

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
June 23, 2021 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, June 23, 2021 7:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Holly Cook called the monthly meeting to order after stating that the meeting had been moved from June 16, 2021 and that notices were posted in 3 public places and sent to the Banner Graphic. President Holly Cook recognized that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present.

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

Council Members Absent: None

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

Guests Present: Zach Bowers, Robert Lewis, Duston Spencer, James Newcomer, Ron Spencer, Rick Miles Sr, Jon Craig, Ronald Moore, Tonya Bowers

- I. Approval of Minutes – President Holly Cook presented the May 19, 2021 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the May 19, 2021 Regular Meeting Minutes as presented.

Approval of Minutes – President Holly Cook presented the May 27, 2021 Memorandum of Executive Session for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the May 27, 2021 Memorandum of Executive Session as presented.

Approval of Minutes – President Holly Cook presented the June 8, 2021 Special Meeting Minutes for approval. Motion by Rick Miles Jr, second by Holly Cook, Katrina Asher abstained, motion passed, to approve the June 8, 2021 Special Meeting Minutes as presented.

- II. Approval of Claims 05/20/2021 – 06/23/2021 Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Claims 05/20/2021 – 06/23/2021 as presented.

Approval of Payroll 05/20/2021 – 06/23/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 05/20/2021 – 06/23/2021 as presented.

- III. Approval of Bank Reconciliations and Financial Statements
President Holly Cook presented the May 2021 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 May 2021 Bank Reconciliations and Financial Statements as presented.

IV. USDA Grant – New Police Vehicles

President Holly Cook opened the hearing for the USDA Grant. Marshal Lepine explained the program and presented four proposal packages and explained each quote. The quotes are as follows:

Quote One: Two 2020 V8 Durango's from John Jones totaling \$95,338.00. Marshal Lepine stated that the vehicles are ready to outfit and will be duty ready when they are picked up since they are purchased and outfitted all at the same company. Marshal Lepine stated that it will take approximately 6-8 weeks for completion.

Quote Two: Two 2021 Ford Utility V6 from Dana Safety Supply, Inc. totaling \$96,437.58. Marshal Lepine stated that the vehicles are in stock and will also be duty ready since they are also purchased and outfitted at the same company. Marshal Lepine reported that the completion date will be approximately 6 weeks and he will have to travel to Nashville, TN to pick up the vehicles.

Quote Three: Two 2021 V6 Durango's from Fletcher with JTN outfitting for a total cost of \$87,498.58. Marshal Lepine stated that the vehicles are not in stock and there is currently no delivery date. Marshal Lepine pointed out that the dealership and outfitter are not all in one.

Quote Four: Two 2021 V6 Ford Police Utility Interceptors from Andy Mohr with JTN outfitting for a total of \$100,747.90. Marshal Lepine stated that the vehicles are in stock and ready to outfit. The dealership and outfitter are not all in one and completion date of 3-6 weeks.

Marshal Lepine stated that the quotes include the complete package, besides the radio, to outfit the vehicle. Marshal Lepine reported that the USDA Grant would provide \$50,000.00 to the Town if two vehicles were purchased. Marshal Lepine said that John Magee, USDA told him that they currently have a \$50,000.00 remaining in grant money and their fiscal year ends June 30th. Marshal Lepine said that he prefers to hold off on the installation of the radios until the Charger is sold so that money can cover the cost. Marshal Lepine stated that he prefers the quotes in the order of Quote One being his top choice, followed by Quote Two and then Quote Three. Debbie stated that she had Attorney Peebles double check to be sure that we could use CARES money toward the purchase and we can. Rick Miles Jr stated that we need to purchase the vehicles since the current ones are in bad shape and it would be foolish not to take advantage of the USDA Grant. Katrina Asher stated that she is leaning toward Quote Two.

President Holly Cook asked if the public had any comments. James Newcomer stated that he wanted to thank the Police Department for all that they do and stated as a taxpayer, he felt that we should give them what they need to do their job. Cameron Boller stated that the Montgomery County Sheriff's Department has both Durango's and Interceptors and have had no problems with either.

