



**CITY OF GOSHEN BOARD OF PUBLIC WORKS & SAFETY**  
**MINUTES OF THE NOVEMBER 13, 2025 REGULAR MEETING**  
*Convened in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana*

**Present:** Deputy Mayor Mark Brinson, Mike Landis, Orv Myers, and Mary Nichols

**Absent:** Barb Swartley

**CALL TO ORDER:** Deputy Mayor Mark Brinson called the meeting to order at 4:00 p.m. The Deputy Mayor announced that, pursuant to an Executive Order from Mayor Leichty, who was unavailable, he was authorized to act on the Mayor's behalf as a Board member. The order was made part of the meeting record (EXHIBIT #1).

**REVIEW/APPROVE MINUTES:** Deputy Mayor Brinson presented the minutes of the Oct. 30, 2025 and Nov. 6, 2025 meetings as prepared by Clerk-Treasurer Aguirre. Board member Mary Nichols made a motion to approve the minutes as presented. Board member Orv Myers seconded the motion. The motion passed 4-0.

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

**1) Bid opportunities:** Open bids received for five 2026 or newer Hybrid Police Pursuit SUV(s), read the bid amount and refer the bids to the City Attorney's Office for further review

On behalf of the Goshen Police Department, the City solicited sealed bids for the purchase of Hybrid Police Pursuit SUVs in accordance with Indiana Code § 5-22-8-3. All sealed bids were due by 3:45 p.m. on Nov. 13, 2025 to the Clerk-Treasurer's Office or by 4 p.m. at the Board's meeting. The Legal Department asked that the Board open and announce any bids submitted and refer them to the Legal Department for review.

Deputy Mayor Brinson asked if there were additional bids to be submitted to the Board. There were not. Board member Mary Nichols then announced that the following bids were received:

- Vogler Motor Co., Carbondale, Ill.: \$229,865.00
- Broadway Ford, St. Louis, MO: \$233,993.15
- Eby Ford, Goshen, IN: \$229,509.00
- Jordan Automotive, Mishawaka, IN: \$232,750.00

Nichols/Myers made a motion to forward the bids to the City Legal Department for review. The motion passed 4-0.

**2) Requests for proposals:** Open proposals for purchase of real property at 908 N. 6th Street, read aloud the proposal's name and offer and refer the proposals to the Redevelopment Commission for further consideration

Assistant City Attorney Don Shuler said the Redevelopment Commission has issued a Request for Proposals to Purchase Real Property for the real estate generally located at 908 N. 6th Street, Goshen.

Shuler said the first deadline for full-price offers was Oct. 14, 2025, and no proposals were received. Per statute, the second deadline for any other offers was Nov. 13, 2025, by 3:30 p.m., to be opened by the Board of Public Works and Safety.

Deputy Mayor Brinson asked if there are any additional proposals to be submitted to the Board. There were not. Since there were no proposals submitted for purchase of the real property at 908 N. 6th Street, no action was taken.





**3) Fire Department request: Approve the promotions of Probationary Privates Charles Holderbaum, Brian Guerra, and Ryan Rentfrow to the positions of Private 1st Class Firefighters with the Goshen Fire Department, effective to Nov.15, 2025**

City Fire Chief Anthony Powell asked the Board to approve the promotions of Probationary Privates Charles Holderbaum, Brian Guerra, and Ryan Rentfrow to the position of Private 1st Class Firefighter with the Goshen Fire Department, effective Nov. 15, 2025.

Chief Powell said, "All three have been a tremendous addition to the Goshen Fire Department. They consistently demonstrate integrity, dedication, and a strong commitment to service. Their conduct and performance reflect the values of our department and leave a positive legacy within the community we serve." Chief Powell thanked the firefighters and asked the Board for their approval of these promotions.

Nichols/Myers made a motion to approve the promotions of Probationary Privates Charles Holderbaum, Brian Guerra, and Ryan Rentfrow to the position of Private 1st Class Firefighter with the Goshen Fire Department, effective Nov.15, 2025.

*After approval, Deputy Mayor Brinson separately swore in Charles Holderbaum, Brian Guerra, and Ryan Rentfrow into office as Private 1st Class Firefighters.*

**4) Kennyland Tree Works LLC request: Approval to remove a tree at 812 South 7th St., approve a closure of South 7th Street, between East Plymouth Street and the alley to the north, and the street halfway between East Plymouth Street and East Douglas Street, Nov. 18-19, 2025**

Matthew Kenny of Kennyland Tree Works, LLC requested the closure of South 7th Street, between East Plymouth Street and the alley to the north, and the street halfway between East Plymouth Street and East Douglas Street, Nov. 18-19, 2025

Deputy Mayor Brinson asked for clarification on how long the closure would last. Kenny asked the Board for full closure of the block from 7 a.m. to 6 p.m.

Board member Landis asked if the block would be reopened at night. Kenny affirmed that it would be.

City Civil Engineer Brad Minnick also said that the safety protocols had been explained to Kenny.

Nichols/Myers made a motion to allow the closure. The motion passed 4-0.

**5) Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services for Mold Optical Air Sampling Assessment and Radon Testing in the leased spaces in the Historic County Courthouse**

City Attorney Don Shuler recommended that the Board approve and authorize Mayor Leichty to execute the attached Agreement with ACM Engineering & Environmental Services to allow the City to enter into an agreement to perform Mold Optical Air Sampling Assessment and Radon Testing in the leased spaces in the Historic County Courthouse. The cost for Mold Optical Air Sampling Assessment is not to exceed \$4,600. The cost for Radon Testing is not to exceed \$4,708.

