

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
April 18, 2024 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Thursday, April 18, 2024 7:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Zach Bowers 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 Zach Bowers, Mark Ketchem, Paul Wireman

Council Members Absent: None

Also Present: Clerk-Treasurer, Town Marshal, Deputy Marshal, Town Utility Laborer, Town Attorney

Guests Present: Scott Siple, Brent Wireman, Larry Kersey, Adrian Lepine, Melissa Lepine, Kyle Crooks, Kimberly Crooks, Troy Elless

Mark Ketchem announced that he is resigning today from the Council and thanked everyone that had voted for him and those that had invested in him. Mark Ketchem stepped down from his seat at the Council and took a seat in the audience.

President Zach Bowers stated that Mark Ketchem resigned from the Council effective April 18, 2024 at 7:03 p.m. and told him that he will need to contact Putnam County Voter Registration and let them know that he has resigned.

Town Attorney Dave Peebles went over the requirements to replace Mark Ketchem on the Council and stated that the position is not a Republican or Democrat position but an Independent position. Attorney Peebles stated that Debbie will send notice of the vacancy to President Zach Bowers and Paul Wireman and they will vote on the successor after the vacancy has been advertised to solicit interest. Attorney Peebles stated that the Council can have an Executive Session to reduce the number of candidates and then they will conduct interviews and vote on the replacement at a public meeting.

- I. Wastewater Project Update - Scott Siple, Midwestern Engineers, stated that not much has changed since the last update. Shop drawings are still being reviewed and work at the plant should begin in late June. Televising is 98% complete and there is one section that will be re-televised after the point repair is complete. Scott Siple reported that one section has been removed to stay in budget and one area that had already been lined has been removed and will be put back in if funds are available at the end of the contract. Scott Siple stated that lining is scheduled to start on Tuesday and once the lining is complete the manhole rehab will be completed. Scott Siple anticipates the Collection System portion of the project will be completed by July 1st.
 - a. Update Signature Resolution – President Zach Bowers presented and read Resolution 01-2024 Authorized Representative Resolution.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve Resolution 01-2024 Authorized Representative Resolution as presented.

- b. Change Order #02 – Scott Siple presented Change Order #02 and explained that when televising was done it revealed that manholes needed to be instated at three locations to allow for access of lines and future maintenance. Manholes will be installed at Meridian Street and Washington Street, East end of Grove Street and East end of Columbia Street; location to be determined in the field.
President Zach Bowers asked how much contingency was left and Scott Siple stated that there is probably \$20,000 - \$25,000.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve Change Order #02 as presented for a total increase with this change order of \$44,850.
 - c. Pay Applications – Scott Siple presented pay applications for Midwestern Engineers, Inc in the amount of \$18,502 and Mitchell & Stark in the amount of \$9,500.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve both pay applications as presented.
- II. 2024 Community Crossings Matching Grant Application Assistance Contract – Scott Siple stated that the call for projects will be in July. Scott Siple stated that Midwestern Engineers will honor their September 2023 proposed rates and would do the contract based on time and material.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the 2024 Community Crossings Matching Grant Application Assistance contract with Midwestern Engineers as presented.
- III. Approval of Minutes – March 21, 2024 Meeting Minutes. President Zach Bowers presented the March 21, 2024 Meeting Minutes for approval.
Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve the March 21, 2024 Meeting Minutes as presented.
Approval of Minutes – April 10, 2024 Memorandum of Executive Session. President Zach Bowers presented the April 10, 2024 Memorandum of Executive Session for approval.
Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve the April 10, 2024 Memorandum of Executive Session as presented.
- IV. Approval of Claims 03/22/2024 – 04/18/2024. President Zach Bowers presented claims for 03/22/2024 – 04/18/2024 for approval.
Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve claims 003/22/2024 – 04/18/2024 as presented.

Approval of Payroll – 03/22/2024 – 04/18/2024. President Zach Bowers presented payroll for 03/22/2024 – 04/18/2024 for approval.
Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve payroll 03/22/2024 – 04/18/2024 as presented.
- V. March 2024 Bank Reconciliation – President Zach Bowers presented the March 2024 Bank Reconciliation for approval as prepared by Suzy Bass, Local Government Services, as part of our internal control.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the March 2024 Bank Reconciliation as presented.
- VI. Public Comment Time

Brent Wireman, owner of Roachdale Hardware, stated that the Roachdale Hardware as an authorized Case dealer has been selected to host the Case Family Reunion on June 1st from 9 a.m.-12 p.m. Brent Wireman stated that the event will have food trucks onsite, live music, caricatures, pedal tractor pulls, giveaways and a live auction. Brent Wireman asked permission to block the thoroughfare during the event and President Zach Bowers stated that he will need to let the Council know what sections and the times.

