



CITY OF GOSHEN BOARD OF PUBLIC WORKS & SAFETY
MINUTES OF THE SEPTEMBER 11, 2025 REGULAR MEETING
Convened in the Goshen Police & Court Building, 111 East Jefferson St., Goshen, Indiana

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

Absent:

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 with the addition of agenda item #10, *Engineering Department request: Approve Indiana Avenue bridge closure*. Board member Orv Myers made a motion to approve the agenda as presented. Board member Mary Nichols seconded the motion. The motion passed 5-0.

1) Open proposal request: For the sale of Third Street and Jefferson Street real estate, read aloud the proposal's name and offer, and refer proposals to the Redevelopment Commission for further consideration
BACKGROUND:

In a Sept. 11, 2025 memorandum to the Board, **Assistant City Attorney Don Shuler** wrote that the Redevelopment Commission issued a Request for Proposals to Purchase Real Property for the real estate located west of Third Street, east of River Race Drive, north of Jefferson Street, and south of the east/west alley between Jefferson Street and Washington Street. Located in the 200 block of 3rd Street, the property consists of four (4) parcels of real estate and totals 0.687 acres in downtown Goshen.

Shuler wrote that the first deadline for full-price offers was Aug. 12, 2025, and no proposals were received. Per statute, the second deadline for any other offers is Sept. 11, 2025, by 3:30 p.m., to be opened by the Board of Public Works and Safety at its meeting on that date.

At the meeting, **Mayor Leichty** asked if there were any other proposals anyone wanted to submit for the Board's consideration. There were not. One bid was received and it was read aloud by the Mayor.

Struxure Development, LLC of Goshen submitted a proposal for 32 garden view apartments for the property. Struxure proposed the construction of 32 residences on the site – 28 two-bedroom units and 4 one-bedroom units (each with its own private front door, courtyard door and stair) renting from \$1,200 to \$2,200 per month.

Struxure's bid \$1 to purchase the land from the City.

In exchange, Struxure proposed spending \$7.4 million in total development at the site.

Myers/Nichols made a motion to refer the proposal received to the Redevelopment Commission for further consideration. The motion passed 5-0.

2) Police Department awards presentation of the Meritorious Service Award to: Detective Adam Johnson and Patrolman Will Miller for courage, quick thinking, and devotion to the safety of our community
City Police Chief José Miller said he wanted to recognize two members of our department whose actions he said, "exemplify the highest standards of courage, quick thinking, and devotion to the safety of our community."

With the officers standing before the Board, the **Chief** said:

"On Aug. 4, 2025, at approximately 3:05 p.m., officers responded to a dangerous domestic incident involving threats of violence with weapons at Kansas Drive in Goshen.



"During this unfolding situation, family members of the accused were trapped in an upstairs bedroom, terrified and at risk as threats escalated.

"It was during this critical moment that Detective Adam Johnson and Patrolman Will Miller placed themselves in significant danger to save their lives. When the victims attempted to escape from a second-story window, these officers did not hesitate.

"They ran toward the danger, positioned themselves below the window, and personally assisted in evacuating three family members. Together, they helped three individuals escape from the second-story window, removing them from imminent harm and ensuring their survival in what could have otherwise been a tragic outcome.

"Their selfless actions – rushing to the aid of those in need despite the real and present threat – demonstrate the very essence of what it means to serve and protect. In those moments, Detective Adam Johnson and Patrolman William Miller embodied the courage and commitment that define the men and women of law enforcement and our department."

For their bravery and decisive actions in saving lives, Chief Miller presented Detective Johnson and Patrolman Miller with Meritorious Service Awards. Mayor Leichty thanked the officers for their actions.

3) Police Department request: Approve the promotion of Officer Will T. Miller #199 from the rank of Patrol Officer to the to the rank of Sergeant, retroactive to Sept. 5, 2025

City Police Chief José Miller asked the Board to approve the promotion of Officer Will T. Miller from the rank of Patrol Officer to the to the rank of Sergeant, retroactive to Sept. 5, 2025.

