



BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD
MINUTES OF THE JUNE 26, 2025 REGULAR MEETING
Convened in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

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

CALL TO ORDER: Mayor Leichty called the meeting to order at 4:01 p.m.

REVIEW/APPROVE MINUTES: No minutes were available to review/approve.

REVIEW/APPROVE AGENDA: Mayor Leichty presented the agenda as prepared by the Clerk-Treasurer. Board member Orv Myers made a motion to approve the agenda as presented. Board member Mary Nichols seconded the motion. The motion passed 4-0.

1) Float Fest request: Approve the use of Millrace Park, Shanklin Park and the Millrace Trail and the partial closure of Canal Street for the Float Festival on June 28, 2025

Scott Lehman, on behalf of Lehmhaus Productions, LLC and Float Fest, asked Board members for permission to use Millrace Park, Shanklin Park and the Millrace Trail on Saturday, June 28, from 8 a.m.-9 p.m., for the annual Float Fest. He said event forms have been filled out with the City and with the Parks Department.

Lehman also requested closure of a portion of Canal Street, from 9 a.m. until 11 p.m. on June 28 and also asked for the use of barricades. He indicated that neighbors affected have agreed to the closure.

In a memorandum to the Board, Lehman wrote that Float Fest is a moving outdoor music festival, slowly floating through Goshen's Millrace district each summer. He added, "in broader scope, it is a community event that brings together outdoor enthusiasts, music enthusiasts, community members' homes, people from outside the community (through bands and attendees), business owners and the general community, young and old."

City Superintendent of Parks & Recreation Tanya Heyde said the Millrace Trail will remain open on June 28, but will be used by people participating in Float Fest.

Myers/Nichols made a motion to allow use of Millrace Park, Shanklin Park and the Millrace Trail and the partial closure of Canal Street for the Float Festival on June 28, 2025. Motion passed 4-0.

2) Goshen Farmers Market request: Approve the closure of Washington Street, from the South 2nd Street intersection east to the entrance of City Parking Lot M, on Saturday, July 5 and August 2 for special market days focused on youth vendors

Mattie Lehman, the Board chair of the Goshen Farmer's Market, requested the closure of Washington Street, from the South 2nd Street intersection east to the entrance of City Parking Lot M, on Saturday, July 5 and August 2 for special market days focused on youth vendors. The street closures would take place from 7 a.m. to 1:30 p.m. to allow adequate time for set-up and tear down.

Lehman asked for Street Department signs and barricades to be placed at Washington and 3rd streets and Lincoln and 2nd Street advising people of the closures for the event duration. Market activities will include food vendors, children's activities, and more.

Myers/Nichols made a motion to approve the closure of Washington Street, from the South 2nd Street intersection east to the entrance of City Parking Lot M, on Saturday, July 5 and August 2 for special market days focused on youth vendors. Motion passed 4-0.



3) Goshen Soccer Academy request: Approve the closure of a portion of the parking lot adjacent to Goshen Brewing Co. for a pickleball tournament, on Aug. 22-23, 2025

Thavisak "Tavi" Mounsithiraj, leader of the Goshen Soccer Academy, said that for the past three years he has organized a Pickleball Tournament in the parking lot by Goshen Brewery Company. He asked to do so again on Friday, Aug. 22 and Saturday, Aug. 23, 2025

Mounsithiraj asked for permission to block off a portion of the parking lot starting on Aug. 22 at 8 a.m. and continuing until Aug. 23 at 8 p.m.

In a memorandum to the Board, **Mounsithiraj** wrote that pickleball is a sport that is a combination of tennis, badminton and ping pong and it is one of the fastest growing sports in the country. He added that he organized this event on the cobblestone parking lot "because we want this to be the toughest pickleball tournament in the country."

Myers/Nichols made a motion to allow Goshen Soccer Academy to close the center portions of the West Washington Street parking lot to stage a pickleball tournament from 8 a.m. on Aug. 22, 2025 through 8 p.m. on Aug. 23, 2025. Motion passed 4-0.

