

**BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD  
MINUTES OF THE FEBRUARY 27, 2023 REGULAR MEETING**

Convened at 2 p.m. at the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

**Present:** Mayor Jeremy Stutsman, Mike Landis, Mary Nichols, and Barb Swartley

**Absent:** none

**CALL TO ORDER:** Mayor Jeremy Stutsman Called the meeting to order at 2:01 p.m.

**REVIEW/APPROVE MINUTES:** Mayor Stutsman presented the minutes of the February 13, 2023 Regular Meeting. Board Member Barb Swartley moved to accept the minutes as presented and the motion was seconded by Board Member Mary Nichols. Motion passed 4-0.

**REVIEW/APPROVE AGENDA:** Mayor Stutsman presented the meeting agenda. Board Member Swartley moved to approve the agenda as submitted, Board Member Nichols seconded the motion. Motion passed 4-0.

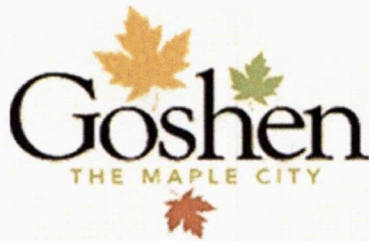
**1) Police Department:** Approve the retirement of Officer Todd Shidler effective Feb. 19, 2023.

City Police Chief Jose Miller asked the Board to approve the retirement of Officer Todd Shidler effective February 19, 2023. He said Officer Shidler started his GPD career approximately 27 ½ years ago, serving as a reserve officer, night shift patrol officer, firearms trainer and a training lieutenant at the training facility. Chief Miller wished Officer Shidler the best in all his future endeavours. Board Member Swartley moved to accept the retirement of Officer Todd Schidler effective February 19, 2023, Board Member Nichols seconded the motion. Motion passed 4-0.

**2) Fire Department:** Withdraw the conditional offer of employment extended to Jared A. Smith as a probationary firefighter and terminate conditional offer of employment agreement

Shannon Marks, the Legal Compliance Administrator, said that the Board extended a conditional offer of employment to Jared A. Smith on January 23, 2023 and authorized the mayor to execute the offer. On February 10, Mr. Smith asked to withdraw from the hiring process. Marks asked the board to officially withdraw the conditional offer and terminate the January 23 agreement with Jared A. Smith. Board Member Swartley moved to withdraw the January 23, 2023 conditional offer of employment extended to Jared A. Smith as a probationary firefighter and to terminate the January 23, 2023 Conditional Offer of Employment Agreement with Jared A. Smith. Board Member Nichols seconded the motion, motion passed 4-0.





**3) Fire Department:** Approval for a double sided, LED lighted monument style sign structure for Regional Training Center by Signtech Sign Services for \$11,849.55

Mayor Jeremy Stutsman introduced the structure, saying that he worked with Goshen Fire Department to prepare signage because the Fire Department is working with more outside organizations such as other fire departments, the U.S. Army and Reserves. He said that better signage would help others better identify the location. Board Member Mike Landis asked if the board is approving the cost of the signage, the mayor confirmed that Landis is correct and that the sign already fits the City's sign ordinances. Board Member Swartley moved to approve the double-sided LED lighted monument-style sign structure for the Regional Training Center by Signtech Sign Services for \$11,849.55 Board Member Nichols seconded the motion, motion passed 4-0.

**4) Resident request:** Christopher Jones of Goshen is requesting approval to add a gravel driveway to the property at 425 N 9th Street

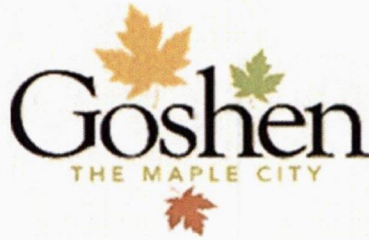
Goshen Resident Christopher Jones asked the board for permission to set gravel in the highlighted portion of the aerial map. Rossa Deegan, Planning & Zoning Administrator, said that Jones had worked with the Planning & Zoning Office to resolve property issues since the property currently has no parking area. Deegan said that the Planning Office has no problems with the gravel placement. Board Member Landis asked if the plan matches driveway requirements for the City, Deegan said that he did not review that issue but he scales the plan at 25' x 50'. Mayor Stutsman said he did not see any problems with the plan if the Planning Department approves of it. Board Member Swartley moved to accept Jones' request to add a gravel driveway to the property at 425 North 9<sup>th</sup> Street off the alley with the note that there are other gravel driveways in the area. Board Member Nichols seconded the motion, motion passed 4-0.

