

MEETING MEMO

NOVEMBER 2025 – TOWN OF SUNMAN PUBLIC MEETING  
DATE: 11.20.2025 TIME: 6:30 P.M. LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADOPTION OF THE AGENDA

Cheryl Taylor requested to add Laura Eckstein with 812 Angels request for funds as a guest on the agenda. Carol Eckstein motioned to approve the agenda with the addition. Don Foley Seconded.

GUESTS

The full presentation can be found at <https://www.youtube.com/watch?v=TLcvDhGyUXs&t=132s>

Laura Eckstein requested funding of \$1500.00 to help establish a non-for-profit organization 812 Angels. Carol Eckstein motioned to table the matter to look over the funding that may be available. Don Foley, seconded.

REPORTS

Marshal – report attached

There is not much to report at this time. There are some matters coming up later that involve law enforcement, but overall, everything is fine. Cheryl confirmed that the gentleman who came in today is present and is here regarding the railroad on Eastern Avenue. Randy Zins

The speaker stated he has lived in the area for 8–9 years and regularly walks his dog along the railroad tracks between Meridian and Pearl Streets. He noted approximately 65 railroad ties that are rotten or missing, with some sections inadequately bolted, which he believes creates a dangerous situation. He also expressed concerns about Eastern Avenue, citing limited crosswalks and vehicles traveling well above the posted 20 mph speed limit. He suggested adding additional crosswalks and considering speed bumps to slow traffic. President Randy Zins recommended contacting the railroad company based in Cleves regarding track safety. The marshal noted that no hazardous materials are currently being transported through the town. The full conversation can be found at <https://www.youtube.com/watch?v=TLcvDhGyUXs&t=132s>

- Violations Process - Batesville's City Inter-Local Agreement  
Don Foley motioned to approve the inter-local agreement with Batesville City Courts. Carol Eckstein, second.

- Ordinance Violations

Zachery Powell reported on the attached report; some dates were not changed accidentally.

Utility – report attached

Connor Getz reported that Lot 17 water pit needs either relocation or a new electric meter for the trees. Cheryl sent a letter to Dolan on 08/20/2025. The current situation has caused inconsistent billing and potential water loss. Cheryl Taylor reported that a two-way meter, or two, would most likely be needed because of the additions over the years. Also, the leak by lot 3 needs to be repaired within 15 days, or the water will be shut off. Carol Eckstein motioned to cut off the water at Trees Mobile Home Community if the leak on lot 3 isn't fixed within 14 calendar days. Don Foley, seconded.

Randy Zins requested Connor to coordinate on the WWTP auto samplers with Jason Combs, ensuring they can be installed turnkey and confirming readiness for the next meeting or by December.

- Industrial Chem Labs – Old Invoice

The Council did not support paying the invoice.

Park

- Salary Ordinance Position Votes

John Kellerman recommended we follow the current 2025 Salary Ordinance.

- Resignation - Denise Lunsford

Carol Eckstein motioned to accept the resignation of Denise Lunsford from the Park Board. Don Foley, seconded.

- Board open to new appointment

Julie Brock asked for clarification regarding the requirement for two Democrats and two Republicans. The Clerk-Treasurer and the Attorney clarified that a waiver is only needed once applications are received and appointments made. All appointments are four-year terms, except the initial appointments, which were staggered so that not all board members would be up for appointment at the same time.

- Candy/Gifts – Christmas Parade

Carol motioned that funds be allocated for the Christmas Parade as follows: Don Foley, seconded.

- \$200.00 from the Water Fund for candy
- \$200.00 from the Water Fund for gifts
- \$200.00 from the Wastewater for candy
- \$200.00 from the Wastewater Fund for gifts

Clerk

- Approval of Meeting Memorandums – 10.16.2025 Regular Public Meeting

Carol Eckstein motioned to approve the October meeting memo. Randy Zins, seconded.

