

## GOSHEN COMMON COUNCIL

### Minutes of the DECEMBER 27, 2022 Regular Meeting

*Convened in the Council Chambers, Police & Court Building, 111 East Jefferson Street, Goshen, Indiana*

Mayor Jeremy Stutsman called the meeting to order at 5:30 p.m. and led the Pledge of Allegiance.

Mayor Stutsman asked the Clerk-Treasurer to conduct the roll call.

**Present:** Julia King (At-Large) Doug Nisley (District 2) Donald Riegsecker (District 1)  
Matt Schrock (District 3) Council President Brett Weddell (At-Large)  
Youth Advisor Karen C. Velazquez Valdes (Non-voting) – *Arrived at 5:36 p.m.*

**Absent:** Megan Eichorn (District 4) and Gilberto Pérez Jr. (District 5)

**Approval of Minutes:** Mayor Stutsman said there were no minutes to review/approve.

**Approval of Meeting Agenda:** Mayor Stutsman presented the meeting agenda for approval. Councilor Nisley moved to approve the agenda as submitted. Councilor Schrock seconded the motion. The motion passed 5-0 on a voice vote.

#### Privilege of the Floor:

At 5:31 p.m., Mayor Stutsman invited public comments on matters not on the agenda. There were none, so the Mayor closed Privilege of the Floor.

#### 1) Resolution 2022-29: An Emergency Resolution Providing for the Transfer of Appropriations

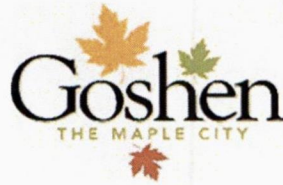
Mayor Stutsman called for the introduction of Resolution 2022-29, *An Emergency Resolution Providing for the Transfer of Appropriations*. Council President Weddell asked the Clerk-Treasurer to read Resolution 2022-29 by title only, which he did.

Weddell/Nisley moved to approve Resolution 2022-29.

#### **BACKGROUND:**

Deputy Clerk-Treasurer Jeffery Weaver presented a memorandum, included in the Council meeting packet in which he explained the purpose and rationale for Resolution 2022-29, which requested authorization from the Council and Mayor to move available resources between major categories within the City's funds. The Clerk-Treasurer's Office presents appropriation category transfers to the Common Council at the last Council meeting each year to close the annual budget with all accounts within budget.

Weaver explained that an appropriation is "permission to spend available money" and is tied to a specific fund. Within a fund there are four spending categories and multiple accounts. The state Department of Local Government Finance (DLGF) requires Council approval to move an appropriation from one category to another. The Council can approve this transfer when a City Department has available appropriations in a category that can be transferred to a depleted category to meet Department expenses.



**Weaver** wrote that by moving an appropriation from one category to another, the Council is only changing the category from which the City pays an expenditure. The Council is not approving any additional spending, so the fund's total appropriation remains the same.

On behalf of the Clerk-Treasurer's Office, **Weaver** asked Councilors to approve Resolution 2022-29 because the Council is the City's fiscal body which authorizes the City's budget and any budget adjustments. State auditors require each appropriation to be a zero or positive dollar amount at the end of the year. The vast majority of the City's appropriations are underspent, and these adjustments reflect a small number of the 1,200+ appropriation lines the City maintains throughout the year.

**Weaver** said that if the Council approves the category transfers at the Dec. 27 meeting, the Clerk-Treasurer will then register the adjustments in the City's books and communicate the transfers to the affected City departments. These category transfers are adjustments that only require Council approval to be final, and do not require notification to the state Department of Local Government Finance.

**Resolution 2022-29, An Emergency Resolution Providing for the Transfer of Appropriations**, would authorize the Clerk-Treasurer's Office to transfer unobligated balances into different categories than was appropriated in the annual budget for the various functions of the several departments to meet emergencies (**EXHIBIT #1**):

**GENERAL FUND - 101**

**FROM:** Board of Works/Full Time Personnel 101-510-07-411.0130 (\$3,000)

**TO: Mayor/Longevity 101-510-03-411.0152 \$3,000**

**FROM:** Mayor/Other Office Expenses 101-510-03-421.0500 (\$1,000)

**TO: Mayor/Subscriptions and Dues 101-510-03-439.0301 \$1,000**

**FROM:** CT/Other Office Expenses 101-510-04-421.0501 (\$1,800)

**TO: CT/Postage 101-510-04-432.0201 \$1,800**

**FROM:** Court/Full Time Personnel 101-510-06-411.0130 (\$100)

**TO: Court/Increment 101-510-06-411.0151 \$100**

**FROM:** Board of Works/Full Time Personnel 101-510-07-411.0130 (\$31,000)

**TO: Fire/Full Time Personnel 101-520-12-411.0130 \$31,000**

**AMERICAN RESCUE PLAN FUND - 176**

**FROM:** ARP/Services & Charges 176-510-00-431.0000 (\$36,000)

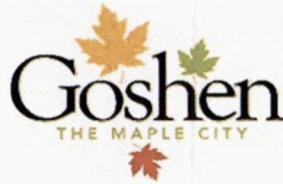
**TO: ARP/Test Kits 176-510-00-422.0300 \$36,000**

