

SOUTH WHITLEY TOWN COUNCIL REGULAR MEETING AGENDA

TOWN HALL BOARD ROOM

118 E FRONT ST

SOUTH WHITLEY, IN 46787

SEPTEMBER 23, 2025

6:30 PM

CALL TO ORDER: Meeting was called to order by Council President Brock Waterson at 6:30 pm. Members present were as follows: Council President Brock Waterson, Vice President Trey Weber, Councilman Randy Cokl, Town Attorney Greg Hockemeyer, Utility Supervisor Kent Slater, and Clerk-Treasurer Alyssa Knepple. Town Marshal Chad Schipper was not present.

PLEDGE OF ALLEGIANCE

ADJUSTMENTS

NONE

NEW BUSINESS

BAKER TILLY – RATE STUDY: Jeff Rowe and Brent Duncan came from Baker Tilly to present the results of the Rate Study for Electric, Water and Wastewater utilities.

- Water: The Town's water department has been able to remain profitable and sustainable with current rates. However, because of the legislative changes, the Clerk asked Baker Tilly to factor in the hydrant rental fees into residential bills. Baker Tilly stated there are no suggested increases in water rates, except charging an additional \$5.00 for the hydrant rental.
- Wastewater: The Town's wastewater department has maintained a positive balance and holds a decent amount of funds to help with costs for the new mandated updates. Baker Tilly did suggest raising the rates by \$2.76 to help continue keeping the utility in good standing, while still paying payments on the updates being made.
- Electric: Currently, the electric utility has a positive balance, but that may soon change. Because of the cost of the new meters and other increased equipment costs, the electric utility rates need to be increased. Baker Tilly gave two different rate increase options. Baker Tilly asked when the last rate increase has been for electric. None of the current Councilman knew and the Town Attorney said he thinks it has been quite some time, but he will look through our ordinances to get a more solid answer. The council will meet at a future time to discuss the results of the rate study and how they would like to proceed.

ORDINANCE 2025-9-23: ADDITIONAL APPROPRIATION: Councilman Weber made a motion to approve Ordinance 2025-9-23. Councilman Cokl seconded. Motion passed with a vote of 3-0.

DLZ TITLE VI & ADA UPDATE APPROVAL: DLZ presented the Title VI and ADA updates to the Council. The only changes that weren't dates and locations was making the Title VI and ADA coordinator Clerk-Treasurer Alyssa Knepple instead of Kent Slater, who is starting to think of retirement. Councilman Weber made a motion to accept the Title VI and ADA changes. Councilman Cokl seconded. Motion passed with a vote of 3-0.

- Dave Sheets gave an update on the 2024 CCMG projects currently taking place on Mulberry Street and portions of Main Street. The storm and water repairs are done; curbs and gutters will go in this week; the curb down the south side of Mulberry is already finished. API will pave Mulberry one side at a time, and they are hoping to be done by October 31.
- Brooks is waiting on their concrete crew to finish the portion of Main Street between Market Street and Columbia Street.
- Maple Street repairs from the 2023 project have been marked and will be fixed when API is finished with the concrete on the current project.
- Mr. Sheets asked the Council about how they would like to proceed with future CCMG calls and applications. The Clerk stated that the funds aren't necessarily available to continue CCMG projects at such a quick speed. The Council decided to move forward with applying for future CCMG grants because it seems like the State is moving away from the program with some of the changes they have been making. The Council would like to continue apply as long as the Calls are open. Councilman Weber made a motion to allow Council President Brock Waterson to sign all 2026 CCMG application documents outside of a public meeting. Councilman Cokl seconded. Motion passed with a vote of 3-0.

OLD BUSINESS

COUNCILMAN TOPICS

FALL FESTIVAL BEINGS ON FRIDAY SEPTEMBER 26 AND GOES UNTIL SUNDAY SEPTEMBER 28. ACTIVITIES AND EVENTS ARE POSTED ON THE TOWN WEBSITE AND TOWN FACEBOOK PAGE.

PUBLIC INPUT

DEPARTMENT HEADS:

PARK BOARD – RANDY SIMPSON: Not present

WASTE WATER/UTILITIES SUPERVISOR – KENT SLATER:

- Water well number 1 went out and is being pulled out, repaired, and inspected. The wells are over 20 years old and in need of replacements. While the company is here for well 1, they will also inspect well 2 for repair or replacement needs, but a full inspection will be done in the Spring of 2026. Councilman Weber made a motion to approve the well replacement cost at \$39,038.00. Councilman Cokl seconded. Motion passed with a vote of 3-0.
- Hydrant flushing is done for the quarter.