October Utility Adjustments, Fund Reports, and 2026 Form 1 Budget Estimates

Carol Eckstein motioned to approve the October Utility Adjustments, Fund Reports, and 2026 Form 1 Budget Estimates. Randy Zins, seconded.

- APV Registers – October 2025

Carol Eckstein motioned to approve the October APV Resister. Randy Zins, seconded.

- Certified Payroll  
Randy Zins approved and signed the certified payroll.

#### OLD BUSINESS/UNFINISHED/TABLED

- Job Descriptions – Utility, Property, Operations  
Carol Eckstein motioned to approve the Utility, Property, and Operations Job Descriptions. Randy Zins, seconded.
- Trees Mobile Home Park – Meter Pits  
Connor Getz reported that 6 meters are located under the homes. Cheryl Taylor reported that the numerous times we have called, emailed, and begged for assistance from Trees Management, to fix lot 17 electric meter. The wires have been cut four times over the last year. Randy Zins recommended we move to a master meter. Clerk-Treasurer will begin the process with reaching out to some engineers. The ordinances surrounding the utilities are old and need revised.
- Planning & Zoning Permit Process  
John Kellerman will revise the process to involve the Council in any permit application process in the town.
- Annexation Plan  
Clerk-Treasurer will revise the plan to include a financial section for the plan.

#### NEW BUSINESS

- Christmas Gift Cards & Party  
Carol Eckstein motioned to approve the 2025 Christmas Gift Cards Request for employee Christmas presents. Don Foley, seconded.
- Safety Fund Disbursements  
Clerk-Treasurer presented the Safety Funds allocations to the Council as an FYI for future decision making.
- 2026 Salary Ordinance  
Carol Eckstein motioned to approve the 2026 Salary Ordinance. Don Foley, seconded.
- 2026 Fire Contract  
Carol Eckstein motioned to approve the 2026 Fire contract in the amount of \$22,360.00, with the amount out of Water and Wastewater allocations to be determined by the Clerk-Treasurer. Don Foley, seconded.
- 2026 EMS Contract
- Carol Eckstein motioned to approve the 2026 EMS contract in the amount of \$13,060.00. Randy Zins, seconded.
- 2026 Economic Development Inter-Local Agreement
- Carol Eckstein motioned to approve the 2026 Economic Development Inter-Local agreement for 12%. Don Foley, seconded.
- 2026 Council Specified Contributions
- Carol Eckstein motioned to table the County Specific Contributions. Randy Zins, seconded.

#### COMMENTS FROM THE FLOOR

Don Foley asked if the situation with Doug Price was settled. Cheryl Taylor reported that no new information was received to show that the work in May 2025 was not completed.

**ADJOURNMENT**

Carol Eckstein motioned to approve adjournment at 8:27 PM. Don Foley seconded.

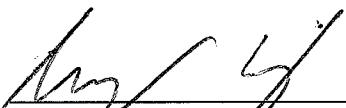
**RECORDED MEETING**

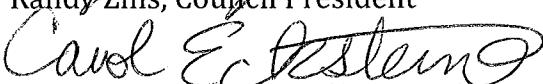
The recording started and ended on the town's YouTube channel at  
<https://www.youtube.com/watch?v=TLcvDhGyUXs&t=132s>

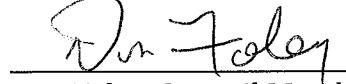
**NEXT MEETINGS**

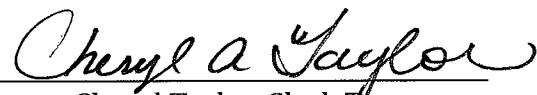
*December 18, 2025, 6:30 PM, regular meeting*

***Memorandum approved this 18th day of December 2025***

  
\_\_\_\_\_  
Randy Zins, Council President

  
\_\_\_\_\_  
Carol Eckstein, Council Member

  
\_\_\_\_\_  
Don Foley, Council Member

  
\_\_\_\_\_  
Attest, Cheryl Taylor, Clerk-Treasurer

## MEETING AGENDA

## NOVEMBER 2025 – TOWN OF SUNMAN PUBLIC MEETING

DATE: 11.20.2025.2025, TIME: 6:30 P.M., LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041, LIVESTREAM

