

**Town of Roachdale**  
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172  
September 21, 2022 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, September 21, 2022 6:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Holly Cook called the monthly meeting to order after recognizing that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present.

Council Members Present: Holly Cook, Rick Miles Jr, Katrina Asher

Council Members Absent: None

Clerk-Treasurer, Town Marshal, Deputy Marshal, Town Superintendent, Town Attorney

Guests Present: Mike Kleinpeter, Jon Craig, Jim Cromwell, Eric Boyles, Mark Ketchem, Rick Miles Sr

2023 Budget Adoption – President Holly Cook presented the 2023 Budget for adoption. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to adopt the 2023 Budget as presented and sign 2023 Budget Ordinance - Ordinance 05-2022 An Ordinance or Resolution for Appropriations and Tax Rates.

Mike Kleinpeter, Kleinpeter Consulting Group, LLC – Mike Kleinpeter stated that IOCRA awarded the Town of Roachdale a \$700,000 IOCRA Wastewater Improvement Project Community Development Block Grant - HUD. Mike Kleinpeter went over the timeline for the grant and presented an agreement for professional grant administration services. Mike Kleinpeter stated that the amount matches what was included in the IOCRA grant application. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the agreement for professional grant administration services for Kleinpeter Consulting Group, LLC for \$66,000. Mike Kleinpeter stated that once the project is bid and there is a signed contract in place, the Town would be eligible to apply for a water grant. The Council agreed that they would like to apply for a water grant and stated that they would still like to tour the new water system at North Salem.

Jon Craig, Midwestern Engineers, Inc presented Midwest Engineers' contract for the Wastewater Improvement Project and presented their timeline for the project. Rick Miles Jr asked when we would know if SRF will buy down rates on final design and Mike Kleinpeter stated that SRF makes their announcement after IOCRA announces their grant awards and he anticipates we will hear what SRF is awarding the first week of October. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to allow Town Council President Holly Cook to sign the Midwestern Engineer contract contingent upon review by Legal Counsel. Jon Craig stated the Town has a signed contract with Midwestern Engineers for a water PER and they will honor the executed amount of \$30,000 and can start immediately. A discussion was held on possibly using ARPA money to fund the PER but no decision was made. The Council decided to have a Special Meeting on October 5, 2022 at 6:00 p.m. to discuss an ARPA plan, the Midwestern Engineer contract and any other additional items. Mike Kleinpeter stated that we will need to have an income survey, PER, site control, environmental review and local match commitment to apply for an IOCRA water grant. We will also need letters of support from the community, a list of water

complaints and any pictures related to water issues. Mike Kleinpeter stated that SRF will also need an Asset Management Plan submitted by March 2023 in order to submit for SRF funds for a water project. Motion by Rick Miles Jr, second by Katrina Asher, to approve Midwest Engineers, Inc to proceed with the water PER.

Approval of Minutes – President Holly Cook presented the August 17, 2022 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the August 17, 2022 Regular Meeting Minutes as presented.

Approval of Memorandums of Executive Sessions – President Holly Cook presented the September 14, 2022 Memorandum of Executive Session for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the September 14, 2022 Memorandum of Executive Session as presented.

- I. Approval of Claims 08/18/2022 – 09/21/2022 Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Claims 08/18/2022 – 09/21/2022 as presented.
- II. Approval of Payroll 08/18/2022 – 09/21/2022. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 08/18/2022 – 09/21/2022 as presented.
- III. Approval of August 2022 Bank Reconciliations and Financial Statements  
President Holly Cook presented the August 2022 Bank Reconciliations and Financial Statements as prepared by Suzy Bass, Local Government Services, as part of our Internal Control. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the August 2022 Bank Reconciliations and Financial Statements as presented.
- IV. Public Comment Time  
Eric Boyles, 306 E Columbia Street, asked what was being done to clean up the Sandford Horn property located next to him at 304 E Columbia Street. Rick Miles Jr stated that it is on tonight's agenda, he is not sure how long the process will take since the courts will now be involved. The Council agreed that they all understand his concern about the property.
- V. Old Business
  - A. Town Website – No updated information, the Council requested the item be put on the October 5, 2022 Special Meeting agenda.
  - B. Property Cleanup Updates – The Council agreed that it is time to take action against property owners that have not responded to the ordinance violations that have been served by Marshal Lepine. Town Attorney Peebles explained the process for filing ordinance violations with the courts and stated that the decision will be determined by a judge. After discussion, motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to proceed with litigation for a nuisance violation against Sanford Horn for 304 E Columbia Street. Motion by Rick Miles Jr, President Holly Cook second, vote unanimous, to process with litigation for a nuisance violation against Kristen Stein for 13 N Main Street. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to proceed with litigation for a nuisance violation against Jack Simpson for 110 W Railroad Street. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to file proceed with litigation

for a nuisance violation against Grace Ring for 205 N Walnut Street. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to proceed with litigation for a nuisance violation against Alamiyet Grewal for the old grocery store located at 21 & 23 E Washington Street. Town Attorney Peebles stated that the LLC for the grocery store has been resolved. Marshal Lepine stated that he has tried to contact Alamiyet Grewal by phone and has had no response. The County has inspected the outside of the building and it is unsafe but they did not have access to inspect the interior of the building. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to proceed with litigation against the Ruby Bell property located at 102 & 104 W Railroad Street for a nuisance violation. Attorney Peebles stated that he is unsure of who the owner of the property is since Ruby Bell is deceased. Attorney Peebles discussed several options for the property. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to send a letter to Rick Adams requesting an update on his properties at 310 E Grove Street, 317 E Grove Street, and 409 E Forest Home Street. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to serve a nuisance violation notice to Bruce Donaldson for E Forest Home Street. Katrina Asher stated that the property at 110 W Washington Street needs to be sited. Marshal Lepine stated that the current renters are cleaning the property and the owner has stated he will take care of anything that is left after September 30<sup>th</sup>. Marshal Lepine stated he will provide and update at the October 5, 2022 Special Meeting. Katrina Asher stated that the Council needs to back Marshal Lepine on the nuisance violations and she would like to see property cleanups addressed on a regular basis by Marshal Lepine and the Council. Rick Miles Jr stated that the Council has dropped the ball on the property cleanups and if Marshal Lepine serves nuisance violations the Council needs to back him up.

