MEETING MEMO

AUGUST 2026 – TOWN OF SUNMAN PUBLIC MEETING
DATE: 08.20.2026, TIME: 6:30 P.M., LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041,
LIVESTREAM **LIVESTREAM:** HTTPS://WWW.YOUTUBE.COM/@TOWNOFSUNMAN
ARCHIVED MEETINGS: HTTPS://WWW.TOWNOFSUNMAN.ORG/COUNCIL-MEETING-ARCHIVE

CALL TO ORDER

- Pledge of Allegiance
  - Randy Zins called the meeting to order with the pledge of allegiance at 6:41 PM
- Roll Call – All present
- Adoption of the Agenda - Carol Eckstein motioned to approve the agenda, 2nd Megan Dell.

GUESTS

- Cythia Meyer – Stormwater and Drainage – Whitetail

  - Cindy Meyer and her husband, Greg Meyer, addressed the Council regarding drainage concerns at 967 Doe Springs Drive, primarily involving the drainage swales and culverts serving the property.
  - The drainage pattern was reviewed, including two swales that drain through culverts beneath Doe Springs Drive and continue through the drainage easement. One culvert is substantially obstructed by sediment and overgrowth, contributing to a consistently wet area that is difficult to maintain.
  - Council reviewed the applicable subdivision covenant, which requires drainage swales to be maintained as grass ways or other non-eroding surfaces and prohibits alterations without Council approval.
  - Meyer advised that they are verifying the property boundaries and easement locations before beginning any work. Discussion included the roadway right-of-way and the separate drainage easement extending along the property.
  - It was clarified that the Meyers own the property subject to the Town's drainage easement and remain responsible for routine maintenance of the property.
  - Council discussed additional drainage concerns near the property, including a rut near the mailbox and possible erosion beneath a previously repaired area.
  - Meyer asked whether future Town utility or street work could disturb improvements made to the drainage area. Council advised that if Town work later disturbed the area, restoration would be required.
  - Council indicated no objection to the Meyers performing maintenance within the drainage easement, provided the work restores the drainage area and maintains the existing grade and drainage function.
  - It was recommended that the contractor take elevation measurements before and after the work so the finished elevations can be documented and retained with the Town's records.
  - Meyer agreed to keep the Town informed regarding the work and provide the elevation information or other documentation from the contractor.
  - Carol Eckstein motioned to allow the Meyers to clean, regrade, and restore the drainage waterways while maintaining the established drainage elevations and function. Megan Dell 2nd.
  - The Meyers will be required to provide the Town Hall with documentation or data showing what work was completed to the drainage waterways so the Town can retain the information for future reference.

REPORTS

- Town Marshal (Report Attached) – Marshal Brian Maynard

  - Significant time was spent during the month responding to severe weather and storm-related matters, including extended hours. He noted that Sunman was fortunate compared with nearby areas that experienced more significant storm damage.
  - Maynard also reported spending additional time on ongoing investigations.

- Parking concerns on West Washington Street were discussed, particularly delivery vehicles, food trucks, FedEx, and other vehicles temporarily stopping in the roadway for loading and unloading.
- Maynard reported an issue involving a pest-control solicitor operating throughout Town without first obtaining the required merchant permit. After several attempts to locate the individual, Maynard later made contact and advised him of the Town's permitting requirements.
- Council discussed the Town's current solicitation/merchant permit procedure. Maynard noted that solicitors are required to register with the Town, provide identification/company information, obtain a permit, and carry documentation showing they are authorized to solicit within Town.
- Council discussed whether commercial soliciting could be prohibited while allowing certain nonprofit, school, youth, or similar fundraising activities. Legal counsel advised that any restriction would need to be clearly defined and applied consistently.
- Discussion included the possibility of distinguishing nonprofit or public-purpose solicitation from private commercial solicitation. No change to the ordinance was made during the meeting.
- Council and Maynard discussed concerns about individuals or companies soliciting after storms, particularly when residents may be vulnerable to scams or misleading representations.
- It was noted that utility customers recently received mailings regarding water service lateral insurance that some residents mistakenly believed were associated with the Town.
- Maynard encouraged residents who believe someone at their door may be involved in a scam to contact law enforcement immediately so officers have an opportunity to respond while the individual is still present.
- For suspected telephone or mail scams, Maynard advised that residents may also be directed to the Indiana State Police, which has greater resources for investigating scams that may originate outside the local area or outside the state.

