Town of Winona Lake
Council Meeting Minutes
February 17, 2026

The Town Council of Winona Lake, Indiana met in a regular session on February 17, 2026, in the Town Hall at 6:00 p.m.

COUNCIL MEMBERS PRESENT: Ashley McGinnis, Austin Reynolds, Jim Lancaster, Jason Zaugg, and Barry Andrew

ABSENT: None

OTHERS: Clerk-Treasurer Heather James, Town Manager Pam Howard, Parks Director Holly Hummitch, Street Superintendent Shane Parrett, and Police Department Joe Hawn

OPENING: At 6:05 p.m. Ashley opened the meeting. Barry said prayer and led the Pledge of Allegiance.

Public Comment on Agenda Items
Ashley opened the floor for comments on agenda items. Jerry Nelson requested information on who Jon Brennaman was. Ashley explained that he was the resident that had requested reimbursement of labor due to clean up of sewage backup. Following this exchange, Ashley closed the floor.

Approval of Minutes
Heather presented the minutes from both the December 29, 2025, and January 20, 2026, meetings. Austin motioned to approve. Jim seconded. With a vote of 5 ayes, and 0 nays, the motion carried.

Approval of Claims
Heather presented the claims for approval. Barry motioned to approve. Austin seconded. With a vote of 5 ayes, and 0 nays, the motion carried.

"Winona Happenings"

February 28th - 12:00 p.m. to 9:00 p.m. - Miller Sunset Pavilion Last Skate Day
March 11th - 7:00 a.m. to 10:00 a.m. - Pancake Breakfast at the Community Center
March 19th - 10:00 a.m. – 12:00 p.m. - Senior Open House/Lunch at the Community Center
March 1st-31st - Village Madness

Travel Authorizations
Heather requested approval to attend the Indiana League of Municipal Clerks and Treasurers (ILMCT) training on March 8-10th. Austin motioned to approve. Jason seconded. With a vote of 5 ayes, and 0 nays, the motion passed.

A&Z Engineering
Landon Grogg provided a presentation regarding the Pierceton and Packerton Roundabout. He stated that per the request of the Town in October, he reviewed the size of the roundabout regarding making it smaller. He felt the current proposal is small but sufficient as it is in a rural location. He suggested the Town work with Michiana Area Council of Governments (MACOG) on traffic numbers. He further suggested the Town search for additional funding sources (Federal, State, Indiana Department of Transportation) also. Ashley then requested information on slopping, and Grogg responded that they are experienced with slopping but wouldn't have specifics on it until they received the topographical information.

Barry then asked why the Town was building the roundabout. Ashley replied that it was an outstanding project as part of the 2030 Master Plan, in which Pam added that it was part of the Master Plan to account for future growth in the area. Barry asked if there had been a traffic study conducted. The council concluded that they thought one had been completed, but that it was possibly outdated at this time. Barry followed up with inquiring about the bridge on Packerton Road. Pam replied that she had been in discussion with Warsaw on that topic.

Boards and Commissions
Ashley stated that not all positions for the 2026 Boards and Commissions are completed and is still work in progress. Barry motioned to approve the 2026 Boards and Commissions as they were presented (see below). The individuals or positions highlighted in yellow need to either be reappointed or an individual appointed to the open position. Jason seconded the motion. With a vote of 5 ayes, and 0 nays, the motion passed.

2026 Boards and Commissions

PLAN COMMISSION (7 members, 4-year term)

		Term Ex.	Appt. by:
1. **OPEN**			BZA
2. **OPEN**			CP
3. Jason Zaugg zauggy@gmail.com	574.453.7227	12-31-2026	C
4. Jerry Nelson nelsonjv@comcast.net	268-0495	12-31-2029	CP
5. Pamela Howard phoward@winonalake.net	269-5112	12-31-2028	C
6. Roger Peachy peachy82@msn.com	574.536.4533	12-21-2029	CP
7. Michael Wilson	574.267.7581	12-31-2029	C

BOARD OF ZONING APPEALS (5 members, 4-year term)

1.		12-31-2029	CP
2. Greg Winn		12-31-2028	C
3. Megan Carr meganc@gandghauling.com	574.453.7438	12-31-2026	CP
4. Brain Peterson		12-31-2026	C
5.		12-31-2029	CP

PARK BOARD

Four members appointed by the town council, for four-year terms, and one appointment from the school board approved by the town council. No more than two of the four members appointed by the town council shall be of the same political party.

