

**REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF GOSHEN,  
TO BE HELD DECEMBER 18, 2018 AT 7:00 P.M. AT THE COUNCIL CHAMBERS  
111 EAST JEFFERSON STREET, GOSHEN, INDIANA**

.....  
OUT OF RESPECT TO OTHERS IN THIS MEETING, PLEASE TURN ELECTRONIC DEVICES  
OFF OR TO SILENT MODE. IF A CONVERSATION IS NECESSARY, PLEASE STEP OUTSIDE  
OF THE MEETING ROOM. THANK YOU.

Call to Order by Mayor Jeremy Stutsman

Pledge of Allegiance

Roll Call of Council: Councilwoman Gautsche \_\_\_\_\_ Councilwoman King \_\_\_\_\_  
Councilman McKee \_\_\_\_\_ Councilman Nisley \_\_\_\_\_  
Councilman Orgill \_\_\_\_\_ Councilman Scharf \_\_\_\_\_  
Council President Weddell \_\_\_\_\_  
Youth Advisor Perez-Diener \_\_\_\_\_

Approval of Agenda and Changes to Agenda

Approval of Minutes

No Minutes to Approve

**Agenda Items:**

**PRIVILEGE OF FLOOR**

**1. RESOLUTION 2018-58**

**AN EMERGENCY RESOLUTION PROVIDING FOR THE TRANSFER OF FUNDS**

**2. ORDINANCE 4986**

**(FIRST READING)  
(SECOND READING)**

**AMEND ORDINANCE 4976, 2019 COMPENSATION FOR ELECTED OFFICIALS**

**3. DISCUSSION OF FLOOD RELIEF PROGRAM AND REMAINING FUNDS – Mayor Stutsman and Becky Hutsell**

**4. DISCUSSION OF CRC BOARD MEMBER JOB DESCRIPTION, AS CREATED BY THE CRC BOARD – Councilwoman King**

**APPOINTMENTS TO BOARDS AND COMMISSIONS**

**1. Board of Zoning Appeals**

**Next Council Meeting: December 26, 2018 5:45pm (Year End Transfer Meeting)**

**ADJOURNMENT OF MEETING**

**RESOLUTION 2018-58  
AN EMERGENCY RESOLUTION PROVIDING FOR THE  
TRANSFER OF FUNDS**

AS PER REQUEST BY A DEPARTMENT HEAD OF THE CIVIL CITY OF GOSHEN, INDIANA, FOR THE YEAR 2018, 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 2018 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.

SECTION 1. BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GOSHEN, INDIANA, that for the expenses of the City Government the following sums of money are hereby transferred and set apart out of the funds hereinafter named for the purpose specified, subject to the laws governing the same, such sums herein transferred unless otherwise expressly stipulated by law.

SECTION 2. WHEREAS, it has been shown that certain existing appropriations have unobligated balances that will be available for transferring for such emergencies, it is therefore further resolved by the aforesaid Common Council that such extra appropriations are now reduced and transferred as follows:

SECTION 3. PASSED AND ADOPTED BY THE COMMON COUNCIL ON THE 18<sup>th</sup> Day of December, 2018.

**GENERAL FUND – POLICE DEPARTMENT**

FROM: Other Equipment 422.0154.....	\$6,700.00
TO: Retirement 413.0300.....	\$3,600.00
TO: Full Time Personnel 411.0130.....	\$3,100.00
FROM: K9 Supplies 422.0155.....	\$3,073.35
TO: Full Time Personnel 411.0130.....	\$3,073.35
FROM: Equipment Repair 436.0201.....	\$2,220.50
TO: Social Security 413.0100.....	\$2,220.50
FROM: Postage 432.0201.....	\$1,600.00
TO: Full Time Personnel 411.0130.....	\$1,600.00

\_\_\_\_\_  
Jeremy P. Stutsman, Presiding Officer

ATTEST: \_\_\_\_\_  
Angie McKee, Clerk-Treasurer

Presented by me to the Mayor of the City of Goshen, Indiana, on the \_\_\_\_\_ day of December, 2018

\_\_\_\_\_  
Angie McKee, Clerk-Treasurer

This resolution approved and signed by me on the \_\_\_\_\_ day of December, 2018.

