

04-28-2026 Common Council Meeting: Zoning Ordinance Amendment for Renewable Energy, Public Works, and Budget Actions

Meeting Information

Date: 2026-04-28 6:02pm

Location: Chalmers Town Hall 205 E Walnut St. Chalmers, IN 47929

Attendees: Town Engineer Ken Smith, Public Works Superintendent Doug Reed, Council President Pam Brown, Area Plan Brianna Rasmussen, Council Member Lee Trippett, David Kurth, Christy Puzchoski, Council Vice President Amy LaOrange, Frank Galvin, and Clerk Treasurer Rene'e Collier. Not present: Council Members Joshua Rinehart and Fred Schrader.

Meeting Notes

- Opening, Pledge of Allegiance and Agenda Check
 - Meeting called to order by CP Brown at 6:02 PM on Tuesday, April 28, 2026, for the Chalmers Town Council.
 - Pledge of Allegiance conducted.
- Area Plan- Brianna Rasmussen: Presentation and Adoption of Zoning Ordinance Amendment No. 2026-4 (Chapter 7: Renewable Energy Systems and Related Chapters)
 - Amendment to zoning ordinance A89 affects Chapter 7 (Renewable Energy Systems), Chapter 12 (Administration), Chapter 14 (Definitions), and Appendix A (Official Schedule of Uses).
 - Petition properly advertised by White County Area Planning Commission (APC); public hearing held April 13, 2026; APC voted 10-0-0 to recommend Amendment 89.
 - Objectives: repeal/replace Chapter 7; reorganize permitting into Chapter 12; update definitions in Chapter 14.
 - Prime farmland protection added as siting consideration.
 - Height limit for commercial and non-commercial wind energy conversion systems reduced to 140 feet.

- “Participating/non-participating” terminology removed; setback table condensed.
- Residential setback: minimum 1,000 feet from tower center line to nearest dwelling wall.
- Setbacks increased: Tippecanoe River shoreline to 2 miles; incorporated municipal limits to 2 miles (waiver possible by municipality).
- Maintenance/repowering/technology replacement/capacity modifications allowed within original approved project boundary without triggering full compliance, provided turbine count does not exceed original permit and updated specs are submitted via amendment application.
- Existing lawfully constructed commercial wind projects deemed conforming to avoid mass nonconforming status; nonconforming structures treated as conforming when work stays within permitted capacity and boundaries.
- All permit requirements moved to Chapter 12; added studies and clarified application processes.
- EDA (Economic Development Agreement) considerations expanded to include well testing reviewed by qualified personnel; countersigned EDA required before issuing improvement location or building permits.
- Lighting: shielded, downcast; no strobe; directed toward subject property to prevent spillover.
- Battery storage: 300-foot setback from project area property line; buildings housing battery systems must be 25 feet apart.
- Public notice radius expanded to 2 miles (previously 1/8 mile or two lots).
- Schedule of uses updated:
 - Commercial solar energy systems now special exception use only in A1, A2, I1, I2.
 - Commercial wind turbines now special exception use only in A1 and A2 (remains special exception in B2, B3, I1, I2).
 - Non-commercial wind turbines are special exception use only in A1, A2, B2, B3, I1, I2, AED.
- Additional definitions added in Chapter 14.
- Conclusion: Council approved Ordinance No. 2026-4; motion carried 3-0. Motion to approve CVP LaOrange. Second Lee Trippett

- CP Brown question: Clarifications on Existing Turbines and Maintenance
 - Existing projects permitted prior to the amendment can perform maintenance/retowering within original boundaries; replacements must align with original permitted specifications, and any changes require updated permit submissions.
 - Some existing turbines may be made taller while reducing total count, within original project authorization.
- Comprehensive Plan Status and Scheduling
- American Point assisted with Chapter 7 rewrite; also working on county comprehensive plan (20-year vision; zoning ordinance remains the law).
- Comprehensive plan presentation scheduled for the next APC meeting on May 13, 2026.
- Council moving to one meeting per month starting next month, typically the second Tuesday.
- CCMG Paving Project: Scheduling the Public Hearing and Council Meeting (Additional Appropriations for Paving)
 - Public hearing set for May 12 at 6:00 PM; council meeting to follow immediately.
 - Notice posted in Gateway; and will be posted on Town Hall door.
 - Appropriations relate to paving due to unanticipated funding needs.
- Park and Splash Pad Maintenance and Improvements
 - Splash pad has calcium buildup; repainting and power washing discussed; consider bare concrete approach as used in nearby towns due to the high cost of paint. (Remington, Monon).
 - Trustee funds might be available for repainting; timing may be fall if pursued this year.
 - Discussion on water recycling practices in other towns.
 - Donation offer for flowers around the splash pad/building.
 - Shade options: consider shade sails (removed in winter) with concerns about storms; use umbrellas meanwhile; include sails in next year's budget.
 - Add pea gravel for the playground; update metal slide and merry-go-round due to heat concerns.
 - Submit proposals with estimates to the trustee board (via Township Trustee Nancy Loy) for potential funding.
- July Fourth (America's 250th) Celebration Planning is the Park Board Planning anything?
 - Inquiry into hosting a celebration; ideas include a golf cart run with a July 4 theme.

