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MEETING MEMORANDUM

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JULY 2024 – TOWN OF SUNMAN PUBLIC MEETING

DATE: 07.18.2024 TIME: 6:30 P.M. LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041

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CALL TO ORDER: 6:30 PM

PLEDGE OF ALLEGIANCE

ROLL CALL: Present: Carol Eckstein, Don Foley, Randy Zins, Brian Maynard, Zachary Powell, Cheryl Taylor, Connor Getz, and John Kellerman

ADOPTION OF THE AGENDA

Don Foley motioned to adopt the agenda, 2<sup>nd</sup> Carol Eckstein

REPORTS

UTILITY – Connor Getz (Report attached)

MARSHAL – (Report attached)

Ordinance Violations – John Kellerman will repair a letter for late fees.

CLERK

1. Approval of Meeting Memorandums  
06.20.2024, Executive Session, 07.11.2024 - Carol Eckstein motioned to approve the memos, 2<sup>nd</sup> Don Foley.
2. Utility Adjustments and Fund Reports  
Carol Eckstein motioned to approve the utility adjustments, 2<sup>nd</sup> Don Foley.
3. APV Registers - 06.30.2024, 07.17.2024  
Carol Eckstein motioned to approve the memos, 2<sup>nd</sup> Don Foley.
4. Randy Zins signed the certified payroll.

OLD BUSINESS/UNFINISHED/TABLED

Utility Superintendent

Carol Eckstein motioned to hire Dustan Struckman on a salary of \$50,000 per year, starting with a \$400 clothing allowance, 40 hours PTO, 40 hours vacation, \$40 per month for cell phone usage as specified in the Salary Ordinance, Don Foley 2<sup>nd</sup>.

313 Western Avenue

John Kellerman reported that he has had no successful contact. Carol Eckstein motioned to continue the legal course, Don Foley 2<sup>nd</sup>.

Easements for Sewer Extension Project

John Kellerman reported that they now have only one property left to complete. Carol Eckstein motioned to continue the condemnation process for the property that has not responded, 2<sup>nd</sup> Don Foley.)

Winner Circle

John Kellerman reported that he has had no contact and the ball remains in their court to consult an engineer.

### Additional Appropriations

Cheryl Taylor reported that she did not file the additional appropriations for the fire contract. The budget for next year and the years to come will be challenging and she begged the council not to take from next year's budget. She recommends waiting until later in the year when they may be able to pull unexpended funds. She is permitted to move funds from line item to line item within the same fund so she would like the opportunity to do that. We need a long-term solution, we cannot sustain a 6.7% increase in the contract. That is close to 5% of our budget, our revenue for a town of 980 people. We are one of the highest-paying towns in Indiana for our population. Randy Zins asked if we can give them the amount we owe to them now. Cheryl Taylor said yes. John Kellerman said they can even go ahead and sign the contract saying you will pay the remainder of the \$15000 agreed upon in the budget and then revisit it next year. Randy Zins stated that we need to find the other \$7,000 that we owe them. Cheryl Taylor stated that we do not owe them and that the council approved \$15,000 in the budget process for 2024. The council will get with the Clerk to see what we can do in the budget process. Cheryl Taylor would like to schedule a working meeting so that she can show them what they have coming in and what we have going out. Randy Zins asked if they could table the contract. Cheryl Taylor stated that we have no contract with the fire department now. John Kellerman explained that with no contract, the Fire Department could deny coverage. Carol Eckstein motioned to approve the second \$3,820 fire contract, Don Foley 2<sup>nd</sup>.

### PER Well Field

Cheryl reported that the Water Department received \$30,000 for the PER for the wellfield, the total cost is \$37,500 with HWC Engineering, in which Water would pay the difference of \$7,500. The project will take 6 to 8 months to complete and the contract requires the president's signature. Cheryl Taylor requested that she be named the financial signature to be able to complete the reporting for the project. Randy Zins questioned the bid process for purchasing services with the only proposal submitted from HWC Engineering. Cheryl Taylor explained that she did ask 2 other companies if they were interested but she only received one in time to submit the grant application deadline. Randy Zins expressed his desire for more bids with companies he has been talking with regarding the project and that he could have another bid by next week. Carol Eckstein motioned to approve Cheryl Taylor as the financial signature for the grant process, Randy Zins 2<sup>nd</sup>.

