



**BOARD OF PUBLIC WORKS & SAFETY & STORMWATER BOARD  
MINUTES OF THE OCTOBER 2, 2023 REGULAR MEETING**

*Convened at 2 p.m. 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 Gina Leichty called the meeting to order at 2:00 p.m.

**REVIEW/APPROVE MINUTES:** Mayor Leichty presented the minutes of the Sept. 25, 2023 Regular Meeting prepared by Clerk-Treasurer Aguirre. **Board Member Orv Myers moved to accept the minutes as presented and the motion was seconded by Board Member Mary Nichols. Motion passed 4-0.**

**REVIEW/APPROVE AGENDA:** Mayor Leichty presented the meeting agenda as submitted by Clerk-Treasurer Aguirre. **Board member Myers moved to approve the agenda as presented. Board member Nichols seconded the motion. Motion passed 4-0.**

**1) Blue Knights IN VIII Law Enforcement Motorcycle Club presentation: Recognition of retired Police Officer Jeff Schrock and donation to the Goshen Honor Guard**

**Goshen Special Police Officer James E. Ballard, president of the Blue Knights IN VIII Law Enforcement Motorcycle Club,** told the Board that the club wanted to honor **retired Goshen Police Officer Jeff Schrock.** **Officer Ballard** said that for many years, Officer Schrock coordinated the memorial service in Goshen for the Riding to Remember Fallen Police, Firefighter & Veteran Charity Motorcycle Ride, which has just celebrated its 25<sup>th</sup> anniversary. He said Officer Schrock has done an amazing job and will be handing over those duties to a new coordinator in 2024.

**Officer Ballard** said the Blue Knights wanted to honor Officer Schrock by presenting him with a club challenge coin and donating \$1,000 in his name to the Goshen Police Department Honor Guard as a token of the club's appreciation. He also wanted to recognize the Honor Guard by awarding a certificate of appreciation and challenge coin. Officer Ballard presented the challenge coins and audience members applauded.

**Mayor Leichty thanked Officer Schrock and Officer Ballard.**

**There was no Board action because this was an information-only agenda item.**

**2) St. John The Evangelist Catholic Church request: Approve the partial closure of 3rd Street on Oct. 7, 2023 for the church's annual parish fall festival**

**Jonathan Evangelista, Pastoral Associate for St. John the Evangelista Catholic Church,** asked for the Board's permission to close portions of Third Street, Madison Street and West Monroe Street, from 10 a.m. until 10 p.m., on Oct. 7, 2023, for the church's annual parish festival. The festival will be held on the grounds of the church as well as the school parking lot and Evangelista said the closures were needed to provide more space for the festival.

**Mayor Leichty** asked if the Church had spoken to residents and City officials. **Evangelista** said neighbors were informed and were supportive, adding that the festival was open to all. Evangelista said he had not consulted with the Street Department. However, **Street Commissioner David Gibbs** said he was OK with the request.

**Myers/Nichols moved to allow St. John The Evangelist Catholic Church to block part of Third Street, from 10 a.m. until 10 p.m. on Oct. 7, 2023, for the church's annual festival. Motion passed 4-0.**

**Mayor Leichty expressed her best wishes to Evangelista for a good day.**





**3) Frank Alfrey request: Retroactive request for gravel driveway 1021 West Lincoln Avenue**

Frank Alfrey, with Integrity Remodeling and Construction, asked the Board for retroactive approval of a gravel driveway for his son, Chase Alfrey, at 1021 W. Lincoln Avenue. He included a site plan with his request.

Alfrey said he was requesting a gravel driveway due to the lower cost compared with asphalt or concrete.

City Assistant Planning & Zoning Administrator Rossa Deegan said the City Planning & Zoning Department didn't have an opinion on the request but noted it would be retroactive. If approved by the Board, Deegan said the driveway would also require approval by the City Board of Zoning Appeals.