\_\_\_\_\_  
Jeremy P. Stutsman, Mayor

TRANSFER BETWEEN CATEGORIES

TO: CITY CLERK-TREASURER

FROM: Jose' Miller, Chief OF Police

Department of the City of Goshen, Indiana, find it necessary to request permission for a transfer between Categories which requires approval and passage of ordinance by the Common Council of the City of Goshen, and to be filed with the Indiana State Board of Tax Commissioners, the reasons listed below:

BUDGET CATEGORY TRANSFERRED FROM: Supplies

LINE NUMBER TRANSFERRED FROM: 101-520-11-422.0154 OTH EQUIP

AMOUNT OF THE TRANSFER: \$ 3600.00

TRANSFER TO:

BUDGET CATEGORY TRANSFERRED TO: Personnel Svcs

LINE NUMBER TRANSFERRED TO: 101-520-11-413.0300

REASON FOR TRANSFER: The transfer is necessary to help fulfill our obligations for 2018.

SIGNED: 

TITLE: Chief of Police

DATED 11.27.18

FOR COUNCIL MEETING OF 12.18.18

TRANSFER BETWEEN CATEGORIES

TO: CITY CLERK-TREASURER

FROM: Jose' Miller, Chief OF Police

Department of the City of Goshen, Indiana, find it necessary to request permission for a transfer between Categories which requires approval and passage of ordinance by the Common Council of the City of Goshen, and to be filed with the Indiana State Board of Tax Commissioners, the reasons listed below:

BUDGET CATEGORY TRANSFERRED FROM: Supplies

LINE NUMBER TRANSFERRED FROM: 101-520-11-422.0154 OTH EQUIP

AMOUNT OF THE TRANSFER: \$ 3100.00

TRANSFER TO:

BUDGET CATEGORY TRANSFERRED TO: Personnel Svcs

LINE NUMBER TRANSFERRED TO: 101-520-11-411.0130 FT

REASON FOR TRANSFER: This transfer is necessary to help fulfill our obligations for 2018

SIGNED: 

TITLE: Chief of Police

DATED 11.27.18

FOR COUNCIL MEETING OF 12.18.18

TRANSFER BETWEEN CATEGORIES

TO: CITY CLERK-TREASURER

FROM: Jose' Miller, Chief OF Police

Department of the City of Goshen, Indiana, find it necessary to request permission for a transfer between Categories which requires approval and passage of ordinance by the Common Council of the City of Goshen, and to be filed with the Indiana State Board of Tax Commissioners, the reasons listed below:

BUDGET CATEGORY TRANSFERRED FROM: Supplies

LINE NUMBER TRANSFERRED FROM: 101-520-11-422.0155 K9

AMOUNT OF THE TRANSFER: \$ 3073.35

TRANSFER TO:

BUDGET CATEGORY TRANSFERRED TO: Personnel Svcs

LINE NUMBER TRANSFERRED TO: 101-520-11-411.0130 FT

REASON FOR TRANSFER: Transfer is necessary to help fulfill obligations in Full Time for 2018

SIGNED: 

TITLE: Chief of Police

DATED 11.27.18

FOR COUNCIL MEETING OF 12-18-18

TRANSFER BETWEEN CATEGORIES

TO: CITY CLERK-TREASURER

FROM: Jose' Miller, Chief OF Police

Department of the City of Goshen, Indiana, find it necessary to request permission for a transfer between Categories which requires approval and passage of ordinance by the Common Council of the City of Goshen, and to be filed with the Indiana State Board of Tax Commissioners, the reasons listed below:

BUDGET CATEGORY TRANSFERRED FROM: Services & Charges

LINE NUMBER TRANSFERRED FROM: 101-520-11-436.0201 RTE

AMOUNT OF THE TRANSFER: \$2220.50

TRANSFER TO:

BUDGET CATEGORY TRANSFERRED TO : Personnel Svcs.

LINE NUMBER TRANSFERRED TO: 101-520-11-413.0100 SS

REASON FOR TRANSFER: This transfer is necessary to help fulfill our obligations for social security

SIGNED: 

TITLE: Chief of Police

DATED 11-27-18

FOR COUNCIL MEETING OF 12.18.18



TRANSFER BETWEEN CATEGORIES

TO: CITY CLERK-TREASURER

FROM: Jose' Miller, Chief OF Police

Department of the City of Goshen, Indiana, find it necessary to request permission for a transfer between Categories which requires approval and passage of ordinance by the Common Council of the City of Goshen, and to be filed with the Indiana State Board of Tax Commissioners, the reasons listed below:

BUDGET CATEGORY TRANSFERRED FROM: Services & Charges

LINE NUMBER TRANSFERRED FROM: 101-520-11-432.0201 - Postage

AMOUNT OF THE TRANSFER: \$ 1600.00

TRANSFER TO:

BUDGET CATEGORY TRANSFERRED TO: Personnel

LINE NUMBER TRANSFERRED TO: 101-520-11-411.0130 Full time

REASON FOR TRANSFER: Wages for new officer Neal Warstler

SIGNED: 

TITLE: Chief of Police

DATED 12-6-18

FOR COUNCIL MEETING OF 12.18.18

**ORDINANCE 4986**

**Amend Ordinance 4976, 2019 Compensation for Elected Officials**

WHEREAS Indiana Code § 36-4-7-2 requires the Common Council to fix the annual compensation of all elected city officers which may not be changed in the year for which it is fixed nor may it be reduced below the amount fixed for the previous year.