TOWN MARSHAL – CHAD SCHIPPER: Not Present

TOWN ATTORNEY – GREGG HOCKEMEYER: Mr. Hockemeyer stated he didn't have anything to present, but he will be looking into our past ordinances to see when the electric rates were last increased.

CLERK-TREASURER – ALYSSA KNEPPLE:

- The Fall Festival Scavenger Hunt is ready! Participants will only get clues through the Towns' emergency notification system. There will be three clues that lead to the location for the day. The participants will look for Jack-O-Lantern magnets hidden at the location. When the magnets are found, the magnets get turned into the information booth where the winner can claim their prize!
- State Board of Accounts will be starting their audit Monday September 29. They will be wanting to set up an entrance conference with the Clerk and one of the Councilmen.
- The Police Department is getting ready to switch to the Panama Schedule and with that change comes many other changes to payroll frequency, comp time accrual limits, comp time payout date, and which holidays are "super holidays" for the Police. The "super holidays" are the seven big holidays that are hard to find coverage for. The police officer that works will be paid their normal amount, but then also earn a floating holiday they can use at their discretion. Councilman Weber made a motion to accept all of the items on the New Police Department Pay and Schedule sheet. Councilman Cokl seconded. Motion passed with a vote of 3-0.
- PTO and Vacation for the police department needed to also be changed from 8 hour work days to 12 hour work days. Councilman Cokl made a motion to accept the PTO and Vacation hour changes to match the new work schedule. Councilman Weber seconded. Motion passed with a vote of 3-0.

APPROVALS:

APPROVAL FOR SEPTMEBER 9, 2025, REGULAR MEETING MINUTES: Councilman Weber made a motion to accept the September 9, 2025, regular meeting minutes. Councilman Cokl seconded. Motion passed with a vote of 3-0.

APPROVAL FOR SEPTMEBER 9, 2025, EXECUTIVE SESSION MINUTES: Councilman Weber made a motion to accept the September 9, 2025, executive session meeting minutes. Councilman Cokl seconded. Motion passed with a vote of 3-0.

APPROVAL FOR SEPTEMBER 18, 2025, EXECUTIVE SESSION MINUTES: Councilman Weber made a motion to accept the September 18, 2025, executive session meeting minutes. Councilman Cokl seconded. Motion passed with a vote of 3-0.

APPROVAL FOR AUGUST 2025 BANK RECONCILIATIONS: Councilman Weber made a motion to accept the August 2025 bank reconciliations. Councilman Cokl seconded. Motion passed with a vote of 3-0.

APPROVAL FOR SEPTMEBER 23, 2025, APV's TOTALING \$309,355.63: Councilman Cokl made a motion to accept the September 23, 2025, APV's totaling \$309,355.63. Councilman Weber seconded. Motion passed with a vote of 3-0.

APPROVAL FOR PAYROLL WEEK ENDING SEPTEMBER 15, 2025, TOTALING \$13,923.67: Councilman Weber made a motion to accept payroll for the week ending September 15, 2025, totaling \$13,923.67. Councilman Cokl seconded. Motion passed with a vote of 3-0.

APPROVAL FOR PAYROLL WEEK ENDING SEPTEMBER 22, 2025, TOTALING \$ 12,940.92: Councilman Cokl made a motion to accept payroll for the week ending September 22, 2025, totaling \$12,940.92. Councilman Weber seconded. Motion passed with a vote of 3-0.

ADJOURN at: Meeting was adjourned by Council President Brock Waterson at 7:43 pm.

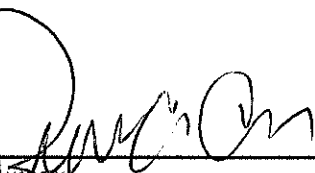
APPROVALS:

X

BROCK WATERSON
COUNCIL PRESIDENT

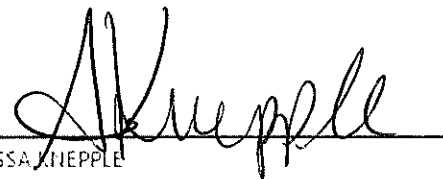
X 

TREY WEBER
VICE PRESIDENT

X 

RANDY CORK
COUNCILMAN

ATTEST:

X 

ALYSSA KNIPPLE
CLERK-TREASURER