**5) Griffen P&H, Inc. request:** Mike Robertson request to install two mini splits in in the alley just west of 119 Lincoln Avenue

Mike Robertson proposed to install two mini-splits about 9 ½ feet off the ground in an alley west of Lincoln Avenue and then install 3" steel posts around in the corner of each to protect equipment from passing vehicles. Board Member Landis asked if the telephone pole is further out than the proposed steel posts, and Robertson confirmed that the telephone pole is 33" from the building while the posts will be only 23" from the building. Josh Corwin, City Engineer said that the City usually requests the units be installed at a height of at least 14 feet, but David Gibbs in the Streets Department is fine with the proposed 9-foot height on the condition that the units be moved if they pose an issue with passing vehicles. Board Member Swartley moved to allow Griffen P&H Inc to install two mini-splits in the alley just north of Lincoln Avenue at a 9-foot level with the understanding that if they become an issue they may need to be raised to 14 feet. Board Member Nichols seconded the motion, motion passed 4-0.

**6) Mayor's Office:** Approval of sponsorship agreement with Goshen City FC, LLC for \$12,500





Mayor Stutsman said that Goshen City FC is a new semi-professional soccer team that would play teams from Detroit, Indianapolis and Chicago and that several Council Members are excited for the City of Goshen to sponsor this team. Board Member Swartley moved to approve the sponsorship agreement with Goshen FC, LLC in the amount of \$12,500. Board Member Nichols seconded the motion, motion passed 4-0.

**7) Legal Department: Approval of six Community Service Partnership Agreements for 2023**

Brandy Toms, a Paralegal from the Legal Department, outlined the community service partnership agreements and their totals:

- Center for Business Excellence, Inc. (\$10,000);
- Chamber of Commerce of Goshen, IN, Inc. (\$50,000);
- Downtown Goshen, Inc. (\$70,000);
- Goshen Historical Society, Inc. (\$15,000);
- Goshen Theater, Inc. Inc. (\$75,000) and
- Warsaw Housing Authority (\$27,600)

Mayor Stutsman said that the Council approves separate budgets in the EDIT Fund for each of these agreements. He corrected the Downtown Goshen, Inc. which was increased to \$75,000 for 2023. Board Member Swartley moved that the City of Goshen approve the agreements as stated with the additional \$5,000 to Downtown Goshen, Inc. for a total of \$75,000, Center for Business Excellence, Inc., Chamber of Commerce of Goshen, Downtown Goshen Inc., Goshen Historical Society, Inc., Goshen Theater, Inc., and Warsaw Housing Authority to support the projects outlined in their submitted applications and authorize Mayor Stutsman to execute accordingly. Board Member Nichols seconded the motion, motion passed 4-0.

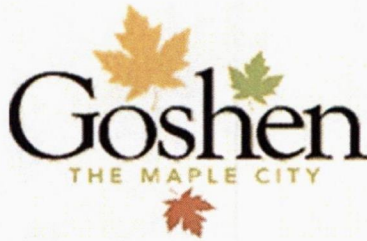
**8) Legal Department: Amendment Agreement with Cummins Sales and Service, Inc. for inspection and diagnostic testing of City generators**

Brandy Toms asked the board to approve an amendment to the existing generator maintenance agreement with Cummins Sales & Service, Inc. Board Member Swartley moved to approve and authorize the Mayor to execute the amendment agreement with Cummins Sales and Service, Inc. for inspection and diagnostic testing of City generators to extend the term through and including August 31, 2024 at a cost not to exceed \$26,789.77. Board Member Nichols seconded the motion, motion passed 4-0.

