

**BOARD OF PUBLIC WORKS AND SAFETY AND
STORM WATER BOARD MEETING HELD
JUNE 29, 2009
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 June 29, 2009, at 4:00 P.M. for their weekly Board meeting. Board Member Stegelmann was the presiding officer with members of the Board present or absent as follows:

PRESENT: Board Member Stegelmann, Board Member Landis

ABSENT: Mayor Kauffman

OTHERS: Clerk-Treasurer, Clerk-Treasurer Office Assistant, City Attorney, City Planner, Fire Chief, Police Chief, Building Inspector Haney, Street Commissioner, Legal Contracts and Claims Manager, Mayor's Administrative Assistant, Park Recreation Coordinator, Superintendent of Waste Water, Superintendent of Water and Sewer, Utilities Office Manager, Administrative Utilities Engineer, Central Garage Fleet Manager.

Minutes of the meeting of June 22, 2009 were presented. On motion of Board Member Landis and second by Board Member Stegelmann, the minutes were approved as presented.

REQUEST TO AWARD BID FOR CONCRETE SERVICE

Legal Contracts & Claims Manager, Keitha Windsor requested Board approval to award the concrete service contract to Aggregate Industries as the lowest responsible and responsive bidder. Bids were received and opened at the June 22, 2009 Board of Works meeting for the purchase of a concrete service from:

1. Eagle Ready-Mix Inc. for total amount of \$88,500.00 with exceptions of additional costs for a small load charge and for service charges for after hours, weekends and holidays: and
2. Aggregate Industries for a total amount of \$75,540.00 with an exception to the content of ITEM 2.1 – PCCP for patching.

Aggregate Industries unit prices for a one-year term for the unit prices are as follows:

ITEM NO.	DESCRIPTION	UNIT COST
1	Flowable Backfill	\$47.95
2.1	PCCP for Patching, Plain	\$77.35
2.2	PCCP for Patching, .5% High Early Accelerator and .5% Calcium Chloride	\$80.35
2.3	PCCP for Patching, 1.0% High Early Accelerator and 1.0% Calcium Chloride	\$83.35
2.4	PCCP for Patching, 2.0% High Early Accelerator and 2.0% Calcium	\$89.35

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

REQUEST TO CLOSE STREET FOR NEIGHBORHOOD BLOCK PARTY

Linda Russell, 801 S. 7th Street, requested Board approval to close the 700 block of 6th Street from Douglas to Garfield on August 1, 2009 for a Historic Southside Neighborhood Association block party. The closure request is from 3:00 p.m. to 9:00 p.m.

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

REQUEST TO CLOSE STREET FOR NEIGHBORHOOD BLOCK PARTY

Joe Dervin, 1701 Woodward Place, requested Board approval to close Woodward Place from Gra-Roy to High Park on July 11, 2009 for a Historic Racemere Peninsula Neighborhood block party. The closure request is from 2:00 p.m. to 7:00 p.m.

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

REQUEST TO CLOSE STREETS FOR GOSHEN SUMMERFEST 2009

Nick Kieffer, Goshen Chamber of Commerce, requested Board approval to close the following streets to hold the Goshen SummerFest 2009 on July 9, 10, and 11:

- Main Street – Madison to Lincoln Ave.
- Washington Street – 5th Street to the Alley between 3rd & Main
- Jefferson Street – possible closure Saturday only if more space is needed for car show

The closure request is to begin at 1:00 p.m. on Friday, July 10 and the events should conclude around 7:00 p.m. on July 11, allowing the streets to be cleaned and reopened in the morning.

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

REQUEST FOR RELIEF FROM SEWER BILL

David VanNesse, 1902 Bashor Road, requested Board approval for relief from a sewer bill. Mr. VanNesse stated the Utilities Office personnel would not allow him to discontinue service to rental property of his because he did not have the account number or the current name on the account. Mr. VanNesse further stated his tenants left the house vacant and now he is stuck with a sewer bill as he is being sued for the sewer portion of the bill as the owner of the property. The amount due for sewer only is \$132.49.

City Attorney Larry Barkes stated one reason the Utilities Office could not shut off the water is because a landlord could use shutting off the water as a form of eviction.

Water & Sewer Superintendent Kent Holdren stated they cannot shut off the water at a residence at the landlord's request when the service is in the tenants' name.