Deputy Mayor Brinson asked if there were any questions. Hearing none, the discussion concluded.

Nichols/Myers made a motion to approve and authorize Mayor Leichty to execute the agreement with ACM Engineering & Environmental Services for Mold Optical Air Sampling Assessment and Radon Testing in the leased spaces in the Historic County Courthouse. The motion passed 4-0.

**6) Legal Department request: Approve and authorize Mayor Leichty to execute the agreement with KIL Architecture/Planning for Preliminary Architectural Design and Planning Services in the City Police/Court Building**





City Attorney Don Shuler introduced this agreement, describing it as a preliminary planning and architectural project. The costs of this service include a limited scope remodel at 111 East Jefferson Street. Phase 1 — a schematic design verification with consultation and code study will cost \$9,000. Phase 2 — services related to paperwork around the permit and construction documents — has an estimated fee of \$65,500. Phase 3 — the bidding and construction administration — is not to exceed \$14,500.

Deputy Mayor Brinson said that this agreement was related to changes within both the City Police-Court building and the County Courthouse.

Nichols/Myers made a motion to approve and authorize the Mayor to execute the agreement. The motion passed 4-0.

**7) Legal Department request: Approve & authorize the Mayor to execute Amendment No. 2 to the contract for Solid Waste Collection Services with Waste Management of Indiana, LLC.**

City Attorney Don Shuler introduced the Amendment, describing it as an update to the contract and services for solid waste collection. Specifically, Waste Management provides roll-off containers for the Waste Water Treatment plant, as well as City of Goshen events and projects. The adjustments in rates are capped at 2.7 percent from the previous year, with adjustments only allowed to occur once every twelve months.

Deputy Mayor Brinson welcomed comments and questions. There were none.

Nichols/Myers made a motion to approve and authorize the Mayor to execute the amendment. The motion passed 4-0.

**8) Utilities Office request: Move uncollected finalized accounts from active to collection, sewer liens and write offs – \$6,580.48 for the period through Aug. 25, 2025**

Kelly Saenz, Manager of the Goshen City Utilities Office, told the Board that the original amount of unpaid final Water/Sewer accounts, for the period through Aug. 25, 2025 was \$8,950.37. Collection letters were sent out and payments of \$2,369.89 were collected.

With the uncollected amount being \$6,580.48, Saenz asked the Board to move the office's uncollected final accounts from active to Collection, Sewer Liens and Write offs for the period. Of the uncollected amounts, \$3,793.25 came from water accounts and \$2,787.23 came from sewer accounts.

Nichols/Myers made a motion to move the Goshen Water and Sewer Office's \$6,580.48 in uncollected finalized accounts for this period from active to Collection, Sewer Liens and Write offs. The motion passed 4-0.

**9) Engineering Department request: Approve the acceptance of infrastructure of roadway, water main, sanitary and storm sewers, and sidewalk for maintenance for The Crossing Subdivision, Phase 2 and Phase 3 for a total of \$925,452.36**

City Engineering Project Manager Andrew Lund introduced the request for this infrastructure project at The Crossing, specifically Phases 2 and 3, which include water main, sanitary and storm sewer, curb, sidewalk, and asphalt for total listed above. In explaining the project, Lund noted that the adjustment is a reduction in costs to the City of Goshen, due to changes in cost breakdown and reduction of quantity. He also thanked Sunday Van Zile for her efforts to keep the project on track and moving ahead.

Deputy Mayor Brinson reiterated that the costs were revised to remove expenses that are no longer relevant or in need of adjustment. In addition, Lund expressed confidence that the costs should be stable going forward.

Nichols/Myers made a motion to approve the request. The motion passed 4-0.

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

Deputy Mayor Brinson opened Privilege of the Floor at 4:27 p.m. There were no comments.





At 4:27 p.m., the Deputy Mayor opened hearings on unsafe building orders by the City Building Commissioner.

**REVIEW/COMPLIANCE HEARINGS ON BUILDING COMMISSIONER ORDERS:**

**4:00 p.m., November 13, 2025**

**Goshen Police & Court Building, 111 East Jefferson Street, Goshen, Indiana**

**Members:** Deputy Mayor Mark Brinson, Mike Landis, Orv Myers, Mary Nichols, Barb Swartley (Absent)

**10) Final report for property at 322 W. Oakridge Avenue, which was the subject of prior enforcement efforts by the Board**

At 4:28 p.m., Deputy Mayor Brinson opened a hearing for a final report for the property at 322 W. Oakridge Avenue, which was the subject of prior enforcement efforts by the Board

(Please refer to Slideshow for EXHIBIT #2 for a PowerPoint presentation on this property.)

**BACKGROUND:**

In a Nov. 13, 2025 memorandum to the Board, Assistant City Attorney Don Shuler wrote that this matter was before the Board, after a multitude of enforcement efforts for the property going back over 15 years, including:

- July 2009 Agreement – Complete Repairs by Dec. 31, 2009
- May 2015 Agreement – Complete Repairs by Sept. 2015
- Legal action initiated in 2016 – multiple findings of contempt and fines in 2019, 2021, and 2023.

After a Building Commissioner order requiring demolition issued in July 2024, affirmed by the Board of Works in September 2024, this resulted in sale of property in Fall 2024 to Artisan Investment Group, and then to Eduardo Pizana and Abel Pizana in January 2025. The new owners then complied with various BOW Orders by completing significant repairs to the home throughout 2025, and home passed final inspections last month. In all, it took years and changes in ownership to bring this property back into compliance, but the remediation process is complete with a fully renovated, improved, and occupied single-family home.