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to purchase two vehicles from either one of the following quotes: Quote One: Two 2020 V8 Durango's from John Jones with the outfitter being John Jones, Quote Two: Two 2021 V6 Ford Utility Interceptors from Dana Safety Supply with the outfitter being Dana Safety Supply, or Quote Three: two 2021 V6 Durango's from Fletcher with the outfitter being JTN, with the overall purchase to not exceed \$96,437.58, as long as we, the Town of Roachdale, successfully receive the USDA Grant of at least \$40,000.00 or more. If the USDA Grant is less than \$40,000.00 but more than \$20,000.00, the purchase of one vehicle from the above mentioned quoted is approved so long as it does not exceed an overall cost of \$48,218.70. If the USDA Grant is less than \$20,000.00 the purchase of any vehicles is not approved until further notice from the Town Council. No agreements,

contracts or purchases will be made for the purchase of the vehicles until the Town of Roachdale has fully received funds from the USDA Grant.

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to authorize Town Council President Holly Cook to sign all necessary documents for the USDA Grant.

V. Old Business

- A. Proposed Water/Wastewater Projects and IDEM Agreed Order Update – Jon Craig, Midwestern Engineers, gave an overview of the State Water Infrastructure Fund (SWIF) and stated that over \$50 Million dollars will be released over the next two years. The deadline for applying for funds in 2021 was June 15th and more money will be released in 2022. Jon Craig stated that I & I is one of our bigger issues and also discussed the possibility of installing a flow equalization basin and explained what the process would involve. Jon Craig also proposed that the Town apply for a Water Project Planning Grant from SRF and said that the deadline for applying is July 15th, with an offer from SRF on August 6th. Jon Craig presented a proposed contract for \$30,000.00 from Midwestern Engineers for water planning and explained that there would be no cost for water until we see if we get the SRF Planning Grant on August 6th and it can be approved contingent upon a Notice to Proceed. Motion by Rick Miles Jr, second by Karina Asher, vote unanimous, to proceed with the short form agreement for PER for water subject to Notice to Proceed from the Town of Roachdale. Rick Miles Jr asked Superintendent Miller to get a quote from Eco Solutions to finish televising and cleaning the remainder of the town that was not covered in the original project.
- Jon Craig stated that the application for the next Community Crossings Grant will open on July 5th and close July 31st. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve a contract for Midwestern Engineers for the Community Crossings Matching Grant Application Assistance for an amount not to exceed \$5,500.00. Motion by Rick Miles Jr, second Katrina Asher, to submit a Community Crossings Grant application for Washington Street from Meridian Street west to the railroad tracks, including sidewalks and the drain repair in front of Indonesian Interiors. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, authorizing Town Council President Holly Cook to sign all necessary documents for the Community Crossings Grant.
- Jon Craig stated that he will prepare the IDEM update letter for the Agreed Order.
- B. State Water Infrastructure Fund (SWIF) – covered by Jon Craig during Proposed Water/Wastewater Projects Update.
- C. Town Marshal's Contract – Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to table the Town Marshal's contract and to discuss it in early July at an Executive Session with Attorney Peebles present to discuss the contract in general. It was decided to have the Executive Session on Thursday, July 8th, at 6:00 p.m.
- D. Town Website – Katrina Asher stated that she is still working on the website and has a help ticket into WIX because the website works when you look at it with a cell phone but not a computer.

- E. American Legal Publishing Update – Katrina Asher stated that she had contacted them and requested that Debbie and the rest of the Council be sent an electronic copy for review but it had still not been sent so she will contact them again.
- F. Ordinance 2021-02 – An Ordinance Vacating an Apparent Easement That Divides 205 West Washington Street. Attorney Peebles stated that the procedure to vacate an alley is to have a Public Hearing, notice be given to the newspaper and a formal petition be made, however this is an easement and the Town is vacating the easement not an alley. President Holly Cook read Ordinance 2021-02. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to waive the rules to approve the ordinance the same day as introduced. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Ordinance 2021-02 on first reading, Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to pass Ordinance 2021-02 on 2nd and 3rd readings and to adopt Ordinance 2021-02 An Ordinance Vacating an Apparent Easement That Divides 205 West Washington Street.

