

**April 20, 2026**

**Town of Chandler Council Meeting Minutes**

The Chandler Town Council meeting was called to order on April 20, 2026, at the Chandler Town Hall, 401 E. Lincoln Ave. at 6:00 p.m.

**Present** – Cheryl Amos, Tom Burnett, Sarah Eller, Tonya Wester, Ron Whitledge

**Absent** – none

**Pledge of Allegiance**

**Minutes:** Council reviewed the March 16, 2026 executive session meeting minutes. There were no questions or concerns. A motion to accept the executive session meeting minutes as presented was made by Sarah Eller and seconded by Tom Burnett. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

Council reviewed the April 6, 2026 regular council meeting minutes. Tom Burnett noted a correction: the attribution of a minutes correction on page three should read Sarah Eller rather than Cheryl Amos. Cheryl Amos noted a typographical error in the spelling of Lynnville Road, which appeared as “Linnville” and should be corrected to “Lynnville.” A motion to accept the April 6, 2026 regular council meeting minutes as presented with those typographical corrections was made by Cheryl Amos and seconded by Tom Burnett. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – abstain. Motion passed.

**Town Attorney:** Joshua Claybourn reported that Joshua Lee Phillips has submitted a petition for voluntary annexation of his property at 6933 Gardner Road. Environmental Director Michael Bell distributed the petition to Mr. Phillips. Town Attorney Claybourn confirmed that the next step is preparation of an annexation ordinance to be brought back to Council.

Josh next presented Ordinance 2026-06, an ordinance of the Town of Chandler, Indiana, amending the zoning map to rezone certain real estate located at 418 East Washington Avenue from R-1 Single Family

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Residential to C-1 Neighborhood Commercial. Michael Bell explained that the property, sometimes referred to as Praxis Point, is an angular parcel at the intersection of Williams and Washington where the owner, Scott Craig, operates a storage garage for construction purposes and wishes to expand. The property was previously commercial, was rezoned to residential, and is being corrected to reflect its appropriate commercial use. Mr. Craig was present and confirmed that the parcel was rezoned to residential for tax purposes at the time of a prior sale, and that when he subsequently sold the residential home on the property, the remaining lots were left nonconforming.

A motion to suspend the rules on Ordinance 2026-06 was made by Ron Whitledge and seconded by Cheryl Amos. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

A motion to approve Ordinance 2026-06 on first reading was made by Cheryl Amos and seconded by Ron Whitledge. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed. The ordinance will be signed by the Council President.

Josh also noted that he and Tyler Kinder are scheduled to meet with a representative from Mainstream on the following Wednesday, and that the Town's insurance renewal was approaching. At least one insurance representative had contacted Josh to confirm receipt of renewal materials.

**Police Chief:** Chief Kirk Tevault noted that the newest officer, Robert, is expected to be cleared for solo patrol within the next couple of weeks. Officer Jason Littrell is currently attending the required chief school in Indianapolis, which is required by law for individuals in a chief-eligible position. A new police vehicle is expected to be delivered during the week.

**Fire Department:** No report. Tonya mentioned they have been keeping busy and have attended lots of training.

**Director of Public Services:** Tyler Kinder presented the tentative notice of award for the Libbert Road water main replacement project to Aigner Construction, which submitted the lowest bid at \$539,450.10. This is a tentative award pending review of qualifications, insurance, bonds, and related documentation.

A motion to accept the tentative notice of award for the Libbert Road water main replacement project to Jerry Aigner Construction for \$539,450.10 was made by Cheryl Amos and seconded by Ron Whitledge. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

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Tyler also presented the notice to proceed for Caldwell Tanks for the water tower project. A preconstruction meeting is scheduled for May 5 at the maintenance garage. Tyler indicated that Caldwell Tanks is expected to mobilize and perform some groundwork during the summer, with the bulk of construction anticipated in 2027.

A motion to accept the notice to proceed for Caldwell Tanks for the water tower project was made by Tom Burnett seconded by Sarah Eller. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitley – yes. Motion passed.

**Utility Administrator:** Misty Denk reported that she is continuing to work through open items from the previous meeting. Misty noted that she is working on an OCRA planning grant application for the Town's comprehensive plan update, with a submission deadline at the end of July. Council will hear more as the process progresses.

**Environmental Director:** Michael Bell reported that Joshua Phillips was present at the meeting and that the petition for voluntary annexation of his property on Gardner Road had been presented to him. Town Attorney Claybourn confirmed that the petition is the first step in the process and that an ordinance will follow.

Michael reported that the property vacation process for the parcel on Less Drive is ready to move forward and will require a public hearing with legal notice published in the newspaper. Council expressed consensus to proceed. Council President Wester indicated that the public hearing can be scheduled within a future council meeting.

