

TOWN OF GENEVA COUNCIL MEETING  
February 10, 2026 at 6:30 P.M.

Those present were asked to please rise for the Pledge of Allegiance.

The meeting was called to order by President Lynn Burry. Roll call showed Council members Andrew Briggs, Arlen Mitchel, Agnes Schoch, Stan Ringger, Clerk-Treasurer, and Town Attorney present.

This meeting was livestreamed on the Town of Geneva's YouTube channel.

**PRESENT:** General Public: Cathy Mitchel, Duane Booth, Mark Schoch, John Patch, Dennis Friday, Marty Lybarger, Carol Lybarger

**On a motion** by Andrew Briggs, seconded by Agnes Schoch, and passed unanimously, Council approved Executive Session meeting minutes for 1/13/2026 and 1/19/26. **On a motion** by Agnes Schoch, seconded by Arlen Mitchel and passed unanimously, Council approved the Council Meeting minutes for 1/13/2026 and 1/30/2026.

No citizen comments at this time.

**Police Report** – Marshal Booth Reserve Brad Shuler, G7, has completed pre-basic and has been completing ride-alongs and additional training with the Marshal. Purchased 7 desks, conference table, several chairs, bulletin boards, and a whiteboard on Facebook Marketplace for the new Police Department building. Still only have one quote for I.T. in the new building. Arlen Mitchel asked about a new police vehicle. Vehicle was approved in the 2026 budget and the Marshal has been making inquiries for a new vehicle.

Jemson Price, Jaxtyn Price, and Destiny Gillette, representing the Geneva Youth Council, gave a presentation regarding a Community Garden for the Town of Geneva. Members asked for permission to place garden boxes on the Town Hall property around the gravel lot, as well as for use of the water source. **On a motion** by Andrew Briggs, seconded by Arlen Mitchel, and passed unanimously, Council approved the Community Garden on Town Hall property and use of the water source.

**Fire Report** – Chief Schoch reported the bathroom remodel project is progressing well, and the concrete should be poured this week. Specs provided to Council regarding the new fire truck, approximately 80 pages long. **On a motion** by Arlen Mitchel, seconded by Andrew

Briggs, and passed unanimously, Council tabled this item until the March meeting to allow time to review the specs.

**Work Force Report** – Trent Shaffer reported that employees spent the majority of their time repairing 3 leaks and plowing snow. AMI/Neptune meter reading is up and running with additional training on 2/17/26.

**New Business** – Lindsay Hammond with OCRA gave a presentation to Council regarding what type of grants, such as planning grants and utility studies, through OCRA.

**Ordinances** - 2026-1 An Ordinance Amending Title III, Chapter 35, Section 35.50 and 35.51 of the Town of Geneva Indiana Code of Ordinances, Establishing Policy and Rules Regarding the Purchase of Supplies and Purchases Services. This will repeal 2018-1 and will allow both the Workforce Manager and the Clerk Treasurer to purchase supplies and services. It allows them to also terminate contracts up to \$10,000 without prior Council approval, but will require it to be discussed at the next regular Council meeting. **On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, Council approved motion to introduce Ordinance 2026-1. **On a motion** by Andrew Briggs, seconded by Arlen Mitchel, and passed unanimously, Council approved motion to suspend the rules for Ordinance 2026-1. **On a motion** by Andrew Briggs, seconded by Arlen Mitchel, and passed unanimously, Council adopted Ordinance 2026-1.

2026-2 An Ordinance Amending Ordinance 2025-8 of the Town of Geneva, Indiana Fixing the 2026 Workforce Manager Compensation and Benefits Programs. With the hiring of a Workforce Manager, the Salary Ordinance needs to be amended. **On a motion** by Agnes Schoch, seconded by Arlen Mitchel, and passed unanimously, Council approved a motion to Waive and Suspend the rules for Ordinance 2026-2. **On a motion** by Andrew Briggs, seconded by Agnes Schoch, and passed unanimously, Council approved motion to introduce Ordinance 2026-2. **On a motion** by Andrew Briggs, seconded by Agnes Schoch, and passed unanimously, Council approved motion to adopt Ordinance 2026-2.

