



**CITY OF GOSHEN BOARD OF PUBLIC WORKS & SAFETY
MINUTES OF THE MAY 7, 2026 MEETING**

Convened in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

Present: Mayor Gina Leichty, Mike Landis, Orv Myers, Mary Nichols and Barb Swartley

CALL TO ORDER: Mayor Leichty called the meeting to order at 4:00 p.m.

REVIEW/APPROVE MINUTES: Mayor Leichty presented the minutes of the April 23 and April 30, 2026 Regular Meetings as prepared by Clerk-Treasurer Aguirre. Board member Mary Nichols made a motion to approve the minutes as presented. Board member Barb Swartley seconded the motion. The motion passed 5-0.

REVIEW/APPROVE AGENDA: Mayor Leichty presented the agenda as prepared by the Clerk-Treasurer with the addition of agenda item #1, *Fire Department request: Accept the resignation and retirement of Firefighter/Paramedic Tim Christner, effective May 8, 2026.* Board member Nichols made a motion to approve the agenda as amended. Board member Swartley seconded the motion. The motion passed 5-0.

1) Fire Department request: Accept the resignation and retirement of Firefighter/Paramedic Tim Christner
City Fire Chief Anthony Powell asked the Board to accept the retirement and resignation of Firefighter/Paramedic Tim Christner, effective May 8, 2026.

Chief Powell said Firefighter/Paramedic Christner has served the Goshen Fire Department and the community with dedication and professionalism for over 20 years. The Chief said, "Throughout his career, he has demonstrated a strong commitment to service, growth, and the high standards of our department. His contributions on emergency scenes, as well as his steady and trusted presence within the station, have made a lasting impact on both our personnel and the citizens we serve."

Chief Powell said Firefighter/Paramedic Christner has been a dependable firefighter and paramedic as well as a valued informal leader and mentor to many. The Chief added, "His experience, perspective, and character have helped shape the culture of our department, and he will be greatly missed. On behalf of the City of Goshen and the Goshen Fire Department, I extend our sincere gratitude for his years of service and wish him continued success, health, and fulfillment in his retirement."

Nichols/Swartley made a motion to accept the retirement and resignation of Firefighter/Paramedic Tim Christner, effective May 8, 2026. The motion passed 5-0.

NOTE: Before the meeting, Chief Powell gave Board members a memorandum with this request (EXHIBIT #1).

2) My Tree Climber request: Approve the partial closure of 7th Street and sidewalks on Monday May 11 to remove a large tree

Jonathan E. Corbin of My Tree Climber of Goshen told the Board that he needs to remove a large tree, which will require the use of a very large crane, and the street is the most open place to park it. So, he asked for permission to close the street for safety and liability reasons.

Mayor Leichty said she was able to check today with the City Street Department, which can provide barricades for the street closure. Corbin thanked the Mayor.

Corbin said he planned to start work about 8 a.m., after the morning bus and school traffic has subsided. Corbin added, "the downside of a big crane is it's big and expensive. The up side of a big crane is it's big, and you can get a lot of work done really fast, so we can be, concluded with a lot of the work there before school lets out, so we're looking forward to kind of fitting in that time window where there's no activity on the streets."



Mayor Leichty asked if that meant Corbin wouldn't be climbing the tree. He said, "Well, I won't have to climb it; I just get set in the tree."

In a written request to the Board, Corbin wrote that he would be removing a large silver maple tree from in front of the home of John and Jan Smucker at 1112 South 7th St. in Goshen. The work is scheduled for May 11.

Corbin also wrote that the street would be completely blocked from the set down point to the end of the crane. He would leave partial blockades farther out from that for home owner access. Sidewalks would be blocked. Work would start around 8 a.m. and finish by the time school lets out.

Nichols/Swartley made a motion to approve the closure of South 7th Street between 116 and 118 7th Street on May 11, 2026 starting at 8 a.m. until approximately 2 p.m. The motion passed 5-0.

3) Powerpump Concrete request: Approve variance to replace an existing concrete driveway/approach off the alley at 506 South 5th Street

Martin W. Metzger, of Powerpump Concrete of Wakarusa, requested permission to replace an existing concrete driveway and approach off the alley at 506 South 5th Street, Goshen. He said he would not be adding or extending beyond what is already in place.

City Civil Engineer Brad Minnick said the City's driveway approach normally is limited to 24 feet. He said this proposal is to replace the existing driveway, which is wider than that, to about 36 feet, at the widest point where it meets the alley. He said he has communicated with Metzger about the request.

Asked by the Mayor to clarify the Engineering Department's position on the request, Minnick said he recommended approval.

Nichols/Swartley made a motion to approve the variance to replace the existing concrete driveway and approach off the alley at 506 South 5th Street. The motion passed 5-0.

