



CITY OF GOSHEN BOARD OF PUBLIC WORKS & SAFETY
MINUTES OF THE JULY 16, 2026 CLAIMS REVIEW & APPROVAL MEETING
Convened in the Goshen Police Building, 111 East Jefferson St., Goshen, Indiana

Present: Mayor Gina Leichty, Mike Landis, Orv Myers, Mary Nichols and Barb Swartley (none absent)

Call To Order: Mayor Leichty called the meeting to order at 4:00 p.m.

REVIEW/APPROVE Agenda: Mayor Leichty said there were a couple of additional items submitted for the agenda. Clerk-Treasurer Aguirre said he wanted to say something before additional agenda items were considered. He said today's meeting was intended to be solely for the purpose of reviewing and approving claims. He said 2026 is the second year in which the third meeting of the month is intended to be a claims-only meeting. Aguirre then said: "This will be the fourth consecutive (claims-only) meeting where there will be walk-in items. It's not only a disservice to the public when we accept walk-in items, because they receive no notice of sometimes significant actions that could affect their lives. It's also a hardship on the Clerk-Treasurer's staff to have to process additional items. Part of the intent was that our office would have time to do other duties (one week per month).

"We try to have the best relationships we can with our Departments, including Engineering and Legal, but this is the increasing pattern. So, I'd like to beseech the Board to, whenever possible, consider that when considering additional (agenda) items. There are many cities in Indiana that don't have Board of Works meetings every week. One I just (learned about) has only two a month. I know it can be a difficulty for departments, but I'd like to beseech them also to please try to reduce this added burden. Thank you."

Mayor Leichty responded, "I certainly can understand the frustration. I believe it is the intent of our Department Heads to avoid that whenever it is humanly possible. There are times at which there are emergency events that come up that do need timely resolution, and I know, in communication with the Director of Public Works and our Legal Department, that those requests do come in as emergencies.

"However, there have just been a number of things that have come up during this busy construction time that are unplanned, unanticipated changes that need timely resolution to avoid disruption to the public for extended road closures and things like that. So, I appreciate your Department's additional support, and I recognize that. Thank you."

Aguirre responded, "I don't want to be argumentative, but some of these items that have appeared lately have not been true emergencies. And again, we are not providing any public notice. Thank you."

Mayor Leichty thanked the Clerk-Treasurer and then told Board members that four agenda items were submitted for the agenda -- three from the Engineering Department and one from the Legal Department. She recommended that these items be added to the agenda for today. She invited a motion.

Board member Mary Nichols then made a motion to approve the agenda as amended. Board member Orv Myers seconded the motion. The motion passed 5-0.

1) Engineering Department request: Approve the closure of Chicago Avenue, from Bashor Road to Indiana Avenue, from July 20, 2026 until August 11, 2026

City Director of Public Works & Utilities Dustin Sailor said Niblock Excavating has requested permission to close Chicago Avenue, from Bashor Road to Indiana Avenue, from Monday, July 20, 2026, until Tuesday, August 11, 2026. The road will be closed for Niblock to replace galvanized water services as part of the City's North Goshen Service Line Replacement and Utility Improvements project.

Sailor indicated the road will be closed to through traffic, with a full closure between Riverside Boulevard and Harrison Street. All appropriate traffic control devices will be utilized

Nichols/Myers made a motion to approve the closure of Chicago Avenue, from Bashor Road to Indiana Avenue, from July 20, 2026 until August 11, 2026. Motion passed 5-0.



(NOTE: For added agenda item #1, *Engineering Department request: Approve the closure of Chicago Avenue, from Bashor Road to Indiana Avenue, from July 20, 2026 until August 11, 2026, and before the meeting, the Engineering Department gave Board members a one-page memorandum, dated July 16, 2026, with a color map, explaining the request. EXHIBIT #1)*

2) Engineering Department request: Approve the contract with Niblock Excavating for the River Race Drive Reconstruction for the ROW on the Millrace project in the amount of \$525,537.50

In response to the Clerk-Treasurer's comments, City Director of Public Works & Utilities Dustin Sailor said, "We have attempted to be responsive to developers' requests. And this project in specific is a timely project for reconstruction within the public right-of-way that needs to be done before the end of the year. Therefore, it has come to the Board of Works today."

