

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
August 28, 2025 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Thursday, August 28, 2025 7:07 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. President Zach Bowers stated that the meeting is being recorded livestream and will be posted to the Town's website and YouTube per the Indiana Law.

Council Members Present: President Zach Bowers, Amanda Newcomer, Paul Wireman

Council Members Absent: None

Also Present: Clerk-Treasurer, Town Marshal, Deputy Town Marshal, Maintenance Operations Coordinator, Town Attorney

Guests Present: Joe Buser, Tonya Bowers, Brent Wireman, Jim Cromwell, Carole Cloncs, Bill Watts, Mekhi Salako, Meghan Kenner, Brandon Kenner, Daylynn Thomas, Bret Thomas, Bret Thomas, Richard Eder, Susan Eder, Thomas Martin

- I. Wastewater Project Update – Troy Elless, UMAC, stated the punch list has been completed, the clarifier was out a couple of weekends ago, but it has been fixed. Maintenance Operations Coordinator Mark Ketchem stated that the remedial work has been completed.

A. Pay Applications

President Zach Bowers presented the following pay applications for approval:

Pay application #31 from Mitchell & Stark Construction in the amount of \$52,603

Pay application #32 from Mitchell & Stark Construction in the amount of \$73,389

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve, pay applications #31 and #32 as presented to be paid from SRF funds.

Change Order No. 4 – President Zach Bowers presented Change Order No. 4 from Mitchell & Stark for approval and explained that it is a deduct in the amount of \$7,600.48 due to Change Orders 2 and 3 time and materials at a cost savings.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve Change Order No. 4 as presented.

President Zach Bowers presented an invoice from Kleinpeter Consulting Group in the amount of \$2500 for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the invoice from Kleinpeter Consulting Group as presented.

Amendment to Owner-Engineer Agreement Amendment No. 4 – President Zach Bowers presented Amendment No. 4 to the Owner-Engineer Agreement and explained that it is

modification of original project representative efforts from an estimated 40 week construction schedule to the Town approved Div II, Change Order No. 2 final completion date of March 2, 2025. (Actual construction periods of approximately 54 weeks)/(from \$189,000 to \$220,214). Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve Amendment to Owner-Engineer Agreement Amendment No. 4 as presented.

Debbie stated that April Guard had been in and complained that her property located on the back side of the park on the dead end of Walnut Street still has restoration issues from the project and she had instructed her to contact Maintenance Operations Coordinator Ketchem and Debbie had called him to let him know that she had been in to report that she stated that she still had areas that needed to be restored. Maintenance Operations Coordinator Ketchem stated that he looked at her property and her property is okay.

- II. Potential Water Project – President Zach Bowers stated that the Council needs to continue to look at the project. Debbie stated that she wanted to be sure that everyone knows that the Town does not have an issue with their drinking water.
- III. CCMG Update – Maintenance Operations Coordinator Ketchem stated that he reached out last week to Grady Brothers and they are currently working on time sensitive jobs. President Zach Bowers requested that all future communications be done via email from now on.
- IV. Approval of Minutes
 - A. July 17, 2025 Regular Meeting Minutes
July 23, 2025 Memorandum or Executive Session
August 14, 2025 Special Meeting
August 28, 2025 Memorandum of Executive Session
President Zach Bowers presented the July 17, 2025 Regular Meeting Minutes, the July 23, 2025 Memorandum of Executive Session, the August 14, 2025 Special Meeting Minutes, and the August 28, 2025 Memorandum of Executive Session for approval.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the minutes as presented.
- V. Approval of Claims
 - A. July 18, 2025 – August 28, 2025 Claims – President Zach Bowers presented claims for July 18, 2025 – August 28, 2025 for approval.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve claims for July 18, 2025 – August 28, 2025 as presented.
 - B. July 18, 2025 – August 28, 2025 Payroll - President Zach Bowers presented payroll for July 18, 2025 – August 28, 2025 for approval.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve payroll July 18, 2025 – August 28, 2025 as presented.
- VI. July 2025 Bank Reconciliation – President Zach Bowers presented the July 2025 Bank Reconciliation for approval as prepared by Suzy Bass, Local Government Services, as part of our internal control. Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the July 2025 Bank Reconciliation as presented.