VI. New Business

- A. Full time Deputy Marshal – President Holly Cook stated that she felt the Town needs to hire a Full time Deputy Marshal, the funds are in the budget to do so and we need to move forward. Katrina Asher said that she would like to review it further since the Council has already agreed to lots of expenses for the Department. President Holly Cook stated that the Council has been discussing the position for a while and she does not think the Marshal's contract has anything to do with Full time Deputy Marshal position. Ronald Moore stated that he agrees the Town needs to have a Full time Deputy Marshal and said that he has lived here since 2019 and has already had incidents of encountering unruly people and drugs can destroy a town. Ronald Moore further stated he thinks the Town needs to have proper law enforcement 24/7 and feels the position should be added since Marshal Lepine needs an additional Full time Deputy. Rick Miles Jr stated that the Town has issues with adequate police coverage. Marshal Lepine stated that the Police Department deals with lots of drug issues and there is a need for a Full time Deputy Marshal to allow for better coverage. Rick Miles Jr stated that he has gone back and forth on how he feels about the position and does see that Marshal Lepine deals with a lot of drug related issues. President Holly Cook stated that she would like a motion on the position tonight. Robert Lewis asked if Marshal Lepine had anyone in mind. Marshal Lepine stated if the position was approved, then he would open the hiring process. Robert Lewis stated that if the funding was there the Town should proceed with the position. Marshal Lepine stated that it looks like Part time Deputy Marshal Rachel Coe will likely be moving on as she was offered a conditional full time position with a larger Police Department. Marshal Lepine said that Officer Coe loves the community, does an outstanding job, but it looking for a position to grow in. Rick Miles Jr stated that if the Council does not add a Full time Deputy Marshal that we will continue to lose Officers. Marshal Lepine stated that he felt it would help with the drug issues and crime if the Town has full time coverage. Marshal Lepine said that he feels the Part time Deputy Marshal position will continue to be a revolving door and we have a better chance to keep a Full time Deputy Marshal. Katrina Asher stated that the Council was very specific on what days and hours the Part time Deputy would work. Marshal Lepine stated the plan is that he would work days and be on call on evenings and weekends, the Full time Deputy would work nights and Reserves would cover weekends. Marshal Lepine does not plan on any of the officers working the same shift. President Holly Cooks stated that this will help tighten controls, help handle drug

issues and help eliminate the revolving door of Part time Deputies. Rick Miles Jr stated that he feels it is the right thing to do and that Deputy Coe will be a big loss. Marshal Lepine stated that Deputy Coe handles lots of business and it is unfortunate that she is leaving. Rick Miles Jr stated that if the position is tabled until next month that it definitely needs to be vote on then. Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to table the Full time Deputy Marshal position until the July 21, 2021 Town Council Meeting for a definite vote.

VI. Public Comment

Robert Lewis stated that 4 ½ years ago he had built a building on his property and would like to increase the size of the building but the offset has changed from what it was at the time. Robert Lewis stated that he was told by Putnam County Planning that he would need to have the Council address the offset issue. President Holly Cook stated that the Town does not have a current Board of Zoning Appeals. Rick Miles Jr stated that the issue would have to go through the Board of Zoning Appeals. President Holly Cook stated that is the process that would need to be followed. Rick Miles Jr stated that is state law that the Board of Zoning Appeals would have to approve a variance. Rick Miles Jr said the Council would need to appoint a Board of Zoning Appeals and then the review process would take 3-4 months. Attorney Peebles stated that it would require a public petition and Public Hearing before it was resolved. Robert Lewis stated that the building will look like an add on which he doesn't want and it will affect his property value. Katrina Asher stated that she understands but the Council has to follow the legal process. Robert Lewis stated that he will have a crappy looking building and he is not willing to wait to go through the process. Rick Miles Jr stated that he apologizes and understands. Robert Lewis asked how to avoid this issue in the future. Attorney Peebles stated even if the BZA was in place the process still takes a couple of months.

Dustin Spencer stated she owns the building at 05 E Railroad Street and there is an issue with the sidewalk in front of the building and it is a hazard. Ron Spencer stated they wanted to bring it to the Council's attention to see what can be done. Rick Miles Jr suggested checking with the concrete crew when the Community Crossings project is done to get a quote for that section. Ron Spencer stated as owners they could possibly share the cost with the Town. Katrina Asher asked if Superintendent Miller could look at the cost of replacing the sidewalk to see what it would be.