MEETINGS [HTTPS://WWW.YOUTUBE.COM/@TOWNOFSUNMAN](https://www.youtube.com/@townofsunman)ARCHIVED MEETINGS [HTTPS://WWW.TOWNOFSUNMAN.ORG/COUNCIL-MEETING-ARCHIVE](https://www.townofsunman.org/council-meeting-archive)

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## ROLL CALL

## ADOPTION OF THE AGENDA

## REPORTS

## Marshal

- Violations Process - Batesville's City Inter-Local Agreement

## Ordinance Violations

## Utility

- Industrial Chem Labs – Old Invoice

## Park

- Salary Ordinance Position Votes
- Resignation - Denise Lunsford
- Board open to new appointment
- Candy/Gifts – Christmas Parade

## Clerk

- Approval of Meeting Memorandums – 10.16.2025 Regular Public Meeting
- October Utility Adjustments, Fund Reports, and 2026 Form 1 Budget Estimates
- APV Registers – October 2025
- Certified Payroll

## OLD BUSINESS/UNFINISHED/TABLED

- Job Descriptions – Utility, Property, Operations
- Trees Mobile Home Park – Meter Pits
- Planning & Zoning Permit Process
- Annexation Plan

## NEW BUSINESS

- Christmas Gift Cards & Party
- Safety Fund Disbursements
- 2026 Salary Ordinance
- 2026 Fire Contract
- 2026 EMS Contract
- 2026 Economic Development Inter-Local Agreement
- 2026 Council Specified Contributions

## COMMENTS FROM THE FLOOR

## ADJOURNMENT

NEXT MEETING

December 18, 2025, 6:30 PM

Other Matters Tabled

Quotes for Auto-sampler, Sale of Town Property, Annexation of Utility Customers, Mobile Home Regulations/Ordinance, Dora, Contractual Payment – May 2025 – Doug Price

Governing Body - Elected 4-year term

Town Council – Governing Body

Randy Zins, President, Term 1/23-12/26

Carol Eckstein, Term 1/25-12/28

Don Foley, Term 1/25-12/28

Park Board – Appointed

Julie Brock 1/25-12/26

Tricia Freyer 1/25-12/26

Micah Webster 3/25-12/28

Denise Lunsford 08/25-12/28

Area Planning &amp; Zoning Representative

Appointed 3/25- Micah Webster

Clerk-Treasurer – Elected 4-year term

Cheryl Taylor, Term 1/23-12/26

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in the public meeting, should notify the town as soon as possible, but no later than 48 hours before the scheduled meeting, by 4:00 p.m. Communication can be via phone at 812-623-2066 or email at [clerk@townofsunman.org](mailto:clerk@townofsunman.org). A request can also be made in writing to: Clerk-Treasurer's Office, PO Box 147, Sunman, IN 47041.

Meetings are held on the 3<sup>rd</sup> Thursday of the month, at 6:30 pm.



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



## PUBLIC MEETING SIGN-IN

NOVEMBER 2025 - TOWN OF SUNMAN PUBLIC MEETING  
DATE: 11.20.2025 TIME: 6:30 P.M. LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041

Print Name

Signature

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

Print Name

### Address

## **2025 Christmas Gift Cards Request**

### **§ 30.08 CHRISTMAS GIFTS TO EMPLOYEES.**

(A) The Town Council may award Christmas gifts to town employees and police reserves.

(B) These gifts may be in the form of gift certificates or gift cards.

(C) The total of the gift certificates or gift cards shall not exceed \$200.