### Insurance/Phone Allowance – Salary Ordinance 2024-3

Carol Eckstein motioned to approve the phone allowance of \$40.00 per month for the Clerk and Utility Worker positions, the salary of the Town Marshal to \$43,639.11 per year, and the Clerk-Treasurer to \$43,012.43 per year, Don Foley 2<sup>nd</sup>.

### NEW BUSINESS

#### 1<sup>st</sup> Southern Baptist Church – Frank Commings

The information and mapping are attached to this memo for the record. Frank Commings requested assistance with making the repairs to the drainage system on the property to eliminate safety concerns. Cheryl Taylor will forward the information to the engineers preparing the Stormwater Master Plan and report back.

#### Resident – Cheryl Taylor

Cheryl Taylor requested an extension of the noise ordinance on Saturday, September 21, 2024 for a wedding. Carol Eckstein motioned to approve the music to 1 AM, Don Foley 2<sup>nd</sup>.

### ADJOURNMENT

MEETING AGENDA

JUNE 2024 – TOWN OF SUNMAN PUBLIC MEETING

DATE: 07.18.2024 TIME: 6:30 P.M. LOCATION: 604 N. MERIDIAN ST., SUNMAN, IN 47041

CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
ADOPTION OF THE AGENDA

REPORTS

MARSHAL

UTILITY

Phone Allowance

CLERK

1. Approval of Meeting Memorandum, 06.20.2024, Executive Session, 06.11.2024
2. Utility Adjustments, Fund Reports, Financial Report
3. APV Registers, 06.30.2024, 07.17.2024
4. Certified Payroll

OLD BUSINESS/UNFINISHED/TABLED

1. Utility Superintendent Position
2. 313 Western Avenue
3. Easements for Sewer Extention Project
4. Winner's Circle
5. Additional Appropriations

NEW BUSINESS

1. 1<sup>st</sup> Southern Baptist Church – Frank Commings
2. Resident – Cheryl Taylor

ORDINANCE VIOLATIONS

COMMENTS FROM THE FLOOR

ADJOURNMENT

NEXT MEETING – August 15, 2024, 6:30 P.M.

Other Matters Tabled  
Insurance Carrier  
Lift Station Alarm  
Filter Media  
Well Field Needs  
Annexation of Utility Customers  
DORA  
Mobile Home Regulations/Ordinance

Posted on Front Door (IC5-14-1.5-4) Date: 07.18.2024 Time: 10:04 AM

By: 

# SUNMAN POLICE DEPARTMENT

## MONTHLY REPORT

June 2024

Vin Checks- 4

Suspicious activity- 4

Missing Person-1

Civil dispute-4

Traffic stop-32

Warrant service-2

Arrest- 2

Road Hazard-3

Fights-3

Animal Complaint-3

Meetings-7

Lock Out- 3

Juvenile problem-4

Alarms-6

Welfare check-6

Unsecure Property-2

Citizen Assist-3

Agency Assist-18

Accidents-4

Ordinance Violations-9

Investigations-34

Abandon vehicle-1

Utility Issues-2

Theft-1

### RESERVE OFFICERS HOURS:

J. Mosmeier: 18.0

D. Davidson: 0.0

A. Brison: 118.0

# JULY ORDINANCE REPORT

## COMPLIED ORDINANCE-

305 KUEBEL ST- 92.01 GRASS/WEEDS

CORNERSTONE PROPERTIES-92.01 GRASS/WEEDS

NORMA NEWTON S. MERIDIAN 92.01 GRASS/WEEDS

524 S MERIDIAN 92.01 GRASS/WEEDS

## OPEN ORDINANCE-

215 JACKSON ST 92.01 GRASS/WEEDS (ONGOING)

121 W VINE ST. 90.01(5)/90.03(A) VEHICLE JUNK DUE-7/31/24

209 W VINE ST. 90.01(5)/90.03(A) VEHICLE JUNK DUE 7/31/24

WINNER CIRCLE ALL LOTS 92.01 GRASS/WEEDS DUE 7/31/24

132 W WASHINGTON 92.01 GRASS/WEEDS DUE 7/31/24

# SUNMAN POLICE DEPARTMENT

## MONTHLY REPORT

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D. Davidson: 0.0

A. Brison: 118.0



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**FW: Sunman - 1st Southern Baptist Church Proposal - Update for Frank**

2 messages

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**Dick Weigel** <DWeigel@hwcengineering.com>  
To: Cheryl Taylor <clerk@townofsunman.org>

Mon, Jun 17, 2024 at 2:32 PM

Cheryl,

Frank does not have a computer but said he'd stop by to maybe get this information printed from you.

