



Goshen Common Council

5:30pm May 19, 2020 Regular Meeting

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

This meeting will be conducted under a declared public health emergency covering all of the State of Indiana. Due to social distancing guidelines there will be very limited spaced for public attendance. Members of the public are encouraged to submit questions or comments ahead of time to elected officials and/or the pertinent city offices.

The meeting will be streamed live via Zoom at: <https://us02web.zoom.us/j/84951919448>

Call to Order by Mayor Jeremy Stutsman

Pledge of Allegiance

Electronic Meeting Participation Statement and Roll Call:

Megan Eichorn (District 4)	Julia King (At-Large)	Jim McKee (District 1)
Doug Nisley (District 2)	Gilberto Pérez, Jr. (District 5)	Matt Schrock (District 3)
Council President Brett Weddell (At-Large)	Youth Advisor Zoe Eichorn (Non-voting)	

Approval of Meeting Agenda

Privilege of the Floor

Elected Official Reports

- COVID-19 Emergency Budget Line Detail

I. **Downtown Economic Improvement District Board Appointments**

- Staff Memo and Ballot Tally

PUBLIC HEARING

II. **Ordinance 5043: Additional Appropriation Ordinance for Goshen Public Library Roof Repair and Elevator Modernization**

- Library Board Resolution
- Letter from GPL Director Ann-Margaret Rice
- Proof of Publication

Adjournment

FUND : 101-GENERAL FUND

PERIOD TO USE: Jan-2020 THRU Dec-2020

DEPT : 07 Board of Works

ACCOUNTS: 510-07-439.0911 THRU 510-07-439.0911

POST DATE TRAN # REFERENCE PACKET=====DESCRIPTION===== VEND INV/PO/JE # NOTE =====AMOUNT===== BALANCE=====

510-07-439.0911 BD WORKS/EMERGENCY SUPP SVCS
B E G I N N I N G B A L A N C E 0.00

3/31/20	3/31	A11472	DFT: 002656	07858	CITY-25 DELL LATITUDE LA	07920			18,499.75	18,499.75
					MATTHEW WHITFORD	INV# 001979	/PO#			
4/07/20	4/07	A11695	CHK: 011127	07877	CITY-N-95 FACE MS31	10852			2,200.00	20,699.75
					LAVANTURE PRODUCTS CO., I	INV# SV1140556	/PO#			
4/11/20	4/11	A11945	CHK: 011211	07887	CITY-N95 MASKS FOR FD	10304			600.00	21,299.75
					THE MOULAGE MEDIC	INV# 2017030	/PO#			
4/21/20	4/21	A12168	CHK: 011377	07899	CITY-HAND SANITIZER/BOTT	10864			270.00	21,569.75
					IWC HAND SANITIZER LLC	INV# 000201	/PO#			
4/28/20	4/28	A12238	CHK: 011379	07908	CITY-FACE MASKS	10852			8,800.00	30,369.75
					LAVANTURE PRODUCTS CO., I	INV# SV1141382	/PO#			
5/05/20	5/05	A12420	CHK: 011471	07921	CITY-REIMBURSE ENG. MISS	00013			2,975.87	33,345.62
					GOSHEN UTILITIES	INV# 1975 4/6/20	/PO#			
5/12/20	5/12	A12585	CHK: 011526	07937	CITY-SOLAR TECH MESSAGE	10641			25,700.00	59,045.62
					MIKE GREEN, INC.	INV# 21140	/PO#			
5/14/20	5/14	B60637	Misc 000000	08567	COVID19 MAILING	JE# 014970	000412		12,913.92	71,959.54
5/14/20	5/14	B60637	Misc 000000	08567	COVID19 MAILING POSTAGE	JE# 014970	000412		14,111.15	86,070.69
5/14/20	5/14	B60637	Misc 000000	08567	POSTAGE/POST CARDS	JE# 014970	000412		8,242.85	94,313.54
=====				ACCOUNT TOTAL	DB:	94,313.54	CR:	0.00		

--*-*-* 000 ERRORS IN THIS REPORT! *-*-*-*-*

** REPORT TOTALS **	---	DEBITS	---	---	CREDITS	---
BEGINNING BALANCES:		0.00			0.00	
REPORTED ACTIVITY:		94,313.54			0.00	
ENDING BALANCES:		94,313.54			0.00	
TOTAL FUND ENDING BALANCE:		94,313.54				