Sailor continued, "This is a redevelopment project for River Race Drive, Job Number: 2025-2038. We received bids, a week prior, and it was accepted at the Redevelopment Commission to award the reconstruction of River Race Drive for the Row on the Millrace. We have two bidders.

"Niblock Excavating was the lowest responsible and responsive bidder at \$525,537.50. We ask that the Board accept this infrastructure improvement project with Niblock."

The following bids were submitted:

	Base Bid	Bid Alternate No. 1	Subtotal
Niblock Excavating, Inc.	\$489,437.50	\$36,100.00	\$525,537.50
Rieth-Riley Construction Company, Inc	\$530,793.00	\$68,797.00	\$599,590.00

Nichols/Myers made a motion to approve the contract with Niblock Excavating for the River Race Drive Reconstruction for the ROW on the Millrace project in the amount of \$525,537.50. Motion passed 5-0.

(NOTE: For added agenda item #2, *Engineering Department request: Approve the contract with Niblock Excavating for the River Race Drive Reconstruction for the ROW on the Millrace project in the amount of \$525,537.50, and before the meeting, the Engineering Department gave Board members a one-page memorandum, dated July 16, 2026, with a bid tabulation. EXHIBIT #2)*

3) Engineering Department request: Approve the closure of Wilden Avenue, from Beaver Lane to Indiana Avenue, on Thursday, July 16, 2026, or the next weekday with acceptable weather conditions

City Director of Public Works & Utilities Dustin Sailor said Milestone Contractors and Elkhart County had requested a one-day closure of Wilden Avenue, between Beaver Lane and Indiana Avenue, in order to seal the bridge deck over the Elkhart River. However, Sailor said he was notified earlier today that the work would be completed today, so the requested closure planned for Thursday, July 16, 2026, was no longer needed.

Mayor Leichty made a motion that the request be tabled. The motion passed 5-0.

(NOTE: For added/withdrawn agenda item #3, *Engineering Department request: Approve the closure of Wilden Avenue, from Beaver Lane to Indiana Avenue, on Thursday, July 16, 2026, or the next weekday with acceptable weather conditions, and before the meeting, the Engineering Department gave Board members a one-page memorandum, dated July 16, 2026, with a map, explaining the request. EXHIBIT #3)*

4) Legal Department request: Accept the resignation of James E. Ballard, effective July 17, 2026

City Attorney Bodie Stegelmann said just before the meeting, James E. Ballard, a Special Police Officer with the Goshen Police Department, submitted a letter of resignation and retirement, dated July 17, 2026.



City Attorney Stegelmann said "City staff requested that the Board of Public Works and Safety accepts the resignation and retirement of Officer Ballard."

Mayor Leichty said, "Officer Ballard has not worked for some time. I assume that is date at which he left his regular work and concluded." Stegelmann said, "He's been on administrative leave since December."

Mayor Leichty asked, "So, this would not affect his pay through this time, is that correct? He's not retiring until today?" Stegelmann said, "Right. There's an accrual of vacation that has occurred."

Mayor Leichty welcomed questions or comments from the Board.

Clerk-Treasurer Aguirre said that every Police Department request that the Board accept a resignation in the past few years has been accompanied by a letter of resignation from the officer. He asked if a letter would be submitted from Special Officer Ballard.

City Attorney Stegelmann said, "I don't have a copy of the letter with me today and ... I have not decided whether we're going to submit that for the record. Mr. Ballard's not a sworn officer of the Police Department, and he's not entitled to due process in front of the Board of Public Works and Safety, like the other officers are. He's an at-will employee, so I don't think it's necessary or good practice to submit that letter. But I'll decide that in the next couple of days."

Aguirre asked if the City Attorney knew that information about Ballard's resignation was not subject to the state Open Records Act. Stegelmann said, "I didn't say that. And if public access request was made, we would evaluate it like every other request."

Aguirre asked if he could be informed about whether Ballard's letter of resignation would be a public record, adding that he believed news media requests would be likely because Ballard has had a high profile and he wanted to know to whom to refer any requests. Stegelmann responded, "They can be routed to my office, like the majority of those requests are." Aguirre thanked the City Attorney for the information.