Based on a discussion with Frank Cummins, this markup is my understanding of what they want to do. This concept seems fine to us. Just need to check that:

1. The connection from the new pipe to old pipe is tight,
2. The pipe is bedded properly per the pipe manufacturer (likely compacted B-Borrow or #8's to the top of pipe), and
3. That the pipe is installed at a slope matching or steeper than the existing pipe since it does carry water from a decent amount of area in town located upstream.

I also attached a trench detail sheet from a common pipe manufacturer.

The following link has information related to the common pipe and even an installation video.

<https://www.adspipe.com/pipe/n-12-dual-wall-pipe>

**Dick Weigel, PE, BCEE**

Senior Project Manager

M: 317-501-1621 | D: 317-981-1245

135 N. Pennsylvania Street, Suite 2800, Indianapolis, IN 46204.

**HWC Engineering**[hwcengineering.com](http://hwcengineering.com)

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**2 attachments** **1st So Baptist Church Plan - 6-14-24.JPG.pdf**  
202K **ADS Trench Detail.pdf**  
345K

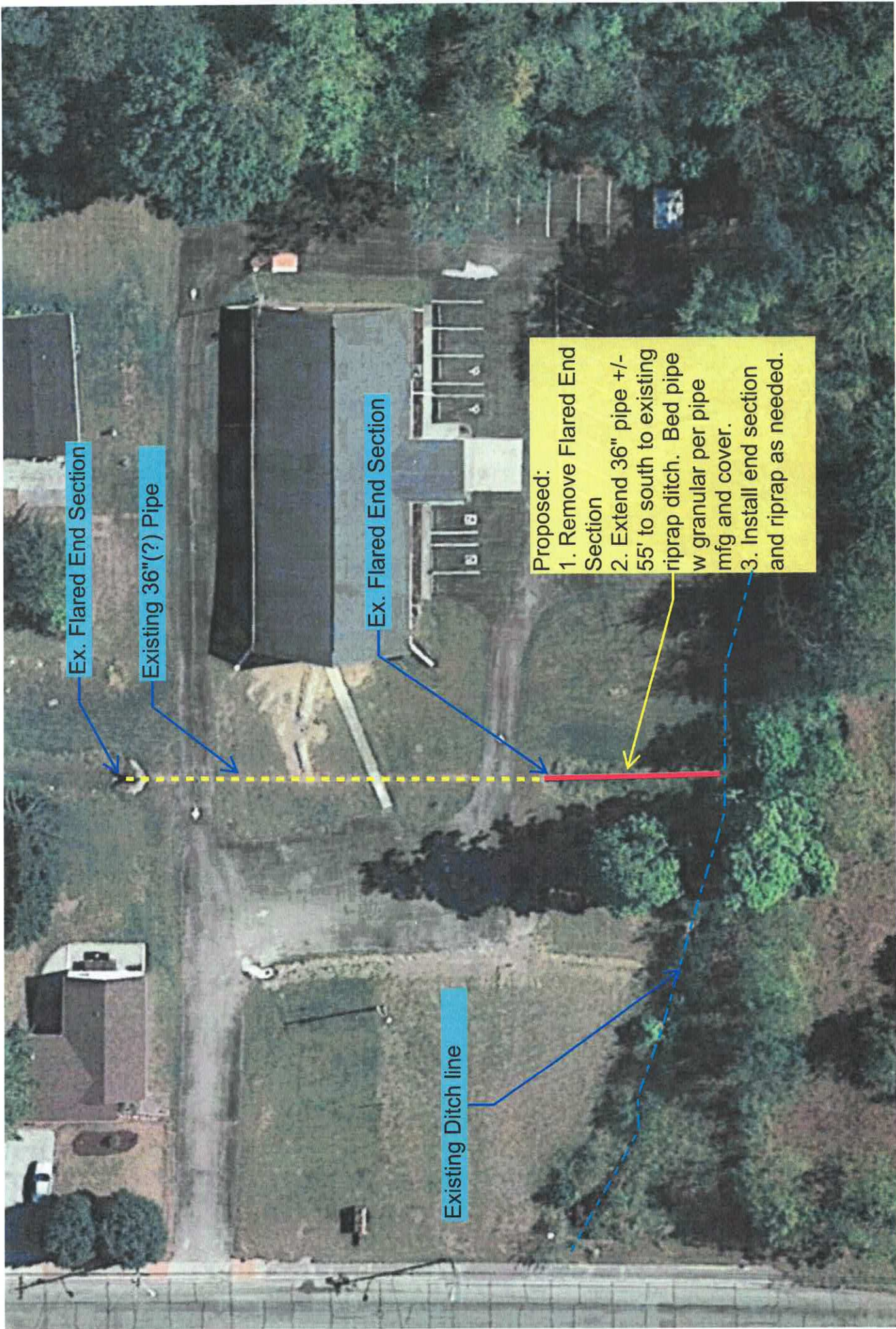


To: Dick Weigel <DWeigel@hwcengineering.com>

Thank you so much for helping him. I will get it printed.

Cheryl A. Taylor

[Quoted text hidden]



Ex. Flared End Section

Existing 36" (?) Pipe

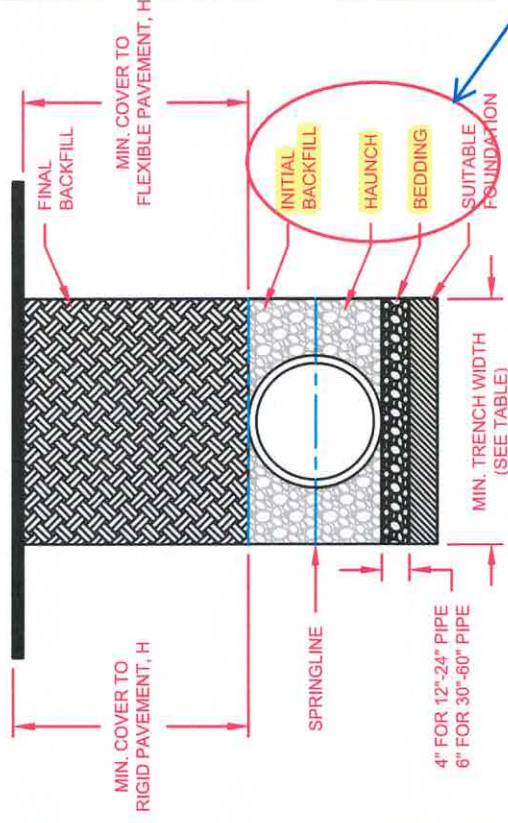
Ex. Flared End Section

Existing Ditch line

Proposed:  
1. Remove Flared End Section  
2. Extend 36" pipe +/- 55' to south to existing riprap ditch. Bed pipe w granular per pipe mfg and cover.  
3. Install end section and riprap as needed.

RECOMMENDED MINIMUM TRENCH WIDTHS

PIPE DIAM.	MIN. TRENCH WIDTH
4"	21"
(100mm)	(533mm)
6"	23"
(150mm)	(584mm)
8"	26"
(200mm)	(660mm)
10"	28"
(250mm)	(711mm)
12"	30"
(300mm)	(762mm)
15"	34"
(375mm)	(864mm)
18"	39"
(450mm)	(991mm)
24"	48"
(600mm)	(1219mm)
30"	56"
(750mm)	(1422mm)
36"	64"
(900mm)	(1626mm)
42"	72"
(1050mm)	(1829mm)
48"	80"
(1200mm)	(2032mm)
60"	96"
(1500mm)	(2438mm)



NOTES:

1. ALL PIPE SYSTEMS SHALL BE INSTALLED IN ACCORDANCE WITH ASTM D2321, "STANDARD PRACTICE FOR UNDERGROUND INSTALLATION OF THERMOPLASTIC PIPE FOR SEWERS AND OTHER GRAVITY FLOW APPLICATIONS", LATEST EDITION
2. MEASURES SHOULD BE TAKEN TO PREVENT MIGRATION OF NATIVE FINES INTO BACKFILL MATERIAL WHEN REQUIRED.
3. FOUNDATION: WHERE THE TRENCH BOTTOM IS UNSTABLE, THE CONTRACTOR SHALL EXCAVATE TO THE DEPTH REQUIRED BY THE ENGINEER AND REPLACE WITH SUITABLE MATERIAL AS SPECIFIED BY THE ENGINEER, AS AN ALTERNATIVE AND AT THE DISCRETION OF THE DESIGN ENGINEER, THE TRENCH BOTTOM MAY BE STABILIZED USING A GEOTEXTILE MATERIAL.
4. BEDDING: SUITABLE MATERIAL SHALL BE CLASS I, II OR III. THE CONTRACTOR SHALL PROVIDE DOCUMENTATION FOR MATERIAL SPECIFICATION TO ENGINEER. UNLESS OTHERWISE NOTED BY THE ENGINEER, MINIMUM BEDDING THICKNESS SHALL BE 4" (100mm) FOR 4"-24" (100mm-600mm); 6" (150mm) FOR 30"-60" (750mm-1500mm).
5. INITIAL BACKFILL: SUITABLE MATERIAL SHALL BE CLASS I, II OR III IN THE PIPE ZONE EXTENDING TO THE CROWN OF PIPE. THE CONTRACTOR SHALL PROVIDE DOCUMENTATION FOR MATERIAL SPECIFICATION TO ENGINEER. MATERIAL SHALL BE INSTALLED AS REQUIRED IN ASTM D2321, LATEST EDITION.
6. MINIMUM COVER: MINIMUM COVER, H, IN NON-TRAFFIC APPLICATIONS (GRASS OR LANDSCAPE AREAS) IS 12" FROM THE TOP OF PIPE TO GROUND SURFACE. ADDITIONAL COVER MAY BE REQUIRED TO PREVENT FLOTATION. FOR TRAFFIC APPLICATIONS, MINIMUM COVER, H, IS 12" UP TO 48" DIAMETER PIPE AND 24" OF COVER FOR 60" DIAMETER PIPE, MEASURED FROM TOP OF PIPE TO BOTTOM OF FLEXIBLE PAVEMENT OR TO TOP OF RIGID PAVEMENT. FOR TRAFFIC APPLICATIONS WITH LESS THAN FOUR FEET OF COVER, EMBEDMENT OF THE PIPE SHALL BE USING ONLY A CLASS I OR CLASS II BACKFILL.

These items are typically compacted B/Borrow or #8 Stone

MINIMUM RECOMMENDED COVER BASED ON VEHICLE LOADING CONDITIONS\*\*

PIPE DIAM.	SURFACE LIVE LOADING CONDITION (75T AXLE LOAD) *	
	H-25	HEAVY CONSTRUCTION
12" - 48" (300mm - 1200mm)	12" (305mm)	48" (1219mm)
60" (1500mm)	24" (610mm)	60" (1524mm)

\* VEHICLES IN EXCESS OF 75T MAY REQUIRE ADDITIONAL COVER  
 \*\*SEE BACKFILL REQUIREMENTS IN NOTE 6.