KEY

Laptop computers to facilitate at-home work for employees

Personal protective equipment and sanitizer

Mobile/towable message boards

Mailings



CITY OF GOSHEN LEGAL DEPARTMENT

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

Phone (574) 537-3820 • Fax (574) 537-3817 • TDD (574) 534-3185
www.goshenindiana.org

May 18, 2020

To: Goshen Common Council

From: Carla Newcomer, Paralegal

RE: Goshen Downtown Economic Improvement District Board

The Goshen Downtown Economic Improvement District (EID) Board consists of five members appointed by the Goshen Common Council. The Board members must be a real estate owner or directly involved in a business operating within the district. At least three members must own real estate within the district, and each member serves a two-year term.

The terms of Dave Pottinger, Jonathan Wieand, and Felipe Merino (all of whom are property owners and involved in a business) are scheduled to expire May 31, 2020. The remaining Board members are Kare Anderson and Justine Bell whose terms are scheduled to expire May 31, 2021.

All real estate owners within the district were mailed a ballot with the names of five (5) individuals willing to serve on the EID Board. A total of 132 ballots were mailed (one ballot per parcel), and thirty-seven (37) ballots were returned which is approximately a twenty-eight percent (28%) return rate. Owners were asked to vote for up to three (3) candidates. The results of this polling are summarized on the attached page.

It is requested that the Common Council appoint three members to the EID Board. The terms of the new Board members would be from June 1, 2020 through May 31, 2022.

GOSHEN DOWNTOWN ECONOMIC IMPROVEMENT DISTRICT

c/o GOSHEN CITY HALL • 202 SOUTH FIFTH STREET • GOSHEN, INDIANA 46528

2020 BALLOT

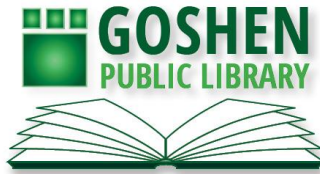
**Goshen Downtown Economic Improvement District Board
Term – June 1, 2020 through May 31, 2022**

These three received the most votes:

- 1. Scott Woldruff**
- 2. Dave Pottinger**
- 3. Jonathan Wieand**

Also receiving votes were:

- 4. Virgil Snyder**
- 5. Felipe Merino**



601 South Fifth Street Goshen, IN 46526-3994 (574) 533-9531 fax (574) 533-5211

May 8, 2020

Dear Mayor Stutsman:
City Council Members:
Clerk-Treasurer Scharf:

Goshen Public Library is seeking an additional appropriation from the Library Improvement Reserve Fund (LIRF) and our Rainy Day Fund for a sum total of \$450,000. The purpose of the additional appropriation is to further support the complete replacement of the library roof structure and to modernize our elevator system.

Goshen Public Library was last renovated with an addition to our building in the mid-1990s. We've since learned that some of the work done at that time left us exposed for problems to develop in the years that followed. This was particularly true in the case of our roof and in the area of the addition. It should also be noted that previous directors took a very conservative fiscal approach to building maintenance and repairs. As a result, our needs today are many and we have recently been working our way through several major repairs and improvements including major work on our attic sprinkler system, adding ceiling structural support, renovating our children's room and our auditorium meeting space, updating some lighting to LED, etc.

The replacement of our roof is a long overdue project as the library has suffered many leaks in the last several years. The sealed bids we received for this public works project were all well beyond the dollar amounts we could appropriate for this year yet we did not feel we could extend the life of our roof beyond 2020. The bid we accepted from Morris and Sons was the low bid at just over \$677,000. Once accepted we set out to explore the necessary processes for seeking an additional appropriation to our 2020 budget.

Our elevator is original to our building and has had off and on problems for a number of years. During 2019 we had several service calls following incidents where staff and patrons were stuck in the elevator. Gratefully, we've always been able to get the car moving again to let them out. Our elevator due to age is overdue for an elevator modernization. Prior to the roof bids we had hoped to also complete this project in 2020 fearing a complete shutdown of our elevator soon. A shutdown, of course, would leave us out of ADA compliance. Once we learned we would have to seek the additional appropriation for our roof project, the library board determined that the elevator project must be included in the request also, feeling it was a top safety priority. While we have not yet gone out for bid on the elevator modernization project, initial estimates from elevator companies and contractors are nearing \$150,000.