- Park board performance/meeting on the 19th to discuss plans; if park board does not host, the town or another group may organize a simple event.
- Records Retention, Scanning, and Shredding
 - Boxes need to be brought to council room, possibly four or five more needed; target completion by December; plan a community shred day closer to completion.
 - Vendor scanning/retention service at \$0.10/page includes pickup, scanning, indexing, multi-location storage, and shredding; rapid retrieval within 24 hours.
 - High volume (30–40 ledger books; early 1900s records) may drive costs; consider budgeting next year; ordinances handled via codification books.
- Environmental Monitoring and Grants
 - Monitoring wells at 1700 and 1710 First Street indicate groundwater flows west; April 16 tests negative for specified parameters; groundwater elevations ~seven feet above groundwater; no contamination indicated; next report due in August.
 - F&K did not show; street patch repairs can be funded via grant.
 - Ongoing calls to Missions to request refund.
 - Meeting at 10:30 AM on Thursday with Rieth-Riley on CCMG paving project.
 - Community Foundation Grant application drafted; needs letters of support and Legion Building rental frequency information.
 - Water audit validation due before end of May; consumer confidence report to be delivered to Renee.
 - Wellhead Protection Plan and Training
- Wellhead plan due every five years (due January 29); not completed yet; historically done externally at higher depth.
- Offer to train Doug over two days at no cost to handle future wellhead tasks; external completion cost ~4,500; *grantservicefee* 5,000.
- Agreement for Doug to proceed with training; task overdue and needs completion.
- Drainage Issues and Street Locations Needing Work
 - Standing water spots identified: Walnut Street between Fifth and Sixth (south side, near mailbox), Twenty-First Street (water stands past “Gick’s in driveway), Fourth and Earl (drain exists but not connected). PWS Reed has a quote from AccuDig and is waiting for another from Alan George. Objective: Drain water off new roads to prevent pavement damage; multiple quotes being collected (reported figures ~\$13,800 to \$15,800); second quote pending; contractors asked about pipe size.

- Plan to jet/clear a covered drain from prior paving; ask storm drain contractor to perform while onsite.
- Tractor Purchase- PWS Reed: Indiana Bond Bank Lease-to-Own Program and Tractor Options
 - Consider Indiana Bond Bank for leasing tractors, police cars, trucks; paperwork needed (amount, purpose, trade-in details).
 - Comparing Case, Kubota, John Deere loader tractors:
 - Attachments: pallet fork, 7-foot grapple, laser grader (Kubota lacks laser grader; has box blade); front I-drive hookup for future sweeper use.
 - Warranty: Case/Kubota 2-year bumper-to-bumper + 4-year drivetrain/motor/transmission; John Deere warranty unclear; pricing perceived higher for John Deere.
 - Service differences: Kubota may lack service truck; others provide pickup/service under warranty.
 - Preference toward mid-grade option (Case as middle); quotes have been gathered.
- Scoreboard Installation and Remote Control Management
 - CWREMC to drill holes for scoreboard early next week; designate adult operator(s) for wireless remote; avoid children handling due to cost/risk.
 - Store remote in concession stand after use; Park to coordinate with the Summer Recreation League representative Brady Toole to have him train two people (primary and backup).
- Topic Title: Legion Electrical and Kitchen System Quotes
 - Legion outlets fixed near food service window (neutral issue corrected); three additional south wall outlets mentioned in estimate not completed; follow up required.
 - Kitchen system quote delayed; vendor to resend.
- Topic Title: Wastewater Plant Cleaning and Upcoming Inspection
 - Major cleaning completed; new inspector arriving soon; details pending.
- Trees Cut Down and Paperwork Submission **I am not sure what this is about it appears two conversations are overlapping here. Is this the trees at the park have been removed and then the Summer Recreation League League documentation?**
 - Trees removed; documentation submitted; expect information back in 7–10 days.
- CCMG Posting and Public Notice Compliance