Nichols/Myers made a motion to accept the resignation of James E. Ballard, effective July 17, 2026. The motion passed 5-0.

(NOTE: For added agenda item #4, *Legal Department request: Accept the resignation of James E. Ballard, effective July 17, 2026*, and before the meeting, City Attorney Bodie Stegelmann gave Board members a one-page memorandum, dated July 16, 2026, outlining his request. EXHIBIT #4)

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

Mayor Leichty opened Privilege of the Floor at 4:10 p.m. There were no comments.

Approval of Civil City and Utility Claims

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

Adjournment

Mayor Leichty then adjourned the meeting at 4:11 p.m.



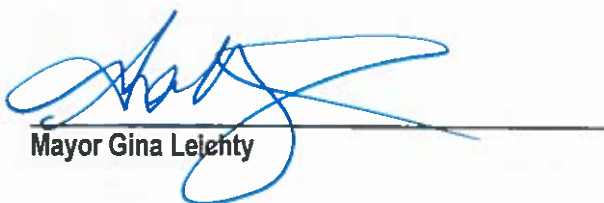
EXHIBIT 1: Before the meeting, the Engineering Department gave Board members this one-page memorandum, dated July 16, 2026, with a color map, explaining the request for added agenda item #1, Engineering Department request: Approve the closure of Chicago Avenue, from Bashor Road to Indiana Avenue, from July 20, 2026 until August 11, 2026.

EXHIBIT 2: Before the meeting, the Engineering Department gave Board members this one-page memorandum, dated July 16, 2026, with a bid tabulation, explaining the request for added agenda item #2, Engineering Department request: Approve the contract with Niblock Excavating for the River Race Drive Reconstruction for the ROW on the Millrace project in the amount of \$525,537.50.

EXHIBIT 3: Before the meeting, the Engineering Department gave Board members this one-page memorandum, dated July 16, 2026, with a map, explaining the request for added/withdrawn agenda item #3, Engineering Department request: Approve the closure of Wilden Avenue, from Beaver Lane to Indiana Avenue, on Thursday, July 16, 2026, or the next weekday with acceptable weather conditions.

EXHIBIT 4: Before the meeting, City Attorney Bodie Stegelmann gave Board members this one-page memorandum, dated July 16, 2026, for added agenda item #4 Legal Department request: Accept the resignation of James E. Ballard, effective July 17, 2026.

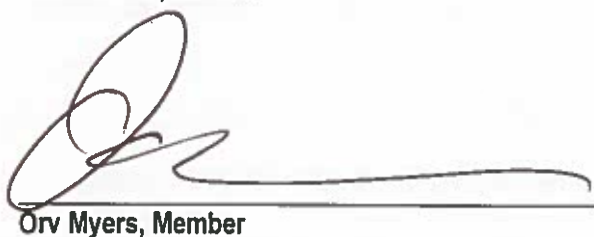
APPROVED:



Mayor Gina Leighty



Mike Landis, Member



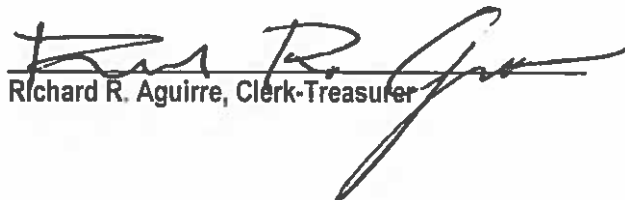
Orv Myers, Member




Mary Nichols, Member


Barb Swartley, Member

ATTEST:


Richard R. Aguirre, Clerk-Treasurer



**Engineering Department
CITY OF GOSHEN**

204 East Jefferson Street, Suite 1 • Goshen, IN 46528-3405

Phone (574) 534-2201 • Fax (574) 533-8626 • TDD (574) 534-3185
engineering@goshencity.com • www.goshenindiana.org

Exhibit #1

MEMORANDUM

TO: Board of Public Works and Safety

FROM: Goshen Engineering Department

RE: CHICAGO AVENUE ROAD CLOSURE (JN: 2024-0029)

DATE: July 16, 2026

Niblock Excavating has requested permission to close Chicago Avenue, from Bashor Road to Indiana Avenue, from Monday, July 20, 2026, until Tuesday, August 11, 2026. The road will be closed for Niblock to replace galvanized water services as part of the City's North Goshen Service Line Replacement and Utility Improvements project. The road will be closed to through traffic, with a full closure between Riverside Boulevard and Harrison Street. All appropriate traffic control devices will be utilized.