WHEREAS Ordinance 4976 fixes the 2019 compensation, including wages and benefits, for the Goshen elected officials.

WHEREAS the Goshen Common Council wishes to increase the annual salary for the Mayor three percent (3%) plus an additional Five Thousand Dollars (\$5,000).

NOW, THEREFORE, BE IT ORDAINED by the Goshen Common Council that Section 1, paragraph (A) of Ordinance 4976 is amended to read as follows:

- (A) The Mayor shall receive a bi-weekly salary of Three Thousand Six Hundred Ninety-seven and 38/100 Dollars (\$3,697.38). The salary shall be paid sixty percent (60%) from the general fund of the Civil City and forty percent (40%) from the funds of the Water and Sewer Utilities beginning the first pay period of 2019.

PASSED by the Goshen Common Council on \_\_\_\_\_, 2018.

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

ATTEST:

\_\_\_\_\_  
Angie McKee, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on \_\_\_\_\_, 2018 at \_\_\_\_\_ a.m./p.m.

\_\_\_\_\_  
Angie McKee, Clerk-Treasurer

APPROVED and ADOPTED on \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jeremy P. Stutsman, Mayor

# CRC - Commission Member Job Description

Draft 12/03/2018

## Background

The Community Relations Commission of Goshen (CRC) is a volunteer group of Goshen (Indiana) residents. Members are appointed by the Mayor of Goshen and Goshen City Council.

The mission of the CRC is to foster a climate of positive community relationships and non-discrimination in which all Goshen citizens enjoy equal opportunity.

The CRC is committed to the following seven principles:

- Respect for each other and respect for each other's rights
- Open communication and engagement
- Honesty
- A safe community
- Acceptance that change has positive and negative consequences
- Tolerance of differences
- Support for equality and freedom from discrimination

The CRC sponsors programs and initiatives to cultivate and promote positive community relations. Past and possible future events include:

- A community-wide, Diversity Day/Taste of Goshen - a fun event where community members from various ethnicities share their food traditions in a downtown, First Friday's street party.
- Policy proposals and resolutions including a resolution to reject a for-profit immigrant detention center, and a resolution recognizing Goshen's history as a "Sundown Town."
- Bystander Training - a community workshop where small groups of residents learn about how to respond positively in the event they witness discrimination or harassment in a public place.
- Community Conversations - a gathering of community members where they can experience challenging intercultural, social, or political conversations in a productive, meaningful and solution-oriented manner.

## Commission Member Activity Level

CRC members volunteer their time on this commission. Members serve three year terms, and typically give four to six hours per month. Members meet on the second Tuesday of each month for a two to three hour meeting. In addition, members are often involved in various subcommittees and participate in CRC sponsored programs. The Taste of Goshen event is an "All Hands on Deck" event where members staff the event by setting up and cleaning up after the event, selling tickets, and helping wherever needed.

## Commission Member Qualifications and Desired Attributes

The commission welcomes diversity of race, ethnicity, gender, religion and perspective among its membership. Commission members are faced with sometimes complex and challenging situations. For this reason, Commission Members should demonstrate:

- A commitment to the seven principles
- A commitment to and support of the "Resolution for Visitors Policy"
- A desire to engage positively with persons very different from themselves
- An eagerness to learn and grow
- Good listening skills
- Openness and warmth
- Courage to stand for justice, even when it is hard

Additional desired (but not essential) characteristics include:

- Experience with racial/cultural bridge-building
- Experience around issues of discrimination of protected groups
- Experience thinking and acting strategically.
- A track record of community involvement
- A basic understanding of parliamentary procedures
- Willingness and capacity to provide leadership

## Application Process

Individuals who wish to be considered for a position on the CRC should [complete an application using this form.](#)

Form Submission

**Submission URL:** <https://goshenindiana.org/boards-and-commissions-application>

**Date:** 11/30/2018

**First Name:** Thomas

**Last Name:** Guthrie

**Address-1:** 1911 Mayfield Drive

**Address-2:**

**City:** Goshen

**State:** IN

**Zip:** 46526

**Phone number:** 5743129694

**Email:** [wxteach53@gmail.com](mailto:wxteach53@gmail.com)

**Board/Commission interested in:** Zoning Appeals

**Explain related background, interest, or experience.:** Exmilitary and retired teacher. I have resided in Goshen for 15 years. I understand zoning changes can be contentious and feel I can keep an open mind and be fair.