Lynn Burry stated the new Workforce Manager, Matt Bullock, will be starting on February 23, 2026. Trent Shaffer is currently the Workforce Supervisor and some of his duties will be reassigned to the Workforce Manager. **On a motion** by Andrew Briggs, seconded by Agnes

Schoch, and passed unanimously, Council approved Trent Shaffer as the head of the Water Department and his salary will be what is listed in the current Salary Ordinance. Agnes Schoch addressed holiday pay for part-time employees with Council. She would like the 2026 Salary Ordinance to reflect that part-time employees do not get holiday pay. The Deputy Clerk would be exempt from this. **On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, “full time” will be added in front of holiday pay. The employee handbook will also need to be changed.

TIF purchases discussed. Lynn Burry assigned Agnes Schoch and Arlen Mitchel to a committee to come up with a plan/ideas, along with costs, that could be presented to the TIF board. Some of the ideas discussed are fire hydrants in the TIF district, along with a new police vehicle, or the new Police Department building. The committee was instructed to bring the ideas and costs to the March Town Council meeting. Agnes Schoch asked for input from the rest of the Council.

Both iWorQ contracts discussed. The Nuisance contract expires in 2027, is not being used, and costs the Town \$1900 each year, and is currently a 3-year contract. The Workforce contract expires in July 2026. Trent Shaffer states they use the Workforce portion every day. Lynn Burry stated to cancel the Nuisance contract.

**Old Business** – Agnes Schoch discussed I.T. She has spoken to two different companies, one of which was supposed to be at the February Council Meeting, but has not responded to Agnes. Agnes has also made contact with a company that can streamline security for all town buildings when we are ready to do that. Lynn Burry advised Council that we only have until the beginning of March before we are off the County’s phone system. Time is of the essence to change the phone and I.T. systems.

Town Hall window updates. Town received 2 quotes for the windows. Arlen Mitchel stated we did not get a third, as that company does not have adequate staffing to bid. Arlen also advised that Trent Shaffer was to get an additional bid as well, but that did not happen. Bids received are as followed:

New Look Exteriors \$44,472.00

Limberlost Construction \$31,046.00

**On a motion** by Arlen Mitchel, seconded by Agnes Schoch, and passed unanimously, Council approved the lowest bid for windows, which is Limberlost Construction. Arlen Mitchel will contact Limberlost Construction to advise them their bid was accepted and to get a start time and how long it will take to complete.

**Clerk Treasurer** – Clerk Treasurer discussed issue regarding a furnace being installed at the Town Barn, but the purchasing policy was not followed. Two quotes were not received. It was approved as an emergency outside of the Clerk's office. Per the State Board of Accounts, only the Fiscal Officer (Clerk-Treasurer) is allowed to approved emergency purchases. Clerk just wants this issue on record to protect our town. Town Attorney stated to Council that the purchasing policy must be followed to the letter. Sweep account was discussed with Council. Council is comfortable with Clerk Treasurer making the decision to move the Town's bank account to a sweep account due to a higher interest rate. Adams County Economical Development service contract was discussed with council. Clerk-Treasurer just wanted to make Council aware of the cost and that the agreement will be signed, unless there were objections to signing. **On a motion** by Agnes Schoch, seconded by Andrew Briggs, and passed unanimously, Council approved the January 2026 Bank Reconciliation. **On a motion** by Andrew Briggs, seconded by Agnes Schoch, and passed unanimously, Council approved the January 2026 Accounts Payable Vouchers.

**Town Attorney** – no updates at this time.

**Council Members** – Agnes Schoch asked if a message can be put on the utility bills regarding citizens signing up for alerts through the Town's website. Lynn Burry stated Council has personnel issues to discuss, and an Executive Session will be held on February 16, 2026, at 8:00AM. Agnes Schoch brought up increasing the Rainy Day Fund and would like to see an 10% of the approved budget added at the end of the year to this fund. Clerk Treasurer will research this topic.

Meeting adjourned.

Next Meeting: March 10, 2026 at 06:30PM

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Lynn Burry, President

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Andrew Briggs, Vice President

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Arlen Mitchel, Council Member

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Stan Ringger, Council Member

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Agnes Schoch, Council Member

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Christina Booth, Clerk Treasurer

February 10, 2026 Minutes