1. Denny Duncan	12-31-2026	SchBd
2. Joe Collins (finishing Meghan Smith's term)	12-31-2026	C
3. JT Jacobson	12-31-2029	C
4. Kristie Maiers kmaiers@aol.com	12-31-2028	C
5. Chad James	12-31-2030	C

ECONOMIC DEVELOPMENT COMMISSION (3 members, 1-year term)

1. Al Disbro adisbro@comcast.net	267-2685	1-31-2024	CP
2. Dave Turner dturner@turnertech.net	268-1458	12-31-2022	C
3. Leo Boyer boyerpm@embarqmail.com	267-3432	12-31-2021	CC

REDEVELOPMENT COMMISSION (5 members, 1-year term)

1. OPEN		12-31-2026	CP
2. Dennis Daniels dennis.daniels@medtronic.com	267-6826	12-31-2026	CP
3. OPEN		12-31-2026	CP
4. OPEN		12-31-2026	C

5.	Alan Alderfer alan.alderfer@lpl.com	267-6766	12-31-2026	C

ART COMMISSION (7members, 4-year term)

1.	Rick Swaim winonalakeward5@winonalake.net	551-7682	12-31-2029	C
2.	Joy Lohse jlohse@kch.com	267-3200	12-31-2029	C
3.	Al Disbro adisbro@comcast.net	267-2685	12-31-2029	C
4.	Mary Pat Wallen			C
5.	OPEN		12-31-2029	C
6.	Retha Hicks	527-9161	12-31-2029	C
7.	Terry White whitetd@grace.edu	527-9573	12-31-2029	C

Site Works Municipal Solutions Letter

Pam presented her letter to Site Works Municipal Solutions which provides notice that the Town will not be continuing with them for the staffing needs of the Street Department. Barry asked what the plan was moving forward. Pam stated that her plan was to ask Shane to stay as the Street Superintendent due to his tenure and knowledge of department operations. Pam and Shane would then work together on hiring for the remaining positions. Ashley said that she was working on having job descriptions to present at the next Town Council Meeting. Barry then asked if Pam thought that Site Works would discontinue services upon receipt of the letter, to which Pam replied that it is a possibility. However, Shane stated that he and the current staff would continue to provide services for the Town in the interim. Barry motioned to approve the letter. Austin seconded the motion. With a vote of 5 ayes and 0 nays the motion carried.

Park Donations

The following donations to the Town were presented for approval:

4th of July Event –$1000 from Dental Solutions as Title Sponsor
Senior Center Programming – $250 from Grossnickle Eye Center
Egg My House fundraiser – candy from MARS Candy
Annual Town Pancake Breakfast:
  Eggs from Creighton Brothers
  Meats from Jason Conley and Metzger Property Services, LLC

Jim motioned to approve the donations. Jason seconded the motion. With a vote of 5 ayes and 0 nays the motion carried.

Community Center Roof and Gutter Quotes
Pam presented quotes for having the Community Center's roof and gutter replaced and recommended funding the repairs from the Rainy Day Fund, which had a current balance of $236,526.43. Mike Wilson did perform an inspection and determined that the roof did need to be replaced. Both Pam and Holly recommended having the work performed by Integrity Roofing. The quote for Integrity was $1000 higher than other quotes, but Integrity had the best references. Barry motioned to approve Integrity Roofing for new gutters, and leaf guard. Jason seconded the motion. With a vote of 5 ayes and 0 nays the motion carried