**Describe any interest or experience you have in collaborative decision-making.:** I currently working as part of a Special education team of four serving Life Skills students attendin g Northwood High School. For the past five years we have worked collaboratively to serve or students.

**Describe why you are interested in participating in this board or commission.:** I have the time and enjoy being in a position to serve

Form Submission

**Submission URL:** <https://goshenindiana.org/boards-and-commissions-application>

**Date:** 11/29/18

**First Name:** Dennis

**Last Name:** Weaver

**Address-1:** 104 Woodlawn Dr

**Address-2:** Goshen

**City:** Goshen

**State:** IN

**Zip:** 46526

**Phone number:** 5743121649

**Email:** [dpweave2901@maplenet.net](mailto:dpweave2901@maplenet.net)

**Board/Commission interested in:** Board/Commission interested in BZA

**Explain related background, interest, or experience.:** Worked 28 years in the construction / Architectural business for The Troyer Group and Arkos Design. 10 years as a contractor in Goshen.

**Describe any interest or experience you have in collaborative decision-making.:** Bethany Christian High School board, 12 years, 6 as president Goshen Housing Authority, Appointed by Mayor Kauffman, served 13 years from the beginning. Camp Amigo board 3 years.

**Describe why you are interested in participating in this board or commission.:** I have an interest how the foot print of Goshen is developed. Working for the good of Goshen in planning and zoning.

Form Submission

**Submission URL:** <https://goshenindiana.org/boards-and-commissions-application>

**Date:** 11/28/2018

**First Name:** Scott

**Last Name:** McKee

**Address-1:** 303 South 6th street

**Address-2:**

**City:** Goshen

**State:** IN

**Zip:** 46528

**Phone number:** 574-261-6353

**Email:** [2007ultra113@gmail.com](mailto:2007ultra113@gmail.com)

**Board/Commission interested in:** BZA

**Explain related background, interest, or experience.:** I've had to seek the approval of the board and am interested in the continued development of the Goshen area. Current member of the Goshen Housing Authority.

**Describe any interest or experience you have in collaborative decision-making.:** I've worked with physicians and staff to provide quality care for patients and quality outcome.

**De scribe why you are interested in participating in this board or commission.:** I enjoy being a part of our community.

Form Submission

**Submission URL:** <https://goshenindiana.org/boards-and-commissions-application>

**Date:** November 28, 2018

**First Name:** Michael

**Last Name:** Garber

**Address-1:** 1131 Park Meadows Dr.

**Address-2:** Goshen

**City:** Goshen

**State:** IN

**Zip:** 46526-6705

**Phone number:** 2696892209

**Email:** [ndmike2001@yahoo.com](mailto:ndmike2001@yahoo.com)

**Board/Commission interested in:** Board of Zoning Appeals

**Explain related background, interest, or experience.:** I have often wondered about the processes of this board.

**Describe any interest or experience you have in collaborative decision-making.:** I have served on many volunteer and church decision making committees.

**Describe why you are interested in participating in this board or commission.:** I believe fresh minds unencumbered by previous experiences on similar boards would be a positive move in the right direction.



Form Submission

**Submission URL:** <https://goshenindiana.org/boards-and-commissions-application>

**Date:** 11/28/18

**First Name:** mervin

**Last Name:** helmuth

**Address-1:** 712 s. 3rd. st.

**Address-2:**

**City:** goshen

**State:** IN

**Zip:** 46526

**Phone number:** 5745334260

**Email:** [mervinrh@goshen.edu](mailto:mervinrh@goshen.edu)

**Board/Commission interested in:** Board of Zoning appeals

**Explain related background, interest, or experience.:** Own a number of houses in Goshen and have done a fair amount of remodeling and asking for zoning variances.

**Describe any interest or experience you have in collaborative decision-making.:** Have been a faculty member of Goshen College for over 40 years and have worked with 8 to 10 other faculty in my department. A lot of negotiation and collaboration had to take place for us to run a very tight curriculum.

**Describe why you are interested in participating in this board or commission.:** Always had an interest in helping Goshen become a better place on which to live for anyone that wants to live or run a business here. I have wanted to give back to Goshen. At this point in my life I can do this a little better and the Zoning Board always interested me.