Town Council Meeting
Monday, August 24, 2026
6:00PM

Edinburgh Town Council met in a regular session on Monday, August 24, 2026, at 6:00PM, at the Town Hall, 107 South Holland Street, Edinburgh, IN.

Councilwoman Miriam Rooks called the meeting to order and led the Pledge of Allegiance.

Roll Call- Councilwoman Miriam Rooks, Councilwoman Sherri Sweet, Councilwoman Debbie Buck, and Councilman Michael Bryant.

Council President Ryan Piercefield was absent.

Also present were Town Attorney Dustin Huddleston, Clerk-Treasurer Rhonda Barrett, and Town Manager John Myers.

Minutes- Council Meeting August 10, 2026

Discussion was held regarding the typographical error found in the minutes.

Clerk-Treasurer Barrett stated that the word weeks should have been wells on page 4 under Other Business on the minutes. Clerk-Treasurer Barrett stated that the minutes printed for the Council to sign tonight are the corrected version.

Councilwoman Buck made a motion to approve the August 10, 2026, Council meeting minutes with the amendment as noted. Councilman Bryant seconded. Motion carried 4-0.

Executive Meeting August 12, 2026

Councilwoman Buck made a motion to approve the August 12, 2026, Executive meeting minutes. Councilwoman Sweet seconded. Motion carried 4-0.

Special Meeting August 17, 2026

Councilwoman Sweet made a motion to approve the August 17, 2026, Special meeting minutes. Councilman Bryant seconded. Motion carried 4-0.

Claims- Clerk-Treasurer Barrett presented two claim dockets: one for the end of month June in the amount of $173,317.34 and one for tonight in the amount of $1,188,780.81. All claims have been reviewed and signed.

Councilwoman Buck made a motion to approve the two claim dockets as presented in the amounts of $173,317.34 and $1,188,780.81. Councilwoman Sweet seconded. Motion carried 4-0.

Ordinance 2026-9 Transfer of Appropriations (1st Reading)- Clerk-Treasurer Barrett stated that this is to transfer $55,000 from salaries to professional services to replenish the line item for miscellaneous professional services to pay the company doing building inspections until the building commissioner position is filled. Clerk-Treasurer Barrett stated that this also transfers $6,900 from the line-item legal services to promotional items line to cover the Joseph Fund donation.

Councilwoman Sweet made a motion to waive the first reading of Ordinance 2026-9 Transfer of Appropriations. Councilman Bryant seconded. Motion carried 4-0.

Councilwoman Sweet made a motion to approve Ordinance 2026-9 Transfer of Appropriations. Councilwoman Buck seconded. Motion carried 4-0.

Property Lease Review- Clerk-Treasurer Barrett stated that the Town has two commercial rental properties and a residential rental property. Clerk-Treasurer Barrett stated that the responsibility for repairs varies for each lease agreement. Clerk-Treasurer Barrett stated that the rental house tenants are responsible for repairs for damage they cause, and the Town covers normal wear and tear. The medical clinic lease is similar to the rental house lease. In the fire station lease, the tenant is responsible for all repairs, including normal wear and tear. Clerk-Treasurer Barrett asked the Council if they would like Attorney Huddleston to review or update the leases.

Councilwoman Buck stated that she believes the commercial leases should be more consistent.

Discussion was held for the leases to be the same.

Councilwoman Buck made a motion to have Attorney Huddleston review the fire station lease to correlate with the medical clinic lease. Councilwoman Sweet seconded. Motion carried 4-0.

Website Records Retention Discussion- Clerk-Treasurer Barrett discussed that in the process of working on the new website, Director of Economic Development SaraBeth Drybread and Accounts Receivable Emily Cravens have been going through documents on the website. Clerk-Treasurer Barrett stated that Ms. Cravens reached out to the state's current and previous public access counselor regarding how long minutes and agendas must stay on the website. There are no specific guidelines on website record retainage and the current public access counselor stated that it was up to the municipality to decide a policy. The previous public access counselor suggested keeping three years of records on the website. Clerk-Treasurer Barrett stated that she believes two years would be sufficient. Clerk-Treasurer Barrett requested Attorney Huddleston draft a retention policy for website documents.

Discussion was held regarding physical copies of all agendas and minutes being available at Town Hall still.

Clerk-Treasurer Barrett confirmed that they would be available at Town Hall and stated that there are retention policies on how long the physical copies must be kept.

Councilwoman Buck made a motion to authorize Attorney Huddleston to draft a Website Records Retention Policy to keep applicable documents for no more than two years on the website. Councilman Bryant seconded. Motion carried 4-0.

