



City of Goshen Board of Public Works & Safety

Agenda for the Claims Review/Approval Meeting

4:00 p.m., AUGUST 20, 2026

Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana

To access online streaming of the meeting, go to <https://goshenindiana.org/calendar>

Call to Order by Mayor Leichty

Approval of Minutes: August 13, 2026 meeting

Approval of Agenda

1) Water & Sewer Department request: Approve the temporary closure of Wilson Avenue, between Plymouth Avenue and the alley located south of Plymouth Avenue, beginning Wednesday, August 26, 2026, at 7:00 a.m., and continuing through Wednesday, September 9, 2026. This closure is necessary to facilitate the installation of new sewer service connections for four properties on Wilson Avenue.

Privilege of the Floor

Approval of Civil City and Utility Claims

Adjournment

Link to the archived recordings – organized in a playlist by meeting:
<https://www.youtube.com/@cityofgoshenindiana2605/playlists>



CITY OF GOSHEN BOARD OF PUBLIC WORKS & SAFETY
MINUTES OF THE AUGUST 13, 2026 MEETING
Convened in the Goshen Police Building, 111 East Jefferson St., Goshen, Indiana

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

Absent: None

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 August 6, 2026 meeting as prepared by the Clerk-Treasurer. Board member Mary Nichols made a motion to approve the minutes as presented. Board member Orv Myers 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 five “walk-in” agenda items: a request from Goshen College and four from the City Legal Department. Board member Nichols made a motion to approve the agenda as amended. Board member Myers seconded the motion. The motion passed 5-0.

1) Goshen College request: Approve the display of a banner above Main Street welcoming Goshen College Students during the week of Aug. 24-31, 2026

Goshen College Director of Orientation, Transition & Retention Adela Hufford asked the Board to approve the display of a banner across Main Street welcoming Goshen College students during the week of Aug. 24-31, 2026. Premiere Signs will be responsible for installing and removing the banner in accordance with City guidelines and approved timelines. A proof of the proposed banner design was provided to Board members.

NOTE: Before the meeting, Clerk-Treasurer Aguirre circulated to the Board a memorandum, dated Aug. 12, 2026, in support of what became added agenda item #1, *Goshen College request: Approve the display of a banner above Main Street welcoming Goshen College Students during the week of Aug. 24-31, 2026 (EXHIBIT #1).*

Nichols/Myers made a motion to approve the display of a banner above Main Street welcoming Goshen College Students during the week of Aug. 24-31, 2026. The motion passed 5-0.

2) Bid opportunities: Open sealed proposals for the Oakridge Cemetery Maintenance Building Roofing & Siding Project and refer them to the Legal Department for review

In a memorandum to the Board, Shannon Marks, the Legal Compliance Administrator for the City Legal Department, wrote that the City solicited sealed proposals to be opened by the Board on Aug. 13 for the Oakridge Cemetery Maintenance Building Roofing & Siding Project.

Marks wrote that a sealed proposal could be mailed or delivered to the Board, in care of the Clerk-Treasurer's Office, until 3:45 p.m. of the opening date or between 3:45 p.m. and 4 p.m., to the Council Chambers.

Mayor Leichty asked if there were any additional proposals. She then announced these proposals were received:

- Newbury Square Construction, Shipshewana, IN: \$63,848.51
- Reliable Roofing & Construction, South Bend, IN: \$123,000.00

Nichols/Myers made a motion to forward the proposals to the City Legal Department for review. The motion passed 5-0.



3) NIPSCO request: Approve the closure of College Avenue, from Lincolnway East / US 33 east to Century Drive, over two four-day periods, starting Monday, Aug. 17

On behalf of NIPSCO, City Civil Engineer Brad Minnick presented proposed street closure request for the NIPSCO Distribution Automation (DA) project.

Minnick said. NIPSCO has requested the following closures:

Area 1: 8/24-8/25

Area 4: 9/4-9/7

Area 5: 9/8-9/9

Area 14: 10/9-10/9

Area 15: 10/12-10/12

A NIPSCO representative indicated via email that having lane restrictions instead of a closure along College Ave (Areas 4, 5 & 15), Area 4 is the most concerning since it is a larger steel pole that typically requires their crane to be utilized. This has a wider footprint and would encroach on the open lane. However, Minnick said City staff would work with NIPSCO to minimize the impact.

