

April 7, 2026

Roanoke Town Council Meeting Minutes

The Pledge of Allegiance was recited, and the Roanoke Town Council convened on Tuesday, April 7, 2026, at 6:00 P.M. in accordance with Council's rules, appropriate notices, and applicable laws. Those present from the Council were President Amanda Sands, Vice President Nick Scheer, Councilman Brian Humphries, and Councilwoman Terri Edmiston. Absent was Councilwoman Tinisha Weigelt. Also present were Town Marshal Jim Wood, Deputy Marshal Grant Baumgartner, Superintendent Aaron Popplewell and Clerk Treasurer Sarah Milton.

Vice President Scheer moved to approve the March 2, 2026, Council meeting minutes as written, Councilwoman Edmiston seconded, and the motion passed unanimously.

Kim Hostetler of the Huntington County Department of Community Development introduced Ordinance 2026-01 which if passed, would put a moratorium on data centers, BESS and carbon sequestration until Ice Miller drafts an ordinance with some design standards. Roanoke Plan Commission passed this moratorium with a 9-1 vote. President Sands made a motion to pass Ordinance 2026-01, on the same day as its introduction, Councilman Humphries seconded, and the motion passed unanimously.

Park Board President Dave Meitzler informed Council that the Park Board has raised \$38,000.00 of the \$50,000.00 matching grant with Indiana Housing Development Authority (Patronicity) and the fundraiser has 20 days left. Park Board President Meitzler then presented the new Park sign design from Commercial Signs requesting to move forward with replacing the current Park sign. Council agreed to allow Meitzler to move forward with the design and obtain a quote from Commercial Signs.

Deputy Marshal Baumgartner stated that the police department received a donation of \$5,000.00 to use towards purchasing a new golf cart. Deputy Marshal Baumgartner then requested to use these funds to purchase a new golf cart. President Sands made a motion to allow the police department to purchase a golf cart with the \$5,000.00 donation received, Vice President Scheer seconded and the motion passed unanimously.

Superintendent Popplewell presented a maintenance agreement with USG Water for the mixing system stating that for 2026 the cost would be \$9,531.00. Without a maintenance agreement, the cost to replace the system is around \$30,000.00. President Sands made a motion to approve the maintenance agreement with USG Water, Vice President Scheer seconded and the motion passed unanimously.

Superintendent Popplewell presented USI Consultants Inc.'s Authorization to Proceed Form to complete a survey for the new entrance Park sign and

Pickleball Courts in the amount of \$14,700.00. Presidents Sands made a motion to sign the Authorization to Proceed Form to complete a survey for the new entrance Park sign and Pickleball Courts in the amount of \$14,700.00, Councilman Humphries seconded and the motion passed unanimously. Superintendent Popplewell then presented USI Consultants Inc.'s Authorization to Proceed for the Pavement Asset Management Plan for 2026 (\$2,000.00) and 2027 (\$11,000.00) to be completed by December 1, 2027. Presidents Sands made a motion to sign the Authorization to Proceed Form to Proceed for the Pavement Asset Management Plan for 2026 and 2027 in the amount of \$13,000.00, Vice President Scheer seconded and the motion passed unanimously. Superintendent Popplewell presented USI Consultants Inc.'s Authorization to Proceed Form to complete ADA and Title VI plans for current compliance from fiscal year 2027 to fiscal year 2028 in the amount of \$10,000.00. Presidents Sands made a motion to sign the Authorization to Proceed Form to complete ADA and Title VI plans for current compliance in the amount of \$10,000.00, Vice President Scheer seconded and the motion passed unanimously. Superintendent Popplewell gave an update regarding the lift station stating that Second Street will be closing starting this week for two weeks so that the old lift station can be hooked to the new one. He also stated that Utility employee Jason Porter passed his Class II Wastewater License.

Councilwoman Edmiston informed Council of the theme of America's 250th Celebration as "Light Up Huntington County". The board of the event is encouraging residents to put up outside lights that are red, blue and white from April 17, 2026, through July 4, 2026.

President Sands stated that the Town was given permission from the State of Indiana to hire a seasonal part-time employee for the park. After some discussion, Vice President Scheer made a motion to hire a seasonal part-time park employee at \$20.00 per hour, President Sands seconded and the motion passed unanimously. Then President Sands presented a final draft of the Parkview EMS lease for a portion of 126 N Main St that is to begin May 1, 2026. After there were no questions or concerns, President Sands made a motion to approve the Parkview EMS lease, Councilman Humphries seconded and the motion passed unanimously. Lastly, President Sands stated that Council needs to send a formal opposition letter to the Allen Council Board of Commissioners regarding the potential quarry project in southwest Allen County as Roanoke sits directly downstream of the proposed project within the Little River watershed. After Council shared their concerns, Vice President Scheer motioned to send the opposition letter to the Allen County Board of Commissioners, Councilwoman Edmiston seconded and the motion passed unanimously.

Clerk-Treasurer Milton presented a quote from American Legal Publishing for \$1,200.00 - \$1,900.00 to codify ordinances from 2024 and 2025. President Sands made a motion to pay American Legal Publishing for codification for ordinances from 2024 and 2025 in an amount not to exceed \$1,900.00, Councilwoman Edmiston seconded and the motion passed unanimously. Clerk-Treasurer Milton then introduced Resolution 2026-02 Meter Deposit Interest which will allow all interest previously accrued and all future interest in the Meter Deposit bank account to be transferred to the Water Operating bank account. Councilman

Humphries made a motion to approve Resolution 2026-02 Meter Deposit Interest, Vice President Nick Scheer seconded and the motion passed unanimously. Lastly, Clerk-Treasurer Milton presented a quote from Boyce Cloud by BS&A in the amount of \$56,025.00 for the initial year to update the Town's software to the Cloud. She stated the cost would potentially be roughly \$10,000.00 less than the provided quote depending on training hours. Roughly \$33,000.00 included in the quote is for training on the new program which the Town wouldn't have in future years. Installation would most likely be in April 2027 if approved this evening. After some discussion, Council tabled the decision until the next Council meeting.

Last on the agenda was the presentation of bills for payment. President Sands made a motion to pay the bills as listed on the allowance of claims payable voucher of \$533,480.36 and utility adjustments of \$22.85, Councilman Humphries, and the motion passed unanimously.


President Sands moved to adjourn the meeting, Vice President Scheer seconded, and the motion was duly adopted.

Note: These minutes are a summary of actions taken at the Town of Roanoke Council meeting. The full video archive of the meeting is available for viewing at <https://www.youtube.com/@TownofRoanoke> for as long as this media is supported.


Respectfully submitted,

Sarah Milton, CIT
Sarah Milton, Clerk Treasurer

Council Approve:



Amanda P. Sands



Nick Scheer



Terri L. Edmister



Ben Scheer