VII. Old Business

A. BZA Resolution – Town Attorney Dave Peebles stated that no action was needed.

VIII. New Business

A. Property Cleanup Days - After discussion, motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to set May 18th and September 21st as Property Cleanup Days and to have 15 40 yard dumpsters at each event.

The dumpsters will be delivered the Thursday before the event and be available Friday thru Sunday with Town employees assisting with trash pickup on Friday of the event.

IX. Property Cleanups

Marshal Virgil Lanning stated that the department has served a handful of new notices in April and plan to hit some more properties now that there is a date for the dumpsters.

President Zach Bowers stated that Marshal Lanning needs to have dated photos with each notice served. President Zach Bowers stated that he is not a fan of Marshal Lanning sending the notice certified to the homeowner, he feels it needs to be done in person so the issues can be addressed in person. Marshal Lanning stated that the issues are discussed when the warning is issued and the he sends the notice certified to start a paper trail. President Zach Bowers stated that we do not need to spend the money to send it certified since the officers have their body cam footage.

Town Attorney Peebles stated that he had received a phone call from Sanford Horn and he is working on cleaning his property.

Deputy Marshal Bryson Tash asked what would happen if Robert Williams refuses to sign for the notice for his property and Town Attorney Peebles stated that there is still a week left for him to sign and if he does not then a lawsuit would be filed.

X. Town Marshal Report

Marshal Lanning presented his monthly report and also presented quotes for a Stalker handheld Lidar.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the quote from Applied Concepts, Inc for 3 units for a total cost of \$8,074.50.

Marshal Lanning thanked Mark Ketchem for serving on the council and for his support.

President Zach Bowers asked Marshal Lanning if the number of hours the reserves are required to work a month is 32 and Marshal Lanning replied that it is not.

XI. Utility Department Items

Utility Laborer Chris Holder stated that he has been busy with mowing and locates and has had 16 locates so far this month. Chris Holder reported that there have been no gas leaks and he has worked with Troy Elless to locate utilities at 305 E Columbia Street.

President Zach Bowers thanked Chris Holder for his hard work.

Troy Elless, UMAC, reported that there is a leak in well #2 and thinks it is the check valve or a hole in the drop pipe. Troy Elless stated that he had contacted Peerless-Midwest and they will televise first to see if they find anything but they also think it could be a hole in the drop pipe.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve Peerless-Midwest to do the pump inspection and possible repair at a total cost not to exceed \$26,000.

Troy Elless presented a quote from K G Masonry to repair the pump house at the WWTP to scale for the project for a total cost of \$850.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the quote from K G Masonry for a total cost of \$850.

Troy Elless stated that the water line and sump pump will still need quoted.

Troy Elless stated there have been no overflows during the heavy rains and Scott Siple believes that is due to the line cleaning.

Troy Elless stated that the blower motor at the plant has been replaced.

President Zach Bowers asked what Podium Grill decided to do with their water meter and Debbie said that he decided to leave it as it currently is.

President Zach Bowers stated that he agrees all meters should be placed outside of businesses and residences.

XII. Clerk-Treasurer Items

Debbie present adjustments totaling \$138.02 for approval.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the adjustments totaling \$138.02 as presented.

Debbie presented information and prices to switch to Boyce Mail. Debbie stated that she had researched all of the costs associated with the billing and it will be a savings to the town. Debbie also stated that there are continued issues with the post office and it is taking longer for customers to receive their bills. Debbie stated that the office will still prepare the billing and then will upload the file to Keystone who will then print and mail the billing along with a return envelope. Debbie stated that she will also have Keystone mail the past due notices as well.

President Zach Bowers and Town Attorney Peebles stated that it was within Debbie's authority to move forward.

Debbie stated that she is still trying to get an additional quote for the sewer repair at the office.

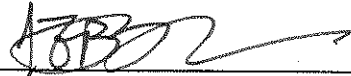
XIII. Items from Town Council Members

Paul Wireman – No items

President Zach Bowers – Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to hire Mark Ketchem for the Maintenance Operations Coordinator position effective May 10th at \$33.50 per hour.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to adjourn the meeting at 8:10 p.m.

TOWN COUNCIL:



J Zachary Bowers, Council President



Paul Wireman, Council Member

Vacant

Attest



Debbie Sillery, Clerk Treasurer