**REPORT OF BOARD HEARING ON NOV. 13, 2025:**

After convening the hearing, Deputy Mayor Brinson invited a presentation from Assistant City Attorney Don Shuler.

Shuler and City Building Commissioner Myron Grise then gave the Board a report, showing that the house and property were now in good and working order, ready for occupancy. The enforcement efforts for the property go back over 15 years, culminating in the order requiring demolition in 2024. This order resulted in the sale of the property, and then during 2025 two new owners completed significant repairs, so that the home passed inspection in October 2025.

Because this was a final review hearing, there were no motions or votes.

Deputy Mayor Brinson thanked Shuler and Grise for their work in this process.

**11) Final report for the property at 423 N. 5th Street, which was the subject of prior enforcement efforts by the Board**

At 4:31 p.m. Deputy Mayor Brinson opened a hearing for a final report for the property at 423 N. 5th Street, which was the subject of prior enforcement efforts by the Board







(Please refer to Slideshow for EXHIBIT #3 for a PowerPoint presentation on this property.)

**BACKGROUND:**

In a Nov. 13, 2025 memorandum to the Board, Assistant City Attorney Don Shuler wrote that this matter was before the Board, when the property was found unsafe by Order of Building Commissioner in October 2024; affirmed by Board of Works in December 2024. After further BOW Review hearing held in February 2025, there was still no progress, so the property was referred to Legal for Receivership action. With receivership action filed in March 2025, the property was sold and transferred in July 2025 to Artisan Investment Group. In a BOW Agreement with Artisan in August 2025 involving this among other properties, 423 N. 5<sup>th</sup> Street to be completed by Dec. 31, 2025. The remediation process is complete in a little over a year from initial inspection to close out. As a rental property, across Fifth Street from Chamberlain Elementary, this is a significant improvement.

**REPORT OF BOARD HEARING ON NOV. 13, 2025:**

After convening the hearing, Deputy Mayor Brinson invited a presentation from Assistant City Attorney Don Shuler.

Shuler and City Building Commissioner Myron Grise then gave the Board a report, showing that the house and property were now almost completely in good and working order, ready for occupancy by year's end. This represents an improvement from its previous finding as an unsafe house, and a process that included receivership, selling and transfer of property, and an agreement with Artisan Investment Group.

Deputy Mayor Brinson said this house and property are near Chamberlain Elementary School, and that the school principal had been interested in seeing this building rehabilitated.

Because this was a final review hearing, there were no motions or votes.

Deputy Mayor Brinson thanked Shuler and Grise for their work in this process.

**12) Final Report for property at 513 N. 5th Street, which was the subject of prior enforcement efforts by the Board**

At 4:33 p.m. Deputy Mayor Brinson opened a hearing for a final report for the property at 513 N. 5th Street, which was the subject of prior enforcement efforts by the Board

(Please refer to Slideshow for EXHIBIT #4 for a PowerPoint presentation on this property.)

**BACKGROUND:**

In a Nov. 13, 2025 memorandum to the Board, Assistant City Attorney Don Shuler wrote that this matter was before the Board after the property was found unsafe by Order of Building Commissioner in October 2024. The order was affirmed by the Board in December 2024. A Board review hearing was held in February 2025. There was no progress, so the case was referred to the Legal Department for receivership. Receivership action was filed in March 2025, and the property was sold and transferred in July 2025 to Artisan Investment Group, which was reported in a Board agreement with Artisan in August 2025 involving this among other properties. This property will be completed by Dec. 31, 2025, a little over a year from initial inspection to close out. As another rental property, on 5<sup>th</sup> Street north of Chamberlain Elementary, this is considered a significant improvement.

**REPORT OF BOARD HEARING ON NOV. 13, 2025:**

After convening the hearing, Deputy Mayor Brinson invited a presentation from Assistant City Attorney Don Shuler.

Shuler and City Building Commissioner Myron Grise then gave the Board a report, showing that the house and property were now close to completely good and working order and ready for occupancy by year's end.





This transformation represents an improvement from its previous finding as an unsafe house, and a process that included receivership, selling and transfer of property, and an agreement with Artisan Investment Group.

Because this was a final review hearing, there were no motions or votes.  
Deputy Mayor Brinson thanked Shuler and Grise for their work in this process.

At 4:35 p.m., Deputy Mayor Brinson closed the review hearings on unsafe building orders by the City Building Commissioner

#### **APPROVAL OF CIVIL & UTILITY CLAIMS**

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

#### **ADJOURNMENT**

Deputy Mayor Brinson adjourned the meeting at 4:36 p.m.

*EXHIBIT #1: Executive Order 2025-08, which was signed by Goshen Mayor Leichty on Nov. 13, 2025. It stated that Mayor Leichty would be unavailable on Nov. 13, 2025, and in her absence, Deputy Mayor Mark Brinson was empowered to exercise all duties of the Mayor, including service as a member of the Board of Public Works & Safety.*

*EXHIBIT #2: Slideshow including Final report for property at 322 W. Oakridge Avenue. Agenda Item #10.*

*EXHIBIT #3: Slideshow including Final report for the property at 423 N. 5th Street. Agenda Item #11.*

*EXHIBIT #4: Slideshow including Final Report for property at 513 N. 5th Street. Agenda Item #12.*