4) Lacasa requests: Approve temporarily placing a crane in front of the Shoots Building, 112 E. Lincoln Ave., on July 2, 2025, from 6:30 to 10 a.m., and approve the temporary closure of the alley located east of the Shoots Building from July 7 thru July 11, 2025

Brad Hunsberger, Vice President for Real Estate Development for Lacasa, Inc., and Borntrager Inc., asked the Board for permission to temporarily place a crane in front of the Shoots Building on July 2, 2025, from 6:30 to 10 a.m. and to close an alley during the work.

Hunsberger said the crane would take up two street parking spots north of The Shoots Apartments at 112 East Lincoln Avenue. The crane's outriggers will project into the eastbound lane of Lincoln Avenue. He said Lacasa will install barricades to divert traffic around the crane. The sidewalk in front of the building will also be closed during the lifting activity.

Hunsberger said he expects the crane to be set up at 6:30 a.m. on July 2 and be removed by 10 a.m. that same day. Lacasa has notified the adjacent building owners and commercial tenants. ADEC will make other arrangements for their morning drop offs.

Hunsberger also requested the temporary closure of the alley located east of the Shoots Building, from Monday, July 7 through Friday, July 11, 2025. He said the closure was necessary for the safety of masonry workers as they are scheduled to be on-site during this time.

Hunsberger said Lacasa will provide appropriate signage and ensure continued access for emergency services and any affected residents, as needed. He added that all required safety and compliance measures will be followed and Lacasa will coordinate alternate arrangements for trash pickup and ADEC drop-offs during this time to minimize any disruption.

Myers/Nichols moved to allow Lacasa to temporarily place a crane in front of the Shoots Building, 112 East Lincoln Avenue, on July 2, 2025, from 6:30 to 10 a.m., and approve the temporary closure of the alley located east of the Shoots Building from July 7 thru July 11, 2025. Motion passed 4-0.

5) Legal Department request: Approve and authorize the Mayor to execute agreements with four contractors for the removal of an existing structure and the building of a new Environmental Center office building for approximately \$34,457 with an anticipated completion date of 60 days from Notice to Proceed

Shannon Marks, the Legal Compliance Administrator for the City Legal Department, recommended that the Board approve and authorize Mayor Leichty to execute agreements for the removal of the existing building and construction of a new office building at the Environmental Center. The total project will cost approximately \$34,457 and it is anticipated to be completed 60 days from the Notice to Proceed.



Marks said the contractors and costs are broken down as follows:

Contractor	Description	Cost
Rent-a-Container	Rental of temporary office building	\$2,447
L&M Electric, Inc.	Disconnect, removal, install and reconnect of electrical system	\$7,040
Bill's Heating, Inc.	Disconnect, removal, install and reconnect of HVAC system	\$1,930.00
Martins Mini Barns	Remove existing building, all materials/labor for new building	\$23,040.00
		Total \$34,457

Myers/Nichols made a motion to approve and authorize Mayor Leichty to execute the agreements with the above-mentioned contractors for removal and new build of the Environmental Center office building at an approximate cost of \$34,457 with an anticipated completion date of 60 days from Notice to Proceed. Motion passed 4-0.

6) Legal Department request: Approve Amended Agreement with Barkses, Kolbus, Rife & Shuler, LLP
Shannon Marks, the Legal Compliance Administrator for the City Legal Department, recommended that the Board approve and authorize the Mayor to execute an Amended Agreement with Barkses, Kolbus, Rife & Shuler, LLP for the provision of legal services.

Marks said this amendment will extend the term of the present agreement an additional six months through June 30, 2026, and it adjusts how the compensation is paid for an attorney to act as Planning and Zoning Attorney beginning in July. In addition, the hourly rates for the legal services that are not otherwise covered by the Assistant City Attorney or the Planning and Zoning Attorney positions are increased 5% effective Jan. 1, 2026.

Myers/Nichols made a motion to approve and authorize the Mayor to execute the Amended Agreement with Barkses, Kolbus, Rife & Shuler, LLP for the provision of legal services. Motion passed 4-0.