MAXIMUM RECOMMENDED COVER BASED ON VEHICLE LOADING CONDITIONS

PIPE DIAM.	CLASS I		CLASS II		CLASS III	
	COMPACTED	DUMPED	95%	90%	95%	95%
4"	37	18	25	18	18	18
(100mm)	(11.3m)	(5.5m)	(7.6m)	(5.5m)	(5.5m)	(5.5m)
6"	44	20	29	20	21	21
(150mm)	(13.4m)	(6.1m)	(8.8m)	(6.1m)	(6.4m)	(6.4m)
8"	32	15	22	15	16	16
(200mm)	(9.8m)	(4.6m)	(6.7m)	(4.6m)	(4.9m)	(4.9m)
10"	38	18	26	18	18	18
(250mm)	(11.6m)	(5.5m)	(7.9m)	(5.5m)	(5.5m)	(5.5m)
12"	35	17	24	17	17	17
(300mm)	(10.7m)	(5.2m)	(7.3m)	(5.2m)	(5.2m)	(5.2m)
15"	38	17	25	17	18	18
(375mm)	(11.6m)	(5.2m)	(7.6m)	(5.2m)	(5.5m)	(5.5m)
18"	36	17	24	17	17	17
(450mm)	(11.0m)	(5.2m)	(7.3m)	(5.2m)	(5.2m)	(5.2m)
24"	28	13	20	13	14	14
(600mm)	(8.5m)	(4.0m)	(6.1m)	(4.0m)	(4.3m)	(4.3m)
30"	28	13	20	13	14	14
(750mm)	(8.5m)	(4.0m)	(6.1m)	(4.0m)	(4.3m)	(4.3m)
36"	26	12	18	13	13	13
(900mm)	(7.9m)	(3.7m)	(5.5m)	(4.0m)	(4.0m)	(4.0m)
42"	23	11	16	11	11	11
(1050mm)	(7.0m)	(3.4m)	(4.9m)	(3.4m)	(3.4m)	(3.4m)
48"	25	11	17	11	12	12
(1200mm)	(7.6m)	(3.4m)	(5.2m)	(3.4m)	(3.7m)	(3.7m)
60"	25	11	17	11	12	12
(1500mm)	(7.6m)	(3.4m)	(5.2m)	(3.4m)	(3.7m)	(3.7m)

FILL HEIGHT TABLE GENERATED USING AASHTO SECTION 12, LOAD RESISTANCE FACTOR DESIGN (LRFD) PROCEDURE WITH THE FOLLOWING ASSUMPTIONS:  
 NO HYDROSTATIC PRESSURE.  
 UNIT WEIGHT OF SOIL (Ys) = 120 PCF

6	INITIAL BACKFILL	JAB	04/02/20	CHKD
REV.	DESCRIPTION	BY	MM/DD/YY	

TRENCH INSTALLATION  
 DETAIL (N-12 PER AASHTO)

4640 TRUEMAN BLVD  
 HILLIARD, OHIO 43026



DRAWING NUMBER: STD-101

ADVANCED DRAINAGE SYSTEMS, INC. ("ADS") HAS PREPARED THIS DETAIL BASED ON INFORMATION PROVIDED TO ADS. THIS DRAWING IS INTENDED TO DEPICT THE COMPONENTS AS REQUESTED. ADS HAS NOT PERFORMED ANY ENGINEERING OR DESIGN SERVICES FOR THIS PROJECT. NOR HAS ADS INDEPENDENTLY VERIFIED THE INFORMATION SUPPLIED. THE INSTALLATION DETAILS PROVIDED HEREIN ARE GENERAL RECOMMENDATIONS AND ARE NOT SPECIFIC FOR THIS PROJECT. THE DESIGN ENGINEER SHALL REVIEW THESE DETAILS PRIOR TO CONSTRUCTION. IT IS THE DESIGN ENGINEER'S RESPONSIBILITY TO ENSURE THE DETAILS PROVIDED HEREIN MEETS OR EXCEEDS THE APPLICABLE NATIONAL, STATE, OR LOCAL REQUIREMENTS AND TO ENSURE THAT THE DETAILS PROVIDED HEREIN ARE ACCEPTABLE FOR THIS PROJECT.

## **Current Projects**

LEAD line service Inventory – In Progress, 2 routes left to identify our service line from the meter to the customer's home.

WWTP issues are being addressed one at a time, organization, bench sheets, and protocols are being worked, and expect some large purchases coming.

