

MINUTES
Goshen City Council Commission
April 8, 2025 at 6:30PM
Goshen Community Building, 244 Clark Street

A meeting of the Goshen City Council was held on April 8, 2025 at 6:30pm at the Goshen Community Center.

City Council

Call to Order: Mayor Stroud @ 6:31pm

Roll Call: PRESENT - Paula Anderson, Curtis Vaughan, John Vaillancourt, Colton Martin

ABSENT: Shawn Mayfield, Birch Wright. City Attorney Brian Hogue in attendance

Pledge of Allegiance

Approval of Agenda:

Paula Anderson - Add (New Business) Highschool Volunteer Safety Issue(s) as Item G

John Vaillancourt made a motion to approve the Agenda with addition; Colton Martin seconded;

Public Comment? None

All approved; None opposed.

Public Input - Betty Nichols (Waterford resident) thanked the City for the gravel at the community center. John Vaillancourt added that the community center driveway apron still needs to come into compliance.

Approval of Minutes March 11, 2025

Paula Anderson asked for change on Page 7 Mayor to 'table' not 'motion'

Mayor Stroud asked when referencing people, they are referred to by full name(s) and/or position(s)

Colton Martin made a motion to approve the Minutes; John Vaillancourt seconded.

Public Comment: None

All in favor; None opposed

Approval of Financial Report

As of 03/31/25 the General Fund has \$668,699.68 and the Street Fund has \$271,892.59 and Police 988 Fund has \$9,725.27. Our CD Balance is \$1,054,209.44. State Park/ARDOT funds combined \$3,074.20. Farmers Market fund \$3,461.28

Paula Anderson made a motion to approve and it was seconded by John Vaillancourt.

Public Comment: None

All in favor; none opposed.

Police Report (7A) - Chief Travis

195 calls for service. 40 charges, 1 City Ordinance violation, 6 criminal, 2 PCS, 1 PDP charge, 2 warrants, 31 Moving citations, 1 DWI/DUI, 85 Warning citations.

\$20K that was previously approved for a new motor for one of the police vehicles - the quote for a hemi is \$18K (additional); Mechanic stated that it already has a new transmission and he will replace everything in front of the firewall (engine, a/c compressor, etc). With all these additions/repairs, it will almost be a brand new unit; Chief Travis says there is extra money available and he is asking for permission to use it for this. Mayor Stroud suggests we hold that and get a new vehicle next year; says the motor is working and we can get another year out of it. Mayor has concerns about spending \$30K for a motor and does not feel that is the wisest choice/use of money. Chief Travis says the officer likes the unit he already has (the unit proposed to receive new motor) and is comfortable with the unit. Chief Travis says spending \$20K-\$30K is cheaper than buying a new unit and be on the road in 1 month from now and that we won't have to worry about cars for another 4-5 years and we won't have to pay additional to add extra items on a new unit, and that it will be a virtually brand new vehicle with the new motor. Paula Anderson (and Colton Martin) have concerns that the cost will go up next year (if we wait) due to potential tariff issues. Chief Travis reiterated that ACT988 funds can't be used for anything else related to police vehicles (but not for purchase of a new vehicle). John Vaillancourt indicates he would vote 'for' a motor vs. waiting until next year for a new vehicle.

John Vaillancourt made a motion to vote on Chief Travis' proposal to have a new engine put in the subject vehicle; Paula Anderson seconded

Public Comment: None

Vote Roll Call - Paula Anderson (yes vote), Colton Martin (No vote), John Vaillancourt (yes vote), Mayor Stroud (no vote), Curtis Vaughan (no vote)

Street Department Report

City Park irrigation system has been installed

Watering spigot installed at north entrance of the park

Two stones that had 'bowls' cut for water for dogs have been completed (south entrance)

All of the hydrants, once the water gets turned off in the winter time, all of the faucets get turned off too - now we can bypass that.