Nichols/Myers made a motion to approve NIPSCO's requested street closures as presented, including College Avenue, from Lincolnway East to US 33, east of Century Drive, over two four-day periods starting Monday, Aug. 17. The motion passed 5-0.

4) Legal Department request: Authorize the Mayor to execute the Deed of Dedication for public right-of-way at 65753 State Road 15, Goshen and adopt Resolution 2026-16 transferring 65753 State Road 15 to the Goshen Redevelopment Commission for purposes of disposal, and authorize the Mayor to execute the transfer deed

Assistant City Attorney Don Shuler recommended that the Board authorize the execution and acceptance of the Deed of Dedication for 20 feet of right-of-way at 65753 State Road 15, Goshen.

Shuler said the purpose of the Deed of Dedication is to secure the right-of-way in case of any further expansion of State Road 15. This dedication is companion to the Deed of Dedication by the Goshen Redevelopment Commission for the adjacent property at 65735 State Road 15, to be accepted by the Board.

Shuler further recommended the Board adopt Resolution 2026-16 transferring 65753 State Road 15, less the dedicated right-of-way, to the Goshen Redevelopment Commission for purposes of disposal. Following the dedication and transfer, the Goshen Redevelopment Commission will issue a Request for Proposals (RFP) for the sale of 65753 State Road 15 along with 65735 State Road 15.

Shuler asked the Board to consider both properties together – the property at 65753 State Road 15 and the adjacent property at 65735 State Road 15, to see if the City can get any takers for them for potential commercial development.

Shuler confirmed for **Mayor Leichty** that the Redevelopment Commission is prepared to put those properties up for sale once they have the authorization to do so. He said the Redevelopment Commission this week approved a form of RFP to be issued after City Council authorization to dispose of the property.

At the request of **Board member Landis** clarified the location of the properties. He also said the properties were originally obtained by the City for a road expansion but that never occurred.

Nichols/Myers made a motion to authorize the Mayor to execute the Deed of Dedication for public right-of-way at 65753 State Road 15, Goshen and adopt Resolution 2026-16 transferring 65753 State Road 15 to the Goshen Redevelopment Commission for purposes of disposal, and to authorize the Mayor to execute the transfer deed. The motion passed 5-0.



5) Legal Department request: Accept the Deed of Dedication for public right-of-way from the Goshen Redevelopment Commission, and authorize the Mayor to execute the acceptance

In a request related to the previous agenda item, **Assistant City Attorney Don Shuler** recommended that the Board accept the attached Deed of Dedication from the Goshen Redevelopment Commission for 20 feet of right-of-way at 65735 State Road 15, Goshen.

Shuler indicated in a memorandum to the Board that following acceptance and recording of the Deed of Dedication, the Goshen Redevelopment Commission will be issuing Request for Proposals for the sale of the Real Estate at 65735 State Road 15 along with 65753 State Road 15. He said the purpose of the Deed of Dedication is to secure the right-of-way in case of any further expansion of State Road 15.

Nichols/Myers made a motion to approve the Deed of Dedication for public right-of-way from the Goshen Redevelopment Commission and authorize the Mayor to execute the acceptance. The motion passed 5-0.

6) Legal Department request: Approve the agreement with the Goshen Chamber of Commerce for \$50,000 to support Economic Development and Tourism for the City of Goshen and authorize Mayor Leichty to execute the agreement

City Attorney Bodie Stegelmann said the City of Goshen has many organizations that provide services or programs to its residents more efficiently than what the City could provide. He said the City has supported certain such organizations with funds in the past and wishes to continue to do so.

Stegelmann said organizations considered for support are subject to an application process, which includes a description of how these funds will be used. Organizations chosen must account for how the funds were used.

Stegelmann said the City seeks to enter into an agreement with Goshen Chamber of Commerce for \$50,000 to support Economic Development and Tourism for the City of Goshen.

Nichols/Myers made a motion to approve the agreement with Goshen Chamber of Commerce for \$50,000 to support Economic Development and Tourism for the City of Goshen and authorize Mayor Leichty to execute the agreement. The motion passed 5-0.

7) Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with Goshen Floor Mart for the installation of carpet in the Goshen Utilities Billing Office, 203 South 5th Street

City Attorney Bodie Stegelmann recommended that the Board approve and authorize Mayor Leichty to execute the agreement with Goshen Floor Mart for the installation of carpet in the Goshen Utilities Billing Office, located at 203 South 5th Street. He said the total cost for the carpet installation will be \$7,919.03.

Nichols/Myers made a motion to approve and authorize Mayor Leichty to execute the agreement with Goshen Floor Mart for the installation of carpet in the Goshen Utilities Billing Office, located at 203 South 5th Street. The motion passed 5-0.

8) Engineering Department request: Approve Change Order No. 10 in the amount of \$14,168 to include French Drain installation to alleviate persistent groundwater issues

City Civil Engineer Brad Minnick said a constructability issue is being addressed in Change Order No. 10.

Minnick said the issue detailed in the included exhibit addresses the significant amount of water seeping from the slope of GDC's north parking lot into the new roadway. Continued infiltration of water will result in premature failure of the roadway pavement.



To remedy this, **Minnick** said Niblock has proposed installation of 154 lineal feet of French Drain to intercept the water and convey it to the adjacent storm structures.

Goshen Engineering requested that the Board approve Change Order No. 10 for \$14,168.00. This change, along with previous changes, increases the value of the contract by 4.97%. The change order was reviewed and approved by the Goshen Redevelopment Commission at its Aug.11, 2026 meeting.

Board member Swartley asked what GDC was. **Minnick** said it was Goshen Die Cutting.

Nichols/Myers made a motion to approve Change Order No. 10 in the amount of \$14,168 to include French Drain installation to alleviate persistent groundwater issues at the project. The motion passed 5-0.

9) Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services for Mold and Radon Testing for nine City Buildings for \$45,300

City Attorney Bodie Stegelmann recommended that the Board approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services to allow the City to enter into an agreement for Mold and Radon Testing for nine City Buildings, which were highlighted in Exhibits A & B attached to the agreement.

The total cost for these services are as follows:

Mold Optical Air Sampling Assessment	Not-to-Exceed \$17,480
Radon Testing	Not-to-Exceed \$27,820
Total for Both	Total \$45,300

Testing will be conducted as follows:

- City Hall - 202 South 5th Street: 10 total air samples
- Utility Billing Office - 203 South 5th Street: 10 total air samples
- Police Courts Building - 111 East Jefferson Street: 17 total air samples
- Annex Building - 204 East Jefferson Street: 11 total air samples
- Water Sewer Building - 308 North 5th Street: 7 total air samples
- Fire Station #4 - 1728 Reliance Road: 4 total air samples
- Parks, Buildings, and Grounds Offices - 524 East Jackson Street: 5 total air samples
- Fire Station #3 - 1203 College Avenue: 5 total air samples
- Airport - 17229 County Road 42: 7 total air samples

Board member Swartley said that \$45,000 seemed like a lot of money for radon testing. **City Superintendent of Parks & Recreation Tanya Heyde** responded, "I worked recently with this company for some environmental services at the pool facility as well and given the number of buildings that we're doing, it does seem like a fair price."

NOTE: Before the meeting, **City Paralegal Christina M. Bonham** circulated to the Board a one-page memorandum, dated Aug. 13, 2026, an eight-page agreement and nine pages of exhibits, in support of what became added agenda item #9, *Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services for Mold and Radon Testing for nine City Buildings for \$45,300 (EXHIBIT #2).*

Nichols/Myers made a motion to approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services for Mold and Radon Testing for nine (9) City Buildings. The motion passed 5-0.

10) Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with Abonmarche Consultant's, Inc. for the Conceptual Site Plan for Hay Park Skate Park for \$3,900



City Attorney Bodie Stegelmann recommended that the Board approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultant's, Inc. to allow the City to enter into an agreement for the Conceptual Site Plan for Hay Park Skate Park. Stegelmann said the total cost for this service will be \$3,900.

Mayor Leichthy asked **City Superintendent of Parks & Recreation Tanya Heyde** to address why the City has decided to move the skate park away from Rogers Park to Hay Park and how amazing it will be.

