

October 7, 2025

## Roanoke Town Council Meeting Minutes

The Pledge of Allegiance was recited, and the Roanoke Town Council convened on Tuesday, October 7, 2025, at 6:00 P.M. in accordance with Council's rules, appropriate notices, and applicable laws. Those present from the Council were, Vice President Nick Scheer, Councilman Brian Humphries, Councilwoman Tinisha Weigelt and Councilwoman Terri Edmiston. Council President Amanda Sands was absent. Also present were Town Marshal Jim Wood, Deputy Marshal Grant Baumgartner, Superintendent Aaron Popplewell and Clerk Treasurer Sarah Milton.

Councilman Humphries moved to approve the September 2, 2025, Council meeting minutes as written, Councilwoman Edmiston seconded, and the motion passed unanimously.

Councilwoman Weigelt moved to approve the September 22, 2025, Executive Session meeting minutes as written, Councilman Humphries seconded, and the motion passed unanimously.

Baker Tilly's Jeffrey Rowe, CPA presented an updated rate study regarding the town's sewer projects. Mr. Rowe provided a recap of the town's pursuit of the State Revolving Fund (SRF) financing and noted that the town's application was ranked low, therefore, he recommended exploring another loan option through Rural Water Funding Agency (RWFA). He outlined the advantages as noncompetitive; term may extend to 30 years and fewer federal/state program mandates. On the downside, the RWFA program charges approximately 1.6% for program costs and 1.5 % as an underwrite discount which would raise the project cost by about \$500,000.00. When looking at the rate study, the 2,000-gallon bill for wastewater would be \$126.00 a month and a 4,000-gallon bill for wastewater would be roughly \$142.00 a month. Councilwoman Weigelt inquired regarding phasing in the increase. After some discussion about multiple phases of wastewater rate increases, Councilwoman Weigelt made a motion to increase wastewater rates by 34% effective January 1, 2026, Vice President Scheer seconded, and the motion carried unanimously. The ordinance will be presented at the November 4, 2025 Council meeting.

Vice President Scheer next closed the Town Council meeting and opened the Adoption Hearing for the Town of Roanoke 2026 Budget. The Public Hearing for Ordinance 2025-05 for the Town of Roanoke 2026 Budget took place on September 2, 2025. Councilwoman Weigelt made a motion to approve Ordinance 2025-05 Budget for 2026, Councilman Humphries seconded, and the motion passed unanimously. Vice President Scheer then closed the Adoption Hearing and re-opened the Town Council meeting.

Rolling into Roanoke's Rick Fischer requested to move the car show from September 12, 2026 to September 19, 2026, with a rain date of September 26, 2026 stating that there would be a conflict with the Fall Festival every fourth

year. Councilwoman Weigelt made a motion to approve the change to September 19, 2026, with rain date of September 26, 2026, Vice President Scheer seconded, and the motion passed unanimously.

The Park Board met on September 9, 2025, and set the meeting dates and times for 2026. They will meet on the second Tuesday of each month, every other month, starting in January.

Superintendent of Operations Popplewell stated that the Community Crossing Matching Grant Financial Commitment Letter for 2026 that had previously been signed needed changed due to a mileage error. The matching amount would be \$123,680.00 instead of \$89,120.00 to cover 1.86 miles instead of 1.38 miles. Councilwoman Weigelt made a motion to approve this change and sign the financial commitment letter, Councilwoman Edmiston seconded, and the motion passed unanimously. Superintendent of Operations Popplewell asked for permission to pursue an engineering assessment via Lochmueller for extending the water main on State Road 24 from Dollar General to the Local Saloon. Councilwoman Weigelt made a motion to approve the engineering assessment via Lochmueller, Councilman Humphries seconded, and the motion passed unanimously.

Councilwoman Weigelt stated that she scheduled a meeting on Friday with Lochmueller Group, Huntington County Commissioner Tom Wall, Senator Andy Zay and RDA representatives to revisit the Read 2.0 grant discussion for possible funding opportunities for the upcoming wastewater projects.

Councilman Humphries stated that he had forwarded the third quarter financials from the Roanoke Volunteer Fire Department to Council. Vice President Scheer asked if they had supplied a breakdown of who was paid and for what and Councilman Humphries stated that they had not, but he would investigate it. The complete reports were not supplied for quarter two of 2026.

Clerk-Treasurer Milton presented a quote from NewFocusHR in the amount of \$6,000.00 to have a new updated Employee Handbook created for the Town of Roanoke employees. The cost would be split between General, Water & Sewer Funds. Vice President Scheer made a motion to approve the quote from NewFocusHR for \$6,000.00, Councilman Humphries seconded, and the motion passed unanimously.

Last on the agenda was the presentation of bills for payment. Councilwoman Weigelt moved to pay the bills as listed on the allowance of claims payable voucher of \$535,008.99 and utility adjustments of (\$19.00), Councilwoman Edmiston seconded, and the motion passed unanimously.

Vice President Scheer moved to adjourn the meeting, Councilwoman Weigelt 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*

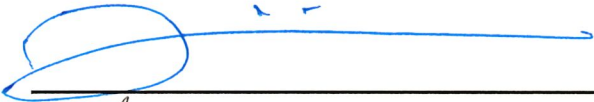
<https://www.youtube.com/@TownofRoanoke> for as long as this media is supported.

Respectfully submitted,

*Sarah Milton, CIT*

Sarah Milton, Clerk Treasurer

Council Approve:



*Terri L. Edmiston*