Two stop signs installed at Watson Circle and Street Signs

Road patches on Hale Road

Fallen branches and trees removed after windstorm

New refrigerator installed at Community Building

Fire Station painted

Future Projects: Stain new horizontal fencing (stain and seal)

Continue installing new street signs for Goshen

Patch pot holes on City Streets

Seal and concrete Oxford Bend Bridge and Blue Springs Rd

Goshen Fire District Report

March, 2025 - 6 Service Calls, 35 Rescue and Emergency Services, 2 hazardous condition, 1 Service call, 6 Good Intent calls, Total Calls = 55

Building Inspection Report - JD (inspector)

For March 2025 - 11 Inspections done and all passed - 4 Footings; 4 Slab; 1 Final; 1 Temp electric svc; 1 Solar Final
7 Permits Issued - 1 Electric; 1 Building; 2 Swimming pools; 3 HVAC - Permit fees collected = \$1622.00

Planning Commission Financial Report

Fees Collected 1Q25 - \$800

Total Fees Collected for 2024 is \$3600, so we are on track to reach the same number for 2025

Lighting, Driveway, and Sign Ordinances are under review. Recommendations have been made by Planning and Lacie (office) is working on updating those recommendations. Hopeful to have it to City Council in May.

Parks and Recreation Report - Danielle Edwards attended the April conference for the Beaver Watershed District on how to keep the water clean. It was determined that there is a lot of work and no one wants to take it at the moment.

Volunteer day is May 3 (8:00-3:00)- Arbor Board and Parks Committee will be in attendance as well as advertising for highschool volunteers via JustServe, email will be sent out to POA's and the master city email list, flyers will be put up around town to advertise, and it will also go on social media.

Monthly Park and Rec Meeting discussed and voted on better markings for the park trail system (directionals); also worked on outreach programs that can be used for Grants.

A new version of the master plan with the index fixed has been distributed to City Council

Old City Business

Master Plan Revision needs to be tabled because the new one was not sent out (inadvertently) to Council; Council only currently has January distribution. Mayor will make sure that the correct one is distributed before May meeting. Paula Anderson made a motion to table; John Vaillancourt seconded.

Brian Hogue added that he felt the ordinance could still be addressed for a first reading.

Paula Anderson made a motion to read and title only for a first reading; Colton Martin seconded

Paula Anderson made a motion to table the review of the master plan

Public Comment: None

All in favor; none opposed

Paula Anderson made a motion to read and title only the new Ordinance for the Master Plan Adoption; John Vaillancourt seconded

Public Comment: None

Roll Call To Vote: Paula Anderson (yes vote), Colton Martin (yes vote), Curtis Vaughan (yes vote), John Vaillancourt (yes vote)

Brian Hogue read aloud: "An ordinance establishing the process for adopting the Master Plan for Parks and the City of Goshen and for amending said master plan"

Brian added if there's any discussion/changes, then it can be discussed and Council can vote to approve the first reading.

John Vaillancourt made a motion to approve the first reading of the master plan for the Parks and City; Colton Martin Seconded

Public Comment: None

Roll Call to vote: Paula Anderson (yes vote), Colton Martin (yes vote), Curtis Vaughan (yes vote), John Vaillancourt (yes vote)

City Project Updates

Crafton Tull should be finalizing the ARDOT TAP Grant (Mill Branch Park Trail) bid and sending it to staff to publish in the paper within the next week or two. Hopefully we'll have that before the May meeting but more likely at the June Meeting.

Culvert Bid for City Streets - Putting back in the paper on Sunday due to a couple of adjustments to the sizes - one of the culverts does not need to be replaced. Hope to bring it to Council in May.

No update on Crossland and the water line. Behind Community Building has been cleaned up and they will do a hydro-spraying to get the grass growing.

All three rocks (north-entrance, south-entrance, Community Building) at Gibson Monument but unsure as to when it'll be completed.

New City Business

Betty Nichols received the Citizen of the Year Award. She has been an integral part of the city for years; she's lead the Arbor Board, and does anything you ask her to do, she does it! Thank you Betty Nichols!

