

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
April 21, 2021 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, April 21, 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 recognizing 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, Randal Waldon

- I. Approval of Minutes – President Holly Cook presented the February 24, 2021 Regular Meeting Minutes for approval. Motion by Katrina Asher, second by President Holly Cook, Rick Miles Jr abstain, motion passed, to approve the February 24, 2021 Regular Meeting Minutes as presented. President Holly Cook presented the March 17, 2021 Regular Meeting Minutes for approval. Motion by Katrina Asher, second by Rick Miles Jr, President Holly Cook abstain, motion passed, to approve the March 17, 2021 Regular Meeting Minutes as presented. President Holly Cook presented the March 24, 2021 Special Meeting Minutes for approval. Motion by Katrina Asher, second by Rick Miles Jr, vote unanimous, to approve the March 24, 2021 Special Meeting Minutes as presented.
- II. Approval of Claims 03/18/2021 – 04/21/2021 Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Claims 03/18/2021 – 04/21/2021 as presented.

Approval of Payroll 03/18/2021 – 04/21/2021. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Payroll 03/18/2021 – 04/21/2021 as presented.
- III. Approval of Bank Reconciliations and Financial Statements
President Holly Cook presented the February 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 President Holly Cook, vote unanimous, to approve the February 2021 Bank Reconciliations and Financial Statements as presented.
President Holly Cook presented the March 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 President Holly Cook, vote unanimous, to approve the March 2021 Bank Reconciliations and Financial Statements as presented.
- IV. Old Business

- A. COVID-19 Grant – Katrina Asher stated that volunteers packed the food today for the fourth Mobile Food Pantry tomorrow. Katrina Asher stated that there has been a snag with the delivery of the commercial freezer and refrigerator to the Christian Church and she will call the vendor tomorrow to check on it. Katrina Asher stated that she had received lots of positive feedback on the food. President Holly Cook asked for the list of foods that are available from Gleaners and Katrina Asher stated that she will send President Holly Cook the list and that she could do the ordering herself next month.
- B. Proposed Water/Wastewater Project and IDEM Agreed Order – Rick Miles Jr stated that he had contacted Derrick Wiggins, Midwestern Engineering and he stated that lines are now being cleaned and televised. Superintendent Miller gave a status update on the progress of the cleaning and televising and stated that Priority 1 has been completed and they are now working on Priority 2.
- C. Town Website – Katrina Asher stated that she had not had time to work on the website with the person that had offered to assist her.
- D. American Rescue Act Update – Debbie stated that she has been working with Attorney Peebles on the required ordinance and that the Town needs to develop a plan but does not have to have one in place to receive the funds. Debbie also stated that the funds need to be spent by December 31, 2024 and can be used for infrastructure as well as some other items. The State Board of Accounts is continuing to receive information and will update the Town when that information is available.
- E. Building Permits – Rick Miles Jr stated that there is a discrepancy with the permit procedure with Putnam County Planning and Zoning. Putnam County Planning and Zoning has no fee structure for buildings less than 200 square feet or fences. Debbie asked if they could still approve those permits without collecting a fee. Rick Miles Jr stated that he will call them and ask. Rick Miles Jr stated that the Council needs to decide on what they are going to do on enforcing building permits and property cleanups. Debbie stated that we have not received copies of any permits that have been issued from Putnam County Planning and Zoning. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to gather more information, think of possible solutions, and to call a Special Meeting to decide how to proceed with building permits.

V. New Business

There was no new business to discuss.