"It's going to be amazing," **Heyde** responded. "We are happy to look at Hay Park for a possible location for the skate park relocating it out and away from Rogers Park and out of the floodway, where over the years we have realized some substantial damage done to the space or the equipment in its current location.

"So, we're looking at Hay Park. It may look a little different than what we realize now, but we have worked with some outside agencies on some planning efforts and as long as Abonmarche takes a look and thinks that the park will work, we would love to be located there. It's connected, via the trail system, and it's fairly centrally located as well for some schools and walkers and bike riders."

NOTE: Before the meeting, **City Paralegal Christina M. Bonham** circulated to the Board a one-page memorandum, dated Aug. 13, 2026, an eight-page agreement and three pages of exhibits, in support of what became added agenda item #10, *Legal Department request: Approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultant's, Inc. for the Conceptual Site Plan for Hay Park Skate Park for \$3,900 (EXHIBIT #3).*

Nichols/Myers made a motion to approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultants, Inc. for the Conceptual Site Plan for Hay Park Skate Park. The motion passed 5-0.

11) Legal Department request: Approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultant's, Inc. for the Roger's Park Master Plan for \$43,900

City Attorney Bodie Stegelmann recommended that the Board approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultant's, Inc. to allow the City to enter into an agreement for the Roger's Park Master Plan.

The total cost for this service will be as follows:

Task #1: Master Planning Process	Lump Sum of \$27,500
Task #2: Public Engagement & Agency Coordination	Lump Sum of \$7,500
Task #3: Survey/Base Mapping	Lump Sum of \$8,900
TOTAL:.....	\$43,900

Mayor Leichthy asked **City Superintendent of Parks & Recreation Tanya Heyde** to talk about the plan.

Heyde said "With the relocation of the skate park ... as well as looking at the aging facilities that we have there, the restroom building as well as the pavilion, we are looking at what we can do with that space. We know we're very limited with it being located in a floodway, and we also want to be good stewards. So, we are working on a master plan with not only City staff and Park staff, but also the public to see what, others would enjoy there."

NOTE: Before the meeting, **City Paralegal Christina M. Bonham** circulated to the Board a one-page memorandum, dated Aug. 13, 2026, an eight-page agreement and five pages of exhibits, in support of what became added agenda item #11, *Legal Department request: Approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultant's, Inc. for the Roger's Park Master Plan for \$43,900 (EXHIBIT #4).*

Nichols/Myers made a motion to approve and authorize Mayor Leichthy to execute the agreement with Abonmarche Consultants, Inc. for the Roger's Park Master Plan. The motion passed 5-0.



12) Legal Department request: Award the quote for the purchase of a 2026 or Newer Cab & Chassis to Eby Ford Sales, Inc. as the lowest responsible and responsive bidder and approve and authorize the Mayor to execute the agreement with Eby Ford for the purchase

City Attorney Bodie Stegelmann said the City solicited requests for quotes for the purchase of a 2026 or newer Cab and chassis. Below is a summary of the quotes submitted:

1. Eby Ford Sales, Inc., 2714 Elkhart Rd., Goshen / \$57,414.40

2. Jordan Automotive, 609 E. Jefferson Blvd., Mishawaka, / \$57,505.00

Stegelmann recommended that Eby Ford Sales, Inc., be awarded the purchase agreement as the lowest responsive and responsible bidder with a total cost of \$57,414.40. He further recommended that the Board approve and authorize Mayor Leichty to execute the agreement for the purchase of a 2026 or Newer Cab & Chassis for a total cost of \$57,414.40.

NOTE: Before the meeting, **City Paralegal Christina M. Bonham** circulated to the Board a one-page memorandum, dated Aug. 13, 2026, a six-page agreement, in support of what became added agenda item #12, *Legal Department request: Award the quote for the purchase of a 2026 or Newer Cab & Chassis to Eby Ford Sales, Inc. as the lowest responsible and responsive bidder and approve and authorize the Mayor to execute the agreement with Eby Ford for the purchase (EXHIBIT #5).*

Nichols/Myers made a motion to award the quote for the purchase of a 2026 or Newer Cab & Chassis to Eby Ford Sales, Inc. as the lowest responsible and responsive bidder and approve and authorize the Mayor to execute the agreement with Eby Ford for the purchase. 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 4:23 p.m. There were no comments.

