

Town of Roachdale
Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172
September 13, 2016 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting and 2017 Budget Public Hearing on Tuesday, September 13, 2016, 7:00 p.m. at the Roachdale Town Hall Meeting Room, 205 N Indiana Street, Roachdale, Indiana.

President Zach Bowers opened the floor for public comment on the 2017 Budget. There being no public comment, President Zach Bowers closed the 2017 Budget Public Hearing.

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: Zach Bowers, Holly Cook, Kevin Cook

Council Members Absent: None

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

Guests per sign-in sheet

- I. Approval of Minutes – August 9, 2016 Executive Session Memorandum – Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Memorandum of Executive Session for the Executive Session held on August 9, 2016. President Zach Bowers presented the August 9, 2016 Regular Meeting Minutes. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the August 9, 2016 Regular Meeting Minutes as presented.
- II. Approval of Claims 8/10/2016 – 9/13/2016. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Claims 8/10/2016 – 9/13/2016 as presented.
Approval of Payroll 8/10/2016 – 9/13/2016. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Payroll 8/10/2016 – 9/13/2016 as presented.
- III. Monthly Reconciliation Reports April 2016 – August 2016. Clerk-Treasurer Debbie Sillery stated that as part of our Internal Controls, Char's Accounting Service had completed the monthly reconciliation reports for April 2016 – August 2016. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Monthly Reconciliation Reports April 2016 – August 2016 as presented.
- IV. Public Comment
Harry Alexander spoke about the progress he has made on cleaning the properties at 306 and 308 Central Avenue. He has cleaned all of the brush and will be demolishing the house and plans to move into the trailer once the house is demolished. President Zach Bowers asked if Harry had been in contact with the property owners and he replied that he had and that he

had also paid the property taxes that were due.

Roachdale Revitalization Cooperative Alliance representative Stephanie Ford requested permission to close Railroad Street from Indiana Street to Meridian Street, Meridian Street from Railroad Street to Washington Street from 6:00 a.m. to midnight and Washington Street from Indiana Street to Meridian Street from noon – midnight on Saturday, October 1st, for the Rib and Blues Fest. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to approve the street closing request for the Roachdale Revitalization Rib and Blues Fest.

Roachdale Park Advisory Board member Megan Rentfro stated that the Roachdale Revitalization Cooperative Alliance will be planting twelve trees on the south side of the park this fall for shade. A memorial tree and bench are being donated in memory of former Park Advisory Board member Tammy Folck and will be planted and installed in the spring. Megan asked if No Smoking/Vaping signs were going to be installed at the park and Marshal Mahoy advised that they were already installed. Megan asked if Creek Hazard signs could be installed for the creek area and Attorney David Peebles stated that we should not install the signs. Kevin Cook stated that the town would have more responsibility if the signs were installed. Megan stated that she had talked to Joe Buser about the Park Advisory Board having a coat drive at the Rib and Blues Fest and he was on board with it. President Zach Bowers asked where the utilities were located and Holly Cook stated that 811 would be contacted to flag the utilities. Megan Rentfro will meet with the town employees regarding the location of the trees.

Roberta Albright questioned why crosswalks were not being installed by the school so kids could get to the school and park safely from the west side of South Indiana Street. President Zach Bowers stated that signs have been ordered for the area and that he felt everyone would want a crosswalk if we installed one there. Holly Cook suggested that we give the signs a chance and felt that speeders would not pay attention to crosswalk markings. After further discussion regarding the crosswalk, Holly Cook suggested that the first step be the installation of the signs and the second step would be further consideration of a crosswalk.

V. Old Business

- A. Roachdale Wastewater System Rehab Project Update – Ken Smith, Municipal Civil Corporation, updated the Council on the project.
- B. Roachdale Storm Water Grant Update – President Zach Bowers presented the bid schedule for the project.
- C. Property Clean Ups – Motion by Kevin Cook, second by Holly Cook, vote unanimous, to rescind Busse’s Excavating bid for 306 and 308 Central Avenue since the work would no longer be required.
405 E Washington Street – Property owner was not present at the meeting. Town has received three bids for demolition of home and grading of lot 1) County Line Shop - \$9,500.00, 2) Goode Excavating - \$10,500.00 3) Busse’s Excavating - \$5,000.00. After discussion on the timeline of the notice of the property cleanup and lack of response from the owner, motion by Kevin Cook, second by Holly Cook, vote unanimous, to accept the bid

of Busse's Excavating to demolish the home and grade the lot. Attorney David Peebles will prepare a contract in official form for Busse's Excavating.

