



BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD
MINUTES OF THE JULY 3, 2025 REGULAR MEETING
Convened in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

Present: Mayor Gina Leichty, Mike Landis, Orv Myers, Mary Nichols and Barb Swartley
Absent: None

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

REVIEW/APPROVE MINUTES: Mayor Leichty presented the minutes of the June 12, 2025 and June, 26, 2025 regular meetings as prepared by Clerk-Treasurer Aguirre. Board member Barb Swartley made a motion to approve the minutes as presented. Board member Mike Landis seconded the motion. The motion passed 5-0.

REVIEW/APPROVE AGENDA: Mayor Leichty presented the agenda with the addition of agenda item #11, *College Farm Neighborhood request: Approve the closure of the 1800 block of South 13th Street and use of street barricades on Aug. 2, 2025 for the annual block party.* Board member Swartley made a motion to approve the agenda as amended. Board member Landis seconded the motion. The motion passed 5-0.

1) Fire Department request: Approve the terms and conditions and ratify the execution of the Conditional Offer of Employment Agreements with Roy Thomas, Jordan Yoder, Konnor Cabe, Morgan Dyer, Christian Roman, and Chase Bair and approve their hiring as Probationary Firefighters, effective July 11, 2025. Assistant City Attorney Don Shuler asked the Board to ratify six conditional offers of employment for the Fire Department for Roy Thomas, Jordan Yoder, Konnor Cabe, Morgan Dyer, Christian Roman and Chase Bair. He said all have successfully passed qualifications to enter into the Public Employee Retirement Fund and the Fire Department would like to proceed with their hiring.

Mayor Leichty said the firefighters are scheduled to be sworn into office on July 17, 2025.

Swartley/Landis made a motion to approve the terms and conditions and ratify the execution of the Conditional Offers of Employment Agreement with Roy Thomas, Jordan Yoder, Konnor Cabe, Morgan Dyer, Christian Roman, and Chase Bair and approve the hiring of said individuals as Probationary Firefighter effective July 11, 2025. Motion passed 5-0.

2) Sage Salon requests: Approve placement of a projecting sign at 106 South Main Street

Rob Steury asked the Board for permission to install a projecting sign on the façade of Sage Salon, 106 South Main Street, which he owns with his wife, Rebekah Steury. He briefly described the sign and its proposed location said he also hoped to add some flower boxes underneath a window in the front of the business.

Assistant Planning & Zoning Administrator Rossa Deegan previously informed the Board that the Planning Department reviewed Steury's application for a projecting sign and could issue a zoning clearance once it was approved by the Board of Works. The Planning Department did not objection to it advancing to the Board.

Swartley/Landis made a motion to approve a projecting sign and flower boxes for Sage Salon, 106 South Main Street. The motion passed 5-0.

3) Legal Department request: Approve Resolution 2025-16, Declaring Surplus and Authorizing Disposal of Water Meters



Shannon Marks, the Legal Compliance Administrator for the City Legal Department, told the Board that the City Water Department wants to dispose of brass water meters that have been removed from the distribution system due to poor performance and/or age. These meters may have a scrap value estimated to be less than \$5,000.

Resolution 2025-16 declares the meters as surplus and authorize the disposal by selling the meters for scrap. In the event the meters have no scrap value, then authorization is given to demolish or junk the meters.

The brass water meters were described as follows:

Quantity	Meter Size
35	5/8"
301	3/4"
32	1"
6	1-1/2"
7	2"
1	3"
2	4"
(384 Total)	

Swartley/Landis made a motion to pass Resolution 2025-16 , *Declaring Surplus and Authorizing the Disposal of Water Meters*. Motion passed 5-0.

4) Environmental Resilience Department request: To provide water for the City's tree nursery, approve the contract with Martin's Well Drilling for \$9,200 and allow Mayor Liechty to sign the agreement

Aaron Sawatsky Kingsley, Director of the City Department of Environmental Resilience, told the Board that the City's new three-acre tree nursery is located at 4106 Dierdorff, site of the proposed wellfield. There is no water service available at that location, so, drilling a well is the most economical choice and is anticipated to meet the needs of the nursery for decades.

Kingsley said Martin's well drilling was the most responsive bidder at \$9,200. The well will utilize a 1½ hp variable speed pump to provide variability in volume needs and allow adequate pressure to pump short and long distances.

Swartley/Landis made a motion to approve the contract with Martin's Well Drilling for \$9,200 and allow Mayor Liechty to sign the agreement. Motion passed 5-0.

5) Engineering Department request: Approve signing the agreement with Niblock Excavating for the North Goshen Service Line Replacement and Utility Improvements project in the amount of \$9,826,940

City Director of Public Works & Utilities Dustin Sailor told the Board that on April 24, 2025, the City received the following proposals for the North Goshen Service Line Replacement and Utility Improvements project:

Niblock Excavating	\$ 9,826,940
C&E Excavating	\$16,573,610

The Engineering Department requested that the Board of Public Works and Safety officially award the contract to Niblock Excavating as the lowest responsive and responsible bidder.