- CCMG postings are now required to be posted on Gateway 14 days in advance. The new rules for additional appropriations took effect 1/1/2026
- Gateway access: Public can view Town of Chalmers records via Indiana Gateway.
- Grant Match- CT Collier: CCMG Funding, Additional Appropriations, and Match Strategy
 - Proposed additional appropriations and fund sources:
 - MVH Restricted: \$24,155.34
 - Local Road and Street: \$10,300
 - MVH (Unrestricted): \$24,000
 - Riverboat: \$5,938
 - CCI (Cumulative Capital Improvement): \$1,337.82
 - CEDIT: \$12,557.40
 - EDIT: \$24,795.52
 - Total proposed: 103,136.46
 - Prior CCMG remaining balance: \$32,234.79; combined totals (proposed, adopted capital budget, and additional appropriation): \$112,308.17 as match needed.
 - Some segments previously completed (East Street from 43, West Main, West Walnut) may reduce required use of funds.
 - Advisory (Amber, Baker Tilly): some funds need additional appropriations; proceed with caution due to drawdown; MVH Restricted nearly emptied but replenishes over time; recommendation to avoid matching grants for 1–2 years to rebuild balances.
 - Operational approach: pool budgeted amounts into CCMG, spend from there, then reconcile back to sources by percentages post-close; desire for clarity on leftovers; Amber may assist in reconciliation.
- Topic Title: Accudig Billing Dispute and Bill Verification Process
 - Accudig bill paid, disputed, reduced, credited; discovered unpaid ~\$1,040.36 due to duplicate service days and billing system change; credit covered most; \$219 paid.
 - New verification process: PWS Reed will meet with CT Collier to review bills together and signs to confirm accuracy before payment.
- Topic Title: Sales Tax Exemption and Vendor Issues
 - Rural King charged \$7.19 sales tax despite exemption; recurring issue; disputing and seeking credit; PWS may need to visit

store; considering guidance from state board of accounts for small cash solutions.

- Amazon delivery dispute for park supplies (soap): seller claimed delivery to non-existent "front desk clerk"; A-to-Z Guarantee filed to recover ~\$69; alternatives like Staples often more expensive; Sam's Club may cover some items but not Gojo.
- Office Supplies Sourcing and Savings
 - Staples rewards used (\$308) to purchase 2 new file cabinets and 50 hanging files lowering the cost of purchase to the town. Local office supply catalog received for review; Amazon vs. Staples price differences noted.
- Meeting Minutes and Documentation Process
 - April 2 special public hearing minutes lengthy; transcribed as written; memorandum details open to edits.
 - April 14 minutes: some recipients did not receive; propose posting drafts, reviewing next arrangements, and tabling approval until next meeting.
 - Administrative Updates and Tasks
- Community Cares Grant final paperwork: Public letters need to be written by people renting the Legion Building and about the use of the building for Community events. These letters need forwarded to TE Ken Smith.
- Personnel Policy revision targeted for next meeting; CP Brown states she needs to remove repetitive content.
- Memorandum for special meeting about Wessell Building distributed; vote of approval moved to next meeting.
- Verify voucher for Microsoft Store purchases (part of Microsoft 365)
- Rental and Financial Reports Status
- January–March Legion Building rental fees intake: \$175 rentals recorded through end of March, 2026.
- Revenue/fund/investment reports sent; minutes sent on 2026-04-27.
- Claims appearing on the 4/28/2026 Bank One Claims for review/signing; timing overlaps explained (Comcast, trash); no March late fees; EFT/credit card receipts may post near month-end. Motion to approve claims was made by CVP LaOrange, seconded by CM Trippett and carried by a vote of 3 to 0. Miscellaneous receipts for March and April were reviewed and signed by council.
- Town Hall Cleaning and Pest Control
- Town hall cleaned due to mice; exterminator arranged; fire department area needs cleaning; deadline to be set with the Fire Marshal.