Ronald Moore stated that he gave a quote on 2 new benches for the Community Building. Debbie stated that when her and Superintendent Miller reviewed the quote it was too high, there was \$300.00 to be spent on the benches and they were able to order two from Amazon and stay within budget. Katrina Asher stated that she did not know about the benches and Debbie stated that it was discussed at the May 17, 2021 Town Council Meeting. Katrina Asher suggested contacting the Boy Scouts in the future for potential future Eagle Scouts to build benches as the project.

President Holly Cook questioned how Public Comment time should be handled at future meetings since people sometimes have to sit through a long meeting in order to speak. Several different options were discussed.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report and reported that he had attached the progress list for cleanup notices. Marshal Lepine stated that after July his current radios cannot be replaced or repaired. Marshal Lepine presented a Motorola and Kenwood radios for the Council to look at and presented quotes for both radios. Quote 1 ECS Kenwood for 8 radios \$12,720.00 and Quote 2 ERS Motorola for 8 radios \$34,041.56. Marshal Lepine noted that there is a large difference in the price of the radios and stated that he would like to have 8 radios and a microphone and charger. This would give the Department a radio for every officer, a radio in Marshal Lepine's personal vehicle and a spare. Marshal Lepine proposed purchasing 4 radios this year and 4 in 2022. Rick Miles Jr asked if the quote is for purchasing all radios at the same time and Marshal Lepine said that there is no discount if you buy all 8 at once. Marshal Lepine stated that several Police Departments have gone with the Kenwood radios and have had no issues. Marshal Lepine stated that the Kenwood radios have no added costs while the Motorola radios have lots of added costs. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the quote from Electronic Communication Systems Inc. in the amount of \$12,720.00 for 8 Kenwood Viking portable radios.
- VIII. Town Superintendent Items – Superintendent Miller presented quotes from FBi Buildings, Inc. in the amount of \$7,824.00 for repair of a current building at the Wastewater Treatment Plant and \$48,656.00 for a new erected building at the Wastewater Treatment Plant and a quote from Morton Buildings, Inc. in the amount of \$89,590.00 for a new erected building at the Wastewater Treatment Plant. Debbie expressed concern over the cost of the buildings as we are also looking at a large project that will require wastewater funds and Rick Miles Jr stated that the quotes are for future planning purposes only. Superintendent Miller expressed concerns over where he will store salt this winter if Robby Hammond sells his building where we currently store salt. Superintendent Miller gave a report on the recent survey he had done of street signs in town and reported that some signs are missing, some need new poles, some need caps and he will get the total price together for the July 21, 2021 Town Council Meeting. Debbie will check to be sure how much money is available. Superintendent Miller gave an update on the INDOT State Road 236 paving project and said that the portion in town should be done by August 4th and will include a 4" mill and overlay.
- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$348.43 for approval and stated that they were pool adjustments. Debbie explained that the customer pays for the water usage and gets an adjustment on their wastewater. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the adjustments totaling \$348.43 as presented. Debbie stated that the Town has not received their American Rescue Plan money yet and reminded the Council that a plan will need to be in place before any money is spent. Debbie reported that there was a large turnout at the Safe Summer Event with 200-250 people attending and Katrina Asher stated that she had heard positive comments about the event. Debbie stated that there are several events scheduled to take place at the park and the Community Building is seeing an increase in rentals as well. Katrina Asher stated that there will be a free 2 day Hunters Education

Course at the Community Building on June 26th and 27th. Debbie said that she would send a Reach Alert to notify everyone of the event and how to enroll. Debbie stated that the south end of the Community Building has been painted and there are plans to paint the rest of the building in the future.

X. Items from Town Council Members

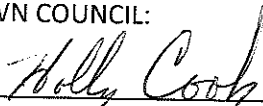
President Holly Cook – No items.

Katrina Asher – Katrina Asher asked if there were any new building permits issued and Rick Miles Jr stated that he would follow up with Putnam County Planning to see what had been issued. Katrina Asher asked if there had been any Park Board Meetings and President Holly Cook, who is also the Council's Park Board representative, stated that they had not met since the last report she presented.

Rick Miles Jr – No items.

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to adjourn the meeting at 9:31 p.m.

TOWN COUNCIL:



Holly Cook, Council President

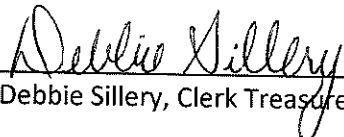


Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer