

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
Town Council
Special Meeting Minutes
March 12, 2026 7:00 p.m.

The Roachdale Town Council held a special meeting on Thursday, March 12, 2026 7:04 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, Indiana.

President Amanda Newcomer called the meeting to order after recognizing that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present. President Amanda Newcomer stated that the meeting is being livestreamed and would be available on the Town website and YouTube.

Council Members Present: Amanda Newcomer, Zach Bowers, Paul Wireman

Council Members Absent: None

Also Present: Clerk-Treasurer

Guests present: None

1. Employment Positions

A. Roachdale Police Department Reserve Position

President Amanda Newcomer stated that Marshal Adrian Lepine had notified her that Deputy Reserve Hunter Swindle submitted a letter of resignation.

Motion by Zach Bowers, second by Paul Wireman, vote unanimous, to accept Hunter Swindle's resignation effective immediately.

B. Roachdale Maintenance Operations Coordinator Position

Motion by President Amanda Newcomer to terminate Mark Ketchem effective immediately. Zach Bowers stated that she needs to add to that no pay out of vacation time, which is his opinion. President Amanda Newcomer amended her motion to include no pay out of vacation time, second Zach Bowers, vote unanimous.

Zach Bowers motioned that Mark Ketchem has until Wednesday, March 18th at 3:00 p.m. to remove any personal property at the Plant and he must coordinate that with either Marshal Lepine or Deputy Marshal Tash and Cole Long, second Paul Wireman, vote unanimous. In addition to that position, President Amanda Newcomer stated that she would like to make Cole Long the Interim Maintenance Operations Coordinator with a \$2 an hour pay raise until he is fully trained and comfortable to be the Maintenance Operations Coordinator.

Zach Bowers stated that he makes the motion as stated, second by President Amanda Newcomer, vote unanimous.

Debbie asked what the effective date was and it was stated that it was with March 13th hours.

Mark Ketchem will be paid for 8 hours on March 9th only on the next payroll.

2. Employee Handbook

President Amanda Newcomer stated that she would like to cancel whatever we have going on with New Focus with the employee handbook and use something of our own.

Motion by Zach Bowers, second by Paul Wireman, vote unanimous, to terminate our relationship with New Focus HR for the employee handbook.

President Amanda Newcomer stated that she does not think we should deal with Gatekeeper any longer and we should use a new service for our gate. Zach Bowers will look into it and see who he can find.

President Amanda Newcomer reported that Ben Cook is no longer with Grady Brothers and we are now working with Crystal Grund. Once we have our new punch list, we are to let her know and she will get involved with Tom Grady and we will all come up with a clear plan that we all agree on.

President Amanda Newcomer stated that she has invited Brooke Trissel from Putnam County Hospital to come to the April Council Meeting to talk about their My Wellness Program for the employees.

A discussion was held on starting an inventory of the equipment that the Town has.

3. Items from Clerk Treasurer

Debbie requested permission for Cole Long to attend the USDI Basic Gas Operator Training and Qualification April 13th -17th in Olney, IL and stated all of the training that would be covered. The cost will be \$1,700 and USDI will be on standby as well as UMAC for the Town in the event they are needed here during his absence. We will need to cover hotel expenses as well and there is Best Western in Olney he can stay at. The class size is limited to 12 participants only, so it is very hands on and Debbie stated she had talked to Mike Martin with USDI and he was the one that had suggested it.

Motion by Zach Bowers to approve, second by President Amanda Newcomer, vote unanimous.

Debbie stated that she received a call from Sarah Owen, Putnam County EMA Director, and she stated that our siren did not go off during our testing.

Debbie stated that she had received an email today from Sarah Owen and she had reached out to JES who they were working with on siren troubleshooting and they looked at the sirens in Roachdale and they think the coax at the water tower siren had an issue that has now been corrected. They also think the siren at the Fire Department was possibly getting an incorrect signal from dispatch and that has now been corrected. She plans to test the sirens at noon on Monday, weather permitting so hopefully our sirens will work then.

4. Items from Council Members

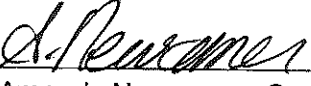
There were no items from Council members.

President Amanda Newcomer stated that Reserve Hunter Swindle has until March 19th to return all belongings to the Town. If he does not return everything then President Amanda Newcomer will have Town Attorney Dave Peebles send him a letter. Marshal Lepine will notify Hunter Swindle.

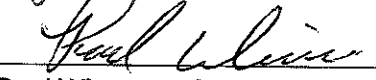
Debbie asked by when all of Mark Ketchem's uniforms needed to be returned and the Council said by the same time as everything else.

Motion by President Amanda Newcomer, second by Paul Wireman, vote unanimous, to adjourn the meeting at 7:21 p.m.

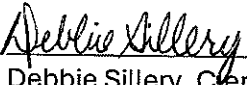
TOWN COUNCIL:


Amanda Newcomer, Council President


J Zachary Bowers, Council Member


Paul Wireman, Council Member

Attest


Debbie Sillery, Clerk Treasurer