Sailor said the City closed on the State Revolving Fund, SRF, grant and loans on June 5, 2025, and received a Contract Award Approval Letter from the SRF on June 16, 2025. Funding for the project was broken down as follows: \$2,500,000 as grant, \$2,500,000 as 0% loan, and \$3,024,990 as low-interest loan from the SRF. The remaining \$1,801,950 will be funded by the City Water and Sewer Departments

Swartley/Landis made a motion to approve signing the agreement with Niblock Excavating for the North Goshen Service Line Replacement and Utility Improvements project in the amount of \$9,826,940. Motion passed 5-0.



6) Engineering Department request: Approve the Kercher Road lane restrictions from June 30 through Oct. 21, 2025

City Director of Public Works & Utilities Dustin Sailor said that due to scheduling he was making a retroactive request, to June 30, 2025, for Kercher Avenue lane restrictions. He said there will be several phases of work along Kercher Road for the asphalt paving project.

Sailor said the first through the sixth phase of the project is to remove and replace storm structures between the railroad tracks and Dierdorff Drive. The final phase is to mill and pave Kercher Road from Violet Road to US 33. **Sailor** said Phend & Brown is requesting lane restrictions for all phases of work on Kercher Road from Violet Road to US 33 with Phend & Brown providing traffic control. The multi-use trail on the south side of Kercher Road will need to be closed for replacement of the structures.

Phend & Brown will maintain open access for the businesses and residents on Kercher Road. The partial lane restrictions will occur between June 30 through Oct. 21, 2025.

Board member Landis asked about the extent of the structures being replaced and why they failed. **Sailor** said the project is not very old but some structures have failed for an "undetermined reason." So, he said the structures that failed are being replaced and there will be monitoring of the installation.

Swartley/Landis made a motion to approve the Kercher Road lane restrictions from June 30 through Oct. 21, 2025. Motion passed 5-0.

7) Engineering Department request: Approve the road closure on Hackett Road and Johnston Street for the work of full depth pavement removal, storm underdrains, curb work and to rebuild the asphalt roadway from Monday, July 7 thru Friday, Aug. 1, 2025

City Director of Public Works & Utilities Dustin Sailor told the Board that Niblock Excavating is requesting a road closure on Hackett Road, between State Road 15 and Johnston Street. Niblock will be performing work to remove and replace full depth asphalt pavement and install storm underdrains.

Sailor said after the asphalt base is paved on Hackett Road, Niblock will do some curb work, mill, and install petromat on Johnston Street, from S.R. 15 to Michigan Avenue. Niblock will then surface pave Hackett & Johnston.

Sailor said this work will start on Monday July 7 and go through Friday Aug. 1. Niblock will maintain access to the businesses and residents and have all the traffic control devices in place.

In response to questions from **Board member Landis**, **Sailor** said a developer installed the road, adding that the City would be carrying out a full roadway removal and replacement, including a new drainage layer and storm sewer.

Swartley/Landis made a motion to approve the road closure on Hackett Road and Johnston Street for the work of full-depth pavement removal, storm underdrains, curb work and to rebuild the asphalt roadway from Monday July 7 thru Friday Aug. 1, 2025. Motion passed 5-0.

8) Engineering Department request: Approve the installation of on-street parking delineations as designated along Johnston Street at the request of Green Oaks of Goshen AND Approve the installation of "No Parking" signs in designated areas along Johnston Street (these separate requests were considering simultaneously)

City Engineering Project Manager Andrew Lund told the Board that the Engineering Department received a request from Green Oaks of Goshen, a senior housing facility, for pavement markings to be installed along Johnston Street for on-street parking.

The request noted there were parking challenges onsite at 282 Johnston Street due to limited spaces available, and that striped parking stalls would help provide a more efficient use of on-street parking space.

Lund said on-street parking is now permitted though not delineated, and the speed limit is posted at 30 MPH, with an 85th percentile speed of 32 MPH. The roadway pavement is 34 feet wide. Engineering staff have noted minimal usage of on-street parking from other apartment buildings and businesses along Johnston Street.



For context and background, Lund said Green Oaks of Goshen is a four-story, 120-unit assisted living facility. Per Goshen's Zoning Ordinance, 180 parking spaces would have been required for Green Oaks (as a Nursing Home). However, only 54 spaces were proposed for the development. In support of the parking variance, it was noted that few residents of the Green Oaks site would drive. Further justification was based on parking ratios of an Assisted Living "Use Group," as described in the Institute of Transportation Engineers Parking Generation Manual, 4th Edition (ITE Manual). According to the ITE Manual, the average parking supply ratio of an Assisted Living site is 0.6 spaces per unit, and the average peak period parking demand is 0.41 spaces per unit, with an 85th percentile of 0.54 spaces per unit. Green Oaks supplies 0.45 spaces per unit.

Lund said Green Oaks has 50 common-use parking spaces and 4 reserved (ADA) parking spaces. Engineering staff reached out to Green Oaks and learned that there is a consistent need for on-street parking. Green Oaks staff have observed as many as 10 vehicles park on the street on a typical weekday.

However, on-street parking demand grows during regular events. Twice a month, vehicles park along the entire Green Oaks property. Once every quarter there are larger events where up to half of Johnston Street is utilized for on-street parking. And there is no more room for parking on site.

Lund said his request was presented at the May meeting of the Traffic Commission. Green Oaks Executive Director Carlos Romero and Director of Marketing and Sales Mary Gallardo were in attendance. They explained that with the expected growth to full unit occupancy, they anticipated as many as 15 vehicles may need to park on the street on a typical weekday.

After discussion of the related Engineering Department request for parking restrictions, Lund said Traffic Commission members provided a unanimous positive recommendation that the Board of Public Works approve the installation of bookends/bump-outs with on-street parking in three areas.

In addition, Lund also asked the Board to implement parking restrictions through the installation of "No Parking" signs in designated areas along Johnston Street.

Lund said following a review of sight distance concerns associated with existing on-street parking on the south side of Johnston Street, near the entrance to Green Oaks (282 Johnston Street), Engineering staff has determined that restricting parking in this area is warranted. These restrictions are recommended to enhance visibility and ensure safe turning movements for drivers exiting the Green Oaks property onto Johnston Street.

Lund said the proposed parking restrictions would apply to the south side of Johnston Street, directly adjacent to 282 Johnston Street, extending to the west to the west side of the intersection with Stone Drive and to the east, to a position immediately west of the drive entrance for 204-216 Johnston Street.

Lund said this request was presented at the May meeting of the Traffic Commission, where it received unanimous approval and a positive recommendation to the Board of Public Works.

In response to questions from Board member Landis, Lund clarified the recommended area for parking restrictions. Clerk-Treasurer Aguirre said he appreciated the staff report and the clarity of it as it explained how much parking was provided compared with how much is needed. He said he knows that if there's a future proposed senior housing facility, it will be considered on its own merits. However, he asked if this experience would influence the Engineering Department's future recommendation on needed parking since parking in this case has proven to be inadequate.

Lund said that would be up to the Planning Commission, but that the Engineering Department would pass on information about this case.

Swartley/Landis made a motion to approve the installation of on-street parking delineations as designated along Johnston Street and the installation of "No Parking" signs in designated areas along Johnston Street. Motion passed 5-0.



10) Engineering Department request: Approve the installation of an all-way stop at Leroy Street and 12th Street and leave the intersection of Leroy Street and 13th Street uncontrolled

City Engineering Project Manager Andrew Lund told the Board that Traffic Commissioner and Police Patrol Division Chief Ryan Adams received a request from a family member of Leroy Street residents. The family member was concerned with children's safety with traffic coming from the industrial park, using Leroy Street to bypass the traffic light at College Avenue and 15th Street. The family member requested a stop sign at this intersection. Lund said the request was brought to the Oct. 17, 2024 Traffic Commission meeting. Engineering staff advised that the addition of a stop sign on the Leroy Street would have resulted in an all-way stop, according to the current Manual on Uniform Traffic Control Devices (MUTCD). Having reviewed vehicle and pedestrian volume warrants for stop signs, Commission members familiar with the intersection did not believe traffic would meet those requirements. The Commission voted unanimously with a recommendation to deny the request of stop signs, which would have made the intersection an all-way stop.

Lund said the Commissioners' recommendation was brought before the Dec. 12, 2024, Board of Works meeting. Board members cited concerns about the speeding traffic in the area related to people traveling to or from work and requested that traffic counts and an evaluation be performed by the Engineering Department.

Lund said Engineering staff completed traffic counts at the locations under consideration. The counts were compared with warrants for all-way stop control per 2011 IMUTCD and National MUTCD and no warrants were found to be met for all-way stop control intersection at Leroy St and 13th Street. The warrant summary was shown in Exhibit B, and raw traffic data was shown in Exhibit C.

Lund said while measured sight distance at the intersection is less than optimal (100-110 feet where 140 feet is recommended), most drivers yield on the leg of a "T" intersection. After speaking with the requesting family member and discovering most traffic occurs on Leroy St and 12th Street, traffic counts were also taken on 12th Street. Lund said the request and traffic data were brought before the May 15 Traffic Commission meeting. A family member of the person making the original request was in attendance and explained that most traffic seems to travel along Leroy Street to 13th Street. Speed seemed to be the largest issue along Leroy Street, and both the IMUTCD and MUTCD state that stop signs are not meant to control speed. However, it was observed that through traffic turns without stopping at the intersection of Leroy Street and 12th Street, and that left westbound to southbound left turns may conflict with that movement.