Credit Card Processing Fees Discussion- Clerk-Treasurer Barrett stated that they are in the process of changing their credit card processing company and getting new card readers for the utility office. Clerk-Treasurer Barrett stated that she must sign new agreements on whether the Town will pick up the two credit card processing fees. Clerk-Treasurer Barrett stated that there is a fee of $1.25 for every processed online transaction through the online payment portal that the Town used to pass onto the customer, but picked it back up during covid. Clerk-Treasurer Barrett stated that the total cost of that fee in 2025 was $20,000 and the fee is split between the three utilities. Clerk-Treasurer Barrett stated that the second fee is 3.75% on the actual credit card processing and the Town has always paid that fee. In 2025 the total cost of that fee was $147,000. Clerk-Treasurer Barrett stated that they have an opportunity to pass both fees onto the customers, only one of the fees, or to keep paying them for the customers. Clerk-Treasurer stated that the 3.75% fee is a $2.50 minimum. If the customer's bill is $500 then the credit card processing fee would be $18.75.

Discussion was held regarding the other payment options available to customers if they did not want to pay the fee. Payment options include in person with cash, check or automatic withdrawal from the customers checking account.

Councilwoman Buck stated that they should pass on both fees to the customers since there are other options people can pay if they do not want to pay the fees.

Clerk-Treasurer Barrett discussed that having the customers pay those fees saves the utilities money.

Electric Manager Kevin Killinger stated that he has a different opinion on it and looks at it as a cost of doing business as a utility company. Manager Killinger stated that traditionally you want to push people to conduct business electronically and this would discourage that.

Councilwoman Rooks stated that most places have credit card processing fees.

Discussion was held regarding whether there was an option to pay via E Check.

Discussion was held regarding whether the Council could choose to pass on these fees to the customers in the future if they decide not to now.

Councilwoman Sweet stated that she would like to know the approximate average amount of a utility bill.

The Council requested this be brought back up at the Special meeting on August 31, 2026.

Utility Office Closing Request- Clerk-Treasurer Barrett stated that the software and IT companies will be in the utility office on Thursday, September 10th to install the new credit card machines. Clerk-Treasurer Barrett requested to close the utility office that day from 8:00AM to 1:00PM while they install the new machines as the utility office will not be able to take payments during the installation. Clerk-Treasurer Barrett stated that the next day on Friday, September 11th, the online payment website will be down to the public while upgrades are done to it as well.

Discussion was held regarding there still being ten days before utility bills are due even if the office is closed the morning of September 10th.

Clerk-Treasurer Barrett discussed that the office closure would be advertised with signs on the doors and on social media.

Councilwoman Buck made a motion to approve the Utility Office Closing Request for Thursday, September 10th, 2026, from 8:00AM-1:00PM for credit card machine installation. Councilwoman Sweet seconded. Motion carried 4-0.

Building and Construction Related Fees Fund- Clerk-Treasurer Barrett requested Attorney Huddleston draft an ordinance to create a new building and construction related fees fund to meet the requirements of HEA 1001. Clerk-Treasurer Barrett stated that any money received from building permits needs to be in its own fund and any related expenses must be paid out of that fund.

Councilwoman Sweet made a motion to authorize Attorney Huddleston to draft an ordinance to create a Building and Construction Related Fees fund. Councilman Bryant seconded. Motion carried 4-0.

Wastewater Rates & Anticipation Bond Discussion- Town Manager John Myers stated that President Piercefield and he have been speaking to Driftwood Utilities about hooking onto the Town's wastewater system, but it is moving slower than anticipated. Mr. Myers stated that it is apparent that the Town needs to go ahead and move forward with some kind of wastewater rate increase. Mr. Myers stated that Mitchell Eschweiler with Baker Tilly is present to go over some rate increases.

Mr. Eschweiler gave a presentation, going over several options regarding wastewater rate increases and funding projects at the wastewater plant. Mr. Eschweiler stated that the Town needs to look at finding the magnitude of the projects that need done in the immediate future and if there are projects that could potentially wait 2-3 years. Mr. Eschweiler discussed the financing considerations and the financing options such as a bond anticipation note, SRF financing, Indiana Bond Bank, and Rural Water Financing Authority. Mr. Eschweiler stated that there has been a steady decline in cash balances for the wastewater utility over the last 3-5 years with one of the main drivers of the decline is due to repairs to the facility. Mr. Eschweiler stated that as of August 14, 2026, the wastewater utility's operating fund balance was at $72,000 and their depreciation fund balance was at $206,000. Mr. Eschweiler stated that the Town has not increased their wastewater rates since 2016 and presented other neighboring communities' wastewater rates. Mr. Eschweiler discussed the 2025 total operating disbursements. Mr. Eschweiler discussed what was budgeted for and built into the proposed wastewater rates. Mr. Eschweiler discussed the different financing term lengths available. Mr. Eschweiler discussed that the discussion with Driftwood Utilities could have a big impact on the rate.

Discussion was held regarding a bond anticipation note being quicker with the Town's immediate needs.

