

**December 3, 2024**

## **Roanoke Town Council Meeting Minutes**

The Pledge of Allegiance was recited, and the Roanoke Town Council convened on Tuesday, December 3, 2024, at 6:00 P.M. in accordance with this Council's rules, appropriate notices, and applicable laws. Those present from the Council were Council President Amanda Sands, Vice President Nick Scheer, Councilman Brian Humphries, Councilwoman Tinisha Weigelt and Councilwoman Terri Edmiston. Also present were Town Marshal Jim Wood, Deputy Town Marshal Grant Baumgartner, Superintendent Aaron Popplewell and Clerk Treasurer Sarah Milton.

Vice President Scheer made a motion to approve the November 5, 2024, Council meeting minutes as written, Councilwoman Edmiston seconded, and the motion passed unanimously.

Kim Hostetler of the Huntington County Department of Community Development was present to introduce Ordinance 2024-09 which would be a text amendment to the Unified Development Ordinance to make it easier for landowners to split land. President Sands made a motion to pass Ordinance 2024-09, on the same day as its introduction, making the amendments, Councilman Humphries seconded, and the motion passed unanimously.

Councilman Humphries introduced the Roanoke Volunteer Fire Department Contract for 2025 with additional request for changes from the RVFD. After discussion regarding the changes and request from Town Council for full financial transparency, Council stated that the RVFD contract will be voted on at the next meeting on December 17, 2024.

Superintendent Popplewell presented Resolution 2024-06 Dispose of Certain Items of Personal Property stating the items were the 2007 Chevrolet, 2008 Ford and stadium lights. President Sands made a motion to approve Resolution 2024-06 Dispose of Certain Items of Personal Property, Councilwoman Weigelt seconded, and the motion passed unanimously. Superintendent Popplewell then presented a quote from W. A. Jones in the amount of \$1,847.20 to install a snow blade on the 2024 F-350 truck to prepare for the winter. Vice President Sheer made a motion to approve the W. A. Jones quote for \$1,847.20, Councilwoman Edmiston seconded, and the motion passed unanimously.

Superintendent Aaron Popplewell then gave an update to Council stating that Lochmueller will have updated figures and options regarding the Wastewater Treatment Plant or regionalization with Fort Wayne City Utilities at the next Council meeting on December 17, 2024. He also mentioned that the Town of Roanoke was awarded the Highway Safety Grants in the amounts of \$352,800.00 and \$612,000.00 as well as the Community Crossing Grant in the amount of \$323,700.00. As previously mentioned, the Town of Roanoke's MVH Restricted Fund will pay the local match amount.

Councilwoman Edmiston stated that the Huntington County Council reappointed Laura Sovine to the Roanoke Library Board and the Huntington County Commissioners reappointed Ryan Sexton to the Roanoke Library board. Councilwoman Edmiston also stated she would like to see a review of the fines for parking after Town Marshal Wood stated there is a wide range.

President Sands presented the lease for the front half of 126 N Main Street and after no questions, she made a motion to approve the lease for the front half of 126 N Main Street to Magnolia & Moss & Snickle & Fritz Candy Co for 2025, Councilman Humphries seconded, and the motion passed unanimously.

Town Council next considered wage increases for 2025. For elected officials, President Sands suggested increasing amounts to be more uniform. She recommended 2.5% increase (\$55,000.00) for the Clerk-Treasurer, 3.65% increase for Council members (\$4,300.00), 3.1% increase for Council Vice President (\$4,500.00) and 2.3% increase for Council President (\$4,800.00). For employees, President Sands recommended a 3% increase for the Utility department, part-time Park employee range of \$18.00 - \$20.00, and Deputy Clerk-Treasurer increase of \$1.50/hour. She then recommended a 3% increase for the Town Marshal and a 5% increase for the Deputy Marshal. President Sands also recommended an additional 5% increase for Superintendent of Operations to sign and certify drinking operations paperwork. Councilwoman Weigelt motioned to end the contract with Sandhill Environmental 30 days from 12/4/2024, Councilwoman Edmiston seconded, and the motion was approved unanimously. Lastly, President Sands recommended increasing the retirement benefits from \$6,000.00/yr to \$6,500.00/yr and asked Clerk-Treasurer Milton to prepare the Salary Ordinances for 2025, per the discussions, to be approved at the next Council meeting.

Clerk Treasurer Milton asked Council for any questions or comments regarding the Projected CREDIT Funds Usage for 2025 prior to her submitting it to the Huntington County Auditor. There were none.

Last on the agenda was the presentation of bills for payment. President Sands moved to pay the bills as listed on the allowance of claims payable voucher of \$368,995.91 and utility adjustments of \$150.00. Vice President Scheer seconded, and the motion was approved unanimously.

President Sands moved to adjourn the meeting, Councilwoman Weigelt seconded, and the motion was duly adopted.

Respectfully submitted,



Sarah Milton, Clerk Treasurer

(signatures on 3<sup>rd</sup> page)

Council Approve:

Terri R. Edmeston

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Brian R. Hupph

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Amanda R. Sands

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