7) Legal Department request: Approve contract for 2025 Line Striping Project with CE Hughes Milling, Inc., d/b/a The Airmarking Co.

Shannon Marks, the Legal Compliance Administrator for the City Legal Department, told the Board that the City solicited proposals for the 2025 Line Striping Project in accordance with I.C. § 36-1-12-4.9 and I.C. § 5-22-6. Solicitations were sent to four contractors, and the following proposal was received from CE Hughes Milling, Inc., d/b/a The Airmarking Co.:

Item No.	Description	Estimated quantity	Unit price	Total
1	Line, Traffic Paint, Solid, Yellow, 4 in	270,352 .	20	\$54,070.40
2	Line, Traffic Paint, Broken, Yellow, 4 in	1	25	\$ 0.25
3	Line, Traffic Paint, Solid, Yellow, 6 in	1	.30	\$ 0.30
4	Line, Traffic Paint, Solid, White, 4 in	180,228	.20	\$36,045.60
5	Line, Traffic Paint, Broken, White, 4 in	1	.25	\$ 0.25
6	Line, Traffic Paint, Solid, Yellow, 8 in	1	.40	\$ 0.40
				Total Cost \$90,117.20

Marks recommended that the Board approve and authorize the Mayor to execute the attached contract with CE Hughes Milling, Inc., d/b/a The Airmarking Co. Payment to the contractor will be based on the above unit prices for the work items and the actual number of units used for each work item.

Myers/Nichols made a motion to approve and authorize the Mayor to execute the Contract with CE Hughes Milling, Inc., d/b/a The Airmarking Co., for the 2025 Line Striping Project. Motion passed 4-0.



8) Legal Department request: Approve Resolution 2025-08, Declaring Surplus and Authorizing Disposal of Personal Property

Shannon Marks, the Legal Compliance Administrator for the City Legal Department, told the Board the City's Technology Department and Parks Department wish to dispose of personal property that is no longer needed or is unfit for the purpose for which it was intended. Marks said the items are worthless or of no market value. If approved, Resolution 2025-08 would declare the property as surplus and authorize its disposal in accordance with Indiana Code § 5-22-22-8 by demolishing or junking property that is worthless or of no market value.

The surplus property was identified as the following:

HP 340 G1 Tablet, Ser. No. 5CG4320MXN
HP 340 G1 Tablet, Ser. No. 5CG43207KP
HP 340 G1 Tablet, Ser. No. 5CG4320MXG
HP 340 G1 Tablet, Ser. No. 5CG4320MX2
HP 340 G1 Tablet, Ser. No. 5CG4320MZF
HP 340 G1 Tablet, Ser. No. 5CG4320MX4
HP Compaq Pro 4300 PC, Ser. No. 2UA3520KRY
HP ProDesk 600 G1 SFF PC, Ser. No. 2UA417DNFN
Dell Latitude 3330 Laptop, Ser. No. J5WC2Z1
Surface Pro 6 Tablet, Ser. No. 18872290853
HP ProBook 440 G3 Laptop, Ser. No. 5CD62184L4
FUJITSU Stylistic Q704 Tablet, Ser. No. R6503773
FUJITSU Stylistic Q704 Tablet, Ser. No. R6503777
FUJITSU Stylistic Q704 Tablet, Ser. No. R6503778
FUJITSU Stylistic Q704 Tablet, Ser. No. Q5800682
FUJITSU Stylistic Q704 Tablet, Ser. No. R6503775
FUJITSU Stylistic Q704 Tablet, Ser. No. Q5800680
FUJITSU Stylistic Q704 Tablet, Ser. No. R6503774
FUJITSU Stylistic Q704 Tablet, Ser. No. Q5800681
FUJITSU Stylistic Q704 Tablet, Ser. No. R6503776
FUJITSU Stylistic Q736 Tablet, Ser. No. R7505164
FUJITSU Stylistic Q737 Tablet, Ser. No. R7505083
FUJITSU Stylistic Q736 Tablet, Ser. No. R8901327
FUJITSU Stylistic Q736 Tablet, Ser. No. R7505081
FUJITSU Stylistic Q736 Tablet, Ser. No. R7505082
HP ProBook 6360b Laptop, Ser. No. 2CE2440G93
HP ProDesk 600 G1 SFF PC, Ser. No. 2UA4170FPL
HP EliteDesk 800 G3 TWR PC, Ser. No. 2UA8031SQR
HP EliteDesk 800 G3 TWR PC, Ser. No. 2UA72935Y4
HP ProDesk 600 G3 MT PC, Ser. No. MXL821259S
HP ProDesk 600 G3 MT PC, Ser. No. MXL8212574
HP EliteDesk 800 G3 TWR PC, Ser. No. 2UA72935ZT
HP ProDesk 600 G3 MT PC, Ser. No. MXL82125BR
10, Custom Towers, 11, 1960's Ski Poles