Chief Miller said "Officer W. Miller has served with the Goshen Police Department for approximately five years. Throughout his tenure, he has consistently demonstrated exceptional dedication, professionalism, and commitment to both this department and the Goshen community.

"Officer Miller has taken on additional responsibilities at the department to include serving as Evidence Technician, and more recently a Field Training Officer. I am confident that he will make an excellent addition to the leadership of our department, bringing both experience and dedication to our mission of serving the community."

Myers/Nichols made a motion to approve the promotion of Officer Will T. Miller from the rank of Patrol Officer to the to the rank of Sergeant, retroactive to Sept. 5, 2025. The motion passed 5-0.

After approval, Mayor Leichty swore Sgt. Miller into office.

4) Police Department request: Approve the promotion of Officer Justin T. Rayl #204 from the rank of Patrol Officer to the to the rank of Sergeant, retroactive to Sept. 5, 2025

City Police Chief José Miller asked the Board to approve the promotion of Officer Justin T. Rayl #204 from the rank of Patrol Officer to the to the rank of Sergeant, retroactive to Sept. 5, 2025.

Chief Miller said, "Officer Rayl has served with the Goshen Police Department for more than five years. Throughout his tenure, he has consistently demonstrated exceptional dedication, professionalism, and an unwavering commitment to both this department and the Goshen community. His service as a Drone Pilot, S.W.A.T. Operator and as a Field Training Officer has strengthened the operational capabilities of our department while enhancing the training and readiness of newer officers. These contributions highlight his strong leadership, his ability to mentor others, and his steadfast dedication to excellence in law enforcement.

"With this proven record of service and leadership, he will be an outstanding addition to the leadership team of the Goshen Police Department, advancing our mission to protect and serve with integrity, honor, and commitment."

Myers/Nichols made a motion to approve the promotion of Officer Justin T. Rayl #204 from the rank of Patrol Officer to the to the rank of Sergeant, retroactive to Sept. 5, 2025 The motion passed 5-0.

After approval, Mayor Leichty swore Sgt. Rayl into office.



5) Police Department request: Approve the promotion of Officer Nicholas Hess #237 from Probationary Patrol Officer to the rank of Patrol Officer, effective Sept. 16, 2025

City Police Chief José Miller asked the Board to approve the promotion of Officer Nicholas Hess #237 from the position of Probationary Patrol Officer to the rank of Patrol Officer, effective Sept. 16, 2025.

Chief Miller said, "Over the past 12 months, Officer Hess has successfully completed his probationary period. During this time, he has consistently demonstrated a strong work ethic, sound judgment, and a clear commitment to the mission of the Goshen Police Department. His professional conduct and reliable performance have proven that he will continue to serve as a valuable asset to both the department and the community we protect."

Myers/Nichols made a motion to approve the promotion of Officer Nicholas Hess #237 from Probationary Patrol Officer to the rank of Patrol Officer, effective Sept. 16, 2025. The motion passed 5-0.

After approval, Mayor Leichty swore Officer Hess into office.

6) Janus Motorcycles request: Approve the closure of the parking lot north of its building for its annual owners' rally, from 5 p.m., Friday, Sept. 19 through noon, Sunday, Sept. 21

Hannah Lehman, representing Janus Motorcycles of Goshen, said the company would be attracting customers from across the country next week for its seventh annual owners rally.

Lehman asked the Board to approve the closure of the parking lot north of its building for the rally. Janus requested the same closure as last year, starting at 5 p.m. on Friday, Sept. 19 through Sunday, Sept. 21, at noon. The parking lot would be closed to the general public and used for Janus' attendees.

In its written request, Janus staff indicated that on the night of Sept. 20, there would be a free community party open to the public where people would be able to walk around in the parking lot to see all of the Janus Motorcycles in one spot and enjoy free music.

Janus staff conceded that that the City Utility Office's section of the parking lot (4 marked spaces along with disabled person's parking spots) would need to stay open to be helpful for residents until the close of business (5 p.m.). Afterward, Janus requested that the full parking lot to be barricaded off until Sunday Sept. 21. The parking lot would be gated off, but the alley would not be blocked in any way. Janus requested the use of 12 cones with 12 "no parking" signs and 10 City of Goshen barricades delivered Sept. 16 or 17.

Myers/Nichols moved to approve the closure of the parking north of its building for its annual owners rally, from 5 p.m. on Sept. 19 until noon on Sunday, Sept. 21, 2025. Motion passed 5-0.

7) Clayton Chrisman & Morgan Brew requests: Grant relief from the City's Hard Surface Policy and allow installation of a gravel access driveway to an accessory building at 605 Skyview Drive, allow the installation of a hard surface for a patron parking area as part of a home business and also approve connecting the property's existing public water and sewer service lines to the accessory building

Megan Brew and her fiancée, Clayton Chrisman, said they would like to add on to their driveway and widen it and then add gravel to another hard surface in front of our existing barn.

Mayor Leichty invited comments from the City Engineering Department.

City Engineering Project Manager Andrew Lund said the Engineering Department "would find support" for the applicant's request for relief from the hard surface driveway requirement, at least for the one adjacent property that has a two-track driveway. He said outside of Skyview Drive, there are other properties that do have gravel, but the majority have hard surfaces. Still, he said the department would support relief.

Chrisman said he and his fiancée also want to add water and sewer connections to an accessory building, and bring those lines off of the primary structure. He said they would be asking the City Board of Zoning Appeals for approval to operate a home salon in part of the building. He said they have also been in contact with the Engineering Department about the request.



Lund said the Engineering Department did not object, but it would be good for the Board's motion to include that if the accessory building was ever parceled off from the main structure, that separate water and sewer services would be needed. He said the water and sewer insurance would not be applicable for the services to the accessory subordinate structure.

Board member Landis asked questions clarifying the dimensions of the driveway.

Myers/Nichols then made a motion to approve the relief from the Board of Works and Safety's hard surface policy to allow the applicants to install gravel access to the accessory building at 605 Skyview Drive. The motion passed by a 5-0 vote.

Myers/Nichols then made a motion to approve the request to connect the applicant's accessory structure to the property's existing public water and sewer service lines with the understanding that insurance and any repairs would be the responsibility of the applicants. The motion passed 5-0.

8) Engineering Department request: Approve and authorize the Mayor to sign the agreement with Donohue & Associates, Inc. for \$3,655,100 to provide detailed design and bid support services for the Water System Upgrade & Expansion 2025, South Wellfield project

City Director of Public Works & Utilities Dustin Sailor requested approval for an agreement with Donohue & Associates, Inc. for Phase I, Detailed Design Services for the Water System Upgrade & Expansion for the 2025 South Wellfield project.

Sailor said Donohue's services are for hydraulic studies and design, building and piping design, the creation of Bid Documents, managing the project through the bidding phase, and assisting with contractor selection for the following:

- Construction of a new South Well Field and Water Treatment Plant (WTP)
- Replacement of the Hilltop Booster Station
- Groundwater drainage improvements at the Hilltop Storage Tank
- Aquifer modeling, and distribution system modeling
- Utility upgrades to connect the new facility to existing Water Distribution, sewer, and electrical systems

Sailor said this was a unique project because in July 2025, the Indiana Finance Authority notified the City that the project planning and design phase for our project qualified for an "emerging contaminants" grant due to trace levels of PFAS in one of the wells at the North Plant. He said this project will set the stage to ultimately eliminate the North Wellfield.

Therefore, Sailor said any part of the project scope that would replace the North Wellfield is eligible for grant funding. It was determined that nearly 80% of the design fee could be covered by the grant (\$2.9 million) with 13% (\$473,000) covered by applying remaining funds from an existing SRF account and the remaining 7% (\$274,000) would be paid from Water Department funds.

Sailor added, "Normally this would be 100% on the utility rate customers to fund, but because of funding that the State has available, which they came to us for, we're very appreciative."

Myers/Nichols made a motion to approve and authorize the Mayor to sign the agreement with Donohue for \$3,655,100 to provide detailed design and bid support services for the Water System Upgrade & Expansion 2025 for the South Wellfield project. The motion passed 5-0.

9) Engineering Department request: Accept the drainage plan for the Cherry Creek Subdivision, which was prepared by the developer's Indiana licensed professional engineer (The City does not warrant the drainage plan will function as intended and accepts no liability for any failures of the drainage design)

City Director of Public Works & Utilities Dustin Sailor said that pursuant to Ordinance No. 3196, Section 512 of the Goshen Subdivision Control Ordinance, Goshen Engineering has reviewed the drainage plan for the Cherry Creek Subdivision, on behalf of the Board of Public Works and Safety.



Sailor said the Goshen Engineering Department finds the proposed drainage plan adequate to maintain on-site runoff from a 1-hour – 100-year rain event, which equates to 3-inches of rainfall in 24-hours.

Sailor said the Engineering Department recommends the Board's acceptance of the plan with the understanding that Goshen Engineering reviewed the drainage plan for general adherence to good engineering practice.

Sailor said the Board should note in its drainage approval that acceptance of the development's drainage plan in no way guarantees the drainage plan and drainage improvements will work as intended and the City accepts no liability for any design failures. All concerns related to the development's drainage improvement are to be referred back to the development's licensed professional(s).

Myers/Nichols made a motion to accept the drainage plan for the Cherry Creek Subdivision, which was prepared by the developer's Indiana licensed professional engineer. The City does not warrant the drainage plan will function as intended and accepts no liability for any failures of the drainage design. The motion passed 5-0.

10) Engineering Department request: Approve the Indiana Avenue bridge closure

City Director of Public Works & Utilities Dustin Sailor said Butler, Fairman & Sufert has requested permission to close the Indiana Avenue bridge over the Elkhart River on Wednesday, Sept. 17, starting at approximately 10 a.m. The road will be closed between River Avenue and Chicago Avenue to allow BF&S to complete bridge inspections.

Myers/Nichols made a motion to approve the one-day closure of the Indiana Avenue Bridge, between Chicago Avenue and River Avenue, on Sept. 17, 2025. The motion passed 5-0.

NOTE: The Engineering distributed to Board members a memorandum, dated Sept. 11, 2025, with three attachments requesting and explaining the proposed bridge closure (EXHIBIT #1).

11) Planning and Zoning Department request: Accept Cherry Creek Phase One – Section One subdivision plat with dedications and easements, including the added document reference for the geothermal easement, and acknowledge the entrance signs within the public right of way of Cherry Creek Lane and Edison Drive
City Planning & Zoning Administrator Rhonda Yoder said this request was related to the drainage plan that the Board just accepted. She said this was for the Cherry Creek Phase One – Section One is a 106-lot mixed use residential and commercial subdivision, containing ±60.73 acres, generally located east of Regent Street and north of Waterford Mills Parkway, and zoned Residential R-3PUD (Planned Unit Development).

Yoder said the subdivision meets the Zoning Ordinance, Subdivision Ordinance, and Cherry Creek PUD requirements, and is consistent with the primary subdivision approved by the Plan Commission on Oct. 15, 2024.

Yoder said the Board just accepted the subdivision drainage plan. She said public infrastructure is being constructed through a development agreement, and a bond purchased by the developer is in place. She added that the plat includes dedication of right of way for new streets and includes a number of easements.

Yoder said a geothermal easement located on property owned by City of Goshen Department of Redevelopment and benefiting Lots 1 and 2 was approved Wednesday by the Goshen Redevelopment Commission on Sept. 9, 2025, after the submittal of this item for the Board of Works' agenda, and the recorded easement document reference added to pages 2, 5 and 9 for the subdivision plat that is to be signed and recorded. The plat copy submitted for the Board of Works' agenda included the space for the document reference.

In addition to plat acceptance, **Yoder** said Cherry Creek is proposing entrance signs located within the public right of way of Cherry Creek Lane and Edison Drive. These signs were included as part of the Cherry Creek PUD and PUD site plan but should be acknowledged by the Board of Works because of their location within the public right of way.