Requested Motion: Move to approve the closure of Chicago Avenue, from Bashor Road to Indiana Avenue, from July 20, 2026 until August 11, 2026.

APPROVED:
BOARD OF PUBLIC WORKS & SAFETY
CITY OF GOSHEN, INDIANA

Gina Leichty, Mayor

Barb Swartley, Member

Mary Nichols, Member

Orv Myers, Member

Michael Landis, Member



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Chicago Avenue Closure - West Phase
North Goshen Service Line Replacement Project

The City of Goshen
Department of Public Works &
Safety Office of Engineering
204 East Jefferson Street, Goshen, Indiana 46528
Phone: 574-534-2201 Fax: 574-533-8626

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**ENGINEERING DEPARTMENT
CITY OF GOSHEN**

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Phone (574) 534-2201 • Fax (574) 533-8626
engineering@goshencity.com • www.goshenindiana.org

Exhibit #2

MEMORANDUM

TO: Board of Public Works and Safety

FROM: Goshen Engineering

RE: **RIVER RACE DRIVE RECONSTRUCTION FOR THE ROW ON THE
MILLRACE (JN: 2025-2038)**

DATE: July 16, 2026

On July 9, 2026, the Goshen Board of Public Works and Safety received bids for the above-mentioned project. Bids were submitted by Niblock Excavating, Inc. and Rieth-Riley Construction Company, Inc. A summary of the bids received is provided below:

	Base Bid	Bid Alternate No. 1	Subtotal
Niblock Excavating	\$489,437.50	\$36,100.00	\$525,537.50
Rieth-Riley	\$530,793.00	\$68,797.00	\$599,590.00

The Redevelopment Commission reviewed the bids and bid alternates on Tuesday, July 14, 2026. The Commission accepted the bid from Niblock Excavating for the Base Bid plus Alternate No. 1 and recommended it to the Board of Works for award.

The Engineering Department is requesting the Board of Public Works and Safety to award the attached contract to Niblock Excavating as the lowest responsive and responsible bidder for the Base Bid plus Alternate No. 1.

Requested Motion: **Approve the contract with Niblock Excavating for the River Race Drive Reconstruction for the ROW on the Millrace project in the amount of \$525,537.50.**