Michael also presented information regarding a Town-owned parcel at the intersection of State Street and Cherry Street, approximately 56 by 56 feet, located adjacent to the property at 112 Cherry Street. The adjacent property owner has expressed interest in acquiring the parcel to combine it with her existing lot and construct an accessory dwelling unit so that a family member can reside nearby. Council and Town Attorney Claybourn discussed the acquisition history of the parcel (acquired in 2010 from Nancy Kern), its current assessed value, and the appropriate legal mechanism for disposal. Town Attorney Claybourn advised that because the parcel appears to function as a Town-owned lot rather than a public way, it would likely be subject to the real estate sale or disposal statutes rather than the vacation process, but that the parcel's location and characteristics create some ambiguity. Claybourn further advised that if the assessed value can be reasonably determined to be under \$15,000, the Town has greater flexibility in the disposal process and is not required to conduct a formal bid or appraisal. Council expressed general consensus in favor of moving forward and directed Michael Bell and Josh Claybourn to work with the property owner to reach appropriate terms. No formal action was taken.

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Michael reported that Town Attorney Claybourn had calculated the accrued code enforcement fines related to the property at 602 Mary Street at approximately \$42,600 as of the date of reinstatement following the April 6, 2026 council vote. Town Attorney Claybourn indicated he will contact the property owner's attorney to advise of the Town's intent to pursue the fines, with further Council direction to follow before any collection action is taken.

**Clerk-Treasurer:** Kayla Litton presented a request for Council authorization for the Council President to execute the annual DocuSign renewal for participation in the Indiana opioid settlement fund. Participation allows the Town to continue receiving its share of settlement funds, which may be used for qualifying public safety and public health purposes, with a portion available for unrestricted use.

A motion to authorize the Council President to execute the DocuSign renewal for the opioid settlement fund was made by Sarah Eller and seconded by Cheryl Amos. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

Kayla also raised the matter of COBRA continuation coverage for the family of recently deceased Town employee Robert Pace. Council President Wester proposed that in cases of sudden, unanticipated separation from employment due to death or traumatic injury—where the employee cannot return to work—the Town extend insurance coverage through the end of the following month at the regular employee premium, allowing the family time to secure alternative coverage. Council expressed consensus in favor of the policy and directed Town Attorney Claybourn to review the employee handbook to incorporate COBRA extension language and to clarify the Town's policy on payout of accrued PTO upon an employee's death.

A motion to authorize insurance coverage for the family of Robert Pace through the end of April 2026 at the regular employee premium rate was made by Sarah Eller and seconded by Tom Burnett. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

Kayla presented the Town's insurance renewal. A proposal has been received from First Advantage Insurance with Rita McConnell, the Town's current carrier. A proposal was also solicited from Epic Insurance; however, Epic has not submitted a complete quote as of the meeting date, having requested a special session later in the week to discuss preliminary figures. Council discussed the timeline, the complexity of the municipal insurance quoting process, the Town's history of favorable service under the current coverage, and concerns about evaluating a competing proposal on short notice. Ron Whitledge noted that as stewards of public funds, Council has a responsibility to seek competitive pricing when possible, and suggested the Town establish a deadline—approximately 15 to 30 days before renewal—by which competing proposals must be submitted in order to be considered. Council expressed consensus to establish a proposal submission deadline of April 1st for future renewal cycles.

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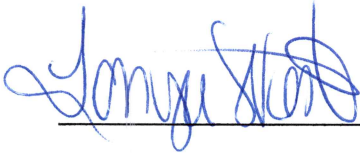
A motion to accept the renewal proposal from First Advantage Insurance was made by Cheryl Amos and seconded by Sarah Eller. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

**New Business:** Misty Denk reported that the park buildings have been painted and that activity at the baseball park is increasing. Misty noted she is in discussions with a representative about organizing glow disc golf events at the park to promote family and community engagement during summer evenings, with the possibility of having volunteers available to teach participants.

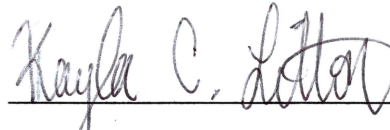
**Old Business:** None.

**Claims:** Claims totaling \$420,290.21 were presented for approval. A motion to approve claims as presented was made by Ron Whitledge and seconded by Tom Burnett. Roll call vote: Cheryl Amos – yes; Tom Burnett – yes; Sarah Eller – yes; Tonya Wester – yes; Ron Whitledge – yes. Motion passed.

**Adjournment:** A motion was made by Cheryl Amos and seconded by Tom Burnett to recess until the next regularly scheduled meeting on May 4, 2026. All in favor.



Tonya Wester, Council President



Kayla Litton, Clerk-Treasurer