

October 20, 2025

Town of Chandler Council Meeting Minutes

The Chandler Town Council meeting was called to order on October 20, 2025, at the Chandler Town Hall, 401 E. Lincoln Ave. at 6:00 p.m.

Present – Tom Burnett, Sarah Eller, Tonya Wester, Ron Whitledge

Absent – Cheryl Amos

Pledge of Allegiance

Council reviewed the October 6 regular meeting minutes, and two sets of executive meeting minutes for Oct 6th at 5:00pm and another on Oct 6th at 5:30.

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

2026 Budget Adoption hearing: The meeting was suspended for the required public hearing on the 2026 Budget. No comments or questions were offered by the Council or the public. The vote to adopt the 2026 budget was motioned by Ron Whitledge and seconded by Tom Burnett. **Roll call vote:** Cheryl Amos –absent; Tom Burnett – **yes**; Sarah Eller – **yes**; Tonya Wester – **yes**; Ron Whitledge – yes. **Motion passed.**

The public hearing was closed, and the regular meeting resumed.

Town Attorney: Joshua Claybourn presented Resolution 2025-09, a resolution formally naming the public drive within Lot 2 of the Emmie June Cove development as Pine Tree Drive, for recording with the County. Resolution 2025-09, a resolution formally naming the public drive within Lot 2 of Emmy June Cove as "Pine Tree Drive." motioned 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.**

Josh also reported on two property matters requiring appraisal: 1) a 2.7-acre parcel behind the utility property and a portion of the former Fisher Brothers property near the old fire station, and 2) discussed clarification of the Emmie June Cove tax abatement, confirming the Council's intent that the \$4.8 million figure represented a total cumulative cap tied to the state incentive program rather than an annual limit.

October 20, 2025

1 | Page

Minutes available at <https://www.townofchandler.org/about/chandler-town-council/town-council-meeting-notes/>

Meetings livestreamed and recorded on the Town of Chandler YouTube page at: <https://www.youtube.com/@townofchandler3973>

Police Chief: Chief Kirk Tevault requested approval to purchase computer equipment totaling \$13,105.24, which was a budgeted line item. Motion by Sarah Eller to approve the purchase, second by Tom Burnett. **Roll call vote:** Cheryl Amos –absent; Tom Burnett – **yes**; Sarah Eller – **yes**; Tonya Wester – **yes**; Ron Whitledge – yes. **Motion passed.**

Fire Department: The Fire Department had no new business, though Council noted the grand opening of the new fire station was well attended.

Director of Public Services: Tyler Kinder reported that hydrant flushing had begun and new park lights had been installed, with electrical service to be completed by week's end. Kinder also discussed the Town Hall lighting project, estimated at \$8,000 for foundations, conduit, and electrical installation. Motion by Ron Whitledge to proceed with the project and split the cost between the General Fund and Utilities, second by Sarah Eller. **Roll call vote:** Cheryl Amos –absent; Tom Burnett – **yes**; Sarah Eller – **yes**; Tonya Wester – **yes**; Ron Whitledge – yes. **Motion passed.**

Utility Administrator: Misty reported that preparations for the Halloween Party were underway and requested volunteers for setup depending on weather. She also announced a food drive partnership with Chandler United Methodist Church, which serves approximately 75 families per month. Donation bins have been placed at Town Hall and will also be available at the Halloween event. Denk noted new playground equipment had been delivered and would be installed soon.

Environmental Director: Michael Bell reported that leaf collection will begin next month and that scheduling is underway. He is also coordinating follow-up on nuisance and property issues.

Clerk-Treasurer: reported that prior-month bank reconciliations have been completed, that Baker Tilly and Frey Municipal Software are assisting with the payroll interfund loan, and that health insurance renewals will be presented by Paula at the November 3 meeting. Other providers are being pursued, and liability insurance alternatives will be reviewed before renewal in the spring.

New Business: Under new business, Council discussed creating a formal FMLA policy and procedures, including a rolling 12-month tracking calendar. Attorney Josh Claybourn and Clerk-Treasurer Litton will draft the policy. COBRA administration is handled by BASIC, which provides notices automatically.

Council also discussed complaints regarding 126 East Cherry Street, a vacant and overgrown property. Attorney Claybourn explained the legal notice process and potential lien procedure. Environmental Director Bell will inspect the property to determine whether it qualifies as blighted or should proceed under standard nuisance enforcement. Council directed that notices be issued and cleanup authorized if necessary.

Claims: Council reviewed Claims totaling \$760,442.35 for the period October 6 through October 25, 2025, were presented for approval. Motion by Ron Whitledge to approve claims, second by Sarah Eller. **Roll call vote:** Cheryl Amos –absent; Tom Burnett – **yes**; Sarah Eller – **yes**; Tonya Wester – **yes**; Ron Whitledge – yes. **Motion passed.**

Adjournment

October 20, 2025

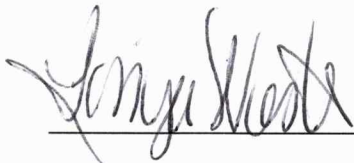
2 | Page

Minutes available at <https://www.townofchandler.org/about/chandler-town-council/town-council-meeting-notes/>

Meetings livestreamed and recorded on the Town of Chandler YouTube page at:

<https://www.youtube.com/@townofchandler3973>

Motion was made by Tom Burnett and seconded by Ron Whitley to recess until the next regularly scheduled meeting on November 3rd. **Roll call vote:** Cheryl Amos – absent; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitley – absent. **Motion passed.**



Tonya Wester, Council President



Kayla Litton, Clerk Treasurer

October 20, 2025

3 | Page

Minutes available at <https://www.townofchandler.org/about/chandler-town-council/town-council-meeting-notes/>

Meetings livestreamed and recorded on the Town of Chandler YouTube page at:
<https://www.youtube.com/@townofchandler3973>