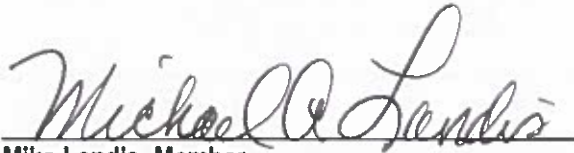
**APPROVED:**

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Mayor Gina Leichty







Mike Landis, Member



Orv Myers, Member

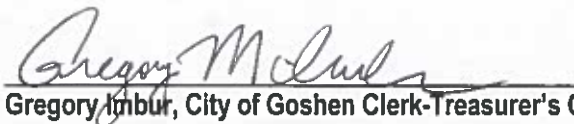


Mary Nichols, Member



Barb Swartley, Member

ATTEST:



Gregory Imbur, City of Goshen Clerk-Treasurer's Office



Exhibit # 1

**EXECUTIVE ORDER 2025-08**

**Designation of Deputy Mayor Mark Brinson  
as Acting Executive November 13, 2025**

WHEREAS, the undersigned Mayor of the City of Goshen, Indiana will be absent from the City on November 13, 2025;

WHEREAS, Indiana Code § 36-4-5-8 provides that, whenever the executive of a city is absent, or going to be absent, from the city, ill, or injured, the executive may designate the deputy mayor as acting executive, with all the powers of the office;

WHEREAS, the Common Council of the City of Goshen, Indiana established the position of Deputy Mayor when it adopted Ordinance 5093;

WHEREAS, Mark Brinson currently holds the position of Deputy Mayor of the City of Goshen, Indiana; and

WHEREAS, the city executive is a member of the City of Goshen Board of Public Works and Safety under I.C. § 36-4-9-8(c).

NOW THEREFORE, I, Gina Leichty, Mayor of the City of Goshen, do hereby designate Mark Brinson, Deputy Mayor of the City of Goshen, Indiana, as acting executive during my absence from the City of Goshen on November 13, 2025, with all the powers of the office, including those associated with being a member of the City of Goshen Board of Public Works and Safety.

This designation shall expire at the end of the day, November 13, 2025, at which time I will resume my duties as executive of the City of Goshen, Indiana.

By providing a copy of this executive order to the president and to the clerk of the Common Council of the City of Goshen, Indiana, I certify the designation and the expiration of the designation, in accordance with I.C. § 36-4-5-8(b).

Dated this 7 day of November, 2025.

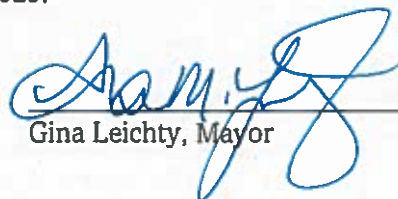
  
Gina Leichty, Mayor





Exhibit #2

# **Unsafe Building Resolution – Staff Final Report**

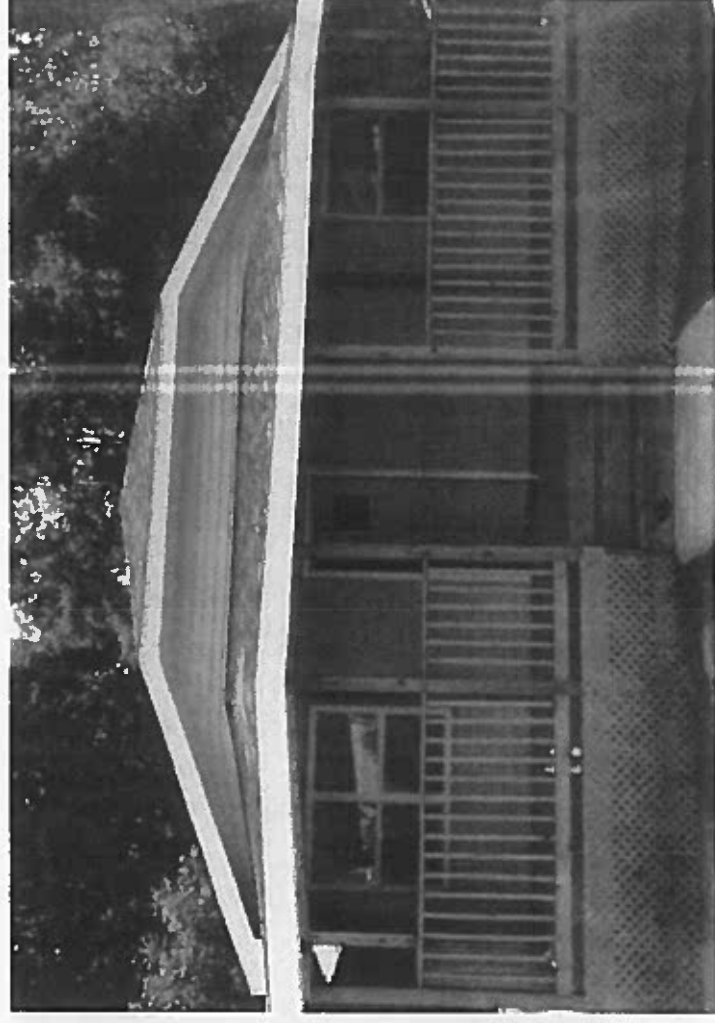
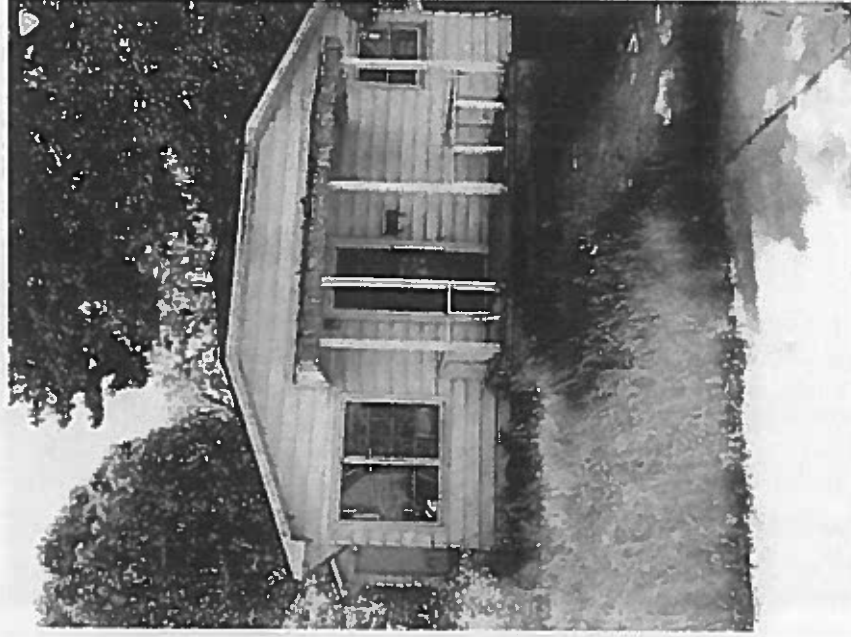
**322 W. Oakridge Avenue, Goshen**

**November 13, 2025**

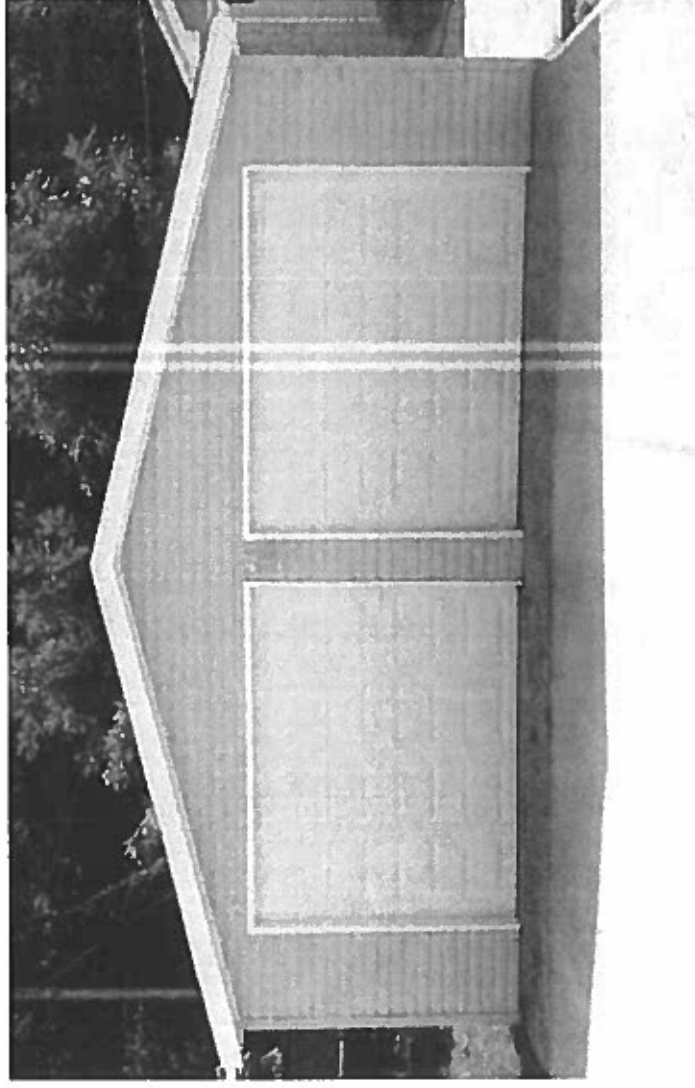
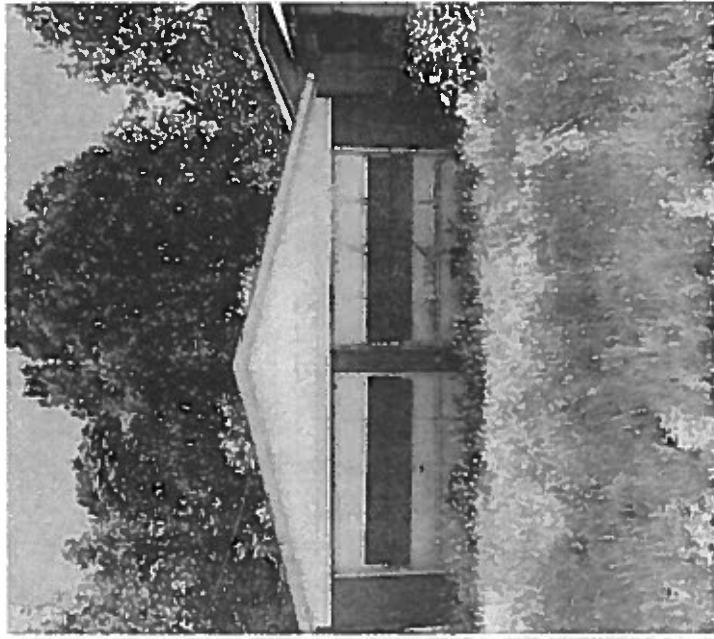
# Summary