APPROVAL OF CIVIL CITY AND UTILITY CLAIMS

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

ADJOURNMENT

Mayor Leichty adjourned the meeting at 4:24 p.m.

EXHIBIT #1: Before the meeting, Clerk-Treasurer Aguirre circulated to the Board a memorandum, dated Aug. 12, 2026, in support of what became added agenda item #1, *Goshen College request: Approve the display of a banner above Main Street welcoming Goshen College Students during the week of Aug. 24-31, 2026.*

EXHIBIT #2: Before the meeting, City Paralegal Christina M. Bonham circulated to the Board a one-page memorandum, dated Aug. 13, 2026, an eight-page agreement and nine pages of exhibits, in support of what became added agenda item #9, *Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services for Mold and Radon Testing for nine City Buildings for \$45,300.*



EXHIBIT #3: *Before the meeting, City Paralegal Christina M. Bonham circulated to the Board a one-page memorandum, dated Aug. 13, 2026, an eight-page agreement and three pages of exhibits, in support of what became added agenda item #10, Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with Abonmarche Consultant's, Inc. for the Conceptual Site Plan for Hay Park Skate Park for \$3,900.*

EXHIBIT #4: *Before the meeting, City Paralegal Christina M. Bonham circulated to the Board a one-page memorandum, dated Aug. 13, 2026, an eight-page agreement and five pages of exhibits, in support of what became added agenda item #11, Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with Abonmarche Consultant's, Inc. for the Roger's Park Master Plan for \$43,900.*

EXHIBIT #5: *Before the meeting, City Paralegal Christina M. Bonham circulated to the Board a one-page memorandum, dated Aug. 13, 2026, a six-page agreement, in support of what became added agenda item #12, Legal Department request: Award the quote for the purchase of a 2026 or Newer Cab & Chassis to Eby Ford Sales, Inc. as the lowest responsible and responsive bidder and approve and authorize the Mayor to execute the agreement with Eby Ford for the purchase.*

APPROVED:

Mayor Gina Leichty

Mike Landis, Member

Orv Myers, Member

Mary Nichols, Member



Barb Swartley, Member

ATTEST:

Richard R. Aguirre, Clerk-Treasurer



Marv Shepherd, Superintendent
Water Treatment & Sewer Collection Department

308 North Fifth Street • Goshen, IN 46528-2802

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marvshepherd@goshencity.com • www.goshenindiana.org

Dear Board Members,

The Water & Sewer Department respectfully requests approval for the temporary closure of Wilson Avenue between Plymouth Avenue and the alley located south of Plymouth Avenue, beginning Wednesday, August 26, 2026, at 7:00 a.m., and continuing through Wednesday, September 9, 2026.

This closure is necessary to facilitate the installation of new sewer service connections for four properties on Wilson Avenue. Currently, the properties at 905, 907, and 909 Wilson Avenue share a common sewer lateral that extends to Plymouth Avenue. This project will provide individual sewer service connections and improve the long-term reliability and maintainability of the sanitary sewer system.

To help maintain traffic flow during construction, the first alley north of the work zone will remain open and serve as a detour around the project area. Appropriate traffic control devices, signage, and safety measures will be installed and maintained in accordance with applicable standards throughout the duration of the work.

This project is necessary to provide adequate sewer service to the affected properties and to ensure the safe and efficient completion of the utility installation. The construction schedule is weather dependent and may be adjusted as necessary based on site conditions or inclement weather.

We respectfully request the Board's approval of this temporary road closure to allow the work to proceed as scheduled.