## **Goals**

- Repairing Clarifier
- Uniforms and Dress Code
- Burn Pile
- Tools for the Jobs



Cheryl Taylor <clerk@townofsunman.org>

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## Drainage

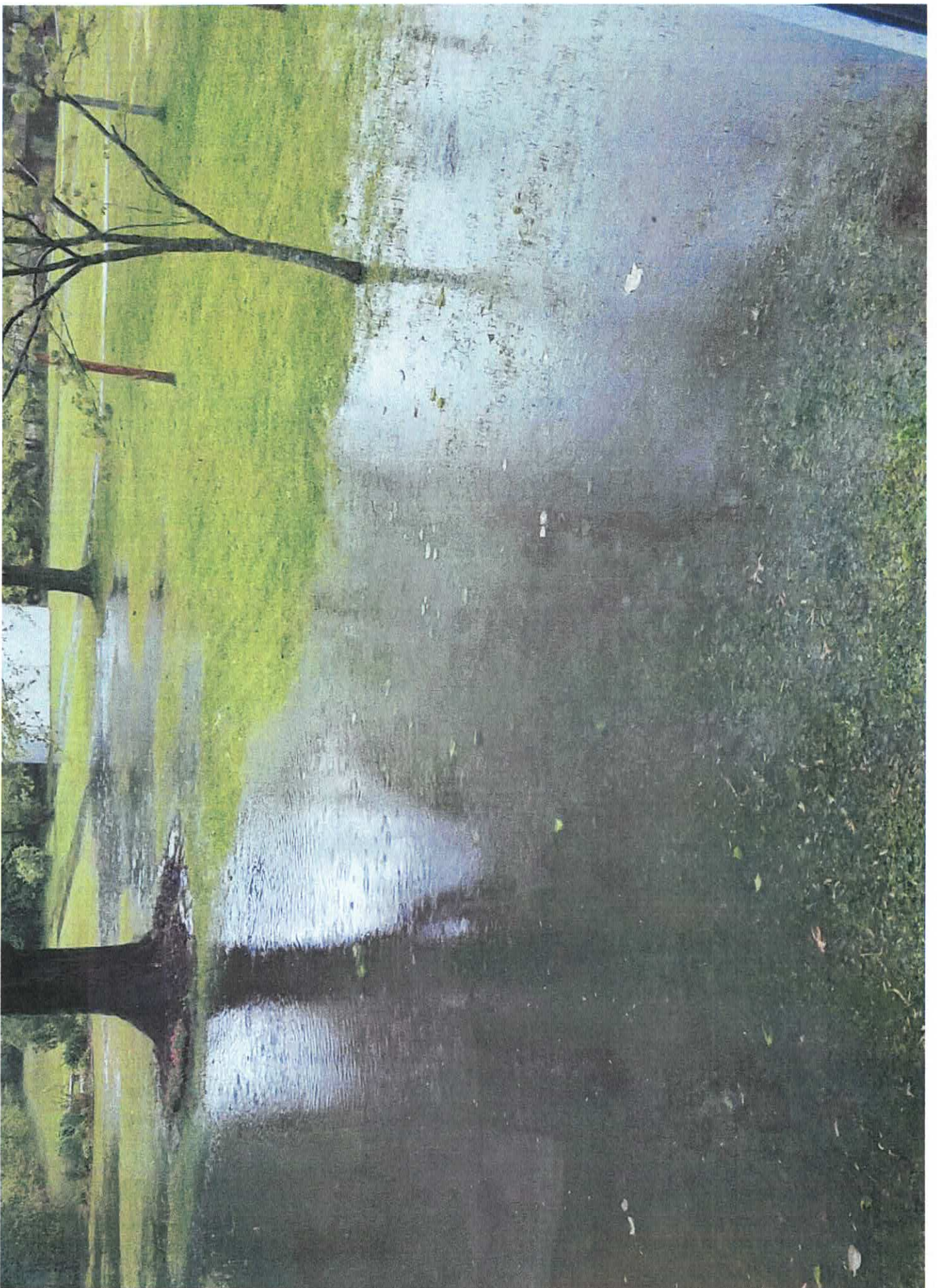
2 messages

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**Bonnie Mills** <millsbonnie621@gmail.com>  
To: clerk@townofsunman.org

Fri, Jun 14, 2024 at 4:47 PM

My name is Bonnie Mills and my husband and I are very concerned about the excavating going on next door to us. We already have poor drainage in our yard after heavy rains. We are worried that what they are doing will make it even worse. I have enclosed a picture after a heavy rain we had.





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**Cheryl Taylor** <clerk@townofsunman.org>  
To: Bonnie Mills <millsbonnie621@gmail.com>

Fri, Jun 14, 2024 at 4:56 PM

Received, thank you. I will forward this on.