- Multitude of enforcement efforts for the property going back over 15 years
  - July 2009 Agreement – Complete Repairs by December 31, 2009
  - May 2015 Agreement – Complete Repairs by September 2015
  - Legal action initiated in 2016 – multiple findings of contempt and fines in 2019, 2021, and 2023
- Building Commissioner order requiring demolition issued in July 2024, affirmed by the Board of Works in September 2024.
- Resulted in sale of property in Fall 2024 to Artisan Investment Group, and then to Eduardo Pizana and Abel Pizana in January 2025
- The new owners then complied with various BOW Orders by completing significant repairs to the home throughout 2025
- Home passed final inspections last month

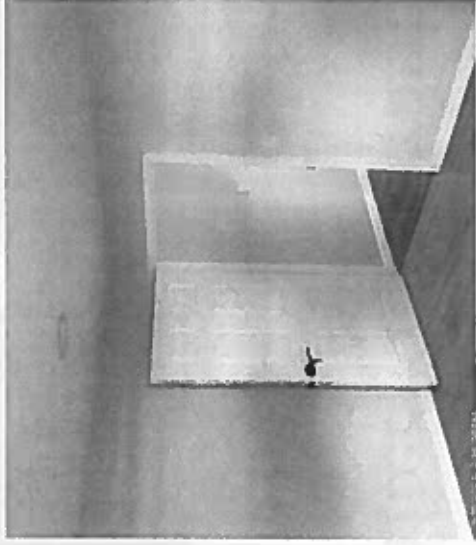
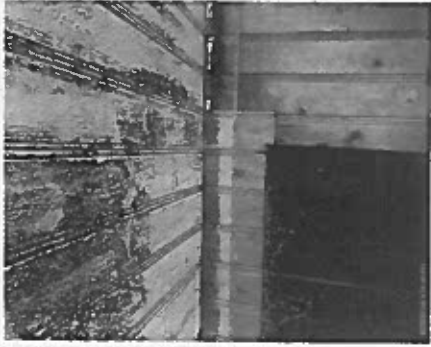
## Before / After Photographs



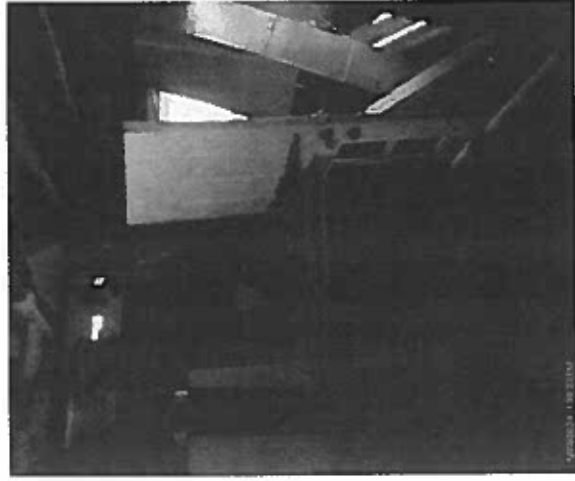
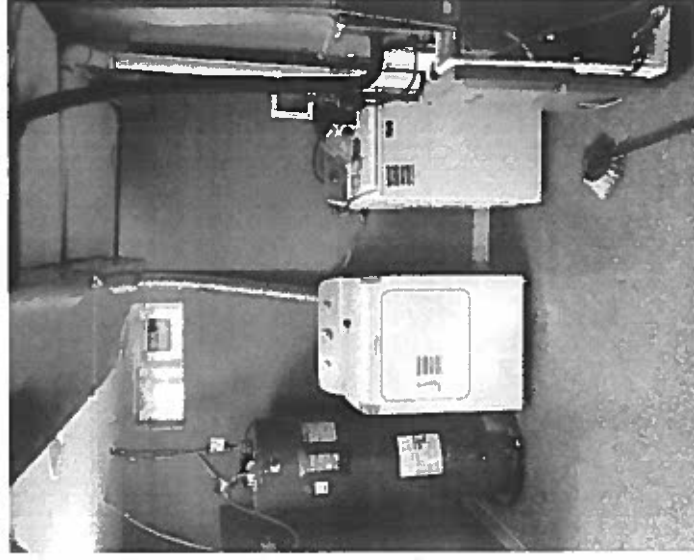
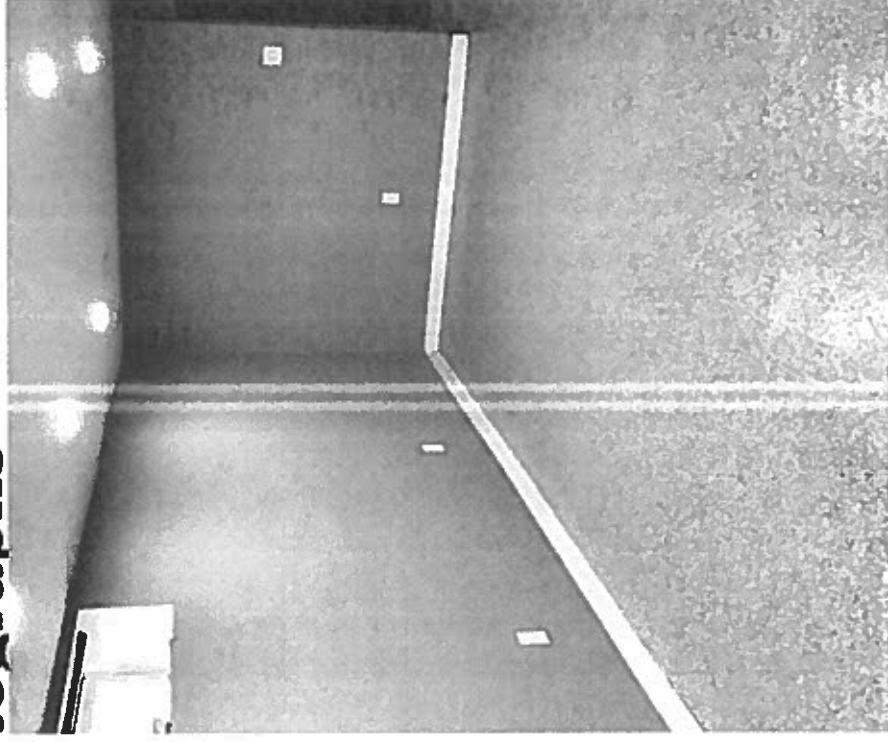
## Before / After Photographs