Yoder asked the Board to accept Cherry Creek Phase One – Section One subdivision plat with dedications and easements, acknowledge the entrance signs within the public right of way of Cherry Creek Lane and Edison Drive, and sign the plat.



Myers/Nichols made a motion to accept Cherry Creek Phase One – Section One subdivision plat with dedications and easements, including the added document reference for the geothermal easement, and acknowledge the entrance signs within the public right of way of Cherry Creek Lane and Edison Drive. The motion passed 5-0.

12) Clerk-Treasurer's Office request: Approve and authorize the Clerk-Treasurer to sign the agreement with Peterson Consulting Services Inc. to assist the City with financial reporting related to capital assets as required by the Government Accounting Standards Board Statement No. 34 for the fixed fee of \$5,975, plus reimbursable expenses not to exceed 1250.

Clerk-Treasurer Aguirre asked the Board to approve a contract with Peterson Consulting Services, Inc., to assist the City with its financial reporting related to its capital assets as required by Government Accounting Standards Board Statement No. 34. He also asked the Board to authorize Clerk-Treasurer Aguirre to sign the agreement. Aguirre said the agreement is for a fixed fee of \$5,975, plus reimbursable expenses not to exceed \$250. All work is expected to be completed within 90 days. Last year the agreement with Peterson was for \$5,850.

Aguirre added that the report is a necessary component of the City's Annual Financial Report and documents the value of the City's land, Infrastructure, buildings, equipment, improvements and depreciation.

Mayor Leichty confirmed that the report will include the City's fleet of vehicles. She added, "I know a lot of departments contribute to maintaining these records." The Mayor gave a "shout out" to Central Garage Administrative Assistant Jackie Gibbs for her work in that regard.

Mayor Leichty added, "I know how hard she works to maintain that fleet inventory, even with our software that we've been using for the last couple years that is at end of life, so we're going to get some new asset management software for the Central Garage, and that should help for this report. Ultimately, we're looking at asset management software more broadly, too, to aid the Clerk Treasurer's Office in doing some of that work as well."

Myers/Nichols made a motion to approve and authorize Clerk-Treasurer Aguirre to sign the agreement with Peterson Consulting Services Inc. to assist the City with financial reporting related to capital assets as required by the Government Accounting Standards Board Statement No. 34 for the fixed fee of \$5,975, plus reimbursable expenses not to exceed \$250. The 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 4:39 p.m.

City Engineering Project Manager Andrew Lund said Norfolk-Southern informed the City this morning that it would begin to close railroad crossings in Goshen. He said the Ferndale Road crossing would be closed this afternoon. The railroad then planned to close the Peddler's Village Road and Greene Road crossings early next week, likely Monday and possibly continuing Tuesday. He said some closures might last more than two days.

Mayor Leichty said she hoped this information would be communicated by the City as well as the *Goshen News*.

APPROVAL OF CIVIL & UTILITY CLAIMS

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

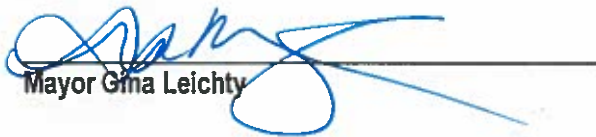


ADJOURNMENT

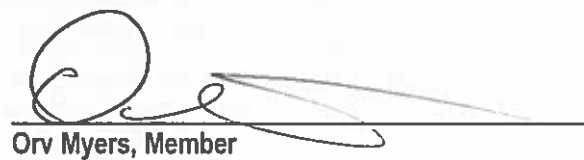
Mayor Leichty adjourned the meeting at 4:40 p.m.

EXHIBIT #1: A one-page memorandum, with three attachments, dated Sept. 11, 2025, that was prepared by the City Engineering Department and distributed to Board members requesting and explaining the proposed closure of the Indiana Avenue bridge closure on Sept. 17, 2025 for an inspection by Butler, Fairman & Sufert. This request was an added agenda item and the Board approved the closure.