I appreciate your consideration for this additional appropriation request and welcome your questions on Tuesday evening.

Sincerely,
Ann-Margaret Rice
Director

ORDINANCE 5043

Additional Appropriation Ordinance for Goshen Public Library Roof Repair and Elevator Modernization

WHEREAS Goshen Public Library has heretofore entered into contracts for replacement of the Library's roof and modernization of the Library's elevator;

WHEREAS, because the low bid for the roof replacement came in much higher than anticipated, insufficient funds have been appropriated in the current 2020 budget of the Library to pay all of the expenses the Library has incurred and will incur for replacement of the roof and modernization of the elevator;

WHEREAS there are in the Library's Rainy Day Fund and in the Library's Library Improvement Reserve Fund sufficient unappropriated monies with and out of which to pay the unanticipated expenses the Library has incurred and will incur for replacement of the roof and modernization of the elevator;

WHEREAS additional appropriations in the Library's Rainy Day Fund and in the Library's Library Improvement Reserve Fund will result in the total budget for the Library for 2020 becoming greater than the assessed value growth quotient times the Library's total budget for 2019;

WHEREAS, in such circumstances, an extraordinary emergency exists for additional appropriations to be made in the Library's Rainy Day Fund and in the Library's Library Improvement Reserve Fund, but in accord with Ind. Code § 6-1.1-18-5(k) the proposal for such additional appropriations must be approved and the appropriations must be made by the Common Council of the City of Goshen, Indiana;

WHEREAS the Library Board of Goshen Public Library has passed a Resolution Proposing Additional Appropriations proposing to the Common Council of the City of Goshen, Indiana, that the Common Council approve and make such additional appropriations for Goshen Public Library out of Library funds;

WHEREAS due notice of a public hearing regarding the proposed additional appropriations has been published in accord with Ind. Code §§ 6-1.1-18-5(a) and 5-3-1-2(b);

WHEREAS a public hearing has been held regarding the proposed additional appropriations; and

WHEREAS the Common Council of the City of Goshen, Indiana, finds, following the public hearing and based upon the Library Director's testimony, that the proposed additional appropriations are both necessary and appropriate to pay for expenses that were unanticipated in the current 2020 budget of the Library,

Now, THEREFORE,

Be it ORDAINED by the Common Council of the City of Goshen, Elkhart County, Indiana, that for the expenses of Goshen Public Library of Elkhart County, Indiana, as a taxing unit of the State of Indiana, the following additional sums of money are hereby appropriated out of Goshen Public Library funds named and for the purposes specified, subject to the laws governing the same:

LIBRARY IMPROVEMENT RESERVE FUND – FUND 2011
7560 – Capital Outlay: Roof \$300,000

Total for the Library Improvement Reserve Fund \$300,000

RAINY DAY FUND – FUND 0061
3520 – Capital Outlay: Elevator \$150,000

Total for the Rainy Day Fund \$150,000

PASSED AND ADOPTED this _____ day of _____, 2020, by the Common Council of the City of Goshen, Indiana.

Presiding Officer

ATTEST: _____
Adam Scharf, Clerk-Treasurer

Presented by me to the Mayor of the City of Goshen, Indiana, on the _____ day of _____, 2020.

Adam Scharf, Clerk-Treasurer

This Ordinance approved and signed by me on the _____ day of _____, 2020.

Jeremy Stutsman, Mayor

GOSHEN PUBLIC LIBRARY BOARD
RESOLUTION
PROPOSING ADDITIONAL APPROPRIATIONS

WHEREAS Goshen Public Library has heretofore entered into contracts for replacement of the Library's roof and modernization of the Library's elevator;

WHEREAS, because the low bid for the roof replacement came in much higher than anticipated, insufficient funds have been appropriated in the current 2020 budget of the Library to pay all of the expenses the Library has incurred and will incur for replacement of the roof and modernization of the elevator;

WHEREAS there are in the Library's Rainy Day Fund and in the Library's Library Improvement Reserve Fund sufficient unappropriated monies with and out of which to pay the unanticipated expenses the Library has incurred and will incur for replacement of the roof and modernization of the elevator;

WHEREAS additional appropriations in the Library's Rainy Day Fund and in the Library's Library Improvement Reserve Fund will result in the total budget for the Library for 2020 becoming greater than the assessed value growth quotient times the Library's total budget for 2019; and