## Before / After Photographs



## Before / After Photographs



# Conclusion

- Took years and changes in ownership to bring this property back into compliance, but the remediation process is complete with a fully renovated, improved, and occupied single-family home.





# **Unsafe Building Resolution – Staff Final Report**

423 North 5<sup>th</sup> Street, Goshen

November 13, 2025

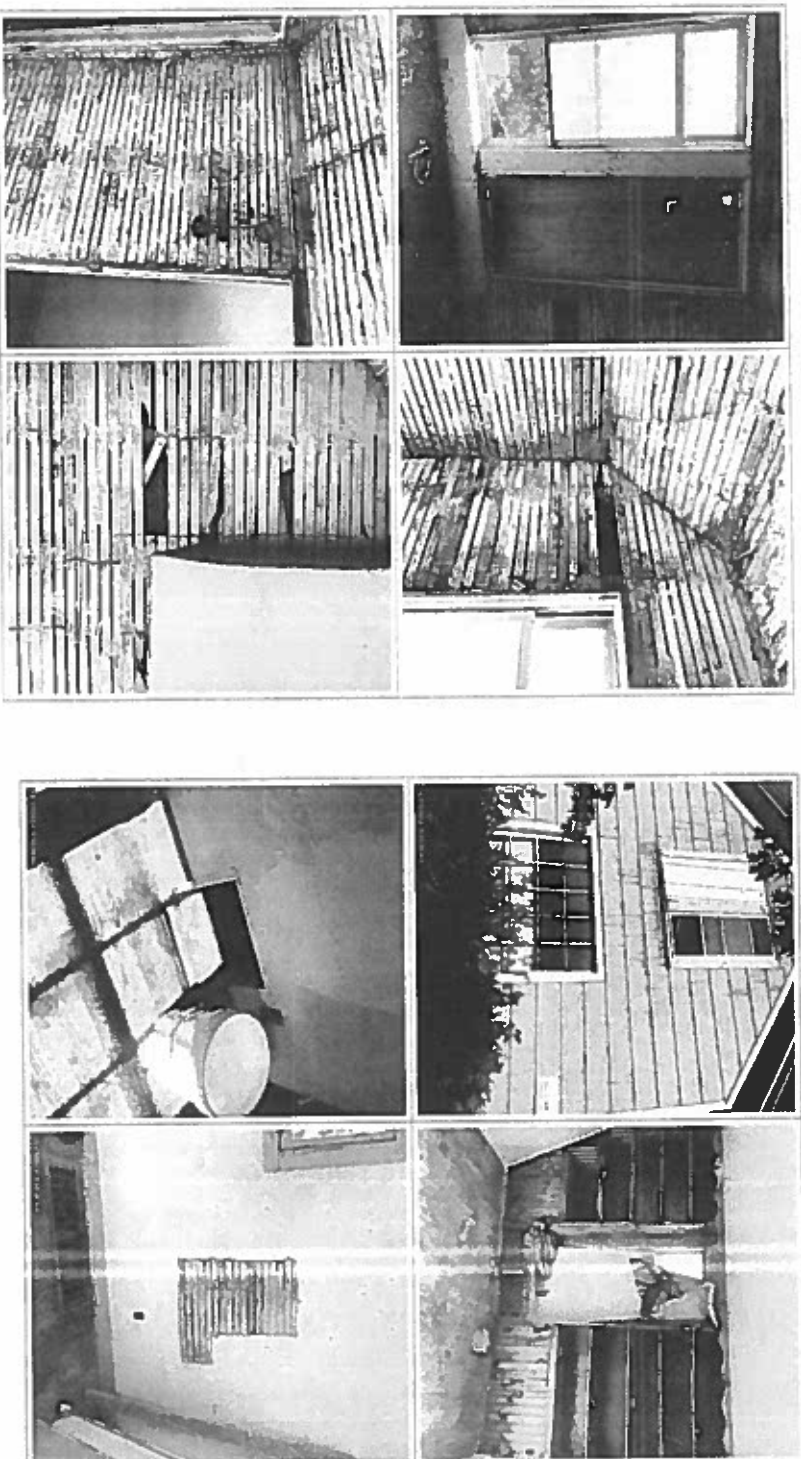
# Summary

- Found unsafe by Order of Building Commissioner in October 2024; affirmed by Board of Works in December 2024
- Further BOW Review hearing held in February 2025 – no progress, referred to Legal for Receivership action
- Receivership action filed in March 2025
- Property sold and transferred in July 2025 to Artisan Investment Group
- BOW Agreement with Artisan in August 2025 involving this among other properties
- 423 N. 5<sup>th</sup> Street to be completed by December 31, 2025

## Before Photographs



## Before Photographs



## After



# Conclusion

- Remediation process complete in a little over a year from initial inspection to close out.
- Rental property, across Fifth Street from Chamberlain Elementary.