APPROVED:


Mayor Gina Leichty


Mike Landis, Member


Orv Myers, Member


Mary Nichols, Member


Barb Swartley, Member



ATTEST:

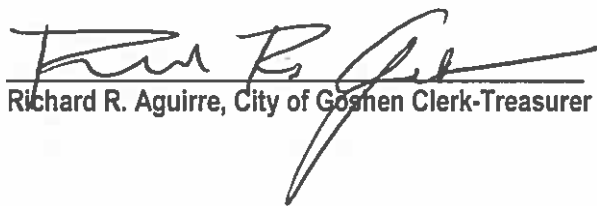

Richard R. Aguirre, City of Goshen Clerk-Treasurer

Exhibit #1



**Engineering Department
CITY OF GOSHEN**

204 East Jefferson Street, Suite 1 • Goshen, IN 46528-3405

Phone (574) 534-2201 • Fax (574) 533-8626 • TDD (574) 534-3185
engineering@goshencity.com • www.goshenindiana.org

MEMORANDUM

TO: Goshen Board of Public Works and Safety

FROM: Goshen Engineering Department

RE: **INDIANA AVENUE BRIDGE CLOSURE
(JN: STREETS BY NAME – INDIANA AVENUE)**

DATE: September 11, 2025

Butler, Fairman & Seufert has requested permission to close the Indiana Avenue bridge over the Elkhart River, on Wednesday, September 17, 2025, starting at approximately 10 AM. The road will be closed between River Avenue and Chicago Avenue, to allow BF&S to complete bridge inspections.

All appropriate traffic control devices will be utilized.

Requested motion: Move to approve the one-day closure of Indiana Avenue between Chicago Avenue and River Avenue on September 17, 2025.

**APPROVED:
BOARD OF PUBLIC WORKS & SAFETY
CITY OF GOSHEN, INDIANA**

Gina Leichty, Mayor

Barb Swartley, Member

Mary Nichols, Member

Orv Myers, Member

Michael Landis, Member

Closure Plan 9/17/2025

Bridge 403 - Indiana Ave over Elkhart River
Goshen, IN

Purpose - Bridge Inspection

Contact - Jonathan Olson

jolson@bfsengr.com

317-627-4459

Legend

- (2) 8 ft Type III Barricades
- Bridge 403 - Indiana Ave



Closure Plan 9/17/2025

Bridge 403 - Indiana Ave over Elkhart River
Goshen, IN

Purpose - Bridge Inspection
Contact - Jonathan Olson
jolson@bfsengr.com
317-627-4459

"Road Closed
Ahead"

Legend

- (2) 8 ft Type III Barricades
- Bridge 403 - Indiana Ave

Bridge 403 - Indiana Ave

(2) 8 ft Type III Barricades

(2) 8 ft Type III Barricades

HISTORIC PICKERSON LANDING

Meade, Melissa

From: Jonathan D. Olson <JOlson@bfsengr.com>
Sent: Wednesday, September 3, 2025 5:45 PM
To: engineering@goshencity.com
Cc: Charles McKenzie
Subject: Bridge 403 (Indiana Ave over Elkhart River) Closure Notification
Attachments: Bridge 403 Closure Plan 9.17.2025.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi,

We are planning to inspect Bridge 403, carrying Indiana Avenue over the Elkhart River, on Wednesday, September 17th. This is part of the countywide bridge inspection project with Elkhart County.

As part of this inspection, we will need to close Bridge 403 for approximately 4 hours from 10am to 2pm. Elkhart County Highway Dept will be providing barricades for this work.

A closure plan is attached for review and approval. Let me know if there is anything else you need from me.

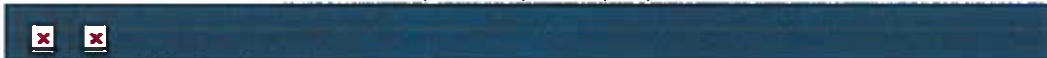
Thanks,



Jonathan D. Olson, P.E.
Bridge Inspection Department Head

Butler, Fairman & Seufert, Inc.
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JOlson@bfsengr.com | www.bfsengr.com

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