Lund said the family member confirmed that vehicle movements can be confusing at this intersection, especially when vehicles are exiting from Goshen College athletics events. Controlling left turn conflicts is a warrant for implementing an all-way stop. He confirmed that having an all-way stop at the intersection of Leroy Street and 12th Street would help overall traffic issues in their neighborhood.

Lund said after discussion, Traffic Commission members voted with a unanimous approval to install an all-way stop at Leroy Street and 12th Street and leave the intersection at Leroy Street and 13th Street as uncontrolled.

Swartley/Landis made a motion to approve the installation of an all-way stop at Leroy Street and 12th Street and leave the intersection of Leroy Street and 13th Street uncontrolled. Motion passed 5-0.

11) College Farm Neighborhood request: Approve the closure of the 1800 block of South 13th Street and use of street barricades on Aug. 2, 2025 for the annual block party (added agenda item)

Mayor Leichty said the College Farm Neighborhood, consisting of the area South of College Avenue from 12th Street to 15th Street, requested permission to hold a Neighborhood Block Party in the 1800 block of South 13th Street, between Mervin Avenue and Leroy Street, on Saturday, Aug. 2, 2025, from 6:30 to 9 p.m.

In a written request (EXHIBIT #1), Craig Yoder wrote that the College Farm Neighborhood Committee asked that this one block be closed during this time. He asked that street barricades be dropped off at 13th Street and Leroy Avenue and at 13th Street and Mervin Avenue for the event.



Yoder also asked that a police officer familiar with the neighborhood stop by the party to be introduced to residents. Swartley/Landis made a motion to approve the closure of the 1800 block of South 13th Street, between Mervin Avenue and Leroy Street, on Aug. 2, 2025 for the annual block party. Motion passed 5-0.

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

Mayor Leichty opened Privilege of the Floor at 4:30 p.m.

City Street Commissioner David Gibbs informed the Board that Beacon Health wanted to use parking spots along Main Street, near First State Bank, for a blood drive next Friday, July 11. He said he advised the representative of Beacon Health to appear before the Board today and request the use of parking spaces, but no one was present. Mayor Leichty clarified the location and said it was "a good cause."

Mayor Leichty closed the public comment period at 4:30 p.m.

APPROVAL OF CIVIL & UTILITY CLAIMS

Mayor Leichty made a motion to approve Civil City and Utility claims and adjourn the meeting. Board member Landis seconded the motion. The motion passed 5-0.

ADJOURNMENT

Mayor Leichty adjourned the meeting at 4:31 p.m.

EXHIBIT #1: A memorandum, dated May 12, 2025, from Craig Yoder of the College Farm Neighborhood that was distributed to the Board. The memo concerned added agenda item #11, College Farm Neighborhood request: Approve the closure of the 1800 block of South 13th Street and use of street barricades on Aug. 2, 2025 for the annual block party.

APPROVED:



Mayor Gina Leichty



Mike Landis, Member



A handwritten signature in black ink, appearing to be "Orv Myers", written over a horizontal line.

Orv Myers, Member

A handwritten signature in black ink, appearing to be "Mary Nichols", written over a horizontal line.

Mary Nichols, Member

A handwritten signature in blue ink, appearing to be "Barb Swartley", written over a horizontal line.

Barb Swartley, Member

ATTEST:

A handwritten signature in black ink, appearing to be "Richard R. Aguirre", written over a horizontal line.

Richard R. Aguirre, City of Goshen Clerk-Treasurer

Exhibit #1

College Farm Neighborhood

May 12, 2025

To: Goshen Board of Public Works

From: Craig Yoder – College Farm Neighborhood

Re: College Farm Neighborhood Block Party

The College Farm Neighborhood, consisting of the area South of College Avenue from 12th Street to 15th Street, is requesting permission to hold a Neighborhood Block Party on the 1800 block of South 13th Street between Mervin Avenue and Leroy Street on Saturday August 2, 2025, from 6:30 to 9:00 PM. The College Farm Neighborhood Committee requests this one block be closed during this time.

If approved, we would appreciate having the barricades dropped off at 13th Street and Leroy Avenue and at 13th Street and Mervin Avenue.

If our city staff representative and /or area police officer would be available to stop by the party, we would like to introduce them to the residents.

These attendees have been helpful to ask questions and/or express thanks for their efforts on behalf of the neighborhood.

Thank you for considering this request.

Craig Yoder – Committee Member

1905 S. 15th Street Goshen, IN 46526

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