- C. Wastewater Treatment Plant Pumps – Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve the purchase of 2 pumps from Service Pump and Repair at a cost not to exceed \$12,000.00
- D. Ordinance 04-2022 – Amended Salary Ordinance for 2022 Town of Roachdale, Roachdale, Indiana. Debbie stated that the ordinance is to reflect the change of pay for the Deputy Marshal position that became effective with pay that began August 19, 2022. Motion by Rick Miles Jr, second by Katrina Asher, to approve Ordinance 04-2022 – Amended Salary Ordinance for 2022 Town of Roachdale, Roachdale, Indiana as presented on all 3 readings.
- E. Community Crossing Matching Grant – Jon Craig stated that we are still waiting on the award date and stated that the asset management plan needs updated. Superintendent Miller stated that he has what he needs to completed the update and he will do so and submit it.

VI. New Business

There was no new business.

- VII. Town Marshal Report and New Property Cleanups – Marshal Lepine presented his monthly report. Marshal Lepine stated that he has attempted to serve a nuisance violation for the property at 600 N Indiana and the tenant refuses to answer the door. Marsha Lepine stated that


he spoke to Jonathon McCormick the owner of 205 W Washington and he will be in next week to mow and trim the property and will restructure the house frame as well. A discussion was held on what extent Marshal Lepine can inspect properties and Katrina Asher stated that we need to figure out what is allowed before proceeding. Marshal Lepine stated that Deputy Marshal David McIntosh will attend the Tier 2 Academy October 10 – December 5 for a total cost of \$500 which includes meals. Deputy Marshal McIntosh will stay there Monday – Friday and will be home on the weekends. Katrina Asher asked how Deputy Marshal McIntosh will get to the academy and Marshal Lepine stated that he will drive the Taurus. A discussion was held on the purchase of a drone for the police department and the Council stated they need more information and would also like to see a demonstration. The Council asked that the drone purchase be put on the October 5, 2022 Special Meeting agenda.

- VIII. Town Superintendent Items – Superintendent Miller presented quotes for the 5 W Forest Home Street lift station roof. Superintendent Miller stated in addition to the quotes he had received from TJD Roofing & Exteriors LLC in the amount of \$5,850 and Freeman Exteriors in the amount of \$3,018.27, he will also contract Jeffries to see if they can give him a quote. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to allow the roof at the lift station to be fixed at an amount not to exceed \$4,000. Superintendent Miller gave an update on the grease traps and stated that Casey's is the only one that has one and he has left messages or met with owners to get grease traps installed in their businesses. Superintendent Miller stated that he has also ordered 2 grease traps at \$90 each to be installed in the Community Building. Superintendent Miller stated that GIS training will begin on Monday, September 26. Superintendent Miller stated that the side by side is ready. Superintendent Miller stated that the Community Building sign is still on order. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to declare the 1997 Yamaha GI Golf Cart and the 2012 X720 John Deere as surplus items. Debbie stated that she will check with the State Board of Accounts on the procedure for declaring street signs surplus. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to declare the street signs as surplus to be disposed of per Indiana law.
- IX. Clerk – Treasurer Items – Debbie presented adjustments total \$302.29 for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the adjustments totaling \$302.29 as presented. Debbie stated hydrants will be flushed October 10<sup>th</sup> and 11<sup>th</sup>. Debbie stated that she had received notice from American Legal Publishing that they will be updating the Code of Ordinance and she will send them any new ordinances since September 10, 2019.
- X. Items from Town Council Member
- Katrina Asher – Katrina Asher asked what the plan was coverage during the Ribs and Blues Festival on September 24<sup>th</sup> and Marshal Lepine stated officers would be on duty. Katrina Asher Asked when Deputy Marshal McIntosh would begin weekend coverage and Marshal Lepine stated the he will begin after he completes the Academy.
- Rick Miles Jr – Rick Miles Jr stated that he had had Superintendent Miller complete a Paser Report for the sidewalks and he would like to look at main areas for repairs that are not Included in the Community Crossings project. Rick Miles Jr asked if there was an update on the next military banners and Debbie stated that she had reached out to Rhonda Beck and she had stated they are still waiting on the new design.
- President Holly Cook – President Holly Cook gave an update on the BZA and their recent meeting. Rick Miles Jr asked what happens if the Council does not agree with the BZA's decision and Attorney Peebles stated that the Council can overrule their decision. President Holly Cook

stated that she had passed Executive Order 01-2022 – An Order of the President of the Roachdale Town Council Appointing Members of the Town Board of Zoning Appeals on September 16, 2022. President Holly Cook stated that The Board of Zoning Appeals members Are Joe Buser, Kyle Crooks, and James Newcomer.

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to adjourn the meeting at 8:10 p.m.

TOWN COUNCIL:

  
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Holly Cook, Council President

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Katrina Asher, Council Member

  
\_\_\_\_\_  
Rick Miles Jr, Council Member

Attest

  
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Debbie Sillery, Clerk Treasurer