

Town of Orland

9535 W. State Road 120, Orland, Indiana- Community Center Bldg.

October 13, 2025 Town Council Meeting

6:30pm

1. Opening prayer recited before meeting start.

2. Pledge of Allegiance recited.

Adoption Meeting held at 6:31 pm to adopt Ordinance 2025-002 the 2026 Town of Orland Budget. Council President Sears read the following:

Be it ordained/resolved by the **Orland Town Council** that for the expenses of **ORLAND CIVIL TOWN** for the year ending December 31, **2026** the sums herein specified are hereby appropriated and ordered set apart out of the several funds herein named and for the purposes herein specified, subject to the laws governing the same. Such sums herein appropriated shall be held to include all expenditures authorized to be made during the year, unless otherwise expressly stipulated and provided for by law. In addition, for the purposes of raising revenue to meet the necessary expenses of **ORLAND CIVIL TOWN**, the property tax levies and property tax rates as herein specified are included herein. Budget Form 4-B for all funds must be completed and submitted in the manner prescribed by the Department of Local Government Finance. This ordinance/resolution shall be in full force and effect from and after its passage and approval by the **Orland Town Council**.

Council President Sears asked for any questions or discussion. No comments, questions or discussions. Council Vice President Sanders made a motion to accept Ordinance 2025-002 Ordinance for Appropriations and Tax Rates for the Town of Orland for the year 2026 as presented, Councilman Schuette seconded the motion, motion carried.

3. Council President Robin Sears called the meeting to order at 6:31 p.m.

Roll call: Council President, Robin Sears was present, Council Vice President Chris Sanders was present and Councilman Zeb Schuette was present. The Clerk-Treasurer, April Sanders was present to record the meeting.

Town Attorney Kevin Bruns was absent.

Marshal Kline was present. Maintenance Superintendent Phil Slisher was present.

Town residents Jim Milleman and Kevin Kellett were present in the audience. Chris Emerick was also present at the meeting.

4. **Clerks Report** - The clerk has submitted financial statements to the Council for approval and signature. Employee time sheets are scanned and provided in an email to council and, if available, they are signed by the Council President or Council Member at each payroll verification at the Town Hall prior to all council meetings. If no council member is available to sign off on timesheets, then payroll and timesheets are brought to the council meeting.

A. Approval of Meeting Minutes- Town council reviewed the September 8, 2025 meeting minutes. Councilman Schuette made a motion to approve the meeting minutes of September 8, 2025 as presented, Council Vice President Sanders seconded the motion, motion carried.

B. Claims – Town Council reviewed the claims as presented. Councilman Schuette made a motion to accept the claims from the dates of September 9, 2025 through October 13, 2025 as presented, Council Vice President Sanders seconded the motion, motion carried.

C. Approval of Employee Time Sheets and Payroll - Councilman Schuette made a motion to accept the employee time sheets and payroll for pay #19, #20 and #21 of 2025, Council Vice President Sanders seconded the motion, motion carried.

D. Approval of September 2025 Bank Reconciliation- Clerk-Treasurer provided the September 2025 bank reconciliation reports. Council approved by signing off on the log provided.

E. Pay App's for Community Crossings Matching Grant Vermont/Market Street Project – Council Vice President Sanders made a motion to approve pay application #2 from API for \$3,858.66, pay application #3 from API for \$6,203.27, pay application #4 Retainage for \$26,661.63 and Change Order #1 and Final Mutual Accord for \$10,842.60 as presented, Councilman Schuette seconded the motion, motion carried. Clerk-Treasurer stated that an update on the sinking ground near the inlet on Vermont Street near the stop sign is in fact just settling and API will be fixing it.

F. ILMCT Virtual Training- Clerk-Treasurer Sanders asked for permission from the Town Council to attend a 3-day virtual training in November. Council approved.

G. Lost, Missing or Unavailable Receipt- Clerk-Treasurer presented required documentation per the Credit Card Policy for Lost, Missing or Unavailable Receipts. Council reviewed presented information for a washed receipt from a purchase from Phil Slisher. Council signed and approved.

5. Reports-

A. Street Department – Phil submitted his monthly report to the Town Council. Phil stated he wanted to publicly recognize and thank town resident Kevin Kellett with his help with water locates. There were three properties that were discovered that were not previously known to the town to have access to water. Phil updated the council on the inlet on Vermont Street. He has placed a silt sock around the inlet. Phil wanted approval from the Town Council to seek out quotes to jet vac the inlet and needed direction from the council if they wished to put the inlet up on risers. Some discussion regarding risers for the inlet. Councilman Schuette said that he may be able to get risers from Angola, he would just need the dimensions of the inlet. Council approved moving forward with the risers. Phil stated that the light pole owned by Nipsco at the Park by the basketball

court has been fixed and the town should be receiving a credit for the outage. Phil informed the council that he will be flushing hydrants on October 14th and 15th throughout town.