- VII. Public Comment Time – Joe Buser, President of the Roachdale Revitalization Cooperative Alliance (RRCA), stated that their annual Rib and Blues Festival will be Saturday, September 27th from noon to 8:00 p.m. and this year will also feature a memorial roach race. Joe Buser stated that the RRCA would like to request permission to close Railroad Street from Indiana Street to Meridian Street from 6:00 p.m. on Friday, September 26th to 10:00 p.m. on Saturday, September 27th. President Zach Bowers stated that he has no problem with the road closing, but they cannot tell people they cannot park on CSX property.
- Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the RRCA's request to close Railroad Street from Indiana Street to Meridian Street from 6:00 p.m. on Friday, September 26th to 10:00 p.m. on Saturday, September 27th.

VIII. Old Business

- A. 2nd and 3rd Readings of Ordinance 03-2025 Amended Salary Ordinance for the Town of Roachdale – President Zach Bowers presented Ordinance 03-2025 Amended Salary Ordinance for the Town of Roachdale for 2nd and 3rd readings and stated that this was for salaries that began June 30, 2025.
- Motion by Paul Wireman, second by Amanda Newcomer, Zach Bowers no, motion passed, to approve 2nd and 3rd readings of Ordinance 03-2025 Amended Salary Ordinance for the Town of Roachdale.

IX. New Business

- A. 2026 CCMG – President Zach Bowers stated that the Council and Maintenance Operations Ketchem need to look at what streets and sidewalks need to be done before the 2026 Budget Hearing.
- B. Community Service – President Zach Bowers stated that he thought we needed to have a policy in place for community service and check to see if our insurance covers people doing community service. Debbie stated that she had checked with other towns, and most have done away with community service since an employee must be with them while they are there. Debbie also checked with the Town's insurance agent and was told that the consensus was that the person's health insurance should respond first and then the insurance of the county government agency that fined them should be responsible. Maintenance Operations Ketchem asked about the jail trustees and Debbie stated that they are the responsibility of the Putnam County Jail when they come and do services. No action was taken by the Council regarding community service.

X. Property Cleanups

Marshal Adrian Lepine stated that the Council has the property cleanups in the packet he presented and gave the following updates:

Patsy Long Bradley, 209 E Washington Street - property has been mowed and the brush and vegetation has removed. The junk has been removed and the property looks much better.

President Zach Bowers asked when the rest of the junk would be removed and it was stated that he would be back to get it. Marshal Lepine stated that the condition of the home is also bad.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, for Town Attorney Dave Peebles, to prepare and issue an Unsafe Building Order for the property.

Marshal Lepine asked if the Council still wanted him to issue fines and President Zach Bowers stated we should wait and see if she accepts the Unsafe Building Order. Marshal Lepine stated that she will no longer accept notices that he sends certified.

Wilbur Thomas, 208 E Grove Street – property is pretty much cleaned up, things are in motion for the scrap to be picked up and the mini barns to come down.

CXS Railroad, 108 E Railroad Street – Marshal Lepine mailed them a notice and a CXS representative came out and Debbie walked the property with him, and they have hired someone to clean all of their property by September 27th.

Town Attorney Peebles stated that he had met with the Council in Executive Session at 6:30 p.m. to discuss 6 pending property litigations and most of those will be heard in Magistrate Court on November 17th in the afternoon.

Marshal Lepine stated that President Bowers had asked at the last meeting for the updates to be on the shared drive and it is now completed.

XI. Town Marshal Report

Marshal Lepine presented his monthly report and stated that there is one overdue citation.

Marshal Lepine presented Reserve candidates Brandon Kenner and Mekhi Salako and asked for approval to bring them on as Reserves. Marshal Lepine stated that there is money in the 2025 Budget to buy their vests and carriers, and they will buy their own uniforms. Marshal Lepine stated the cost per Reserve will be \$1200.

Brandon Kenner and Mekhi Salako each introduced themselves to the Council and gave their qualifications.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve Brandon Kenner and Mekhi Salako as unpaid Reserves.

