

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
November 30, 2020 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, November 30 2020, 7:00 p.m. at the Roachdale Community Building, 204 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 stated that the meeting had been rescheduled from November 18, 2020 and all postings and notification to the Banner Graphic had been done pursuant to the Indiana Open Door Law.

Council Members Present: Katrina Asher, Holly Cook, Rick Miles Jr

Council Members Absent: None

Clerk-Treasurer, Town Marshal, Town Superintendent

Guests Present: Jim Cromwell

- I. Approval of Minutes – President Katrina Asher presented the October 21, 2020 Regular Meeting Minutes for approval. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to approve the October 21, 2020 Regular Meeting Minutes as presented.
- II. Approval of Claims 10/22/2020 – 11/18/2020. Motion by Holly Cook, second by President Katrina Asher, vote unanimous, to approve Claims 10/22/2020 – 11/18/2020 as presented.
- III. Approval of Payroll 10/22/2020 – 11/18/2020. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to approve Payroll 10/22/2020 – 11/18/2020 as presented.
- IV. Old Business
 - A. COVID-19 Grant – President Katrina Asher stated that she spoke to Mike Kleinpeter and he told her that OCRA wants the money spent before the end of 2020. She is waiting on an update to know the next steps to proceed.
 - B. CARES Act – President Katrina Asher stated that there are two different types of funds available and the Town qualifies for \$28,874.00 and does not qualify for \$2,800.00 to be used for public awareness. Holly Cook stated that she thought the first step was to sign the certification and President Katrina Asher stated that she has signed the certification and the Council needs to sign a Resolution for the CARES Act and submit a reimbursement form for salaries for public safety. President Katrina Asher presented and read Resolution 08-2020 Resolution to Provide for Reimbursement of Public Health and Public Safety Payroll Costs with Cares Act Funding. Motion by Rick Miles Jr, second by President Katrina Asher, vote unanimous, to approve Resolution 08-2020 as presented.
 - C. Proposed Water/Wastewater Project and IDEM Agreed Order – President Katrina Asher stated that Midwestern Engineers are moving forward on their work and will be ready when

the next OCRA Grant cycle opens up March 15, 2021. Jon Craig will prepare an update to the IDEM Agreed Order which will be submitted in December.

D. Endeavor Communications Update – No update.

E. Town Website – The Council was in agreement not to proceed with the proposal that was submitted from Distinct Design and felt that it was too costly. Marshal Lepine stated that he uses Square Space for the Police Department website at a cost of \$26.00 per month with a \$20.00 domain fee. Marshal Lepine stated that the site is easy to do and user friendly. Marshal Lepine will also find out who the Putnam County Sheriff's Department uses.

E. Ordinance Codification Update – Debbie stated that she has sent copies of all of the ordinances and American Legal Publishing is waiting on an updated signed agreement and questionnaire from President Katrina Asher and they will complete the project.

F. Gas Odorant Station Building – Superintendent Miller presented a detailed quote from Roachdale Building Supply as requested at the last Council Meeting. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to accept the \$3,400.00 quote from Roachdale Building Supply.

G Community Crossings Update – No update.

V. New Business

There was no new business discussed.

VI. Public Comment Time – Public Comment Time was provided, however, no comments were made.

VII. Town Marshal Report – Marshal Lepine presented his monthly report and gave an update on the property owned by Rick Adams on E Grove Street. Marshal Lepine stated that IDEM inspected the property and has issued a letter to Rick Adams instructing him to clean the property or be fined. Marshal Lepine gave an update on uncollected ordinance violations. Marshal Lepine stated that the Park security cameras are on hold at this time until he and Superintendent Miller can find the cameras they are looking for. Marshal Lepine stated that on November 25th a drunk driver did around \$250.00 damage, including labor, at the corner of Washington and Meridian Street in front of the Roachdale Public Library, motion by Holly Cook, second by Rick Miles Jr, vote unanimous, that the Town will cover the damages and not seek reimbursement. Marshal Lepine stated that he spoke to Part Time Deputy Scott Ducker and that he is unable to dedicate the required time due to his obligations as a Putnam County Sheriff's Deputy. After discussion on how to fill the position, Marshal Lepine stated that he will start the process on getting applications for both a Deputy position and Unpaid Reserve Deputy position and stated that he would like to have the Town Council involved in the hiring process. Motion by Rick Miles Jr., second by Holly Cook, vote unanimous, to open the process for the Part Time Paid Deputy at a pay of \$16.00 per hour for a maximum of 20 hours per week and for an Unpaid Reserve Deputy as well.

VIII. Town Superintendent Items – Superintendent Miller reported that he met with Duke Energy and they will be getting him prices on replacing the lights at the Park. Superintendent Miller stated that he will check and see if a schedule has been posted for 2021 wastewater training. Superintendent Miller stated that he and Levi are continuing to work on their gas certifications, however, USDI has been extremely busy and have not had time to certify their tests.

IX. Clerk – Treasurer Items – Debbie stated that she will be having surgery the week of December 7th and will let the Council know as soon as the date is definite. Bonnie Gibbs will be coming back on a temporary basis as Deputy Clerk since Logan Vansickle is no longer working in the office. Debbie will continue to come in during a part time basis after her surgery. Debbie Stated that Charlene Brown has now taken the position of Clerk-Treasurer for Shadeland and is reducing the number of clients that she has. Debbie presented a quote from Char's Accounting Services for \$1,000.00 per month if services are continued and from Suzy Bass, Local Government Services, for a rate of \$125.00 per hour and travel expenses if ever needed. Motion by Rick Miles Jr, second by President Katrina Asher, vote unanimous, to approve Suzy Bass, Local Government Services as the accountant for the Town. Debbie requested that the December 16, 2020 Town Council Meeting be moved to Tuesday, December 29th at 7:00 p.m. due to her surgery. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to move the December 16, 2020 Town Council Meeting to December 29, 2020.


X. Items from Town Council Members
Holly Cook – No items.
Rick Miles Jr – No items.
President Katrina Asher – No items.

Motion by President Katrina Asher, second by Rick Miles Jr, vote unanimous, to adjourn the meeting at 7:59p.m.

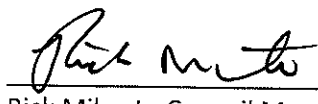
TOWN COUNCIL:



Katrina Asher, Council President



Holly Cook, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer