

**BOARD OF PUBLIC WORKS AND SAFETY AND  
STORM WATER BOARD MEETING HELD  
APRIL 21, 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 April 21, 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, Board Member Landis

ABSENT:

OTHERS: Clerk-Treasurer, Clerk-Treasurer Office Assistant, City Attorney, City Planner, Assistant Fire Chief, Police Chief, Building Inspector Haney, Street Commissioner, Legal Compliance Administrator, Legal Contracts and Claims Manager, Park Superintendent, Assistant Water and Sewer Superintendent, Utilities Office First Deputy, Utilities Administrative Engineer.

Minutes of the meeting of April 14, 2008 were presented. On motion of Board Member Stegelmann and second by Board Member Landis, the minutes were approved as presented.

**REQUEST TO BLOCK WASHINGTON STREET FOR FIRST FRIDAY**

Director of First Friday's Gina Leichty requested Board approval to block Washington Street from Main Street to Third Street for the First Friday's summer entertainment series. The request includes closing Washington Street from 4 p.m. to 10 p.m. so that tents could be put up for the performers and events. September through October, Washington Street would be closed from Main Street east towards Fifth Street on September 5th, and on October 3rd Washington Street would be closed from the alley east to Fifth Street.

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

**REQUEST TO ISSUE ELECTRICAL LICENSE TO P. BUCHANAN**

Building Inspector Gary Haney requested Board approval to issue an electrical license to Peter Buchanan, representing Trinity Technologies, 4602 Pflaum Road, Madison, Wisconsin, 53718. Peter Buchanan has met the requirements for the City of Goshen Electrical License. Mr. Buchanan achieved a score of 90% on the Master Electrician test.

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

**REQUEST APPROVAL OF MACOG TRAFFIC COUNT AGREEMENT**

Utilities Administrative Engineer Dustin Sailor requested Board approval of an annual agreement with MACOG to supply the City of Goshen with Traffic Counts at various agreed

upon locations throughout the City. MACOG is working with its member cities, towns and counties with data repository for the regions reporting and traffic statistics. Traffic count data is a major factor in the selection of projects for Federal, State and local road projects. The Agreement with MACOG is in the amount of \$2,000.00.

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

**REQUEST TO ADVERTISE FOR EISENHOWER EXTENSION BIDS**

Utilities Administrative Engineer Dustin Sailor requested Board approval to advertise for bids for the Eisenhower Drive Extension from US 33 to Century Drive. The bids for this project will be due Monday, May 19, 2008. The project is being funded by the Redevelopment Commission.

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

**REQUEST TO AMEND POWERHOUSE RESTORATION AGREEMENT WITH DLZ**

Utilities Administrative Engineer Dustin Sailor requested Board approval to amend the DLZ powerhouse restoration agreement. This agreement with DLZ Indiana, LLC, is for engineering and design services for the Millrace Powerhouse restoration and adjacent site designs. The agreement replaces the prior agreement dated December 21, 2007, in the amount of \$100,400.00, due to changes in the Scope of Work, Compensation and Schedule. The new contract amount is not to exceed \$81,900.00. This Agreement has been reviewed by the Legal Department.

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

**REQUEST TO APPROVE AND EXECUTE AGREEMENT FOR DEDICATION OF  
FIRE LINE AND EASEMENT**

Assistant Water and Sewer Superintendent Kent Holdren requested Board approval for the dedication of a 10” fire protection line and 15’ easement located on the real estate owned by Dutchmen Manufacturing, Inc. and located at 305, 313 and 475 Steury Avenue, Goshen, Indiana 46528, to the City of Goshen. The parties have agreed upon the following:

1. **Work:** Dutchmen agrees to;
  - a. demolish a pump house currently located along the east edge of real estate owned by Dutchmen and located at 475 Steury Avenue, Goshen, Indiana 46528, and remove the remnants of such pump house from the real estate.
  - b. dedicate the 10” water line currently located on 305, 313 and 475 Steury Avenue all which are owned by Dutchmen Manufacturing, Inc. to the City of Goshen.
2. **Expenses:** In consideration for Dutchmen’s agreement to perform the work, the City and Roadmaster each agree to contribute the sum of \$4,115.00 toward the expenses incurred by Dutchmen in performing the work. The City and

Roadmaster shall make such payments to Dutchmen upon completion of the work is described in Section 1 of the agreement.

3. **License:** Dutchmen hereby grants the City a license to enter upon the real estate to make any necessary survey with respect to the area of the real estate relating to the work, at the City's cost.
  
4. **Easement:** Following completion of the work, Dutchmen shall grant to the City a permanent, perpetual easement, being 15 feet width on the entire length of the 10" water line now existing on the real estate. The easement will be for the purpose of the City maintaining the water line.

This request is for the Mayor to execute the Agreement to Accept the Dedication of the fire line and easement from Dutchmen Manufacturing, Inc.

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

#### **REQUEST PERMISSION TO TEMPORARILY CLOSE EAST KERCHER ROAD**

Assistant Water and Sewer Superintendent Kent Holdren requested Board approval to temporarily close East Kercher Road just East of US 33 between Sourwood and Firethorn on April 23rd thru April 25th, 2008. A detour will be set up by the Goshen Street Department into the Maple City Industrial Park using Firethorn to Hackberry to Sourwood for the detour. The Water Department will be installing an 8" water main for Lippert Components fire protection system.

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

#### **REQUEST TO APPROVE UмбаUGH & ASSOCIATES PROFESSIONAL ACCOUNTING SERVICE AGREEMENTS**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval of four agreements with Umbaugh & Associates and the City of Goshen's Clerk-Treasurer's Office and with the Sewage Utility and Water Utility. The agreements for professional accounting services are to provide monthly accounting and reporting support for City Funds and Utility Funds and have a two year term. The agreements to provide financial management reports, including Interim Period Reports and Year End Reports for the 2008 calendar year completed by March 31, 2009 for the City's Sewage Utility and City's Water Utility are for a one year term.

The agreements with the City and Utility Funds provide for an estimated 60-70 hours of annual support per calendar year for each of 2008 and 2009. The flat rate fee for these services will be at \$1,030.00 per month for a total of \$12,360.00 per year.

The agreements with the Sewage Utility and Water Utility for financial management reports includes a flat rate fee for these services at \$3,400.00 per report for a total contract price of \$13,600.00.

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

**PROCLAMATION: NATIONAL VOLUNTEER WEEK**

Mayor Kauffman proclaims the week of April 27th thru May 3rd, 2008 as National Volunteer Week. The Mayor asked the citizens of the community in celebration of those who invest their time, talents and energy to reach out to those in need by volunteering and building a brighter future for all of our citizens. The Mayor urges all citizens to continue to set an outstanding example for others to follow by committing a portion of their time to addressing the needs of the communities through volunteer action.

**UPDATE ON BRUSH AND LEAF COLLECTION**

Street Commissioner Barbara LaDow updated the Board of Public Works and Safety concerning the Brush and Leaf Collection. The Goshen Street Department will be making their final pass through the City the week of April 21st through the 25th, 2008 to collect brush, leaves and garden refuse. The Department will proceed as quickly as possible, and there is no way to know which neighborhoods will be picked up on which day of the week.

For this collection only, leaves and garden plants will also be collected as part of the brush collection week. Leaves may be loose or in bags.

Piles should be placed at the curb, not in the street. Brush must be in a separate pile from all other yard waste and are to be trash-free and placed away from utility poles, fire hydrants or trees.

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