- Termite/ant spraying quotes: Ajax \$300; another company quoted \$100 to PWS Reed for his house; Ajax provided product name for self-application; spraying not authorized yet. PWS Reed will look into this and get it completed.
- Post Installation/replacement on Town Hall
 - Plan to run a post beside town hall; work in progress.
- Permanent Records and TIF/TIP Annual Report Upload
 - TIF district report from Rebecca not recently received; Gateway upload failing (similar to prior year); manual entry done; assistance needed to upload; materials previously sent to TIF board members; council approval may be required.
- Topic Title: Website Updates for Vietnam Veterans Memorial Event
 - Website posting outstanding; acknowledged and will complete.
- Community Service Workers Painting Fire Hydrants
 - Arrangements underway; confirm paint type/specs and place order to avoid omissions.
- Topic Title: Storm Drains and Equipment/Tree Work
 - Storm drains at Walnut, Fourth, and Earl in progress.
 - New tractor quotes being gathered; thorn trees removed from park completed.
- Insurance Coverage on Town Tools and Equipment
 - Verification pending; significant insurance cost increases (~\$20,000 more) impacting utilities and park budget (park ~60% to insurance), limiting maintenance capacity; fire department does not pay utilities; budget review needed next year.
- ADA Compliance Plan and Contact
 - Need to identify ADA contact ("White" possibly); develop compliance plan; materials likely in January minutes; contact Remington and Plainfield for project insights once contact identified.
- Summer League Contract and Insurance
 - Contract signed; notarization required; meeting 2026-04-30 to collect check; insurance policy for league starts 2026-05-08; new certificate needed at that time.
 - REMC Installation and Spring Cleanup Flyer
- Coordination with Travis and REMC for installation at school board ongoing; spring cleanup flyer completed; Reith Riley bid accepted.
- Tree Trimming Ordinances Review

- Existing ordinance outdated (penalties \$5); provisions across nuisance/sidewalks; Rebecca to review/update; resend for council vote at next meeting.
- On Point Trash Service Contract Renewal
 - Current rate \$13.65/cart; On Point offers same price extension for 2 years (contract ends 2026-12-31); consider comparisons with Apex and another provider; include cleanup permit requirements; no rebid needed if renewing; monitor fuel price volatility.
- Communication/Email Hosting and Website Costs
 - HostGator fees separate for email hosting (e.g., 24.19forClerk/DeputyClerk)anddomain/hosting; webpagehostedthroughRuralWater(618 annually).
 - Transition to Indiana Office of Technology email hosting incomplete; concern about paying for undelivered services; track costs and pursue migration to reduce overlap.
- Claims Review Specifics and Approval
 - Comcast and trash timing overlaps due to February's short month and end-of-month cycles; police MyFi entries clarified; EFT/credit card batching may reduce fees; HostGator and Rural Water invoices reviewed.
 - Approval of Claims (April 28, 2026): motion to accept claims totaling \$131,672.49 passed 3-0. Motion to approve presented by CVP LaOrange. Seconded by CM Trippett.
- Comcast Dedicated Fiber Proposal for Town Hall and Garage
 - Recurrent outages prompted proposal for dedicated fiber at Town Hall (300 Mbps, 99.99% SLA, symmetrical speeds, reduced latency, full duplex; phones: one line, three Poly 350 phones).
 - Costs: Town Hall \$599.65/month (current \$432.46); Garage adjusted to \$107.95/month (from \$108.91); net increase \$166.23/month (from \$541.37 to 707.60); equipmentfees(20,000) covered by Comcast; 60-month term.
 - Benefits: dedicated pipe, improved upload, future-proofing for cloud, better security, SLA uptime; review departmental cost allocation during June–July budgeting.
 - Conclusion: Motion to accept Comcast Business contract and authorize CT Collier to sign passed 3-0. Motion to approve CVP LaOrange. Seconded CM Trippett.
- Delinquent Utility Accounts Update
 - Collected \$700 last week from older delinquents; 30-days-past-due items largely late fees; recovery not a major concern.
- Attendance and Quorum Concerns

- Questions about acceptable missed time; one member absent due to Purdue training; quorum needed to avoid rescheduling; leadership addressing attendance; no policy changes decided.
- Basketball Court Stenciling and Use
- Stencil ordered; coordinate with PWS Reed due to non-regulation dimensions; free throw lines acceptable; three-point line on one side only; plan to add another setup for two simultaneous games.
- Adjournment
 - Motion to adjourn passed 3-0; Motion presented by CVP LaOrange and Seconded by CM Trippett meeting ended at 7:37 p.m.