Resolution for re-appointing Linda Moore to the Parks Commission:

Paula Anderson made a motion in read and title only to re-appoint Linda Moore; John Vaillancourt seconded

Public Comment: None

All in favor; none opposed

Brian Hogue read aloud: "A resolution re-appointing Linda Moore to the Parks and Rec Commission of the City of Goshen Arkansas"

Paul Anderson made a motion to approve; John Vaillancourt seconded

Public Comment: None

All in favor; none opposed

Mayor would like to appoint Jerry Jackson to the Depository Board due to his extensive financial background and felt it is a good fit. Ordinance 98 which is the establishment of the municipal depository board needs to be amended (per Brian Hogue) changing from 3 to 4 and the 4th is a qualified elector (eligible and registered to vote) of the City of Goshen.

John Vaillancourt asked where Mr. Jackson resides in the City of Goshen; Mayor stated that the address for Mr. Jackson is building a home at 1778 Hale Road and currently resides in the City in a guest house. Mr. Vaillancourt pointed out that the guest house does not currently sit in the City of Goshen (city limits, as we speak). Mayor rebutted that they are in 'the process' of being annexed to the City of Goshen (that portion of property)

Brian Hogue encouraged one step at a time, to amend the ordinance, whether Mr. Jackson is granted the position or not; then the question of Mr. Jackson will come into play. Paula Anderson added that she is happy to have Mr. Jackson in the meetings but doesn't feel that the position on the Depository Board is necessary and sees it as more bureaucracy - John Vaillancourt agrees with Paula Anderson. Mayor pointed out what if there is difficulty getting all 3 current persons to the depository board meeting; is two a quorum? Paula responded that it's never been an issue because it's a meeting that typically takes place when the current three persons are available. Paula Anderson feels there is plenty of time (with CDs) and a grace period after expiration to meet for 10 minutes to vote on CD rates, etc.

All agreed to leave it as it is currently.

Discussion of Chief of Staff - a job description was provided to Council members which includes resumes sent in via Indeed. Chief of Staff is a hired position as part of the City Staff and currently there are no funds to hire a Chief of Staff. Mayor would like to bring Jerry Jackson on as the Chief of Staff and Mr. Jackson is fine to wait for payment until next year when it can be added to the budget. It won't be a salaried position. Mayor is the one that wants to have a Chief of Staff because with his full-time job, there are a lot of times that he can't be at meeting or can't be in two places at one time; having an added person to help with HR and help with 'time' issues would be helpful. KaSeana does not have a background in HR but has done a great job keeping up with personnel files. Chief of Staff would be able to take this (HR) over as well as (in Mayor's absence) attend meetings, help to sit-in w/contractors, help with counseling with Chairs if they need help for financial planning for their departments, etc.

By ordinance the job has been put out to the public, council will receive resumes, than Mayor decides who he wants to hire for the position.

John Vaillancourt asked about how Mayor will handle interviewing; Mayor stated that none of the applicants have the qualifications that Jerry Jackson has and so he does not intend on interviewing anyone else. The Mayor also doesn't believe that any of the other applicants will work for free such as Jerry is currently doing and will continue to do until next year. There was additional discussion about Birch Wright's previous proposal to pay Jerry Jackson a stipend for everything he's been doing for the city, behind the scenes, for the past year or so. Paula Anderson expressed concerns that the Council has not heard from Jerry himself that he is ready and prepared to take on the additional tasks (of Chief of Staff). Mayor says, yes, he (Jerry) is willing and ready. Mr. Jackson is not in attendance at tonight's meeting.

John Vaillancourt does not feel that the position is needed as we are not Fayetteville or Springdale (larger cities). Mr. Vaillancourt further stated that the City of Goshen has more people on staff right now than we've ever had. Mayor Stroud rebutted that the increase in staff is due to the increased work being accomplished throughout the City in the 2 years of his administration. City Hall has turned into a full-time job and the Mayor needs assistance and he is choosing to create a position with the City for someone that is willing to work for free to assist the Mayor with that and Mayor intends to hire him for that position and we (Council) can talk about what he (Jerry Jackson) makes next year, when we redo our budget; but for this year, he will do it for free.

Paula Anderson has concerns another person is being added that will be delegated communication tasks, but states that communication has been an issue from the get-go and she is concerned this will not improve the communication issue(s). Mayor disagrees and says it is well within his rights as the Mayor and will likely offer Jerry Jackson the position; he (Jerry) has a city email address that Council can contact him at.

