoppes I & II. The installation of infrastructure (water main and sanitary sewer) has been satisfactorily completed for the above listed subdivision. The Engineering Department recommends that the infrastructure be accepted for maintenance. A three-year maintenance bond (10% of the construction costs) for the water main and sanitary sewer has been submitted to the City of Goshen.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

REQUEST FOR APPROVAL AND ACCEPTANCE OF INFRASTRUCTURE AND EASEMENT OF WOODRIDGE APARTMENTS PROJECT 2005-2071

Director of Public Works Robert McCoige requested Board approval and acceptance of the dedication of infrastructure for Project 2005-2071 Woodridge Apartments for maintenance. The dedication of infrastructure is for 230' of water main, including two fire hydrants for the Woodridge Apartments project. The Engineering Department recommends that the infrastructure be accepted for maintenance. Also, the developer is dedicating a 20' wide easement for the said infrastructure.

Mr. McCoige also stated the infrastructure for the project was previously accepted by the Board on January 7, 2008 but the documents were in the name of Troyer Carpets and the actual recorded owner of the property is recorded as Michael and Carol Alipaz.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

REQUEST TO APPROVE THE RELEASE OF MAINTENANCE BONDS AND ACCEPT REGENT STREET EXTENSION SUBDIVISION FOR PERMANENT MAINTENANCE

Director of Public Works Robert McCoige requested Board approval for the release of maintenance bonds for Project 2004-0024 Regent Street Extension and accept the subdivision for permanent maintenance. Final inspection of the subdivision has taken place. Street, curb, water and sewer infrastructure have been found to meet City standards and specifications. It is, therefore, recommended that the City of Goshen release the 3-year maintenance bonds, which were posted by Rieth-Riley Construction for street and curb in the amount of \$10,034.00 and Waterford Development Corp for water and sewer in the amount of \$6,500.00 and to accept the subdivision for permanent maintenance.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

REQUEST TO APPROVE WRITE-OFF OF AMBULANCE BAD DEBT ACCOUNTS

Fire Administrative Assistant Kimberly Whitehead requested Board approval of ambulance service's Contractual Write-off's. These are Medicare, Medicaid, and Worker's Compensation Claims. These claims are for the months of September 2007 through December 2007. Kimberly

Whitehead added that they will now be caught up and the Board will receive this information on a monthly basis after they have received the monthly reports from Accumed Billing, Inc.

During this time, Accumed Billing, Inc. has billed the appropriate insurance companies and received the amount payable for the services rendered. The balance, per contract with AdminiStar Federal (Medicare), Medicaid and Worker's Compensation, must be written off. These accounts total \$108,687.27.

Per State Board of Accounts, they request these accounts be written off through the BOW process, just like the Bad Debt Accounts.

The request is for permission to write off the remaining balance of the accounts for September, October, November and December 2007.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

REQUEST TO APPROVE 2007 ENCUMBRANCES

Clerk-Treasurer Tina Bontrager requested Board approval of the 2007 encumbrances in the amount of \$2,128,419.36. The encumbrances include invoices, accrued obligations and/or contractual obligations which the various department heads have requested be encumbered from the 2007 appropriations to be paid in the calendar year 2008.

Mayor Kauffman moved to approve the request. Second by Board Member Stegelmann and motion passed unanimously.

ANNOUNCEMENT OF GOSHEN WATER & SEWER OFFICE MOVING

Utilities Office Manager Tana Brooks announced that the Goshen Water & Sewer Billing Office is moving across the street from its current location to 203 South 5th Street. This is on the corner of East Washington and South 5th Streets. The entrance customers will use is located on 5th Street. The building has been renovated by David Pottinger and Jeremy Stutsman of Lofty Ideas.

The office will be closed February 20th and 21st for moving and open for customers on Friday, February 22nd. There will be parking on the north and south sides of the building for customers. There is an existing drive up night drop located south of the building next to the postal mail boxes for customer convenience during and after regular business hours. This may be helpful for those making a payment during the two days the office is closed for its move.

An open house and ribbon cutting for the new office will be held April 4, 2008 as part of the First Friday event.

SHADE TREE BOARD APPOINTMENTS

Mayor Kauffman was pleased to announce the re-appointment of Dr. Don Minter to the Shade Tree Board. He is returning to the Board having originally been a member from 1997 through 2005. He is completing a term that ends on December 31, 2009.

Also joining the Board is Krista Daniels. Krista has degrees in Biology and Environmental Studies from Goshen College; she is filling the required appointment of a member with a forestry, or equivalent, degree. Krista is completing a term that ends on December 31, 2008.

There being no further business Mayor Kauffman moved to process claims and then to adjourn. Second by Board Member Stegelmann and motion passed unanimously.