VI. Public Comment

Randal Waldon stated that he had received permission from Superintendent Miller to put rocks on his side of the alley to prevent his neighbor, Donny Shoemaker, from tearing up the yard and alley. Mr. Waldon believes that Donny Shoemaker has already removed rocks and continues to drive in the area and tear it up. Superintendent Miller suggested that he place bigger rocks in the area and told Mr. Walden to communicate with him and let him know if he needs stone in the alley. Attorney Peebles stated if it is proven who it is that is destroying the alley and if they are doing it on purpose, then it would become a civil matter.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report and reported that he had attached the progress list for cleanup notices. Marshal Lepine asked if there was an update on his contract and Rick Miles Jr apologized for forgetting about it and stated that he would work on it and get it to Attorney Peebles and the Council for review. Katrina Asher asked what the plan is for the replacement of Reserve Officers Owen Richardson and Jay Thompson who have resigned their positions. Marshal Lepine stated that he is not bringing on any additional officers until he has his current department trained. Marshal Lepine stated that Reserve Officer Magnuson and Deputy Marshal Coe are close to completing their training and hopefully will be trained in a month and Reserve Officer Swindle will be a little longer. Marshal Lepine stated with past issues within the Department he is not comfortable with putting them on their own too soon. Katrina Asher stated that there are holes in the current coverage and Marshal Lepine stated that he is not going to put officers out alone until he feels they are trained. Rick Miles Jr asked that Marshal Lepine keep the Council updated on the progress of training. Katrina Asher stated the Council needs to come up with a solution for the coverage. President Holly Cook stated the Council could revisit hiring a full time Deputy Marshal. Marshal Lepine again stated that he does not think the current officers have enough training to be on their own and explained his training policy. Marshal Lepine stated that the Reserves work 20 hours a month and Deputy Marshal Coe works 20 hours per week and was gone for 2 weeks in March. Katrina Asher asked if Marshal Lepine could spend more time with them and Marshal Lepine responded that they could not be asked to do any more than what they already do. Marshal Lepine stated that out of the last application pool there were no applicants that had road work experience that would be ready to be on their own upon hiring.
- VIII. Town Superintendent Items – Superintendent Miller stated that the water hydrants had been flushed and painted and they are currently working on painting gas meters and working on alleys. Superintendent Miller stated that the stripes downtown will be painted Monday depending on the weather. Superintendent presented 2 quotes for removing a tree on South Indiana Street that lost a large piece of it a few weeks ago in the middle of the street. Superintendent Miller stated that he is also getting another quote from Wireman Forestry and Excavating so he would like the approval to be a do not exceed amount. Quotes presented were from tree removal and stump grinding from Stewart's Tree & Stump Removal \$2,500.00 and J & D Tree Surgery \$1,300.00. Katrina Asher asked if we have certificates of insurance and Superintendent Miller and Debbie stated that we require a certificate of insurance from the vendor. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve removal of the tree and stump griding at a cost not to exceed \$1,300.00.
- IX. Clerk – Treasurer Items – Debbie commended Marshal Lepine for the way he handled a very tense situation with a citizen last Friday and stated that it is a good example of why the officers need to be trained before allowing them to respond on their own to situations. Debbie reported that the ten dumpsters that were approved for the Community Clean Up days May 14th – May 16th have been ordered. Debbie stated that she had checked prices with 3 vendors and W

Enterprise who we have used for all of the Community Clean Up days in the past was still the cheapest. Debbie stated that she is working with Deputy Coe on the Safe Summer Event that will be held June 5th at the park.

X. Items from Town Council Members

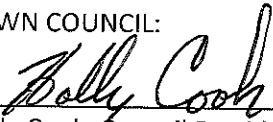
Katrina Asher – Katrina Asher stated Roachdale in A.C.T.I.O.N. had a successful Easter Egg Hunt and that several volunteers had helped fill eggs and Tri County Bank and Hoosier Heartland State Bank had assisted as well. Katrina Asher asked for an update from the Park Board and President Holly Cook stated that she will give the update during her comments.

Rick Miles Jr – Rick Miles Jr stated that he will see what he can come up with for Marshal Lepine for his contract.

Holly Cook – President Holly Cook gave an update on the Park Board meeting and stated that member Latisha Dennis had researched a solution to the bird problem in the shelter house and that what she found was very expensive. Superintendent Miller stated that he has found a bird repellent caulk that he will try and see if that will take care of the issue. President Holly Cook stated that the Farmer’s Market at the Park was discussed and it would not happen this year. The Park Board discussed having a free chalk art contest on the old tennis courts at the Park and Katrina Asher asked if it could be done at the Safe Summer event. Debbie stated that Stat Flight lands there during the event. Debbie stated that it had been discussed having more events at the Park and the chalk art contest could be an additional event. President Holly Cook stated that there were new benches that needed to be stained and she was not sure if that was part of a project. Debbie stated that as discussed at a prior meeting, she will contact the Putnam County Jail to have trustees paint the park equipment in May and Superintendent Miller stated that he will stain the park benches then.

Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to adjourn the meeting at 7:55 p.m.

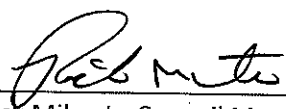
TOWN COUNCIL:



Holly Cook, Council President



Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest

Debbie Sillery
Debbie Sillery, Clerk Treasurer