❖ **Ordinance Violations**

- Marshal Brian Maynard reported that he and Clerk-Treasurer Cheryl Taylor met with Town Attorney John Kellerman and courthouse staff to clarify the Town's ordinance violation process and establish a more consistent procedure for issuing, filing, and tracking violations.
- Maynard and Taylor will prepare a written Standard Operating Procedure (SOP) for ordinance violations so that future enforcement follows the same process from issuance through court filing and recordkeeping.
- Maynard reported that several recent ordinance violations have been corrected promptly after notice; however, there remain several more significant problem properties that will require continued enforcement.
- The Town discussed the property maintenance matter involving 117 Fallen Meadows Drive. The property owner had questioned whether a drainage easement affected his responsibility to maintain the property.
- Staff reviewed the easement issue and determined that the property owner remains responsible for maintaining the ditch line and keeping the property mowed in compliance with Town requirements.
- The Town has spoken directly with the property owner, and prior notices and correspondence have been documented.
- Maynard stated that the property owner has received sufficient notice and explanation of the Town's expectations. If the grass and vegetation again exceed allowable conditions, the Town will proceed with the next enforcement step rather than issue another warning.
- Maynard also discussed ongoing problems with the computers used in the police vehicles. The existing computers were not designed for the heat, cold, vibration, and other conditions associated with vehicle use.
- Before purchasing new equipment, Maynard plans to contact Ripley County regarding the possibility of purchasing or obtaining vehicle computer equipment that the County may be replacing as part of its own equipment upgrade.

❖ **Utility (Report Attached) - Austin Hamon, Operations Manager**

- The wastewater auto sampler has been received. Staff has not yet had an opportunity to fully put it into service.
- A recent review of the wastewater treatment plant resulted in positive comments regarding the overall condition of the plant and mechanical equipment. The primary item identified was the need for a backflow preventer on the water supply line serving the wastewater treatment plant.

- The backflow preventer has been requested for inclusion in the wastewater PER. Indian Lakes sewer service will also be evaluated as part of the PER due to concerns with flow rates.
- Hamon continues to work on obtaining a curb painter for Town use. An older unit may be available at no cost, and staff will determine whether it can be repaired and placed into service. The Town would make the equipment available to the current owner if needed in the future.
- Quotes were presented for replacement tires on two Utility Department vehicles following a tire failure on Connor's vehicle:
  - Chevrolet Colorado – four tires: $630.10
  - Utility Chevrolet Silverado – four tires: $921.94
  - Total for eight tires: $1,552.04
- It was noted that replacing the complete sets would be more cost-effective than purchasing a single matching replacement tire and that sufficient funds are available within the vehicle maintenance/equipment budget.
- Clerk-Treasurer Cheryl Taylor advised Council that the previously discussed vehicle tire expense had been budgeted and sufficient funds were available.
- Carol Eckstein motioned to approve the purchase of the tires. Megan Dell 2nd.

❖ **Sludge Removal**

- Taylor presented current pricing for necessary sludge removal, explaining that the work needs to be completed as soon as possible while the required sludge testing remains valid. Testing costs approximately $300.
- Current quoted pricing included a $30 lease charge, $550 per load/exchange, $40 per ton with a five-ton minimum, no delivery fee, and a $45 liner charge.
- The Town's previous sludge removal contract dates back to 2021, and the current quoted rates are considerably higher than the prior contracted pricing.
- Taylor requested authorization to proceed with the immediate sludge removal while continuing to negotiate a lower price.
- The vendor advised that additional pricing discussions will take place when the appropriate representative returns from vacation.
- Sludge removal is generally required approximately twice per year.
- Council directed Taylor to also pursue pricing for a new sludge removal contract, including possible two- or three-year terms, which can be brought back to Council for consideration.
- Discussion also included coordinating future sludge-removal bidding with the Town's upcoming trash-service contracting process.
- Carol Eckstein motioned to approve the amount for sludge removal. Megan Dell 2nd.

❖ **Park**

- No park member was in attendance.

CLERK-TREASURER

❖ Approval of Meeting Memorandum – July, 2026 Regular Public Meeting Memo - Carol Eckstein motioned to approve the memo without change, 2nd Megan Dell.

❖ July Utility Adjustments, Fund Reports, and Financial Statement - Carol Eckstein motioned to approve the Fund Report and Financial Statement, 2nd Megan Dell. (No utility adjustments were presented for approval)

❖ APV Register – July 2026 - Carol Eckstein motioned to approve the July APV's, 2nd Megan Dell.

❖ Debit Card Purchases – Cheryl Taylor reported that were no debit card purchases in July.

- CCD Tax Rate 2028 - Clerk-Treasurer asked Council to begin considering an ordinance amendment for January 2027 to increase the Town's CCD rate from 0.04 to 0.05, the maximum rate discussed as allowable.
- Taylor explained that the additional 0.01 would provide additional revenue to the Town.
- Council discussed whether the change should be made through a new ordinance or an amendment to the existing ordinance. Legal counsel indicated that an amendment to the current ordinance would likely be the cleaner approach rather than adopting an entirely new ordinance and having to address repeal language.