Cheryl A. Taylor  
[Quoted text hidden]

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**Pond ?**

1 message

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**Lisa Taylor** <ldisley1969@gmail.com>  
To: Sunman Utilities <water@townofsunman.org>

Sat, Aug 10, 2024 at 5:33 PM

Good evening,

I would like to be put on the agenda list, or have a special meeting about the pond. Nothing has been done with the fence around the pond, the pipe that is still leading into Trees and there is nothing keeping the water moving. This was all supposed to be completed. I was just there and the misquotes are terrible

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**2 attachments****20240810\_172219.jpg**  
3549K**20240810\_172239.jpg**  
4790K



# Salary Ordinance 2024 Amendment 5

This ordinance establishes salaries and hourly rates for officials and employees for the Town of Sunman, for the year 2024.

Be it ordained by the Sunman Town Council:

Section 1: That the salaries and hourly rates of officials and employees of the Town of Sunman, for the year 2024, are as follows:

Town Marshal \$50,000.00 per year

The above and foregoing yearly and hourly pay rates are the rates for the specific employee currently in each position. A portion of the salary of the Clerk-Treasurer, council members, police, and public employees shall be derived from the operation of the municipal utilities, with said portion to be determined by the Clerk-Treasurer.

Adopted by the Sunman Town Council, this 15th of August 2024.

X \_\_\_\_\_  
Carol Eckstein

X \_\_\_\_\_  
Randy Zins

X \_\_\_\_\_  
Don Foley

**Attest:**

X \_\_\_\_\_  
Cheryl Taylor

# AUGUST ORDINANCE REPORT

## COMPLIED ORDINANCE-

121 W Vine Street 90.01(5)/90.03(A) vehicle

128 E Washington St 92.01 Grass/Weeds 151.019(B)  
Trash/Debris

## OPEN ORDINANCE-

215 JACKSON ST 92.01 GRASS/WEEDS (ONGOING)

Deca Management (Winner Circle) 92.01 9/4/24

114 N Meridian St (IGA) 92.01 Grass/Weeds 151.019(B) Trash  
Debris 9/16/24

209 W VINE ST. 90.01(5)/90.03(A) VEHICLE JUNK DUE

WINNER CIRCLE ALL LOTS 92.01 GRASS/WEEDS DUE 9/20/24  
\$100.00

132 W WASHINGTON 92.01 GRASS/WEEDS DUE 9/20/24  
\$100.00

# SUNMAN POLICE DEPARTMENT

## MONTHLY REPORT

July 2024

Vin Checks- 6

Suspicious activity- 6

Traffic Detail-2

Civil dispute-3

Traffic stop-21

Warrant service-2

Arrest- 4

Road Hazard-5

Fights-6

Animal Complaint-2

Meetings-4

Lock Out- 2

Juvenile problem-2

Alarms-8

Welfare check-5

Unsecure Property-0

Citizen Assist-2

Agency Assist-7

Accidents-3

Ordinance Violations-4

Investigations-19

Criminal Mischief-2

Citizen complaints-5

Theft-1

### RESERVE OFFICERS HOURS:

J. Mosmeier: 16.0

D. Davidson: 0.0

A. Brison: 212.0

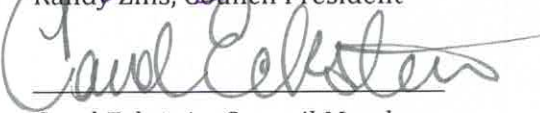
Don Foley motioned to adjourn the meeting at 7:37 PM, Carol Eckstein 2<sup>nd</sup>.

The full meeting can be seen at <https://www.facebook.com/Sunman47041/videos/8360013890698332>

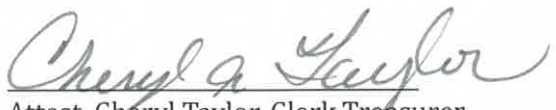
NEXT MEETING – August 15, 2024, 6:30 P.M.

Memorandum approved this 15th day of August 2024

  
\_\_\_\_\_  
Randy Zins, Council President

  
\_\_\_\_\_  
Carol Eckstein, Council Member

\_\_\_\_\_  
Don Foley, Council Member

  
\_\_\_\_\_  
Attest, Cheryl Taylor, Clerk-Treasurer