City Director of Public Works & Utilities Dustin Sailor said he wanted to remind people to visit the Engineering Department or seek approval online for a right-of-way permit for a driveway. He also noted that the maximum standard width of driveways is 24 feet, and he believes this driveway exceeds 24 feet.

Alfrey said the driveway was 22 feet wide.

Mayor Leichty thanked Sailor for his reminders to the public.

Myers/Nichols moved to retroactively accept the gravel driveway at 1021 West Lincoln Avenue. Motion passed 4-0.

**4) Legal Department request: Resolution 2023-32, Approving Certain Revised City of Goshen Police Department Policies and Repealing Certain Policies**

City Attorney Bodie Stegelmann said the Board of Public Works and Safety previously approved City of Goshen Police Department Policies developed in coordination with Lexipol, LLC. He said the Police Department and Lexipol LLC staff have now identified certain additional revisions to policies deemed appropriate due to legislative or other changed circumstances.

Stegelmann said attached to Resolution 2023-32 were redlined portions of policies to show the revisions suggested. He said if Resolution 2023-32 was approved, the redlines would be removed and the policies put in final form.

**Resolution 2023-32 would make revisions of the following policies, effective Oct. 9, 2023:**

- 431 School Resource Officers
- 601 Sexual Assault Investigations
- 602 Asset Forfeiture
- 802 Records Maintenance and Release

**Upon approval of the new policies, the following current policies would be repealed, effective Oct. 9, 2023:**

- 431 School Resource Officers
- 601 Sexual Assault Investigations
- 602 Asset Forfeiture
- 802 Records Maintenance and Release

Myers/Nichols moved to approve Resolution 2023-32, *Approving Certain Revised City of Goshen Police Department Policies and Repealing Various Policies*, effective October 9, 2023. Motion passed 4-0.

**5) Legal Department request: Resolution 2023-33, Approving City of Goshen Small Unmanned Aircraft Systems Policy**

City Attorney Bodie Stegelmann told the Board that the City has obtained a small, unmanned aircraft system and wishes to adopt a policy for its proper use. He said City staff proposes the adoption of the policy included in the Board's agenda packet.

According to Resolution 2023-33, on Jan. 24, 2022, the Board of Works and Safety approved certain City-wide policies, in the form of a Policy Manual identified in and approved by Resolution 2022-05.





**Stegelmann** said City staff has determined that certain revisions to three (3) City policies found in the Policy Manual would be appropriate in the form of Resolution 2023-33, *Approving City of Goshen Small Unmanned Aircraft Systems Policy*. He said the policy included provisions requiring City pilots to hold a valid Federal Aviation Administration (FAA) Airmen Certificate as well as rules for operation, including no private or commercial use.

**Board member Swartley** asked if the policy affected individuals using drones to take photos of real estate that is for sale. **Stegelmann** said his understanding is that such individuals would require a pilot's license. **Mayor Leichty** agreed, adding that the FAA has become more stringent about such usage.

**Myers/Nichols** moved to approve Resolution 2023-33, *Approving City of Goshen Small Unmanned Aircraft Systems Policy*. Motion passed 4-0.

**6) Engineering request: Approve/accept infrastructure at the Copperleaf Cove Apartments**

**City Director of Public Works & Utilities Dustin Sailor** told the Board the installation of infrastructure (water main, and sanitary main) has been satisfactorily completed for a section of the Copperleaf Cove Apartments. The Engineering Department recommended that the infrastructure be accepted for maintenance.

**Sailor** said a three-year maintenance bond (10% of the construction costs) for the water main, and sanitary main in the amount of \$45,000 has been submitted to the City of Goshen. Copies of the bonds were attached to the Board's agenda packet for review. He asked the Board to accept infrastructure and maintenance bonds for a section of the Copperleaf Cove Apartments.

**Myers/Nichols** moved to approve the acceptance of infrastructure of water main and sanitary sewer within the easement, for maintenance at the Copperleaf Cove Apartments with a total cost of \$156,800.00. Motion passed 4-0.