After discussion, it was found that the tenants left on the 1st of July, 2008 and the water was shut off in October. In addition, there had to be some usage at the residence as the bill is for more than the monthly minimum usage. Further, after being questioned Mr. VanNesse stated the hand valve inside of the residence did not turn completely off.

Board Member Landis stated he would need more information to make a decision on the relief. Board Member Stegelmann tabled the request until the Board can receive more information with details.

**REQUEST TO APPROVE CHANGE ORDER NO. 1 FOR THE SHANKLIN PARK
DRIVE PROJECT JN: 2009-0025**

Utilities Administrative Engineer Dustin Sailor requested Board approval of Change Order No. 1 with Niblock Excavating for the Shanklin Park drive project. During construction, it was discovered that the quantity for common excavation and compacted aggregate for the base bid was estimated for 4-inches instead of the 8-inches shown on the plans. So, to compensate for the calculation error, the Contractor was directed to only do approximately 1,000 SYD of the Alternate 2 – Asphalt Pavement Removal item. This allowed the contract to stay within budget. This Change Order reduces the contract by \$174.73 and brings the total contract amount to \$51,684.03.

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

**REQUEST TO APPROVE AGREEMENT WITH BRADS-KO ENGINEERING AND
SURVEYING FOR CSO 002 RIVER CROSSING**

Utilities Administrative Engineer Dustin Sailor requested Board approval of a professional services agreement with Brads-Ko Engineering and Surveying for \$5,690.00 to perform survey work for easement preparation for the proposed CSO 002 river crossing.

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

REQUEST TO APPROVE AND EXECUTE LETTER TO INDOT

Utilities Administrative Engineer Dustin Sailor requested Board approval and execution of a letter to INDOT stating the City does not require additional right-of-way for the Safe Routes to School sidewalk construction along New York Street. This portion of the project is being funded by the Stimulus (ARRA) funds. This letter is necessary to submit the project for a letting date.

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

REQUEST TO APPROVE ELECTRICAL LICENSE FOR D. FRYE

Building Inspector Gary Haney requested Board approval to issue an Electrical License for the City of Goshen to Dee A. Frye, representing Tri City Data & Electric, Mishawaka. Mr. Frye scored 77% on the Master Electrician test.

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

REQUEST TO APPROVE PROFESSIONAL ACCOUNTING SERVICES AGREEMENTS WITH UMBAUGH & ASSOCIATES

Legal Contracts and Claims Manager, Keitha Windsor requested Board approval of two agreements with Umbaugh & Associates for professional accounting services to provide financial management reports for the City's Sewage and Water Utilities for the 2009 calendar year. Each agreement's scope of work is identical to last year's except that last year's agreements required quarterly reporting at a rate of \$3,400 for a total compensation \$13,600 for each agreement. This year's agreements only require two reports – the 2009 June report for \$4,000 and the 2009 year-end report for \$6,200 for a total contract price of \$10,200 for each agreement.

Board Member Landis questioned why the total agreement cost is not reduced to half of last year's agreement cost as half the amount of reports are requested. Utilities Office Manager Tana Brooks stated she was unsure of the reason, as she did not question it with Umbaugh & Associates.

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

REQUEST TO APPROVE BLOCKING PARKING SPACES, BLOCKING ALLEY AND REPLACING AWNING FOR IMPROVEMENTS AT 215 S. MAIN STREET

Mayor's Administrative Assistant Jo Lung requested Board approval on behalf of Mayor Kauffman of the following requests:

1. Permission for a lift to occupy two parking spaces in front of 215 S. Main for approximately two days;
2. Permission to block east/west alley for approximately two days;
3. Permission to use the back alley to maneuver a lift truck for approximately two days. Traffic will be able to drive around the lift truck; and
4. Permission for awning to protrude into the right-of-way. The new awning is the same size as the existing awning.

Advanced CPR will be painting the front and back of the building and replacing window coverings along the side of the building. In addition, the awning in front will be replaced. The exact days needed for the improvements are unknown as the contractor is finishing another job and the work is weather dependent.

Board Member Landis moved to allow the awning replacement, approve the painting equipment for approximately two days starting early this week, including blocking the alley beside the

building and use of the back alley. Further approved the use of two parking spaces in front of the store providing there are accommodations made for pedestrian traffic. Second by Board Member Stegelmann and motion passed unanimously.

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