**AVIATION FUND - 206**

**FROM:** Aviation/Electricity 206-530-00-435.0101 (\$2,425)

**TO: Aviation/Full Time Personnel 206-530-00-411.0130 \$2,150 and**

**Aviation/Building Materials 206-530-00-422.0400 \$ 275**



**PUBLIC SAFETY LOCAL OPTION INCOME TAX (LOIT) - 249**

**FROM:** PS LOIT/Equipment 249-520-00-445.0201 (\$51,500.00)

**TO:** PS LOIT/Fire Retirement 249-520-00-413.0912 \$25,000.00 and  
PS/Fire Gas Diesel Propane 249-520-00-422.0210 \$26,500.00

**SUMMARY OF DISCUSSION AND PASSAGE OF RESOLUTION 2022-29 ON DEC. 27, 2022:**

**Mayor Stutsman** said Resolution 2022-29 was the usual year-end measure to make sure all City budget lines were balanced. He asked if there were any questions from Councilors.

**Councilor Nisley** asked for an explanation of the proposed transfer of \$31,000 from Board of Works/Full Time Personnel to Fire/Full Time Personnel.

**Mayor Stutsman** responded that last year the City completed the 2022 budget before concluding negotiations with the Fire Department union over salaries. He said the City ended up concluding its negotiations with a 3.5 percent salary increase, instead of 3 percent.

To cover the expected salary increases, **Mayor Stutsman** said the City placed \$250,000 in the Board of Works/Full Time Personnel budget line so staff could shift it around as needed to cover salaries throughout the year. The Mayor said that's why there was so much money in the Board of Works/Full Time Personnel line. He added that \$31,000 was being transferred for full-time Fire Department personnel because the City decided to hire firefighters early to allow for several months of training to take place without the loss of personnel who would be training.

**Deputy Clerk-Treasurer Jeffery Weaver** said he was available to answer additional questions from Councilors. Referring to an earlier Council quip about whether he had included in the resolution a controversial proposal to regulate the raising chickens in the City, Weaver joked that the resolution also wouldn't regulate peacocks in the City "because I know that needs a separate ordinance because they're loud." Several Councilors laughed.

**Council President Weddell** asked about the shift of \$36,000 in the American Rescue Plan Fund to pay for test kits.

**Mayor Stutsman** responded that the funds are being transferred to pay for the COVID-19 test kits that the City purchased in 2021.

**Councilor Nisley** asked about the transfer of \$2,425 from Aviation/Electricity to Aviation/Full Time Personnel (\$2,150) and Aviation/Building Materials (\$275).

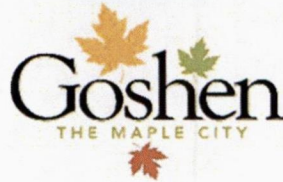
**Mayor Stutsman** responded he believes not enough was budgeted in the two lines, so the transfer was proposed.

**Councilor Nisley** said that was good, but he would like to see more funds going to the Goshen Airport.

**At 5:35 p.m., Mayor Stutsman invited public comments on Resolution 2022-29. There were none.**

**There were no further Council questions or comments. Council President Weddell indicated that Councilors were ready to vote.**

**On a roll call vote, Councilors approved Resolution 2022-29, *An Emergency Resolution Providing for the Transfer of Appropriations*, by a 5-0 margin, with all Councilors present voting "yes." Youth Advisor Velasquez Valdes also voted "yes."**



**Elected Official Reports:**

**Mayor Stutsman** thanked City staff who worked over the Christmas holiday to clear snow and ice from streets and to keep residents safe. He said the Police Department was especially busy on Dec. 23 dealing with many calls for service, including reports of people, assumed to be homeless, outside during sub-zero temperatures. The Mayor said police reached out to those people and advised them there were many beds available in the Elkhart homeless shelter. Several people accepted the help, but some refused assistance. In those cases, the Mayor said police tried to keep track of the locations of those people and conducted "life safety checks" as possible.

**Clerk-Treasurer Aguirre** said he was aware that City Departments wisely prepared for an even worse weather emergency. He asked if extra staff time ended up being necessary to respond to the extreme weather.