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Legend

StsInlet

- Catchbasin, Our Agency
- Catchbasin, State

StsGravityMain

- Storm, Our Agency

SsManhole

- Sewage, Our Agency
- SsCleanOut
- SsLateralLine

SsGravityMain

- Sewage, Our Agency
- Address

- Parcels

Road Segments

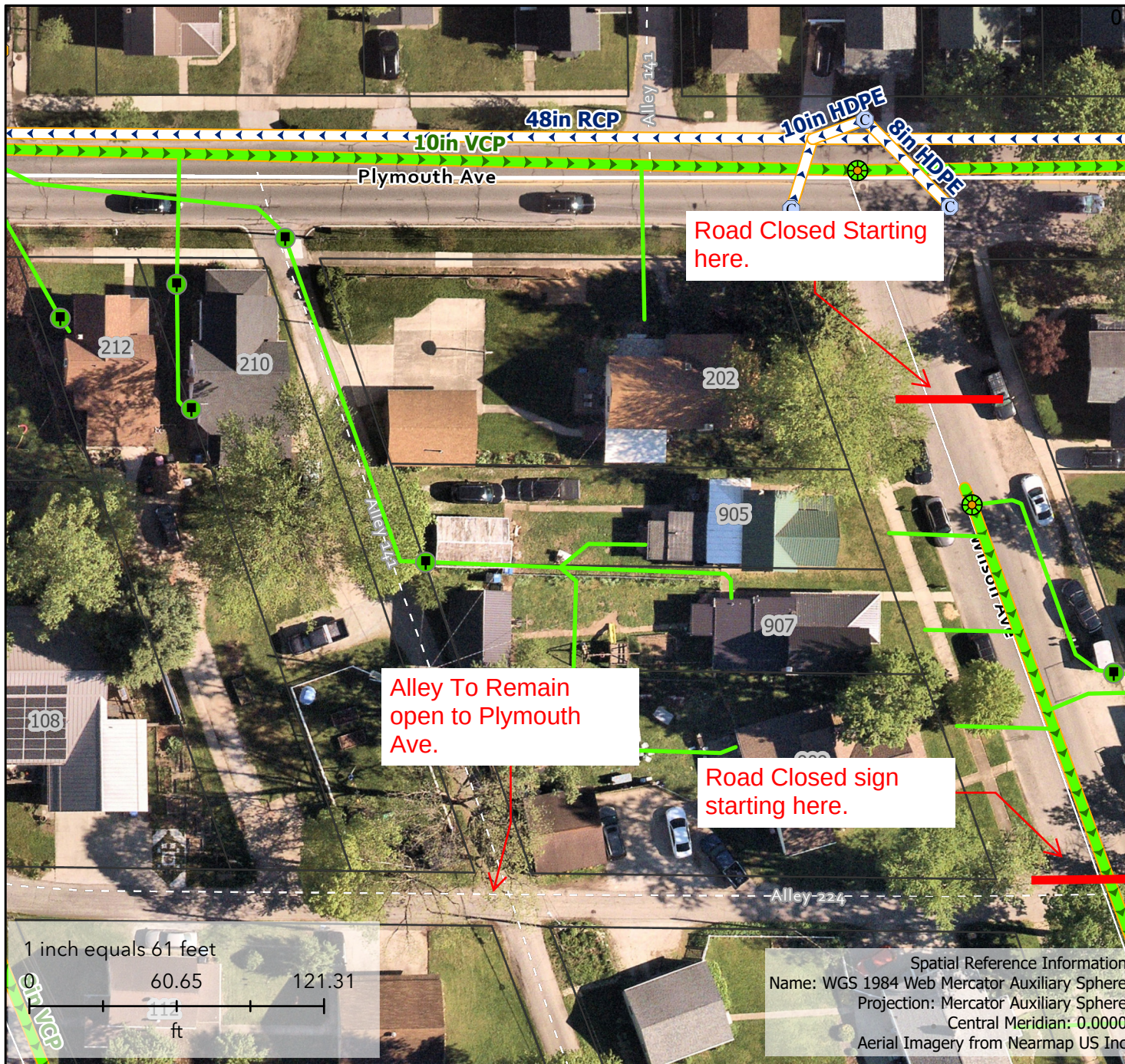
- Public Road
- State Road/US Highway
- Alley
- City Limits
- World Imagery
- Low Resolution 15m Imagery
- High Resolution 60cm Imagery
- High Resolution 30cm Imagery
- Citations
- 15cm Resolution Metadata

The City of Goshen

Department of Public Works & Safety
Office of Engineering

204 East Jefferson Street, Goshen, Indiana 46528
Phone: 574-534-2201 engineering@goshencity.com

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Wilson Ave. Road Closure