WHEREAS, in such circumstances, an extraordinary emergency exists for additional appropriations to be made in the Library's Rainy Day Fund and in the Library's Library Improvement Reserve Fund, but in accord with Ind. Code § 6-1.1-18-5(k) the proposal for such additional appropriations must first be approved by the Common Council of the City of Goshen, Indiana, now, therefore,

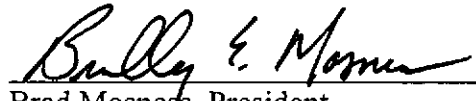
BE IT RESOLVED that the Goshen Public Library Board propose to the Common Council of the City of Goshen, Indiana, that the following additional appropriations for Goshen Public Library out of Library funds be approved by the Common Council:

<u>FUND</u>	<u>AMOUNT</u>
Library Improvement Reserve Fund	\$300,000
Rainy Day Fund	\$150,000

after notice of a public hearing regarding the proposed additional appropriations has been published in accord with Ind. Code §§ 6-1.1-18-5(a) and 5-3-1-2(b).

BE IT FURTHER RESOLVED that certified copies of this resolution be delivered to the Mayor and to the President of the Common Council of the City of Goshen, Indiana, together with a request that the Common Council act on the proposal described herein with reasonable dispatch.

ADOPTED this 21st day of April, 2020.



Brad Mosness, President
Goshen Public Library Board

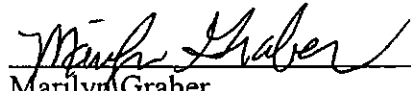
Attest:

Marilyn Graber, Secretary
Goshen Public Library Board

CERTIFICATION

The undersigned hereby certifies that she is the duly elected, qualified and acting Secretary of the Library Board of Goshen Public Library of Goshen, Indiana, that she is the official custodian of the records of the Library Board, and that the foregoing is a true, complete and correct copy of the Resolution Proposing Additional Appropriations that was adopted by the Library Board unanimously at a regular meeting of the Board held on April 20, 2020, as the same appears in or appended to the minutes of the Board for that meeting.

In witness whereof, I have hereunto set my hand and the official seal of Goshen Public Library of Goshen, Indiana.



Marilyn Graber

Proof of Publication

COPY

Ad # 1640811

STATE OF INDIANA,

Elkhart County, }

ss:

I, being duly sworn, on oath say that THE GOSHEN NEWS is a daily

Notice to Taxpayers of Proposed Additional Appropriations

Notice is hereby given to the taxpayers of Goshen Public Library, Elkhart County, Indiana, that the Common Council of the City of Goshen, Elkhart County, Indiana, at its regular meeting place, 111 East Jefferson St., Goshen, Indiana, at 5:30 p.m. on the 19th day of May, 2020, will consider the following additional appropriations of Goshen Public Library funds in excess of the Library's budget for the current year:

LIBRARY IMPROVEMENT RESERVE FUND - FUND 2011	
7560 - Capital Outlay: Roof	\$300,000
Total for the Library Improvement Reserve Fund	\$300,000
RAINY DAY FUND - FUND 0061	
3520 - Capital Outlay: Elevator	\$150,000
Total for the Rainy Day Fund	\$150,000

Taxpayers appearing at the meeting shall have a right to be heard. The additional appropriations as finally made will be referred to the Indiana Department of Local Government Finance, which will make a written determination as to the sufficiency of Library funds to support the appropriations within fifteen (15) days of receipt of a Certified Copy of the action taken.

May 9 hspaxlp

of general circulation, printed and published in the City of _____
County and State of aforesaid; that the annexed true copy
said newspaper one consecutive week as follows:

On the day of May 9, 2020

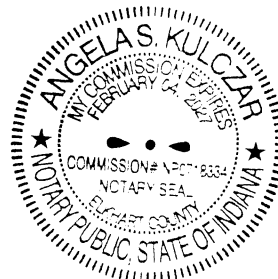
Mackenzie Deal
Mackenzie Deal

Subscribed and sworn before me this day of May 9, 2020

Angela S. Kulczar
Angela S. Kulczar Notary Public

\$23.97

My commission expires February 04, 2027
Commission # NP0718334



The Goshen News
114 S. Main St., Goshen, IN 46526
ID # 82-2664009