

**Town of Roachdale**  
Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172  
February 10, 2020 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, February 10, 2020, 7:00 p.m. at the Roachdale Town Hall Meeting Room, 205 N Indiana Street, Roachdale, IN.

President Katrina Asher 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. President Katrina Asher noted that the meeting had been rescheduled from the previous Town Council Meeting date of February 11, 2020 and proper notice of the change had been posted and provided to the Banner Graphic.

Council Members Present: Katrina Asher, Holly Cook, Michael Mahoy

Council Members Absent: None

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

Guests Present: Levi Chinn, Amanda and James Newcomer, Jay Watkins, Troy Ellis, Rachel Fenton, Zach Bowers, Kimberly Crooks, Mike Arnold, Jim Cromwell, Josh Higgins, Steve Forsgren, Tony Bowers, Kevin Spencer, Kathryn Gross, Dan Asher, Daniel Justiniano, Megan Justiniano, Chris Haas, Hunter Overbay, Larry Kersey, Yvonne Dickerson, Walter Hardesty, Ben Boyd

- I. Approval of Minutes – President Katrina Asher presented the following for approval: January 8, 2020 Regular Meeting Minutes, January 27, 2020 Special Meeting Minutes, January 30, 2020 Memorandum of Executive Session, February 3, 2020 Memorandum of Executive Session. Motion by Mike Mahoy, second by Holly Cook, vote unanimous, to approve January 8, 2020 Regular Meeting Minutes, January 27, 2020 Special Meeting Minutes, January 30, 2020 Memorandum of Executive Session and February 3, 2020 Memorandum of Executive Session as presented.
- II. Approval of Claims 01/09/2020 – 02/10/2020. Motion by Mike Mahoy, second by Holly Cook, vote unanimous, to approve Claims 01/09/2020 – 02/10/2020 as presented.  
Approval of Payroll 01/09/2020 – 02/10/2020. Motion by Mike Mahoy, second by Holly Cook, vote unanimous, to approve Payroll 01/09/2020 – 02/10/2020 as presented.
- III. December 2019 Bank Reconciliations and Financial Statements  
President Katrina Asher presented the December 2019 Bank Reconciliations and Financial Statements as prepared by Char’s Accounting Services as part of our Internal Control. Motion by Holly Cook, second by Mike Mahoy, vote unanimous, to approve the December 2019 Bank Reconciliations and Financial Statements as presented.
- IV. Old Business
  - A. Property Clean Ups – Marshal Lepine gave updates on old property cleanup notices and stated that progress has been made at 207 N Meridian Street, 304 E Columbia Street, 105 East Street and 06 E Washington Street. Marshal Lepine stated that the properties at

301/317 E Grove Street has abandoned vehicles and rubbish on the property and recommended that the Council send the owner a letter since the cleanup will be pretty involved. Marshal Lepine reported that the abandoned vehicle at 04 N Main Street has been tagged and will be towed in 72 hours. Marshal Lepine reported that he had issued new notices for abandoned vehicles at 07 S Meridian Street, 03 Maxine Lane, and 311 E Railroad Street.

- B. Community Crossings Update – President Katrina Asher stated that Debbie and Jon Craig, Midwestern Engineers, will open the bids February 12<sup>th</sup> at 7:00 p.m., Midwestern Engineers will review the bids and make a recommendation to the Council to award the bid at a posted Special Meeting on February 13<sup>th</sup>.
- C. Town Council Vacancy – President Katrina Asher stated that Mike Mahoy serves on the Council until February 14<sup>th</sup> per his written notice and Town Attorney Dave Peebles outlined the procedure for the vacancy to be filled at the March 11, 2020 Town Council Meeting.