Marshal Lepine thanked Brent and Belinda Wireman, owners of the Roachdale Hardware for their donation in the amount of \$1,287.50 from the auction that was held at the Roachdale Hardware's 125th Anniversary Celebration on June 28th. Marshal Lepine stated that the donation has been deposited into the donation fund for K9 Teeko.

Marshal Lepine stated that he has a lack of clarity on how K9 Teeko was to be funded, and stated he understood that he was to be funded on donations. The Council stated that is correct. Marshal Lepine stated that he spoke to K9 Handler Bryson Tash and he will have fundraisers and will have a goal to raise \$3,000 - \$4,000 a year. President Zach Bowers stated that K9 Toby was ran on donations.

Marshal Lepine reported that Deputy Sheriff's Association had recently donated active shooter kits for both Tahoes.

XII. Maintenance Operations Coordinator Report

Maintenance Operations Coordinator Ketchem reported that Maintenance Operations Laborer Patrick Ruble started on August 18th and they have made strides.

It was reported that overdue landscaping has been taken care of and everything is looking good and in good shape.

Maintenance Operations Coordinator stated all the speed limit signs are up, the new Welcome to Roachdale sign is up on the east end of town and landscaping will be done when all of the new signs are up and he hopes those will be done by the end of next week.

Maintenance Operations Coordinator Ketchem stated the striping is done and there are areas that need fixed and he is waiting to hear back from them. He asked if the Council wanted him to fix it and President Zach Bowers said no.

President Zach Bowers stated that they went over the not to exceed amount and Maintenance Operations Coordinator Ketchem stated that he has an email or text with the amount. President Zach Bowers stated that the invoice will not be paid until everything is corrected.

Maintenance Operations Coordinator Ketchum stated that there is a water main leak on the south side of the corner of South and Main Street that needed patched but now needs permanently fixed and UMAC will be doing the repair. He has offered to help with the repair to help lower the cost. President Zach Bowers asked if he had removed a gas line across the street from that address and he stated that he had and President Zach Bowers stated that he need to take the pile of dirt down that was left.

- XIII. Clerk-Treasurer Items – Debbie presented adjustments totaling \$1,150.90 for approval. Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve adjustments totaling \$1,150.90 as presented. Debbie stated that she has received several calls about dumpsters and knew that the Council had talked about getting them prior to the community yard sales. After discussion, it was decided to get 8 30 yard dumpsters. Debbie will call and see what prices she can get. Debbie stated she will put the information on the bills, send out flyers and send a Reach Alert. Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to get 8 30 yard dumpsters for September 19th and 20th for Community Cleanup Days for residents within the town limits.

XIV. Items from Town Council Members

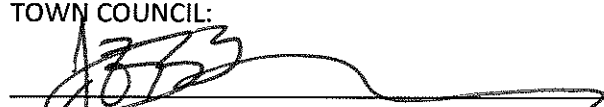
Amanda Newcomer – Amanda Newcomer stated that the town is looking great, and she is glad to have Patrick on board. Amanda welcomed the new Reserves and stated she knows they will do a good job. Amanda stated that she will be absent at the October meeting and Paul Wireman stated that he will be gone then too due to Fall Break. The Council decided to reschedule the October meeting to October 21st.


Paul Wireman – Paul Wireman welcomed the new Reserves and said they will be a big plus to the community.

President Zach Bowers – President Zach Bowers stated that last month the Council talked about an animal nuisance ordinance and we can have an ordinance for anything but how do we police it and will it stand up in court. He stated that the biggest issue he has is stray cats and he feels it is no different than having dogs and we need to have something in place to police them. Town Attorney Peebles stated we could look at a draft for September for no feeding strays with different alternatives and do something, especially for cats or anything that doesn't reside on your property.

Motion by President Zach Bowers, second by President Paul Wireman, vote unanimous, to adjourn the meeting at 8:09 p.m.

TOWN COUNCIL:


J. Zachary Bowers, Council President


Amanda Newcomer, Council Member


Paul Wireman

Paul Wireman, Council Member

Attest

A handwritten signature in cursive script, appearing to read "Debbie Sillery", written over a horizontal line.

Debbie Sillery, Clerk Treasurer