Myers/Nichols made a motion to pass Resolution 2025-08, Declaring Surplus and Authorizing the Disposal of Personal Property. Motion passed 5-0.



9) Engineering Department request: Approve a lane restriction on Westwood Road for the majority of Monday, June 30, 2025, so NIPSCO to install a gas main

City Engineering Project Manager Andrew Lund told the Board that NIPSCO has requested permission to implement a lane restriction with flaggers on Westwood Road, extending from Woodward Place to approximately 290 feet west of Main Street.

Lund said the purpose of this restriction is to install a new gas main to remediate a cross bore near 200 Westwood Road. The lane restriction is anticipated to remain in effect for the majority of the day on Monday, June 30, 2025.

Myers/Nichols made a motion to approve a lane restriction on Westwood Road for the majority of the day on Monday, June 30, 2025. Motion passed 4-0.

10) Engineering Department request: Authorize the Mayor to sign the State permit's Hold Harmless indemnity form for the Elkhart County 4H Fair Parade

City Engineering Project Manager Andrew Lund told the Board that the Elkhart County 4-H Fair Parade will involve the closure of various City streets, as well as a section of U.S. Highway 33 between Madison Street and Monroe Street and a section of State Road 15 between Lincoln Avenue and Main Street, on Sunday, July 20, 2025.

Lund said that in order to complete the State permit process for the requested road closures, the Engineering Department requested that the Board authorize the Mayor to sign the State permit's Hold Harmless indemnity form.

Lund said "if for some reason the fair were to significantly damage these roads, the City would be responsible.

Myers/Nichols made a motion to authorize the Mayor to sign the State permit's Hold Harmless indemnity form for the Elkhart County 4H Fair Parade. Motion passed 4-0.

Privilege of the Floor (opportunity for public comment for matters not on the agenda):

Mayor Leichty opened Privilege of the Floor at 4:17 p.m. There were no comments

APPROVAL OF CIVIL & UTILITY CLAIMS

Mayor Leichty made a motion to approve Civil City and Utility claims and adjourn the meeting. Board member Nichols seconded the motion. The motion passed 4-0.

ADJOURNMENT


Mayor Leichty adjourned the meeting at 4:18 p.m.




APPROVED:



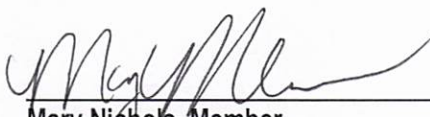
Mayor Gina Leichty




Mike Landis, Member



Orv Myers, Member

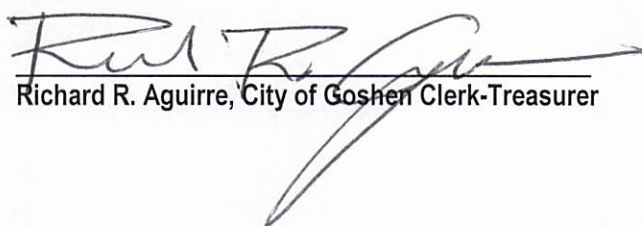


Mary Nichols, Member



Barb Swartley, Member

ATTEST:



Richard R. Aguirre, City of Goshen Clerk-Treasurer