RIVER RACE DRIVE RECONSTRUCTION - JN: 2025-2038
MATERIAL BID TAB
BID DUE DATE - July 9, 2026

BASE BID				Niblock		Rieth-Riley	
Item No.	Est. Qty.	Unit	Description	Unit Price	Amount	Unit Price	Amount
1	1	LS	Construction Notice Board	\$975.00	\$975.00	\$2,500.00	\$2,500.00
2	1	LS	Construction Engineering	\$10,000.00	\$10,000.00	\$7,700.00	\$7,700.00
3	1	LS	Mobilization and Demobilization	\$20,000.00	\$20,000.00	\$29,000.00	\$29,000.00
4	1	LS	Maintenance of Traffic	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
5	1	LS	Clearing Right of Way	\$11,500.00	\$11,500.00	\$14,000.00	\$14,000.00
6A	345	SYD	Concrete Sidewalk, Remove	\$10.00	\$3,450.00	\$53.00	\$18,285.00
6B	705	LFT	Curb and Gutter, Remove	\$9.00	\$6,345.00	\$22.00	\$15,510.00
6C	1	EA	Storm Sewer Structure, Remove	\$800.00	\$800.00	\$3,320.00	\$3,320.00
6D	15	LFT	Storm Sewer Pipe, Remove	\$35.00	\$525.00	\$177.00	\$2,655.00
7	1	LS	Earthwork and Grading	\$55,000.00	\$55,000.00	\$76,380.00	\$76,380.00
8	1	LS	Temporary Erosion and Sediment Control	\$7,500.00	\$7,500.00	\$17,000.00	\$17,000.00
9	300	SYD	Milling, Asphalt, 1 1/2 IN	\$9.50	\$2,850.00	\$28.00	\$8,400.00
10	660	TONS	Compacted Aggregate Base, No. 53	\$60.00	\$39,600.00	\$61.00	\$40,260.00
11A	135	TONS	HMA Surface, 9.5 mm, Type B	\$175.00	\$23,625.00	\$199.00	\$26,865.00
11B	175	TONS	HMA Intermediate, 19.0 mm, Type B	\$135.00	\$23,625.00	\$142.00	\$24,850.00
11C	210	TONS	HMA Base, 25.0 mm, Type B	\$132.50	\$27,825.00	\$128.00	\$26,880.00
12	2,500	SYD	Asphalt for Tack Coat	\$0.25	\$625.00	\$0.01	\$25.00
14	40	SYD	Curb Ramp, Concrete	\$235.00	\$9,400.00	\$250.00	\$10,000.00
15A	460	SYD	Concrete Sidewalk, 4"	\$110.00	\$50,600.00	\$70.00	\$32,200.00
15B	285	SYD	Concrete Sidewalk, 6"	\$145.00	\$41,325.00	\$82.00	\$23,370.00
16A	145	LFT	Concrete Curb and Gutter	\$55.00	\$7,975.00	\$45.00	\$6,525.00
16B	505	LFT	Concrete Curb and Gutter, Depressed	\$43.50	\$21,967.50	\$45.00	\$22,725.00
16C	35	LFT	Concrete Curb	\$55.00	\$1,925.00	\$75.00	\$2,625.00
17	100	SYD	Mulched Seeding	\$25.00	\$2,500.00	\$11.75	\$1,175.00
18	15	LFT	Storm Sewer Pipe, Circular, 12 IN.	\$135.00	\$2,025.00	\$390.00	\$5,850.00
19A	11	EA	Water Service, Retirement	\$1,550.00	\$17,050.00	\$1,370.00	\$15,070.00
19B	235	LFT	Water Service, 1"	\$115.00	\$27,025.00	\$125.00	\$29,375.00
20A	6	EA	Sanitary Sewer Lateral, Abandon	\$730.00	\$4,380.00	\$1,158.00	\$6,948.00
20B	18	EA	Sanitary Sewer Lateral, Relocate Cleanout	\$2,075.00	\$37,350.00	\$820.00	\$14,760.00
21A	1	EA	Storm Sewer, Standard Inlet, 30 IN.	\$3,000.00	\$3,000.00	\$6,500.00	\$6,500.00
21B	2	EA	Storm Sewer, Standard Manhole, 48 IN.	\$4,500.00	\$9,000.00	\$9,400.00	\$18,800.00
21C	1	EA	Storm Sewer, Replace Casting	\$2,150.00	\$2,150.00	\$3,800.00	\$3,800.00
22	3	EA	Casting, Adjust to Grade	\$2,150.00	\$6,450.00	\$1,400.00	\$4,200.00
23	140	LFT	Conduit, HDPE Schedule 40, 4 IN.	\$25.50	\$3,570.00	\$41.00	\$5,740.00
TOTAL BASE BID AMOUNT					\$489,437.50		\$530,793.00

ALTERNATE No. 1 - ALLEY RECONSTRUCTION							
Item No.	Est. Qty.	Unit	Description	Unit Price	Amount	Unit Price	Amount
5	1	LS	Clearing Right of Way	\$2,750.00	\$2,750.00	\$6,000.00	\$6,000.00
6E	15	SYD	Pavement, Remove	\$15.00	\$225.00	\$165.00	\$2,475.00
7	1	LS	Earthwork and Grading	\$7,500.00	\$7,500.00	\$22,000.00	\$22,000.00
10	80	TONS	Compacted Aggregate Base, No. 53	\$60.00	\$4,800.00	\$95.00	\$7,600.00
11A	20	TONS	HMA Surface, 9.5 mm, Type B	\$175.00	\$3,500.00	\$199.00	\$3,980.00
11B	30	TONS	HMA Intermediate, 19.0 mm, Type B	\$135.00	\$4,050.00	\$142.00	\$4,260.00
12	200	SYD	Asphalt for Tack Coat	\$0.25	\$50.00	\$0.01	\$2.00
13	15	SYD	PCCP for Approach, 6 IN.	\$200.00	\$3,000.00	\$330.00	\$4,950.00
17	100	SYD	Mulched Seeding	\$25.00	\$2,500.00	\$11.75	\$1,175.00
18	35	LFT	Storm Sewer Pipe, Circular, 12 IN.	\$135.00	\$4,725.00	\$253.00	\$8,855.00
21A	1	EA	Storm Sewer, Standard Inlet, 30 IN.	\$3,000.00	\$3,000.00	\$7,500.00	\$7,500.00
ALTERNATE No. 1 TOTAL:					\$36,100.00		\$68,797.00