Indiana Office of Energy Development
Joe received email from MACOG asking if the Police Department would be interested in participating in a grant application for electric vehicles that would be received in 2027. Joe said the Town did not receive any last time because it "did not have any skin in the game". This time the town needs to cover some expenses. Joe suggested a commitment of $625 per vehicle for decals and striping, and $1995 for electrical charging upgrades/requirements at Town Hall performed by Shoemaker Electric. The deadline to apply is April 5th. Jason asked about preventative maintenance. Joe stated that he is currently looking at Tesla's, Chevrolet Blazer's, and Chevrolet Silverado's as vehicle options. Jason requested an assessment of the current fleet of police vehicles. Barry asked about department needs of these vehicles and then followed by stating that he was not in favor of this motion. Jim inquired regarding application timeline and if the Town would have to accept the vehicles if the grant was awarded. Jim motioned to approve to apply and the town commit to the striping, electrical, and upfit. Jason seconded the motion. With a vote of 4 ayes and 1 nay from Barry, the motion carried.

Indiana Justice Assistance Grant (JAG)
Joe presented that there are currently no open dates to apply for this year's JAG, but when it does open it will be a short timeline and so he would like council approval beforehand so he can complete the application without delay. He stated his intent is to use the money to purchase new body cameras and in-vehicle cameras with warranties. Additionally, Joe stated that he would like to match the equipment that Kosciusko County Sheriff's Department is using. Barry motioned to approve. Jason seconded the motion. With a vote of 5 ayes and 0 nays the motion carried.

John Brenneman
John attended the December 2025 council meeting and requested to be reimbursed for the hours worked cleaning up his house due to a sewer overflow. He requested $1,172.50. The money would be paid from the Wastewater fund, with a current balance of $1,884,043.77. Barry expressed appreciation to John for his work and motioned to approve. Jim seconded the motion. With a vote of 5 ayes and 0 nays the motion carried.

Language Matters
Lucas Fonseca presented information on his Language Matters program that he started while at Grace College. He explained that he has been working with the City of Warsaw, IN for 3 years now and is funded by a grant from Kosciusko County Community Foundation (KCCF). Additionally, he stated that there would be zero cost to Winona Lake. This would enable the town to have access to a call center that can provide language services 8 hours per day, 5 days per week. Jim inquired about future costs for budgeting purposes and Lucas provided his best

current information but also stated that it could change moving forward. Jason motioned to approve. Jim seconded the motion. With a vote of 5 ayes and 0 nays the motion carried.

Supervisor Reports

Street Department: Shane shared they are working on repairs, snow removal, and picnic tables for the Park Department. Additionally, Shane shared that the department appreciates the new Kubota, as well as introduced Ernesto, the new department employee.

Park Department: Holly reported that the department is starting a cereal box collection at both the Town Hall and the Park Office.

Police Department: Joe reported the following reserve officer hours for 2025:

- Mike Wilson: 391 hours
- Shawn Kantenwein: 315 hours
- Dave Rapp: 304 hours

Joe then thanked them for their time and service, with Ashley following up with saying thank you as well.

Floor Topics

A resident who introduced themselves as living at 1377 S. Packerton Rd (later identified as Joy Andrew) asked a series of questions. The first question was regarding how residents are to be notified of when a project, such as the roundabout, is being started. Pam stated that letters are sent out to adjacent property owners. The second question was regarding grant money, and if grant money was not available would the town still consider a project. Pam said yes, depending on property taxes, budgetary savings, etc., the project could still be funded. The final question was if the roundabout at Packerton and Pierceton would have a Flock camera. Joe stated yes, but that the cameras are for the reading of vehicle license plates. Additionally, the intersection of Packerton and Pierceton is the 3rd highest accident area. The resident then had a follow-up question regarding residents being informed if a camera is installed and what it is facing, and who to speak to regarding this concern. Pam said that she would be the point of contact for any additional discussions or concerns.

Jim LeMasters then thanked Shane and the street department for their snow removal efforts this year.

Barry motioned to adjourn the meeting. Jim seconded the motion. With a vote of 5 ayes and 0 nays the motion carried.

Adjournment: At 7:10 p.m. the meeting was adjourned.

Ashley McGinnis, President

Heather James, Clerk-Treasurer

*This is a summary of the meeting.