V. New Business

- A. Endeavor Communication – Jay Watkins, Endeavor Communications, was present and stated that Gavilon is interested in high speed internet and had reached out to President Katrina Asher to see if the Town would be interested as well. He stated that the Town could own the network. He said that he could bring postcards to send out with the utility bills that would provide customers with information. The Town would need to have 173 customers sign up at [join.weendeavor.com](http://join.weendeavor.com). He also explained the option and package expenses and stated that telephone service with Endeavor would also be an option in addition to the internet. Holly Cook asked if a customer would need to have a landline phone in order to get internet service and he responded that they would not.
- B. Ordinance Codification – President Katrina Asher presented information that she had received from American Legal Publishing and to update all of the ordinances and create a new book and also have the ordinances online, would be \$5,995.00 which could be paid over two years. If the Zoning Ordinance is included it will be an additional \$2,850.00. It was decided to table the Ordinance Codification until the March 11, 2020 Council Meeting in order to allow the Council time to review the information from American Legal Publishing.
- C. Ordinance 01-2020 – An Amendment to Ordinance 2-2016 An Ordinance of the Town of Roachdale, Indiana Approving a Town Personnel Policy. Holly Cook had a question on allowing a supervisor to approve employee vacation and said that she did not see that in the proposed amendment. It was decided the Superintendent Miller will be allowed to give approval to Town Laborer Levi Chinn for time off requests. After discussion, it was decided to table Ordinance 01-2020 until the March 11, 2020 Regular Council Meeting.
- D. President Katrina Asher suggested having an open house on March 15<sup>th</sup> at 2:00 p.m. at the Community Building in order to allow citizens the opportunity to meet the Council, Police Department and to have representatives from Endeavor present to answer any questions. Everyone was in agreement that the open house was a good idea.
- E. Rachel Fenton – Share Box – Rachel Fenton requested that the Town install a book share box that is being provided by Niagara Water. After discussion, motion by Mike Mahoy, second by

Holly Cook, vote unanimous to have the share box installed at Roachdale Elementary, based on approval by Roachdale Elementary Principal Beth Waterman, and if the school does not approve the installation at the school, then the share box will be installed at the Community Building.

- VI. Public Comment Time – Steve Forsgren presented information on the 2020 Census Team and said that interested people could apply online for a job as a census taker.  
Yvonne Dickerson stated that dogs require tags and wondered about cats. The Council said that they could not require tags for cats. Yvonne stated that speeding is an issue in town and President Katrina Asher stated that speeding is being worked on and people will not slow down until they are ticketed.
- VII. Town Marshal Report – Marshal Lepine presented his monthly report. Marshal Lepine presented fleeting tracking software for the police cars from RHINO for one year for two vehicles will be \$509.00 and for US Fleet it would be \$771.65. Marshal Lepine stated that US Fleet is used by more agencies and has better details and the presentation is better. Marshal Lepine explained the differences in the software. Marshal Lepine stated that it is good to have the tracking software because it will report the vehicle's speed, activity of the vehicle and an outline of where the vehicles have been. Marshal Lepine stated that it will also help with the safety issue of an officer going off the grid and the tracking software having the ability of knowing the location of the vehicle at all times. President Katrina Asher asked if the price included installation and Marshal Lepine stated that it did not, however, one of the deputies can install it in twenty minutes. Marshal Lepine stated that he prefers the US Fleet software. Motion by Mike Mahoy, second by Holly Cook, vote unanimous, to allow Marshal Lepine to purchase the US Fleet software.
- VIII. Town Superintendent Items – Superintendent Miller reported that the testing for the Boil Order has been completed and he should have an answer by 11:00 a.m. tomorrow stating if the order can be lifted. Superintendent Miller stated that he put stone at the meter at Jack Simpson's house as requested and had also installed the requested no dumping sign. Superintendent Miller stated that he is continuing to work on vehicle maintenance. Superintendent Miller reported that he and Levi will be doing more gas training on February 18<sup>th</sup> with USDI in order to accomplish the goal of receiving more gas certifications. Superintendent Miller and Levi are also continuing to work on water and wastewater training with UMAC. President Katrina Asher stated that she would like the Council and Town employees to work on long and short term goals for the town.
- IX. Clerk – Treasurer Items – Debbie reported that she has a large number of residents over 60 signed up for the Congregate Meals and she has received a food permit from the Putnam County Board of Health for a warming kitchen only. Debbie stated that the Board of Health would also require any vendors using the kitchens at the Community Building to present a food permit as well and that it would be stressed that it is a warming kitchen only. Debbie stated that

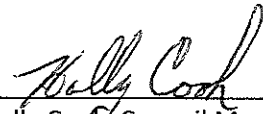
she had not had a response from Tech Ryan regarding videoing and taping Council Meetings, as well as Ipads for the Council members, so she will reach out to 12 Point Technology for quotes.

- X. Items from Town Council Members
  - Mike Mahoy – No items.
  - Holly Cook – No items
  - President Katrina Asher – No items

Motion by President Katrina Asher, second by Holly Cook, vote unanimous, to adjourn the meeting at 8:12 p.m.

TOWN COUNCIL:

  
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Katrina Asher, Council President

  
\_\_\_\_\_  
Holly Cook, Council Member

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Michael Mahoy, Council Member (term ended  
2/14/2020)

Attest

  
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Debbie Sillery, Clerk Treasurer