Next Arrangements

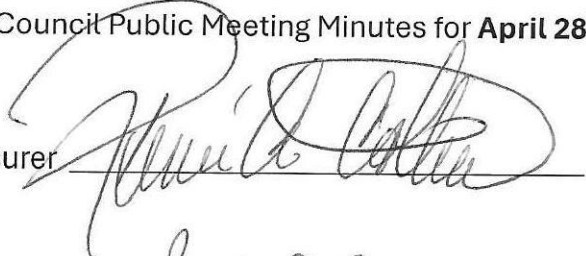
- Submit countersigned EDA to Area Plan before any permits for relevant projects.
- APC to present comprehensive plan on May 13, 2026.
- Council to adjust to one meeting per month starting in May 2026 (second Tuesday).
- Distribute public notices to property owners within a 2-mile radius for future relevant petitions.
- Hold public hearing on additional appropriations on May 12 at 6:00 PM; conduct council meeting immediately after.
- Park board to evaluate splash pad repainting vs. bare concrete; consult nearby towns; include shade sails in next year's budget; use umbrellas meanwhile; add pea gravel; prepare proposals and submit to trustee via Nancy.
- Park board to discuss July 4 event on the 19th and inform the council of plans.
- Continue records processing; review vendor scanning service; consider budgeting for historic ledger digitization next year; plan community shred day near completion.
- Prepare letters of support for Community Foundation Grant; include rental usage details; meet with Reith Riley at 10:30 AM on Thursday; submit water audit validation before end of May; deliver consumer confidence report to CT Collier.
- Arrange two-day training for PWS Reed to complete the overdue wellhead plan; confirm exact January due date with TE Ken Smith and list requirements.
- Obtain second drainage quote; clarify pipe sizing; decide scope (Walnut, Twenty-First, Fourth & Earl); select contractor; coordinate drain jetting while storm drain contractor onsite; organize and scan quotes.

- Prepare Indiana Bond Bank lease paperwork; compare tractor options (Case, Kubota, John Deere) and decide on model/features.
- Coordinate with summer Rec. League on scoreboard remote operator(s) and training; store remote in concession stand with defined access.
- Follow up on Legion south wall outlets and pending kitchen system quote; consider EFT for payments.
- Prepare for wastewater plant inspection; confirm inspector details and timing.
- Submit tree work documentation; track 7–10 day response window.
- Ensure CCMG postings remain compliant (Indiana Gateway) at least 14 days ahead. Town Hall Door at least 10 days ahead.
- Review additional appropriations needed for listed funds; process as required; implement CCMG reconciliation approach post-close.
- Implement bill verification workflow with signer before payment for service vendors.
- Resolve Rural King sales tax charge; secure credit; determine if PWS Reed needs to visit; pursue Amazon A-to-Z Guarantee for non-delivered park soap; compare pricing with Sam's Club and local vendor.
- Post draft minutes (April 2 and April 14); review next arrangements; table approvals to next meeting.
- Send letters to TE Ken Smith for Community Cares Grant; verify voucher details for Microsoft 365 and any Microsoft Store charges; obtain reports showing lease rental fees and income for the Legion Building; confirm receipt; personnel policy revisions ready for next meeting.
- Resend TIF report copy to relevant members; pursue Gateway upload support; consider council approval if needed.
- Post Vietnam Veterans Memorial event information on the website.
- Coordinate fire department area cleaning; set deadline with Fire Marshal; decide termite/ant treatment approach (vendor vs. self-application) and proceed.
- Confirm paint specifications and place order for hydrant painting.
- Complete new tractor quote gathering; document decision status.
- Verify insurance coverage for town tools/equipment; report findings; plan budgeting workshop to address utility/insurance impacts.
- Identify and confirm ADA contact; begin drafting ADA compliance plan; contact Remington and Plainfield for insights.
- Meet summer league on 2026-04-30 to collect check; obtain new insurance certificate by 2026-05-08.
- Coordinate with Travis and REMC for installation; report progress.
- Resend minutes and schedule a vote on updated tree trimming ordinances at the next meeting.

- Solicit quotes from Apex and another provider; evaluate On Point's renewal at \$13.65/cart with cleanup permit requirements; set decision timeline.
- Advance migration to Indiana Office of Technology for email hosting; reconcile HostGator services to avoid overlap.
- CT Collier to sign the Comcast Business contract for dedicated fiber (60-month term); coordinate with PWS Reed on basketball court stenciling; monitor delinquent accounts and continue to repot.

Common Council Public Meeting Minutes for **April 28, 2026**

Clerk Treasurer



Council President

Panel S Brown

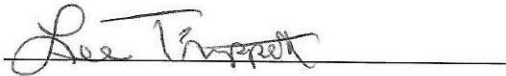
Yay or Nay Abstain

Council Vice President



Yay or Nay Abstain

Council Member



Yay or Nay Abstain

Council Member



Yay or Nay Abstain

Council Member



Yay or Nay Abstain

Signed this

12th day of May, 2026