

**BOARD OF PUBLIC WORKS AND SAFETY AND  
STORM WATER BOARD MEETING HELD  
MAY 5, 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 May 5, 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 Office Assistant, City Attorney, City Planner, Fire Chief, Police Chief, Acting Building Commissioner, Assistant Street Commissioner, Legal Compliance Administrator, Legal Contracts and Claims Manager, Mayor's Administrative Assistant, Utilities Superintendent, Utilities Office Manager, Utilities Administrative Engineer, Councilman Lantz.

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

**REQUEST TO ISSUE ELECTRICAL LICENSE TO D.R. KENT**

Acting Building Commissioner Gary Haney requested Board approval for Dennis Randall Kent, representing Stahl Heating & Air Conditioning, 53863 Cr 17, Bristol, IN 46507, to receive an electrical license. Mr. Kent has met the requirements for a City of Goshen Electrical License and achieved a score of 79% on the Master Electrician test.

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

**REQUEST PERMISSION TO SEND UNPAID UTILITY MISCELLANEOUS BILLINGS  
FOR COLLECTION**

Utilities Office Manager Tana Brooks requested Board approval to move \$1,498.26 of miscellaneous billings from active to the Credit Bureau for the agency to collect on these billings. These are accounts that for the most part were billed thru the year 2007. Water billings total \$1,171.51 and Sewer billings total \$326.75.

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

**REQUEST PERMISSION TO CONDUCT MEMORIAL DAY PARADE**

Fire Chief Dan Sink requested Board approval on behalf of the VFW and the DAV to hold the annual Memorial Day Parade on Monday, May 26, 2008. Dan Sink also requested the closing of Jefferson Street in front of the Goshen Police Department and the 300 block of South 5th Street

for parade staging. The parade route will be the usual route starting on Jefferson Street at the Police Department then on to Main Street, Pike Street, North First Street, to Oakridge Cemetery.

The Board discussed the closing of Fifth Street and other issues of what streets to close and how far down the streets should be closed. The Board decided that the 200 block and 300 block of Jefferson Street and Fifth Street should be closed for parade staging.

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

**REQUEST APPROVAL OF A DEED OF DEDICATION OF PUBLIC RIGHT-OF-WAY**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval of a deed of dedication of public right-of-way for roadway and utility purposes. The City of Goshen Airport acquired property that is being dedicated for the City's use for public right-of-way and utility purposes for County Road 27's rerouting near the west side of the Airport.

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

**REQUEST PERMISSION TO ADVERTISE FOR DEMOLITION BIDS**

Legal Contracts and Claims Manager Keitha Windsor requested Board approval to advertise for bids for the demolition of 803, 807 and 813 Indiana Avenue, Goshen IN, 46528. Bids will be due for opening at the Board of Public Works and Safety meeting on May 23, 2008, at 11:00 am.

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

**REQUEST PERMISSION TO ADVERTISE FOR THE 2008 ASPHALT PAVING PROJECT- 2008 - 0002**

Utilities Administrative Engineer Dustin Sailor requested Board approval to advertise for bids for the 2008 Asphalt Paving Project. The bids for the project will be due Monday, June 2, 2008. The funds have been appropriated and are available for this project.

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

**REQUEST TO HIRE BRADS-KO TO SURVEY DUTCHMEN WATER MAIN EASEMENT (JN: 2007-0149)**

Utilities Administrative Engineer Dustin Sailor requested Board approval to hire Brads-Ko to perform survey work on Dutchmen Mfg. Water Main Easement. The City of Goshen's Water Utility has negotiated the dedication of 1,400 feet of 10 inch water main located on Dutchmen's property at 305 Steury Avenue. To complete the legal transfer of the water main, the water main's location must be tied to 305 Steury Avenue's boundary description and a 15 foot easement must be prepared over the centerline of the water main. The Water Utility requests permission to retain Brads-Ko Engineering and Surveying to perform the necessary survey work for a not to exceed fee of \$4,890.00.

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

**REQUEST FOR APPROVAL AND ACCEPTANCE OF INFRASTRUCTURE 2006-2042**  
**GATEWAY SOUTH P.U.D**

Utilities Administrative Engineer Dustin Sailor requested Board approval and acceptance of the infrastructure and maintenance bond for Gateway South P.U.D. 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.

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

**NOTIFICATION REGARDING STATUS OF THE CITY'S OUTDOOR WARNING**  
**SIRENS- (JN: 2007-0015)**

Utilities Administrative Engineer Dustin Sailor informed Board Members on the condition of the City's outdoor warning sirens. Following recent tests of the City's 1994 outdoor warning siren system, it was determined that three of the ten installations are either nonfunctional or are not consistently functional.

The three problematic sites are as follows:

North Fifth Street – located at Walnut Park. This site is specifically located between Middlebury Street & Oakridge Avenue and 5th Street and 6th Street.

Baker Street – located at Bakersfield Park. This site is specifically located between Riverside Boulevard and Winter Avenue and Baker Avenue and Prairie Street.

South Third Street – located downtown. This site is specifically located on Third Street between Washington Street and Jefferson Street.

Because this issue directly ties to public safety, the City feels it prudent to make a public statement regarding this issue. Persons within the City should be aware the outdoor warning system is installed to provide an alert to individuals who are outdoors and not near a radio or television. Because the system is not designed for interior building warnings, residents and businesses are encouraged to own weather radios for this purpose.

The City is actively working to resolve the outdoor warning siren issue and will provide an update as soon as the sites have been fixed. Until the sites are fixed, the City encourages its residents to be more aware of changing weather conditions.

**REQUEST TO INSTALL A FENCE AT 411 WEST WILKINSON**

Property owner Luis Torres requested Board approval to install a four foot chain link fence on the property line around his house. Board members looked at photographs of the property and

asked how close to the right-of-way the fence will be. City Planner Joseph Hauflaire told the Board Members it should be no more than three feet to the sidewalk, and on the alley side of the house Mr. Torres should stay on his property line up to the sidewalk. Mayor Kauffman stated City Planner Joseph Hauflaire will go to the property and show Mr. Torres exactly where the fence should be installed.

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

#### **UTILITY TRACE OF THE STORM SEWER SYSTEM**

Utilities Superintendant Douglas Perry informed the Board Members that the City of Goshen's Department of Public Works and Utilities will be conducting a utility trace of the storm sewer system in the entire addition of Larimer Greens starting on Green Road from Berkey Road to State Road 119 and on Berkey Road from Winter to Green Road on Wednesday May 7th and Thursday May 8th, 2008. The utility trace will be performed using smoke testing equipment, which will reveal places where storm and surface waters are entering the City's storm sewers from the public right-of-way and from private development lots. The testing consists of forcing a special, nontoxic smoke into the sewer lines. It was added that Utilities will e-mail the Police and Fire Departments as a reminder and that the public will get flyers on Tuesday, May 6th, 2008 which will have all the information on the utility trace testing.

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