- The matter was tabled for further review of the current ordinance and will be brought back before Council prior to January 2027.

OLD / UNFINISHED / TABLED BUSINESS

Annexation of Utility Customers - Council discussed the ongoing annexation review for utility customers. Clerk-Treasurer advised that the work is approximately halfway complete and additional time is needed before the matter is ready for Council consideration. Carol Eckstein motioned to table the matter, Megan Dell 2nd.

- 313 Western Avenue – Filing Fees - Carol Eckstein motioned to approve the $185.00 filing fee, Megan Dell 2nd
- 2026-08 Mandatory Sewer Connections – Filing Fees - Carol Eckstein motioned to approve the $25.00 filing fee, Megan Dell 2nd
- Narwold Easement – Purchase of Easement – Sewer Extension Project - Carol Eckstein motioned to approve the easement purchase for the Sanitary Sewer Extension Project for $3,500.00, Megan Dell 2nd
- Noise Ordinance – Fourth of July – – Carol Eckstein motioned John Kellerman to review the noise ordinance and draft an amendment to include the fourth of July holiday, to be determined each year in the same manner as the Halloween holiday, Megan Dell 2nd.

NEW BUSINESS

- Notice to Taxpayers – Meeting Date Changes
  - Public Meeting Date, Tuesday, October 06, 2026, 6:00 pm
  - Adoption Meeting Date, Tuesday, October 20, 2026, 6:00 pm
- Budget Working Meeting(s)
- Executive Session Reschedule / Budget Working Meeting
  - Council discussed rescheduling the previously canceled Executive Session for review of the employee manual revisions, SOPs, reserve program, and employee reviews.
  - Council also discussed the need for a public budget working meeting before budget adoption.
  - Council agreed to hold the Budget Working Meeting on Thursday, September 10, 2026 at 6:30 P.M., with the Executive Session to follow immediately afterward. Clerk-Treasurer will advertise the meetings.
  - The budget working meeting will be open to the public. The Executive Session will be conducted separately in accordance with applicable requirements.

COMMENTS FROM THE FLOOR

Open floor - **Traffic Speed / Speed Control**

- Megan Dell raised concerns regarding speeding on a residential street and the potential danger to children and bicyclists.
- The resident requested that Council consider installing speed bumps or speed tables, noting concern that a child could be struck if current driving behavior continues.
- Council discussed the broader implications of installing speed tables on one residential street, including the likelihood of similar requests from other neighborhoods.
- Council noted concerns regarding the cost, manpower, maintenance, and ability to install traffic-calming devices throughout Town if they were approved on an individual street-by-street basis.
- Council referenced a similar speed-table request that had been discussed at the previous meeting.
- Discussion continued regarding possible alternatives for addressing speeding concerns.
- Clerk-Treasurer informed the Council that an asset management would be required.
- John Kellerman stated he would look for a road inventory.

ADJOURNMENT – Carol Eckstein motioned to adjourn at 8:15 pm, 2nd Megan Dell

The next meeting is scheduled for September 15, 2026 – Regular Public Meeting

Memorandum approved this 15th day of September, 2026.

Randy Zins, Council President

Carol Eckstein, Council Member

Megan Dell, Council Member

Attest, Cheryl Taylor, Clerk-Treasurer

OTHER MATTERS TABLED

- DORA
- Master Meter – Trees
- Local Tax Option
- 313 Western Avenue

MEETING AGENDA

AUGUST 2026 – TOWN OF SUNMAN PUBLIC MEETING
DATE: 08.20.2026, TIME: 6:30 P.M., LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041, LIVESTREAM
LIVESTREAM: HTTPS://WWW.YOUTUBE.COM/@TOWNOFSUNMAN
ARCHIVED MEETINGS: HTTPS://WWW.TOWNOFSUNMAN.ORG/COUNCIL-MEETING-ARCHIVE

CALL TO ORDER

- Pledge of Allegiance
- Roll Call
- Adoption of the Agenda

GUESTS

- Cythia Meyer – Stormwater and Drainage - Whitetail

REPORTS

- Town Marshal (Report Attached)
- Ordinance Violations (Report Attached)
- Utility (report attached)
  - Quote for Tires, Utility Silverado & Colorado
  - Quote for Sludge Removal
- Park

CLERK-TREASURER

- Approval of Meeting Memorandum – August 28, 2026 Regular Public Meeting,
- July Utility Adjustments, Fund Reports, and Financial Statement
- APV Register – June 2026
- Debit Card Purchases
- CCD Tax Rate 2028

OLD BUSINESS/UNFINISHED/TABLED

- Annexation of Utility Customers
- 313 Western Avenue – Filing Fees
- 2026-08 Mandatory Sewer Connections – Filing Fees
- Narwold Easement – Purchase of Easement – Sewer Extension Project
- Noise Ordinance – Fourth of July
- Executive Session Reschedule