Mr. Eschweiler stated that of the options he discussed, Indiana Bond Bank would most likely be the quickest alternative. Mr. Eschweiler discussed the amount of time it took to apply for SRF.

Discussion was held regarding starting with engineering and then figuring out the funding needed for the wastewater plant repairs.

Linda Sanders with Wessler Engineering stated that they could get a PER contract proposal ready for the next Council meeting.

Board & Commission Application Process Discussion- Town Manager John Myers stated that Councilwoman Rooks had tasked him with getting a board and commission member application. Mr. Myers stated that this opens the process up more and it can be advertised. Mr. Myers stated that the application is a questionnaire and the Council would go through the applications received.

Councilwoman Rooks stated that this application process applies to Council members currently serving on other Town boards or commissions. Councilwoman Rooks stated that this is long overdue and is in favor of it.

Discussion was held regarding the Council's current process to appoint people.

Councilwoman Sweet asked if other communities use an application process.

Mr. Myers stated that he did not know of another entity that did not use an application process.

Discussion was held regarding the questions on the application being from other local communities' board and commission applications.

Councilwoman Buck made a motion to approve the Board & Commission Application Process Discussion. Councilman Bryant seconded. Motion carried 4-0.

Motorola Portable Radio Purchase- Fire Chief Justin Lollar presented a quote from Motorola in the amount of $66,973.50 to purchase ten radios. Chief Lollar stated that they purchased ten last fall and this will finish their inventory. Chief Lollar stated that Motorola is a part of Sourcewell and gives the state pricing. Chief Lollar stated that he plans to pay for these radios out of the Public Safety fund and that these radios have been a part of his capital asset plan for the last few years. Chief Lollar stated that their current radios are at the end of their life.

Councilwoman Sweet made a motion to approve the Motorola Portable Radio Purchase in the amount of $66,973.50. Councilwoman Buck seconded. Motion carried 4-0.

Councilwoman Buck made a motion to authorize Chief Lollar to sign off on the Motorola Portable Radio Purchase. Councilwoman Sweet seconded. Motion carried 4-0.

Police Vehicle Donation- Police Chief Doyne Little stated that the Edinburgh Community School Corporation contacted him regarding the Dodge Chargers that would normally be sent out for bid. The school asked if the Council would be interested in donating a vehicle to the school. Chief Little stated that the vehicle would be used for their safety and security, have their own logo on it, and the police lights will be removed. Chief Little stated that the school is hoping to someday have another resource officer.

Councilwoman Sweet made a motion to authorize Attorney Huddleston to draft a resolution for the Police Vehicle Donation. Councilwoman Buck seconded. Motion carried 4-0.

Vehicle Pursuit Standard Operating Procedure Amendment- Police Chief Doyne Little stated that a Town marshal in northern Indiana was killed in the line of duty during a pursuit. Chief Little stated that currently they have stop sticks that deflate tires and work, but people are running officers over when they are out of their vehicle to deploy the stop sticks. Chief Little stated that they can add a pit or precise intervention technique to their current standard operating procedure and explained what that means. Chief Little stated that he would be able to teach this technique as he is a pit instructor through the Indiana Law Enforcement Academy. Chief Little stated that not every single officer would be trained on this and requested Council allow Attorney Huddleston to amend the vehicle pursuit standard operating procedure.

Councilwoman Buck made a motion to approve Attorney Huddleston to amend the Vehicle Pursuit Standard Operating Procedure. Councilwoman Sweet seconded. Motion carried 4-0.

2027 Ford Truck Quotes- Street Superintendent Sean Barnett presented quotes for a 2027 Ford truck and stated that the lowest bid is from Ford Bloomington. Superintendent Barnett discussed the warranty the vehicle came with.

Discussion was held regarding how many miles are put on a dump truck annually and whether this truck was replacing another.

Discussion was held regarding what Superintendent Barnett would do with the old truck and whether this was budgeted for.

Councilwoman Buck made a motion to approve the 2027 Ford Truck Quote from Ford of Bloomington in the amount of $101,949.50. Councilman Bryant seconded. Motion carried 4-0.

Councilwoman Sweet made a motion to authorize Councilwoman Rooks to sign off on the 2027 Ford Truck Quote. Councilman Bryant seconded. Motion carried 4-0.

Electric Meters Quote- Electric Manager Kevin Killinger stated that this is to replenish their electric meter stock and their vendor is Wesco. Manager Killinger stated that the quote is in the amount of $34,725 for 150 meters and the lead time is 13-15 weeks.

Councilwoman Sweet made a motion to approve the Electric Meters Quote from Wesco in the amount of $34,725. Councilwoman Buck seconded. Motion carried 4-0.

Timbergate Section 5 Underground Electric Installation Quotes- Electric Manager Kevin Killinger stated that they received three quotes out of the five they requested with Electricom being the lowest at

$59,146.75. Manager Killinger stated that the company will install the conduits then the electric department will take over after.

