March 16, 2026

Town of Chandler Council Meeting Minutes

The Chandler Town Council meeting was called to order on March 16, 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 three sets of meeting minutes from March 2, 2026: the 6:00 p.m. regular council meeting, the 3:00 p.m. fire territory public hearing, and the 7:00 p.m. fire territory public hearing.

A motion to accept the March 2, 2026 regular council meeting minutes as presented was made 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.

A motion to accept the March 2, 2026 3:00 p.m. fire territory public hearing minutes as presented 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 – abstained. Motion passed.

A motion to accept the March 2, 2026 7:00 p.m. fire territory public hearing minutes as presented was made by Ron Whitledge 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.

Town Attorney: Joshua Claybourn presented Ordinance 2026-03, an ordinance of the Town Council of the Town of Chandler amending Chapter 93 of the Town's code of ordinances, including Section 93.52, regarding right-of-way permits and fees, and adopting a right-of-way permit fee schedule. Mr. Claybourn explained that the ordinance replaces the current flat $100 fee with a $250 application fee plus additional fees based on the nature and scope of the work, such as the number of new poles or linear feet of cable. The fee schedule mirrors the county fee schedule and was previously distributed to Council by Director of Public Services Tyler Kinder, who provided a detailed rundown earlier that evening. Mr. Claybourn noted that the fee schedule would be maintained as a separate document on file in the Director's office and recommended it also be made available on the Town's website. Future revisions to the fee schedule would require Council approval and would be reflected in the minutes.

Council President Wester noted that the fee schedule has not been revisited in a very long period of time and recommended proceeding with adoption. A motion to suspend the rules for Ordinance 2026-03 was made by Ron Whitledge 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.

A motion to adopt Ordinance 2026-03 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.

Mr. Claybourn noted that three fire territory action items—the ordinance establishing the territory, the ordinance creating the equipment replacement fund, and the interlocal protection territory agreement—would be addressed at the 7:00 p.m. fire territory meeting. Council discussed the current interlocal agreement with Ohio Township. Council President Wester noted that the Polaris side-by-side owned by Ohio Township and stationed at the Chandler fire station is not listed on the current equipment inventory. Mr. Claybourn confirmed that the current agreement's term is not near expiring and does not require action at this meeting.

Police Chief: No report was presented.

Fire Department: Fire department matters to be addressed at the 7:00 p.m. fire territory meeting.

Director of Public Services: Tyler Kinder presented the Notice of Award for the 1.5-million-gallon water tower project, to be located at State Road 261 and Fuquay Road, to Caldwell Tanks in the amount of $8,193,000. Mr. Kinder noted that Council signed the tentative Notice of Award in January and that, with the bonds now received, this is the actual Notice of Award.

A motion to authorize the Council President to sign the Notice of Award 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.

Utility Administrator: Misty Denk reported that the waterworks revenue bond closing was completed the prior week. She stated she is in discussions with investment groups regarding investing a portion of the bond proceeds at a better interest rate until the funds are needed, and that additional information would be available by the next meeting. Ms. Denk also reported on final preparations for the Town's Easter Egg Hunt, scheduled for March 28 at 10:00 a.m. at the community center. The Easter Bunny will be present, and a Golden Egg Hunt will take place the week of March 23. Approximately 8,500 eggs have been stuffed with strong participation from local businesses and citizens in donations and volunteer support.

Environmental Director: Michael Bell was not present. Council President Wester noted that Mr. Bell is attending a stormwater conference and has distributed the current permit schedule, with new construction activity continuing to come through.

Clerk-Treasurer: Kayla Litton thanked Allison and Misty in the building office for their support while she prepares for a short leave. No other items to report.

New Business: None.

Old Business: None.

Claims: Claims totaling $1,167,563.60 were presented for approval. A motion to approve claims as presented 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.

Adjournment: A motion was made by Sarah Eller and seconded by Ron Whitledge to recess until the next regularly scheduled meeting. All in favor.

Tonya Wester, Council President

Kayla Litton, Clerk-Treasurer