NEW BUSINESS

- Notice to Taxpayers – Meeting Date Changes
  - Public Meeting Date, Tuesday, October 06, 2026, 6:00 pm
  - Adoption Meeting Date, Tuesday, October 20, 2026, 6:00 pm
- Budget Working Meeting(s)

COMMENTS FROM THE FLOOR

Open floor

ADJOURNMENT

NEXT MEETING September 15, 2026 – 6:30 P.M. Regular Meeting

Tabled for executive meeting:

- Employee Reviews
- Employee Manual Revisions
- Police SOP's Revisions
- Police Reserve Program Revisions

Posted on Front Door (IC5-14-1.5-4)Date: 08.20.2026 *Time:* 4:03 PM *By:* C Langham

SUNMAN POLICE DEPARTMENT

MONTHLY REPORT

July 2026

Vin Checks-4

Suspicious activity-3

Accidents-4

Civil dispute-1

Traffic stop-7

EMS-2

Fire-1

Road Hazard-3

Noise Complaint-4

Unwanted Person-0

Meetings-9

Lock Out-2

Animal Problem-0

Harassment-0

Property Damage-1

Fight-2

Gun Shots-0

Medical-2

Citizen Assist-3

Agency Assist-2

Welfare Check-2

Utility Problem-2

Suicidal-1

Disabled Vehicle-2

Warrant-1

Illegal Dumping-2

Investagations-12

Ordinance-7

OFFICERS HOURS:

J. Mosmeier: 20.0

M. Allen: 16.0

D. Davidson: 12.0

08/20/2026
Utility Report - Connor Getz - Joe Mitchell - Austin Hamon

Council Summary

Utility, Operations & Property Report

Utilities

- More meters replaced.
- Effluent has been cleaned and remained clean after the installation of the baffle.
- Put sand in empty drying bed and drying sludge in it Friday.
- WW PER in the works
- Still gathering quotes for the Phosphorus Removal Plan close to completion.
- We are still gathering parts for the Auto sampler installation.
- Continued to run automated EQ basin.
- Effective September 1, 2026, Connor Getz will take over as the Town of Sunman's certified water operator, replacing the current contract operator arrangement.
- Meter System: Continued reviewing the issues with the current meter-reading system and possible alternatives to improve meter reads and billing.
- IDEM Technical Assistance Visit – August 10: IDEM representatives Aaron and Jeremy visited the wastewater plant and reviewed operations, procedures and recordkeeping.
- Backflow Preventer: The primary physical recommendation from that visit was to install a backflow preventer on the water supply entering the wastewater plant.
- EQ Lagoon Permit Correction: It was identified that the EQ lagoon was removed from the wastewater permit in 2008, apparently in error. Connor is working with the Alliance circuit rider, and we are currently working on a letter to IDEM requesting correction/approval to continue using the EQ lagoon until the next permit cycle.
- IDEM Inspection Clarifications: During the technical-assistance visit, questions were also discussed regarding the previous inspection findings involving wasting and use of the bypass, as well as clarification regarding the Excel/IDEM operating forms.

Property

- Park is still coming along nicely.
- Flowers baskets have continued to do well.
- Round 2 of the cold patch is finished waiting on a third round.
- Weeds have been sprayed at water towers and around town.
- Multiple toilets have been repaired at the park bathroom.
- Continuing to repair curbs around town.
- Ballards around gas tank have been finished installing.
- Basins throughout town will be cleaned in preparation for the Fall.
- Gravel to the effluent area is 50% finished.

Upcoming To Do / Delayed Items

- Fire department and EQ Basin scheduled
- Replacement of several meters and/or setters
- Eastern lift station rail system repair or replacement
- Install master meter for Trees.
- Paint wastewater facility railings.
- Paint exterior of the wastewater office building.
- Repair effluent concrete.
- Pressure-wash WWTP sidewalks.

Capital & Equipment Considerations (Wish List)

- Sulfur house remediation to remove chlorine from water; quotes needed.
- Contractor GIS mapping for water and wastewater systems.
- Radio-read water meters and upgraded billing system.
- Side-by-side utility vehicle to replace museum-ready golf cart.
- Grant for Auto-Chlorinator

Civil Town of Sunman
Town Hall
604 North Meridian Street
Sunman, IN 47041
812-623-2066

SPECIAL PUBLIC MEETING SIGN-IN

AUGUST 25, 2026 – TOWN OF SUNMAN PUBLIC MEETING
DATE: 08.20.2026 TIME: 6:30 P.M. LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041

Print Name	Signature
Cynthia Meyer & Husband	

Ordinance Violations – If you wish to dispute, you must sign below.

Print Name	Address