Discussion was held regarding the carrying quote amounts.

Councilwoman Buck made a motion to approve the Timbergate Section 5 Underground Electric Installation Quote from Electricom in the amount of $59,146.75. Councilwoman Sweet seconded. Motion carried 4-0.

Poles and Lights Quote- Electric Manager Kevin Killinger stated that this is to replenish their decorative streetlight stock. Manager Killinger stated that four streetlights are planned for a project and two will be spares.

Councilwoman Sweet made a motion to approve the Poles and Lights Quote from StressCrete Group in the amount of $25,188. Councilwoman Buck seconded. Motion carried 4-0.

Other Business

Councilwoman Rooks stated that Town Manager John Myers worked at the wastewater plant during the tire recycling event. Councilwoman Rooks stated that there was a good turnout and she appreciates Mr. Myers assisting.

Clerk-Treasurer Barrett stated that she has $1,505 in donations for the K9 Golf Outing from WartHogs Motorcycle Club Indianapolis Chapter and Bruce Maxwell.

Councilwoman Buck made a motion to approve the K9 Golf Outing Donations totaling $1,505 as presented. Councilman Bryant seconded. Motion carried 4-0.

Police Chief Doyne Little stated that Warthogs Motorcycle Club donated last year, and the police department have done an escort for them to get onto US 31 for a motorcycle ride. Chief Little stated that most of the members are in public safety fields and thanked Warthogs for their donation. Chief Little thanked the Council for approving the vehicle donation to the school and stated that there was a false alarm at the school today. Chief Little stated that the school is investing in the safety of the children and thanked the schools for everything they do.

Fire Chief Justin Lollar stated that this has been his third budget year and applauded the Council on their push to invest in the Town's public safety. Chief Lollar stated that he appreciated the Council's support.

Wastewater Superintendent Robert Jessie stated that he appreciated the Council demonstrating concern for the wastewater department.

Parks Director Daniel Teter stated that some residents have shown interest in purchasing the banners that were downtown for the Firecracker Festival. Director Teter stated that they asked the State Board of Accounts and were advised to deem the banners surplus. Director Teter stated that they paid approximately $35 for each banner and would like to sell them for $20 each.

Councilwoman Sweet made a motion to approve for Attorney Huddleston to draft a resolution to make the Firecracker Festival banners surplus and available for purchase by community members. Councilwoman Buck seconded. Motion carried 4-0.

Director Teter stated that the Fall Festival is approaching and the parade route will be different this year due to the State Road 252 construction. Director Teter stated that instead of starting at the high school, the route will start at the elementary school. Director Teter discussed that this is the route they do for the Holiday of Lights parade. Director Teter stated that there is supposed to be a new bumper car ride at the Fall Festival this year.

Director of Economic Development SaraBeth Drybread stated that she requested a meeting with Mike Kleinpeter next week to talk about Stellar Pathway. Director Drybread stated that there are matching dollars required but it is a little bit to get a lot. Director Drybread stated that their first letter of intent is due by December 15th. Director Drybread stated that she applied for a $4,000 grant from the Indiana Arts Commission for a project next year after the amphitheater is completed. Director Drybread stated that she and Accounts Receivable Emily Cravens are working on the sitemap for the new website and are still hopeful for a November rollout of the new website. Director Drybread stated that she is working with Spaces for All and the Johnson County Housing Coalition on marketing and communication with landlords in the community concerning available options for vacant homes and vacant lots. Drybread stated that Cincinnati issues a fee for abandoned homes and that is something she, Spaces for All, and the

Johnson County Housing Coalition will be looking at. Director Drybread stated that Johnson County Housing Coalition asked if the Town would be willing to assist in any way and discussed previous times the Council waived fees for Habitat for Humanity when they were building a new house. Director Drybread stated that there is a house on Pleasant Street that they are looking at and that likely needs to be demolished, and the Johnson County Housing Coalition asked if the Town would be willing to assist in any way.

Adjourn

Being no further business or comments. Councilwoman Buck made a motion to adjourn. Councilman Bryant seconded. Motion carried 4-0.

These minutes are a summary of actions taken at the Edinburgh Town Council meeting. The full video archive of meetings is available for viewing at https://www.youtube.com/playlist?list=PL0pagNU7lg5FkjGffQyWphtcPehlL-R5g for as long as this media is supported.

EDINBURGH TOWN COUNCIL

Abstained
Absent at 8-24-26 meeting
Ryan Piercefield, President

Miriam Rooks
Miriam Rooks, Vice President

Absent
Debbie Buck

Sherri Sweet
Sherri Sweet

Michael Bryant
Michael Bryant

ATTEST:
Rhonda Barrett
Rhonda Barrett, Clerk-Treasurer