Organizational Chart: An organizational chart was presented to the Council. Citizens of Goshen elect all of us (Mayor, City Council, Recorder/Treasurer); City Council oversees City Attorney, Planning Commission, Park Commission, and Arbor Board (along with Mayor). Mayor stated that will all Boards, the Mayor appoints and City Council approves. Under Mayor is Chief of Police, Chief of Staff, Admin Finance Director, and then all Administrative Staff fall under Chief of Staff and Admin Finance Director; Contract Labor (building official, admin associate zoning official, Construction and facility management (David and Ivan), and Admin Assistant. Chief of Police remains over all the police officers.

Colton Martin asked Brian Hogue if approval was needed. Brian recalls a few administrations ago there was an organizational chart and adopted it by ordinance (or resolution). If this is the case, we will need to amend the ordinance or resolution. Need to confirm and if all wanted to adopt a new org chart it can be done by ordinance or resolution (whatever was done previously). Mayor will find out; cannot amend tonight.

Colton Martin asked if Jerry was going to supervise people - Mayor says he won't supervise anyone but help to oversee HR And do tasks as needed where Mayor can't be there. Paula Anderson and John Vaillancourt pointed out that is not how they interpreting the chart that has been provided (the new chart). Mayor says in order for him to be HR Director, he has to be over the administrative staff. Paula Anderson would like to see that designated as such on the org chart and added that administrative staff report to both Chief of Staff AND Administrative Finance Director and that the arrows indicate a direct report.

KaSeana's title has been changed to Administrator and Finance Director, she is a department head, and the building official reports to her and everything administrative comes before her (and that's by ordinance). Chief of Staff will have no direct reports.

Clarification of Police Chief reports - Captain, Lieutenant, Sargent, Officer(s)

Linda Moore (public) asked about the Chief of Staff position - is it an advisory position or will that person be making decisions when meeting with contractors? Wouldn't that have to be a position that is voted on if they are making decisions about money being spent? Mayor says all money spent must be authorized by Mayor. Chief of Staff would be an advisor to the Mayor, only making recommendations to the Mayor. Brian Hogue confirmed that the authority ONLY comes from the Mayor or City Council and are the only ones that can enter into business with any entity

Chris Callahan (public) feels the position seems needed - is there a precedent from another city where they come as an employee but not compensated? What happens if something comes up (about being treated as an employee) and all the laws that govern that? Mayor says that Jerry is doing a like-kind donation and will do that paperwork at tax time. A created position with an actual job description helps protect the city. John Vaillancourt clarified that from what he has read (on job description), it's a less than 16-hour per week job. Mayor states that each week will vary and there would never be a time that would require him for more than 16 hours per week. Mayor says this topic/issue will be brought back in May after it has been determined that this needs to be done via a resolution or ordinance.

Paula Anderson made a motion to table this discussion; Curtis Vaughan seconded

All in favor; none opposed

Public Comment: Marjorie Vaillancourt asked the Mayor if he is spread so thin, then why is he trying to take over the committee meetings (parks, planning, arbor, etc). Mayor states that he is there to assist them, not to oversee (or take over) them and that he does not go to every meeting. Marjorie says that the org chart says differently and Mayor responded that he has to oversee all of the committees because that's by ordinance, he appoints

them; department heads don't oversee any of the meetings; Mayor attends the meetings that he feels that he needs to be at.

Highschool Safety - Paula Anderson stated that in speaking with her high school daughter and with all of the sending of volunteer children out and recognizing that some of these volunteers are 9th graders (14 year olds), they are being sent out and not being counseled beforehand about safety (which could include but not limited to sexual harassment, sexual assault, any assault). Paula would like to see that awareness is brought to Goshen and make sure that we are providing the correct (and safe) environment. Paula read aloud stats from a University of New Hampshire Study. Suggests that kids travel in numbers and make sure that when we have volunteer opportunities that the kids are supervised.

Comments: None

Public Comment: None

John Vaillancourt motioned to adjourn; Colton Martin seconded
All in favor; None opposed

Adjournment: 7:39pm



Gina Swanson
Recorder/Treasurer



Russell Stroud
Mayor