B. Police Department – Marshal Kline provided his report to the town council. He stated the Marshal's office will be participating in Halloween activities in town on October 31st. Marshal Kline stated that there has been an increase in observed traffic violations. Marshal Kline made a public statement reminding all those that visit and travel through Orland that it is always better to be safe than in hurry, to please observe stop signs by coming to a complete stop and to be mindful of your speed. He went on to say he would like to remind residents that our noise ordinance states that loud noises after 10:00 pm constitute an ordinance violation. Clerk-Treasurer Sanders asked the Marshal to provide some information to the council regarding the OPO grant. Marshal Kline stated that the Orland will look to participate in the program starting in January 2026. Council President Sears asked the Marshal how the joint training went with Orland Fire Department. Marshal Kline said he felt that it went very well and feels there is a good relationship with the Orland Fire.

C. Water Department- Clerk-Treasurer Sanders presented all required documentation for a water customer's request for Leak Forgiveness. Council reviewed and approved. Council Vice President Sanders made a motion to accept the Leak Forgiveness request as presented in the amount of \$125.75, Councilman Schuette seconded the motion, motion carried.

D. Park Department- Council President Sears decided to loop old business regarding Ordinance 228-006 and the Park report together. Council President Sears asked the Clerk-Treasurer to remind her again what the town attorney said the council's options are with regards to Ordinance 228-006. Clerk-Treasurer stated that the town attorney said the current park board has no authority to exist and the town council would need to reaffirm Ordinance 228-006 or amend it. Council President Sears asked the rest of the town council if they would like to review Ordinance 228-006 and table further discussion about it until the November meeting. Some discussion regarding the future of park projects and the uncertainty of revenue funding because of SEA 1. Council President Sears stated she doesn't know if it will even be worth the people's time sitting on a board if the council can't okay money for most projects. Council President Sears had a concern because she had requested documentation from the Park Board President Kristin Schragg but still has not received the requested information. Council President Sears wanted to present the information to an anonymous donor who is wanting to donate \$10,000.00 for repair of the walk track. The information is for the benefit of the donor before making their donation. Council President Sears asked Clerk-Treasurer Sanders if she could get three quotes for the walk track. Clerk-Treasurer said that she and Maintenance Superintendent Phil Slisher will get those for her. Council President Sears also asked Phil if there were any other maintenance needs at the park. Phil stated that the current condition of the walk track was rough and could not be handled by volunteers. Phil also stated that there is some playground equipment that needs replaced. Council President Sears said to take care of all safety issues regarding

playground equipment. Council President Sears asked to be kept informed of the maintenance repairs at the park so that she could inform the park board.

6. Old Business-

A. Ordinance 228-006-Tabled until the November meeting.

B. Surf Internet- Clerk-Treasurer stated she just wanted to inform the public that a small Ground Breaking Ceremony happened at the Community Center on October 9th commemorating the building of fiber optic internet coming to Orland. The build is expected to be complete within 45 days.

7. New Business –

A. Chad Graham-Second Water Line Service- Chad Graham requested to be added to the agenda to speak to the town council about having to pay for the second service line that was discovered on property he owns during water locates. He was not present. Council President Sears stated she wanted the town attorney to research the ordinance a little more. Clerk-Treasurer Sanders reminded Council President Sears that the funds to pay the town attorney are almost gone for 2025 and that the request will have to wait until 2026. Some continued discussion about the ordinance. Council President Sears said that she would also do some research on her own as to avoid any legal costs.

B. Discussion- 2026 Appointments to ORC and Steuben Co EDC. – Clerk-Treasurer Sanders put out an open invitation on social media asking for anyone interested in serving for these appointments. There was no response of interest. Clerk-Treasurer Sanders asked the council if there was anyone else other than the current sitting appointments they would like to consider. Council agreed that all current appointments would gladly be reappointed if they so wish to serve again. Clerk-Treasurer will reach out to all current appointments for reappointment requests.

Public Comments/Questions concerning ADA or other items of Business –

Jim Milleman approached the town council and stated that the Star Lodge had given a donation to the town for tuck pointing for the Community Center and was asking for any updates if that project was going to happen. Clerk-Treasurer reminded council that they project did not go forward because the mason could not produce liability insurance. Some discussion. Clerk-Treasurer Sanders will look into the matter about returning the donation.

Jim Milleman also mentioned that he will be attending the Fireside Chat put on by the Steuben County EDC. Some discussion regarding previous matters seeking out help from Region 3A for housing for Madsen Wire.

Council signed all necessary documents and check register reports before closing the meeting.

With no other comments or items of business, the motion to adjourn was made by Councilman Schuette, seconding the motion was Council Vice President Sanders motion carried, meeting adjourned at 7:39 p.m.

Robin Sears – Council President

Chris Sanders – Council Vice President

Zeb Schuette- Councilman

Attest:_____
April Sanders, Clerk-Treasurer

DRAFT