**9) Legal Department: Renumber Resolution 2023-04 to Resolution 2023-05 for the Interlocal Agreement with Elkhart County for Animal Control Services**

Shannon Marks, Legal Compliance Administrator, requested the board renumber the Animal Control Services agreement from Resolution 2023-04 to Resolution 2023-05. Board Member Swartley moved to





renumber Resolution 2023-04 to Resolution 2023-05 for the Interlocal Agreement with Elkhart County for Animal Control Services. Board Member Nichols seconded the motion, motion passed 4-0.

**10) Legal Department:** Resolution 2023-06 Acquisition of Real Estate at 3105 Peddler's Village Road

Shannon Marks asked the board to consider a resolution to purchase property because of planned roadway improvements at the intersection of Reliance Road and Peddler's Village Road. Board Member Swartley moved to adopt Resolution 2023-06, Acquisition of Real Estate at 3105 Peddler's Village Road. Board Member Nichols seconded the motion, motion passed 4-0.

**11) Legal Department:** Resolution 2023-08 Special Purchase of Road Salt

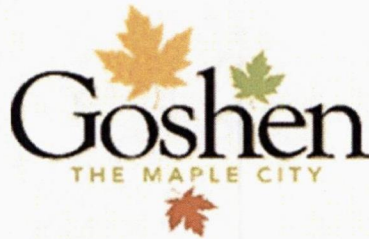
Shannon Marks provided background on the State of Indiana's Road Salt Program and said that the City must provide and commit to a projected tonnage in order to participate in the program. Resolution 2023-08 authorizes the City to request 1,200 tons of road salt. Mayor Stutsman said that the City currently holds a considerable amount of salt that will be held until next winter. Board Member Swartley motioned to adopt Resolution 2023-08, Special Purchase of Road Salt. Board Member Nichols seconded the motion, motion passed 4-0.

**12) Legal Department:** Award the bid for Public Recycling Drop-Off Site Services to BFI Waste Services of Indiana LP, d/b/a Republic Services of Elkhart, as the lowest responsible and responsive bidder and approve the contract with BFI

Shannon Marks recommended that BFI Waste Services of Indiana, LP, d/b/a Republic Services of Elkhart be awarded the bid for the Public Recycling Drop-Off Site Services. She also requested the board approve the contract through December 31, 2027 with the option to extend up to 19 additional months at a total initial cost of \$239,859.84, a monthly cost of \$4,707.13 if extended through 2028 and a monthly cost of \$4,895.42 if extended into 2029. Mayor Stutsman said that the Legal Department is also preparing an Ordinance for the Common Council that authorizes the City to fine individuals who dump inappropriate items at this location using cameras to catch license plates of people who disrespect the rules. Board Member Swartley moved to award the bid for Public Recycling Drop-Off Site Services to BFI Waste Services of Indiana LP, d/b/a Republic Services of Elkhart, as the lowest responsible and responsive bidder, and to approve the contract for Public Recycling Drop-Off Site Services with BFI Waste Services of Indiana LP, d/b/a Republic Services of Elkhart, and authorize the Mayor to execute the Contract on behalf of the Board of Public Works and Safety and the City of Goshen. Board Member Nichols seconded the motion, motion passed 4-0.

Mayor Stutsman said that the City is working to have the City Recycling Site open before the County closes the last site at Martin's Supermarket on March 31.





**13) Legal Department:** Resolution 2023-07 Interlocal Agreement with Elkhart County for a Municipal Solid Waste Recycling Station

Shannon Marks asked the board to approve Resolution 2023-07, an Interlocal Agreement with Elkhart County in which the County provides funding for the City to maintain the proposed Recycling Station. Mayor Stutsman said that because the County is closing its recycling sites, it offered to support any Cities or Towns that wish to operate their own recycling sites. Board Member Swartley moved to adopt Resolution 2023-07, Interlocal Agreement with Elkhart County for a Municipal Solid Waste Recycling Station. Board Member Nichols seconded the motion, motion passed 4-0.