4) Legal Department request: Approve and authorize Mayor Leichty to execute a Scope Appendix to an Engagement Letter dated Dec. 18, 2024, regarding an Analysis and Cost Study for Trash and Environmental Center Services

City Attorney Bodie Stegelmann recommended that the Board approve and authorize Mayor Leichty to execute the Scope Appendix with Baker Tilly Advisory Group, LP for Analysis and Cost Study for Trash and Environmental Center Services.

Stegelmann said this is a Scope Appendix to an Engagement Letter dated Dec. 18, 2024. Fees for services set forth in the Scope Appendix will not exceed \$35,000.

According to the scope of work, Baker Tilly will analyze the costs and revenues of trash fees and yard waste, brush pickup and environmental center fees. Baker Tilly also will make a rate presentation and testify at a public hearing on adoption of a rate and provide implementation and account support assistance as needed.

Nichols/Swartley made a motion to approve and authorize Mayor Leichty to execute the Scope Appendix to Engagement Letter, dated Dec. 18, 2024, regarding Analysis and Cost Study for Trash and Environmental Center Services. The motion passed 5-0.

5) Legal Department request: Approve the amended agreement with TROTM, LLC, and authorize the Mayor to execute the amended agreement

Assistant City Attorney Don Shuler told the Board an Amended Agreement for the Sale, Purchase, and Development of Real Estate with TROTM, LLC contains updated terms for the development of three parcels of real estate located between River Race Drive and South Second Street.

Under the Amended Agreement, Shuler said City Redevelopment will transfer the real estate to TROTM, LLC for development. The development will include construction of townhomes across three structures.



Shuler said Board of Works approval was necessary to authorize the utility-related provisions in the Agreement, which include permitting TROTM, LLC to tie the project's stormwater system to the City's infrastructure, ensuring connections for water and sewer service, utility tap abandonments, and sidewalk/curb adjustments.

Shuler said the anticipated capital investment has been adjusted, from an original estimate of \$15,000,000 to \$9,000,000. The City will retain a mortgage on the Real Estate, adjusted to \$2,000,000 in the Amended Agreement, which will only be released once minimum investment thresholds are met.

Shuler said construction of the first structure and townhomes is anticipated to be complete by May 1, 2027, with completion of all structures by July 1, 2029. A track change version and a clean copy version of the Amended Agreement were provided to the Board.

Nichols/Swartley made a motion to approve the Amended Agreement with TROTM, LLC, and authorize the Mayor to execute the amended agreement. The motion passed 5-0.

6) Legal Department request: Approve the Recruitment Incentive Agreement with Claudia Buszta and ratify the Mayor's execution of the agreement on behalf of the City

City Attorney Bodie Stegelmann told the Board that the Common Council has authorized the payment of a recruitment incentive to a new employee filling an eligible position in accordance with the City's Recruitment Incentive Policy, and in accordance with the terms and condition of an agreement with the new employee.

Stegelmann recommended that the Board approve the attached Recruitment Incentive Agreement with Claudia Buszta and ratify the Mayor's execution of the Agreement.

Under this Agreement, the City will pay a recruitment incentive in the amount of \$5,000 to Claudia Buszta for filling the position of GIS Coordinator and completing a minimum service period of one year.

Nichols/Swartley made a motion to approve the Recruitment Incentive Agreement with Claudia Buszta and ratify the Mayor's execution of the Agreement on behalf of the City. The motion passed 5-0.

7) Legal Department request: Approve and authorize the Mayor to execute the agreement with Bortrager, Inc. for the complete reroof of a building located at 308 N. 5th Street

City Attorney Bodie Stegelmann recommended that the Board approve and authorize Mayor Leichty to execute the agreement with Bortrager, Inc. to allow the City to enter into an agreement for complete reroof of a building located at 308 N. 5th Street, which is more particularly described in attached exhibits.

Stegelmann said the total cost for the reroof project will be \$36,867. Fifty percent (50%) of the contract price is due upon receipt of an invoice for materials, which is due prior to the commencement of work on the project, with the balance being due upon receipt of progress invoices.

Nichols/Swartley made a motion to approve and authorize Mayor Leichty to execute the agreement with Bortrager, Inc. to allow the City to enter into an agreement for the complete reroof of a building located at 308 N. 5th Street. The motion passed 5-0.

8) Engineering Department: Accept the subdivision performance bond from Himes Holding for the removal of existing hard surfaces, grading, and development of the necessary storm water improvements

Public Works & Utilities Director Dustin Sailor told the Board that Himes Holding will post a performance bond in the agreed upon amount of \$250,000 for the completion of work associated with Kercher Properties subdivision.