EXHIBIT #4

# **Unsafe Building Resolution – Staff Final Report**

513 North 5<sup>th</sup> Street, Goshen

November 13, 2025

# Summary

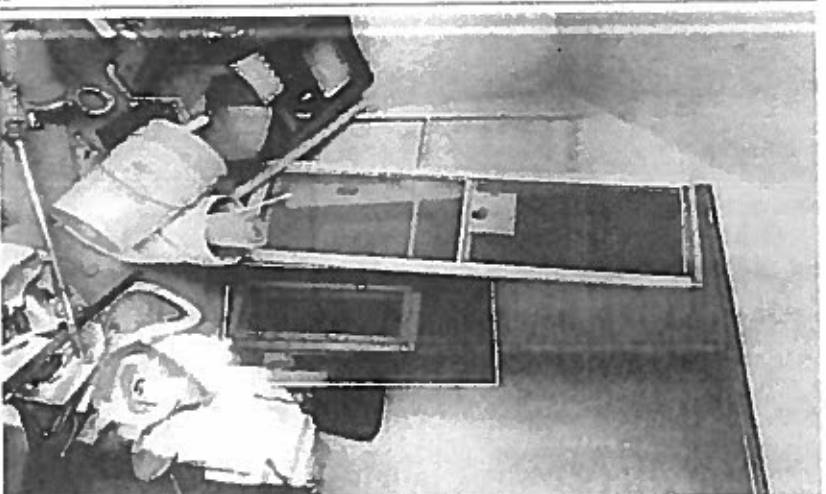
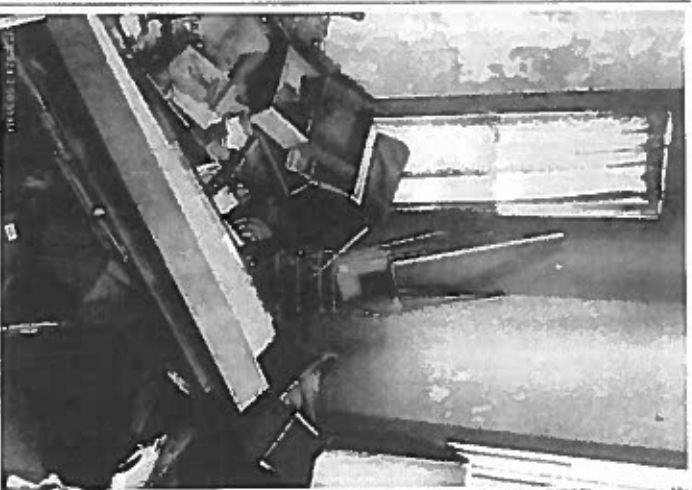
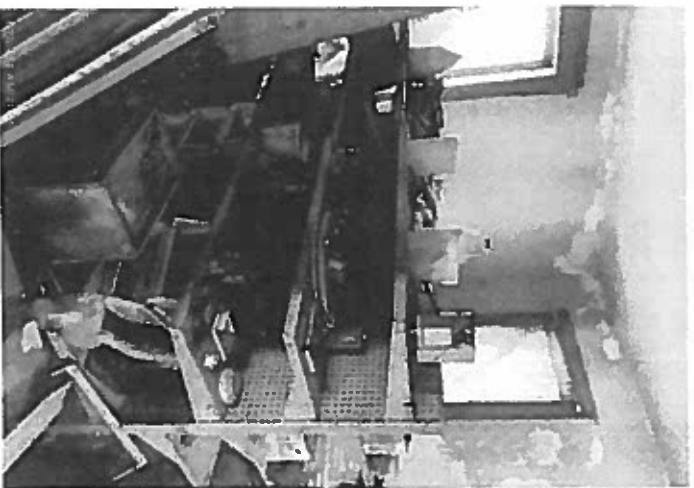
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- Receivership action filed in March 2025
- Property sold and transferred in July 2025 to Artisan Investment Group
- BOW Agreement with Artisan in August 2025 involving this among other properties
- 513 N. 5<sup>th</sup> Street to be completed by December 31, 2025



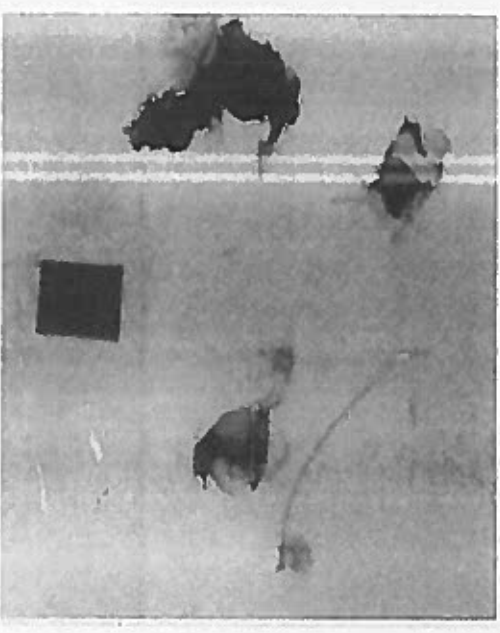
## Before Photographs



## Before Photographs



## Before Photographs



# After



513 N 5th - 3BR 2Bath

# Conclusion

- Remediation process complete in a little over a year from initial inspection to close out.
- Rental property, on 5<sup>th</sup> Street north of Chamberlain Elementary.

