



## TOWN COUNCIL MEETING MEMORANDUM

27 FEBRUARY 2025 @ 6:00PM

Shipshewana Town Hall, Roger D. Yoder Council Room  
345 N Morton St, Shipshewana, IN 46565

**PRESENT (PHYSICALLY):** Nicholas Engle, Whitney Rahn, Tim Moon, Lyle Miller, Tad Hite, Kurt Bachman.

**STAFF:** Terry Martin, Carlos Jasso, Lyle Wingard, Bennet Ahrens, Dana Martin.

Opened the meeting with an invocation by Whitney and the pledge.

Whitney makes a motion to accept the agenda with flexibility. Lyle seconded; motion carried.

Lyle made a motion to approve the 02/13/2025 memorandum. Whitney seconded; motion carried.

On behalf of the Town Council, Nicholas presented Paul Mishler with the Arlene Lazzaro Lifetime Civil Service Award.

Casey from DLZ presented an agreement for engineering services during development, design bidding construction for the two wastewater projects. He recommended Council to consider that agreement be approved, subject to legal review and be signed outside of a meeting by Christine. Tim made a motion to approve as presented, Lyle seconded the motion. Motion carried.

Claims presented for \$95,768.16. Motion from Whitney to accept the claims presented, Tim seconded. Motion Carried.

Tad presented invoices from Middlebury Electric

Discussion on ordinance 2025-02-27-A, an advanced payment ordinance for Samuel Lovelace Consulting LLC. Motion by Tim to approve ordinance as presented, Whitney seconded. Motion carried.

Discussion on resolution 2025-02-27-B, Reimbursement for Funding for WWTP Project SRF Loan Financing. Motion from Whitney to approve ordinance 2025-02-27-B as presented, Lyle seconded. Motion carried.

Utility account adjustment presented for \$178.50 for account number 000010. Whitney made a motion to approve the adjustment as presented, Tim seconded. Motion carried.

Tad made a request to reactivate our service with PandaDocs for digital signatures at a recurring monthly cost of \$65 per month. Motion to approve the use of PandaDocs for \$65 per month by Tim, seconded by Whitney. Motion carried.

Discussion of purchase of Orva Beechy property for wastewater lift station. Motion from Nicholas to give Kurt and Casey authority to contact the owner and proceed with purchase. So moved by Nicholas, Tim seconded. Motion carried. Kurt requested a motion for authorization for Christine to sign the documents outside of a meeting. So moved by Nicolas, seconded by Tim. Motion carried.

Motion by Tim to authorize an executive session for 03/13/2025 at 5:30pm pursuant to IC § 5-14-1.5-6.1(b)(6), with respect to an individual over whom the Town Council has jurisdiction, to receive information concerning the individual's alleged misconduct and to discuss, before a determination, the individual's status as an employee; and, (ii) pursuant to IC 5-14-1.5-6.1(b)(9), to discuss job performance evaluations of individual employees. Seconded by Whitney. Motion carried.

Motion to suspend second reading rule by Whitney, second by Tim. Motion carried.

Motion to adjourn by Nicholas, second by Tim. Motion carried.

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Christine Yoder, President

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Nicholas Engle, Vice President

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Lyle Miller, Council Member

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Timothy Moon, Council Member

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Whitney Rahn, Council Member