**14) Legal Department:** Agreement with ChargePoint, Inc for the 5-year leasing of three Dual Port EV Charging Stations

Brandy Toms asked the board to approve an agreement with ChargePoint, Inc to lease EV Charging Stations. Mayor Stutsman said that the Common Council passed an ordinance to allow charging fees at the EV stations, which the ChargePoint Chargers are designed to do. Board Member Swartley moved to approve and authorize Mayor Stutsman to execute the agreement with ChargePoint, Inc for the 5-year leasing of three (3) Dual Port EV Charging Stations at a cost of \$36,000. Board Member Nichols seconded the motion, motion passed 4-0.

**Privilege of the Floor (opportunity for public comment for matters not on the agenda):** Mayor Stutsman opened Privilege of the Floor at 2:31 p.m.

At 2:31 p.m., Mayor Stutsman temporarily closed the Board of Works & Safety meeting and convened the City of Goshen Stormwater Board to consider an agenda item.

## **CITY OF GOSHEN STORMWATER BOARD MINUTES OF THE FEBRUARY 27, 2023 REGULAR MEETING**

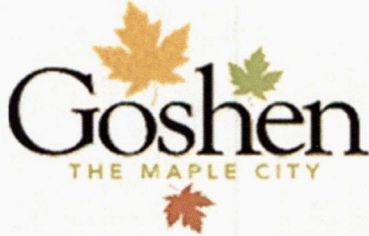
Convened at 2:31 p.m. at the Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana

**Members Present:** Mayor Stutsman, Mike Landis and Mary Nichols

**Members Absent:** none

**15) Stormwater Department:** Post-Construction Plan Approval for Star Truck Rental, Inc. East Trailer Parking Expansion (JN: 2021-2016)

Director of Public Works Dustin Sailor said the developer of Star Truck Rentals submitted a sufficient post-construction plan complaint with Ordinance 4329. Board Member Nichols motioned to accept the post-construction stormwater management plan for Star Truck Rental, Inc. East Trailer Parking



Expansion as it has been found to meet the requirements of City Ordinance 4329. Board Member Landis seconded the motion, motion passed 3-0.

Mayor Stutsman adjourned the City of Goshen Stormwater Board and reconvened the Board of Works & Public Safety meeting at 2:32 p.m.

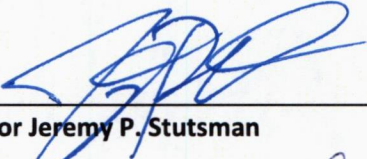
**Approval of Civil City and Utility Claims**

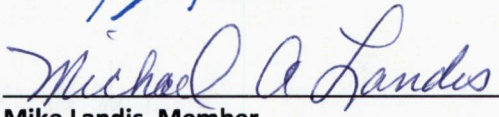
As all matters before the Board of Public Works & Safety were concluded, Mayor Stutsman moved to approve Civil City and Utility claims and adjourn the meeting. Board Member Nichols seconded the motion, motion passed 4-0.

**Adjournment**

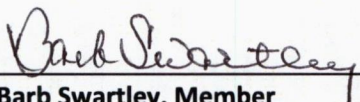
Mayor Stutsman adjourned the Board of Works meeting at 2:32 p.m.

**APPROVED:**

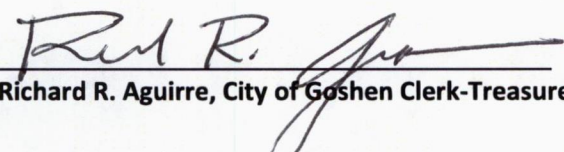
  
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Mayor Jeremy P. Stutsman

  
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Mike Landis, Member

  
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Mary Nichols, Member

  
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Barb Swartley, Member

**ATTEST:**

  
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Richard R. Aguirre, City of Goshen Clerk-Treasurer