TOTAL AMOUNT OF BASE BID:		\$489,437.50	\$530,793.00
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TOTAL AMOUNT OF BASE BID + ALTERNATE No. 1:		\$525,537.50	\$599,590.00
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I certify that this bid tab is true and accurate, and the contractors submitted all the required bid information.

Dustin K. Sailor

Dustin Sailor, P.E.
 Director of Public Works
 City of Goshen, Indiana

7/10/2026
 Date





**Engineering Department
CITY OF GOSHEN**

204 East Jefferson Street, Suite 1 • Goshen, IN 46528-3405

Phone (574) 534-2201 • Fax (574) 533-8626 • TDD (574) 534-3185
engineering@goshencity.com • www.goshenindiana.org

Exhibit #3

MEMORANDUM

TO: Board of Public Works and Safety

FROM: Goshen Engineering Department

RE: **WILDEN AVENUE – ROAD CLOSURE FOR BRIDGE DECK SEALING OF
BRIDGE 401 (JN: STREETS – WILDEN AVENUE)**

DATE: July 16, 2026

Milestone Contractors and Elkhart County have requested a one-day closure of Wilden Avenue between Beaver Lane and Indiana Avenue in order to seal the bridge deck over the Elkhart River. The work is planned for Thursday, July 16, 2026, weather permitting. The closure will take place on the next weekday with acceptable weather, if delayed. Engineering staff have reviewed the traffic control plan and find it acceptable. Elkhart County is responsible for nearly all vehicle bridge maintenance within City limits. Notifications were made in advance of the road closure, but not in time to present to the Board last week.

Requested Motion: Move to approve the closure of Wilden Avenue, from Beaver Lane to Indiana Avenue, on Thursday, July 16, 2026, or the next weekday with acceptable weather conditions.