Brian Maynard, Marshal	\$ 200.00
Joe Mitchell, Utility	\$ 200.00
Connor Getz	\$ 200.00
Austin Hamon	\$ 100.00
John Kellerman	\$ 100.00
Zack Powell, Special Officer	\$ 100.00
Julie Brock, Office Clerk	\$ 100.00
Jonathan Mosmeier, Reserve Officer	\$ 100.00
Morgan Allen	\$ 100.00
Dillon Davidson	\$ 100.00
Melissa Wolf, Cleaner	\$ 100.00
Brett Rauch, Water Operator	\$ 100.00
Jason Combs, Wastewater Operator	\$ 100.00
Heidi Shields	\$ 100.00
 Total	\$ _____
 Fees:	\$ _____

Allocations are to be determined by the Clerk-Treasurer:

General - Other services & charges	\$ _____
Water	\$ _____
Wastewater	\$ _____

# **SUNMAN POLICE DEPARTMENT**

## **MONTHLY REPORT**

**October 2025**

<b>Vin Checks-6</b>	<b>Juvenile problem-0</b>
<b>Suspicious activity-2</b>	<b>Alarms-1</b>
<b>Accidents-1</b>	<b>Welfare check-3</b>
<b>Civil dispute-1</b>	<b>Medical-2</b>
<b>Traffic stop-10</b>	<b>Citizen Assist-0</b>
<b>Reckless Driver-1</b>	<b>Agency Assist-10</b>
<b>Fire-0</b>	<b>Death Invest.-1</b>
<b>Road Hazard-1</b>	<b>Ordinance Violations-2</b>
<b>Fights-0</b>	<b>Investagations-19</b>
<b>Road Rage-1</b>	<b>Disabled Vehicle-2</b>
<b>Meetings-3</b>	<b>Warrant-1</b>
<b>Lock Out-2</b>	<b>Theft-1</b>
<b>Civil Process-0</b>	

### **OFFICERS HOURS:**

**J. Mosmeier: 16.0**

**Assist ISP- 2**

**M. Allen: 38.00**

**Assist RCSO-7**

**D. Davidson: 12.00**

**Assist MPD-1**

# **NOVEMBER ORDINANCE REPORT**

## **OPEN ORDANCES:**

TICKET:1424---92.01 DUE 10/22/2025

TICKET:1426---92.01 DUE 10/26/2025

## **COMPLETE:**

TICKET:1423---92.01 DUE 10/22/2025

TICKET:1425---92.01 DUE 10/22/2025

TICKET:1427---92.01 DUE 10/26/2025

TICKET:1428---92.01 DUE 10/28/2025

TICKET:1403--- GRASS/WEEDS/TRASH/DEBRIS-----FINE \$400.00

Grass and Weeds look better but no clean up on the junk.

## Report

- Leaf pick-up is going well, our last day is December 1<sup>st</sup>.
- Gathering the blind bid information, delayed until after Thanksgiving break.
- Phosphorus removal trial may need to be repeated due to circumstance beyond our control. Engineers will let us know after they review the data.
- Eastern lift station rail system needs repaired or replaced, delayed until after Thanksgiving break.
- Plow, & salt box is being installed on the dump truck,
- Leak has been located behind Lot 3, a valve needs to be replaced, notified management several times. They stated that 811 dig was completed but we did not perform that or receive a request through the portal.

## Sewer Extension Project Update

- The project is complete, tested, and running.

## “To do”

- Lot 17 water pit requires relocation or the purchase of a new electric meter for the trees; a letter was sent to Dolan by Cheryl on 08.20.2025. This situation may lead to complications, as it has resulted in inconsistent billing and potential water loss
- We are still in search of a Skid Steer and plow combination, utilizing Dillon for recommendations
- Sewer and water taps for Grills on Meridian are to be installed – Scheduled
- WW line leak on W County Line - Scheduled
- The fire hydrant on Maple Street needs to be reinstalled
- Repair leak at the WWTP.

## Wish List

- Wood-chipper, one that makes cold patch.
- Auto sampler for the WWTP for effluent, about \$800.00
- Remediate sulfur house, takes chlorine out of the water, quotes needed
- Contractor Stands for mapping for Water & WW
- Radio read meters and billing system
- Side by Side to replace museum ready golf cart