

June 16, 2025

### Town of Chandler Council Meeting Minutes

The Chandler Town Council meeting was called to order June 16, at the Chandler Town Hall, 401 E. Lincoln Ave. at 6:00 p.m.

**Roll call: Present** – Tom Burnett, Sarah Eller, Tonya Wester, Ron Whitledge

**Absent** – Cheryl Amos

#### Pledge of Allegiance

**Minutes:** Motion to approve both sets of minutes as presented was made by Ron Whitledge and seconded by Sarah Eller. **Roll call vote:** Cheryl Amos – absent; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. **Motion passed.**

**Town attorney:** Council discussed the meter reader ordinance passed on first reading at the last meeting. Due to a clerical error, updated versions were not able to be printed. Additionally, changes related to hydrant damage liability were not included in the previous version. Council agreed to postpone further action and review an updated version at the next meeting.

**Fire Chief:** Archie attended in place of Fire Chief Spencer Wester. Archie requested permission to remove two trees on either side of the driveway at the new fire station. He expressed safety concerns, as the trees obstruct visibility for trucks exiting onto the highway. Tonya pointed out that the trees in question are invasive in addition to safety issues. Tyler's crew has agreed to handle the removal if permitted. Council discussed and unanimously supported the removal.

**Police Chief:** Chief Kirk Tevault reported that Officer Turner is expected to return to work on Thursday. He also noted they are still waiting on insurance to process the police vehicle replacement, but sufficient funds have been identified to purchase the vehicle in the interim and reimburse the account once insurance is received.

**Director of Public Services:** Gail Walker presented Pay Application #17 for the Transmission Main Project in the amount of \$663,494.67. The work represents near-final items and remaining punch list tasks. Council had no questions. Motion to approve Pay Application #17 as presented was made by Tom Burnett and seconded by Sarah Eller. **Roll call vote:** Cheryl Amos – absent; Tom Burnett – yes; Sarah Eller – yes; Ron Whitledge – yes; Tonya Wester – yes. **Motion passed.**

**Environmental Manager:** Michael discussed updating Chandler's Public Works Design Manual, last revised in 1999. He noted its standards are outdated and conflict with current ordinances. He proposed hiring Lochmueller Group to update Sections 1 (General), 2 (Excavation & Grading), 6 (Streets), and 7 (Permits), incorporating the water and sewer specifications previously updated for Tyler's department.

Michael recommended delaying Section 3 (Stormwater) to manage cost and workload, suggesting Burke Engineering, who previously updated the stormwater ordinances, could handle that section later. Council agreed with the phased approach and discussed the need for thorough review and updated stormwater construction standards.

Motion to approve contracting with Lochmueller Group to update Sections 1, 2, 6, and 7 of the Public Works Design Manual, for a total cost not to exceed \$20,000, was made by Sarah Eller and seconded by Tom Burnett. **Roll call vote:** Cheryl Amos – absent; Tom Burnett – yes; Sarah Eller – yes; Ron Whitledge – yes; Tonya Wester – yes. **Motion passed.**

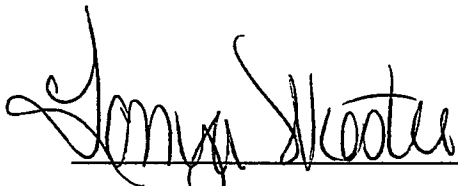
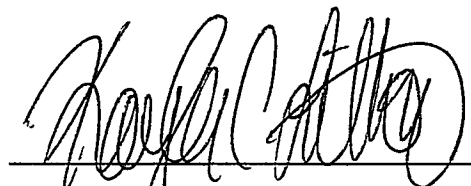
**Clerk-Treasurer:** Kayla presented Resolution 2025-3, authorizing a change to the Town's payroll schedule. The new schedule moves the deadline for payroll submission from Wednesday morning to Monday morning, allowing more processing time. The pay dates remain unchanged, with one shorter stub period during the transition. Council noted the new plan includes follow-up review in early 2026 and that communication to staff will be handled by the Clerk-Treasurer. Motion to adopt Resolution 2025-3 as presented was made by Ron Whitledge and seconded by Sarah Eller. **Roll call vote:** Cheryl Amos – absent; Tom Burnett – yes; Sarah Eller – yes; Ron Whitledge – yes; Tonya Wester – yes. **Motion passed.**

**Claims:** Council reviewed claims totaling \$344,264.70. There were no questions or discussion. Motion to approve claims as presented was made by Tom Burnett and seconded by Ron Whitledge.

**Roll call vote:** Cheryl Amos – absent; Tom Burnett – yes; Sarah Eller – yes; Ron Whitledge – yes; Tonya Wester – yes. **Motion passed.**

#### **Adjournment**

There being no further business, a motion was made by Sarah Eller and seconded by Ron Whitledge to recess the meeting until the next regularly scheduled meeting on July 7, 2025. **Meeting adjourned.**

  
Tonya Wester, Council President  
Kayla Litton, Clerk Treasurer