APPROVED:
BOARD OF PUBLIC WORKS & SAFETY
CITY OF GOSHEN, INDIANA

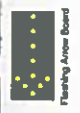
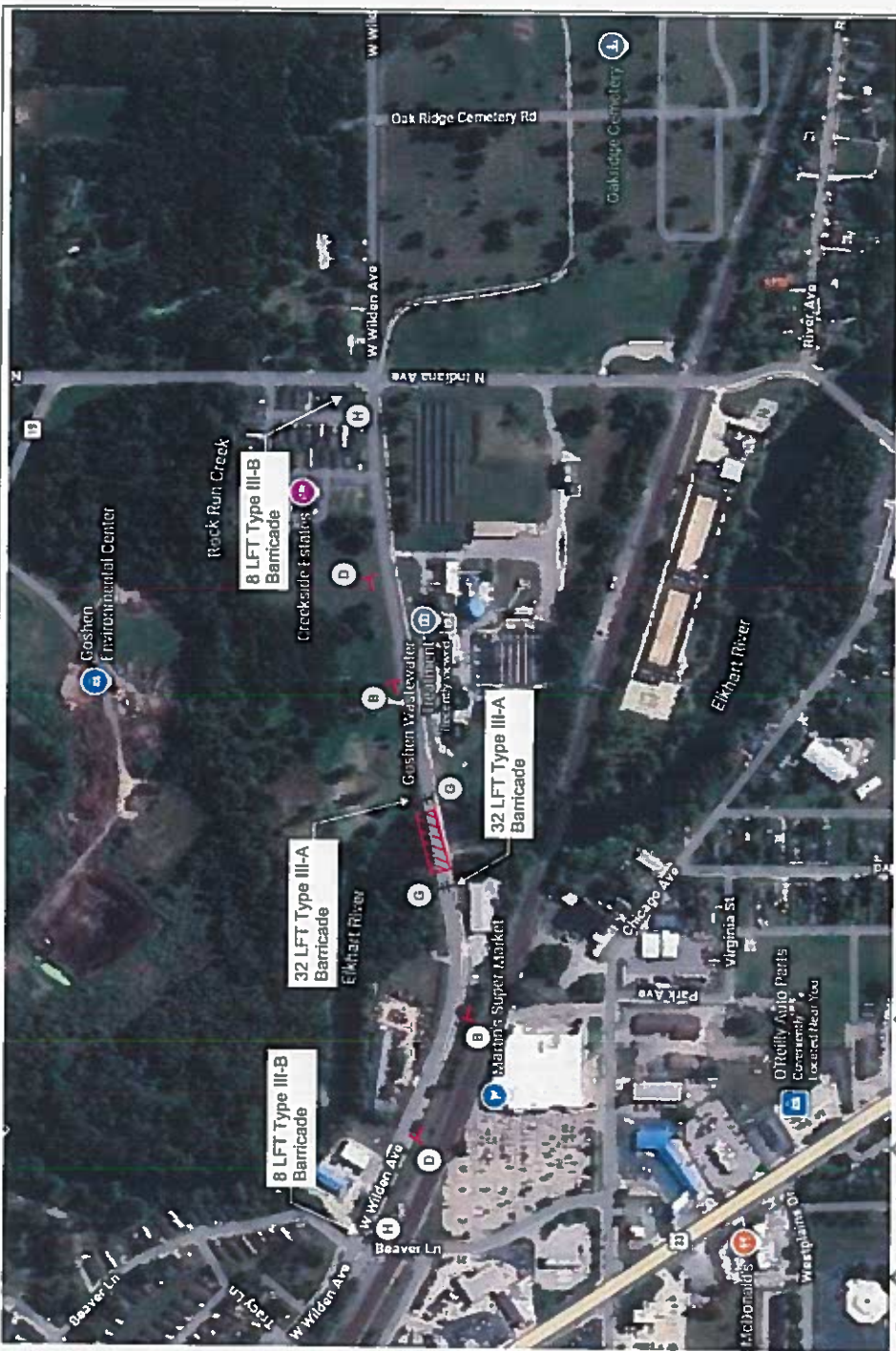
Gina Leichty, Mayor

Barb Swartley, Member

Mary Nichols, Member

Orv Myers, Member

Michael Landis, Member



R11-4
Type-B Barricade and Road Closure Sign Assembly (with R11-4)

R11-2
Type-B Barricade and Road Closure Sign Assembly (with R11-2)

XW20-3 (1500')

XW20-3 (1000')

XW20-3 (700')

XW20-3 (500')

XW20-3 (350')

XW20-3



R9-9
Type-B Barricade and Sign Assembly (with R9-9)

XG20-2

XW4-1

XW20-7

XW20-5 (L/R)

XW20-4

XW20-1

XW20-1

XW20-1

Bridge 401 - Widen Ave over the Elkhart River, 0.8 miles W of SR 15

MAINTENANCE OF TRAFFIC

DRAWN: DA

CHECKED: ZAD

MCLP Job No.: 269028



CITY OF GOSHEN LEGAL DEPARTMENT
Bodie J. Stegelmann, City Attorney

City Annex
204 East Jefferson Street, Suite 2
Goshen, Indiana 46528-3405

bodiestegelmann@goshencity.com • www.goshen.in.gov
Phone (574) 537-3854 • Fax (574) 533-8626 • TDD (574) 534-3185

MEMORANDUM

To: Board of Public Works and Safety
From: Bodie J. Stegelmann
Re: James E. Ballard Resignation
Date: July 16, 2026

James E. Ballard, a Special Police Officer with the Goshen Police Department submitted a letter of resignation and retirement, dated July 17, 2026. City staff requests that the Board of Public Works and Safety accepts the resignation and retirement of officer Ballard.

Suggested Motion: I move to accept the resignation and retirement of James E. Ballard, effective July 17, 2026.