**7) Engineering request: Approve the partial College Avenue sidewalk closure, Oct. 3-7, 2023**

**City Director of Public Works & Utilities Dustin Sailor** told the Board as part of the Goshen College Westlawn Nursing Renovation project, DJ Construction is requesting to close the sidewalk on the south side of College Avenue, between Main Street and South 9th Street. starting Tuesday, October 3, 2023, until October 7, 2024.

**Sailor** said the contractor is requesting the closure and detour to ensure the safety of pedestrians crossing a construction entrance, as well as a proposed work area on the north side of the Westlawn building.

**Sailor** said until the current outbound Interurban Trolley Red Line bus stop can be relocated, the sidewalk will remain open to South 8th Street and the detour shifted accordingly. Maps of both detour routes were attached to the Board's agenda packet.

**Myers/Nichols** moved to approve the College Avenue sidewalk closure, between Main Street and South 9th Street, from Oct. 3, 2023 until Oct. 7, 2024. Motion passed 4-0.

**8) Engineering request: Approve Amendment No. 1 with Roberts Environmental, LLC for soil sampling, lab analysis and preparation of a report for submittal to IDEM for \$30,450**

**City Director of Public Works & Utilities Dustin Sailor** told the Board Goshen Wastewater previously engaged Robert's Environmental (Roberts) to work through the environmental requirements necessary to fill-in the wastewater treatment plant's former biosolids handling lagoon. He said Roberts completed their Part 1 tasks, and a meeting with Indiana Department of Environmental Management (IDEM) was held to confirm next steps.

**Sailor** said Goshen Wastewater wishes to further engage Roberts to complete Part 2 task that include sampling within the lagoon, and sampling around the WWTP site to establish a insitu profile for statistical analysis.





Sailor said Roberts has offered a fee of \$30,450 to complete utility locating, soil sampling, laboratory analysis, and preparation of a final report to IDEM. He requested the Board's approval.

City Attorney Stegelmann clarified that the amount of the proposed contract should be \$30,450.

Myers/Nichols moved to approve Amendment No. 1 with Roberts Environmental, LLC. to perform soil sampling, laboratory analysis and preparation of a report for submittal to IDEM for a contract amount of \$30,450. 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 2:15 p.m. There were no comments from the public.

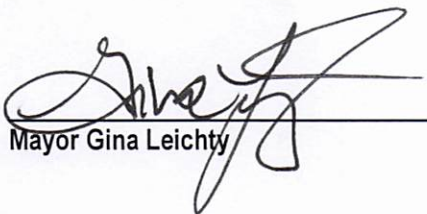
Approval of Civil City and Utility Claims

As all matters before the Board of Public Works & Safety were concluded, Mayor Leichty/Board member Nichols moved to approve Civil City and Utility claims and adjourn the meeting. Motion passed 4-0.

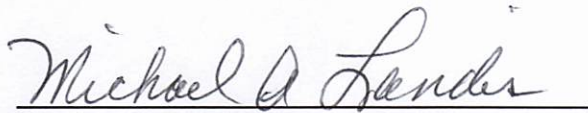
Adjournment

Mayor Leichty adjourned the Board of Works meeting at 2:16 p.m.

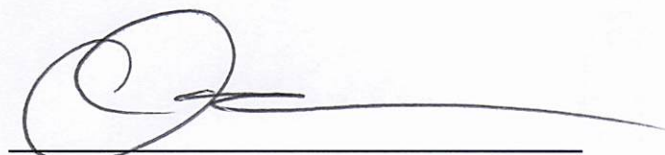
APPROVED:



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Mayor Gina Leichty



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Mike Landis, Member




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Orv Myers, Member



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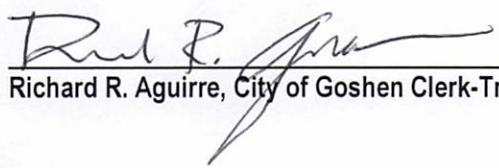
Mary Nichols, Member



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Barb Swartley, Member

ATTEST:



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Richard R. Aguirre, City of Goshen Clerk-Treasurer