Holly Cook asked for a status update at the next meeting on the number of cleanup letters that had been sent out and the status of those properties to determine if additional action would need to be taken on those properties.

- D. Indiana Utility Regulatory Commission: Gas Utility Agreed Order – Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the response to the Indiana Utility Regulatory Commission.
- E. IDEM Revised Agreed Order – Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the IDEM Revised Agreed Order.

VI. New Business

- 1. Brian Stader – Utility Supply Company – Brian Stader gave a presentation on radio reads and meter upgrades. Troy Elless gave background on the advantages of radio reads including the prevention of discrepancy in water reads and leak identification. After discussion following the presentation, motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the package as presented and to lock in the price for new meters once the number of meters has been determined.
- 2. Building Permit – 104 E Oak Street – President Zach Bowers stated that the Plan Commission voted unanimously to send the permit to the full council for approval. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the Plan Commission's recommendation for Building Permit – 104 E Oak Street. Building permit will be good for 90 days from today to begin construction of the fence, 24 hour a day access to gas meter and 811 must be contacted prior to construction.
- 3. Building Permit – 113 E Washington Street – President Zach Bowers stated that the Plan Commission voted unanimously to send the permit to the full council for approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Plan Commission's recommendation for Building Permit – 113 E Washington Street. Building permit will be good for 90 days from today to begin construction of the privacy fence and owner must provide proof that 811 has been contacted prior to construction.
- 4. Building Permit – 113 E Washington Street – President Zach Bowers stated that the Plan Commission voted unanimously to send the permit to the full council for approval. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the Plan Commission's recommendation for Building Permit – 113 E Washington Street. Building permit will be good for 90 days from today for the installation of a small storage shed.
- 5. Paid Deputy Marshal Police Academy Contract – President Zach Bowers presented the proposed contract for Paid Deputy Marshal Levi McCloud to attend the Police Academy. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Paid Deputy Marshal Police Academy Contract as presented.
- 6. Insurance – Clerk-Treasurer Debbie Sillery read Resolution 9 – 2016 A Resolution Pertaining to Insurance Coverages For Full Time Employees. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the resolution as read. Debbie also presented information on the renewal of the health insurance policy. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to renew the health insurance policy as presented.

- VII. Town Marshal Report – Marshal Mahoy reported that the Tahoe has been stripped and is ready for the next step. President Zach Bowers said that the next step would be to declare it surplus equipment and accept bids. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to declare the Tahoe surplus property and accept bids.
Marshal Mahoy stated that October 23rd would be the annual qualification day for his department for rifles.
- VIII. Town Employee Items – Troy Elless gave an update on the water tower painting project. Troy asked for permission to increase Mike Mahoy's utility employee hours by 4 hours per week for a total of 24 hours per week. Motion by Kevin Cook, second by Holly Cook, to increase Mike Mahoy's utility employee hours by 4 hours for a total of 24 hours per week. Kevin Cook, Holly Cook for, Zach Bowers against.
President Zach Bowers stated that he had found out that the Special LOIT Fund could be used for fire hydrants and he requested that Troy Elless get a quote for 3 new hydrants to replace hydrants that are out of service.
President Zach Bowers made a motion to have trick-or-treat hours 6:00 p.m. – 8:00 p.m. on Halloween, second by Kevin Cook, vote unanimous.
- IX. Clerk – Treasurer Items – Debbie stated that she will soon begin using the new Keystone billing program and pointed out that the billing cards would be slightly different from the current cards, but would still have the same information.
- X. Items from Town Council Members
President Zach Bowers – no items
Holly Cook – no items
Kevin Cook – no items

Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to adjourn the meeting at 8:34 p.m.

TOWN COUNCIL:

J. Zachary Bowers, Council President

Holly Cook, Council Member

Kevin Cook, Council Member

Attest

Debbie Sillery, Clerk Treasurer