Sailor said the performance bond will cover work required to prepare the lots for development, including, but not limited to, the removal of existing hard surfaces, grading, and installation of required stormwater improvements.

Nichols/Swartley made a motion to accept the subdivision performance bond from Himes Holding in the amount of \$250,000 for the successful removal of existing hard surfaces, grading, and development of the necessary storm water improvements. The motion passed 5-0.



9) Planning Department request: Accept the subdivision plat for HHI Kercher Rd. Properties 24, LLC Major Subdivision with dedications and easements

City Planning & Zoning Administrator Rhonda Yoder told the Board that the secondary subdivision has been submitted for HHI Kercher Rd. Properties 24, LLC Major Subdivision, a two-lot major subdivision. The subject property is generally located on the north side of Kercher Road, the east side of Lincolnway East, and the west side of Supreme Court, approximately 7.56 acres, zoned Industrial M-1.

Yoder said the subdivision meets the Zoning Ordinance and Subdivision Ordinance requirements and is consistent with the primary subdivision approved by the Plan Commission on Aug. 19, 2025. The subdivision drainage plan was accepted by the Board of Works on March 26, 2026.

Yoder said a bond/surety in the amount of \$250,000 for the drainage improvements on Lot 2 is required and was just affirmed by the Board, allowing the subdivision plat to be accepted. The plat includes dedication of additional right of way along the north side of Kercher Road and includes a number of easements. She asked the Board to accept the subdivision plat for HHI Kercher Rd. Properties 24, LLC Major Subdivision and sign the plat.

Nichols/Swartley made a motion to accept the subdivision plat for HHI Kercher Rd. Properties 24, LLC Major Subdivision with dedications and easements. The motion passed 5-0.

Privilege of the Floor (opportunity for public comment for matters not on the agenda):

Mayor Leichty opened Privilege of the Floor at 4:15 p.m. There were no public comments.

APPROVAL OF CIVIL & UTILITY CLAIMS

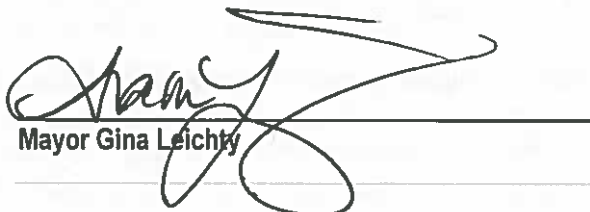
Mayor Leichty made a motion to approve Civil City and Utility claims and adjourn the meeting. Board member Swartley seconded the motion. The motion passed 5-0.

ADJOURNMENT

Mayor Leichty adjourned the meeting at 4:16 p.m.

EXHIBIT #1: Before the meeting, City Fire Chief Anthony Powell distributed to Board members a memorandum, dated May 6, 2026, requesting acceptance of the retirement and resignation of Firefighter/Paramedic Tim Christner. The memo was considered during agenda item #1, Fire Department request: Accept the resignation and retirement of Firefighter/Paramedic Tim Christner, effective May 8, 2026.

APPROVED:


Mayor Gina Leichty



Michael A Landis
Mike Landis, Member

Orv Myers, Member

Mary Nichols
Mary Nichols, Member

Barb Swartley
Barb Swartley, Member

ATTEST:

Richard R. Aguirre
Richard R. Aguirre, City of Goshen Clerk-Treasurer

Exhibit #1



ANTHONY D. POWELL, FIRE CHIEF
FIRE DEPARTMENT, CITY OF GOSHEN
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Phone (574) 537-3853
Cell (574) 596-0940
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anthonypowell@goshencity.com
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May 6, 2026

To: Goshen Board of Public Works and Public Safety

Re: Retirement of Firefighter/Paramedic Tim Christner

Dear Members of the Board of Works and Public Safety,

I am writing to formally announce the retirement and resignation of Firefighter/Paramedic Tim Christner, effective May 8, 2026, and to respectfully request your acceptance of his resignation.

Firefighter/Paramedic Christner has served the Goshen Fire Department and the community with dedication and professionalism for over 20 years. Throughout his career, he has demonstrated a strong commitment to service, growth, and the high standards of our department. His contributions on emergency scenes, as well as his steady and trusted presence within the station, have made a lasting impact on both our personnel and the citizens we serve.

Tim has been not only a dependable firefighter and paramedic, but also a valued informal leader and mentor to many. His experience, perspective, and character have helped shape the culture of our department, and he will be greatly missed.

On behalf of the City of Goshen and the Goshen Fire Department, I extend our sincere gratitude for his years of service and wish him continued success, health, and fulfillment in his retirement.

Thank you for your consideration.

Respectfully,

Anthony Powell

Recommended Motion:

Move to accept the resignation of Firefighter/Paramedic Tim Christner, effective May 8, 2026.