**Mayor Stutsman** responded that affected City staff were able to mostly stick to their normal work schedules. He said the City experienced strong winds and low temperatures, but didn't receive the amount of snow that had been feared, which made conditions easier for the Street Department to handle. The Mayor said on Dec. 22, he met with various Department heads to hear reports on their planning to respond to the expected weather emergency.

**Councilor King** expressed appreciation for the planning and the City's response to the weather emergency.

**Mayor Stutsman** asked that the record reflect that Youth Advisor Velazquez Valdes had arrived at the meeting.


There were no further comments by elected officials.

**Councilor Nisley** made a motion to adjourn the meeting. **Councilor Riegsecker** seconded the motion. The Councilors present unanimously approved the motion to adjourn the meeting.

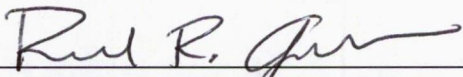
**Mayor Stutsman** adjourned the meeting at 5:38 p.m. and wished all a happy new year.

**EXHIBIT #1: Resolution 2022-29, An Emergency Resolution Providing for the Transfer of Appropriations, which would authorize the Clerk-Treasurer's Office to transfer these unobligated balances into different categories than was appropriated in the annual budget for the various functions of the several departments to meet emergencies. A copy of the resolution was emailed to Councilors and the news media before the Dec. 27, 2022 meeting and also was distributed at the meeting.**

APPROVED:

  
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**Jeremy P. Stutsman, Mayor of Goshen**

ATTEST:

  
\_\_\_\_\_  
**Richard R. Aguirre, City Clerk-Treasurer**

**RESOLUTION 2022-29**

**An Emergency Resolution Providing for the Transfer of Appropriations**

AS PER REQUEST BY A DEPARTMENT HEAD OF THE CIVIL CITY OF GOSHEN, INDIANA, FOR THE YEAR 2022, AND FORWARD TO THE COMMON COUNCIL FOR THEIR ACTION AND PASSAGE.

WHEREAS certain extraordinary conditions have developed since the adoption of the existing annual budget for the year 2022 and it is now necessary to transfer the appropriated money into different categories than was appropriated in the annual budget for the various functions of the several departments to meet emergencies;

WHEREAS, it has been shown that certain existing appropriations have unobligated balances that will be available for transferring for such emergencies;

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GOSHEN, INDIANA, that for the expenses of the City Government the following appropriations are hereby transferred and set apart out of the funds hereinafter named for the purpose specified, subject to the laws governing the same, as follows:

**GENERAL FUND - 101**

FROM: BOW/Full Time Personnel	101-510-07-411.0130	(3,000.00)
TO: Mayor/Longevity	101-510-03-411.0152	3,000.00
FROM: Mayor/Other Office Expenses	101-510-03-421.0500	(1,000.00)
TO: Mayor/Subscriptions and Dues	101-510-03-439.0301	1,000.00
FROM: CT/Other Office Expenses	101-510-04-421.0501	(1,800.00)
TO: CT/Postage	101-510-04-432.0201	1,800.00
FROM: Court/Full Time Personnel	101-510-06-411.0130	(100.00)
TO: Court/Increment	101-510-06-411.0151	100.00
FROM: BOW/Full Time Personnel	101-510-07-411.0130	(31,000.00)
TO: Fire/Full Time Personnel	101-520-12-411.0130	31,000.00

**AMERICAN RESCUE PLAN FUND - 176**

FROM: ARP/Services & Charges	176-510-00-431.0000	(36,000.00)
TO: ARP/Test Kits	176-510-00-422.0300	36,000.00

**AVIATION FUND - 206**

FROM: Aviation/Electricity	206-530-00-435.0101	(2,425.00)
TO: Aviation/Full Time Personnel	206-530-00-411.0130	2,150.00
Aviation/Building Materials	206-530-00-422.0400	275.00

**PUBLIC SAFETY LOIT - 249**

FROM: PS LOIT/Equipment	249-520-00-445.0201	(51,500.00)
TO: PS LOIT/Fire Retirement	249-520-00-413.0912	25,000.00
PS/Fire Gas Diesel Propane	249-520-00-422.0210	26,500.00

PASSED AND ADOPTED BY THE COMMON COUNCIL ON THE 27TH DAY OF  
DECEMBER, 2022

\_\_\_\_\_  
Presiding Officer

ATTEST: \_\_\_\_\_  
Richard R. Aguirre, Clerk-Treasurer

Presented by me to the Mayor of the City of Goshen, Indiana, on the 27th day of December, 2022

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Richard R. Aguirre, Clerk-Treasurer

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Jeremy P. Stutsman, Mayor