

**Town of Roachdale**  
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172  
September 16, 2020 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, September 16, 2020, 7:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Katrina Asher opened the floor for public comment on the 2021 Budget. Debbie stated that the 2021 Budget includes money for a full time Deputy Marshal, however, that does not mean that the Council has made a decision on the position. As there were no further comments, President Katrina Asher closed the 2021 Budget Public Hearing.

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.

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

Council Members Absent: None

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

Guests Present: Zach Bowers, Jim Cromwell, Rick Miles Sr, Kimberly Crooks, Kyle Crooks, Owen Richardson, Joe Fields, Walter Hardesty, Homer McCloud

- I. Approval of Minutes – President Katrina Asher presented the August 19, 2020 Regular Meeting Minutes for approval. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to approve the July 15, 2020 Regular Meeting Minutes as presented.
- II. Approval of Claims 8/20/2020 – 9/16/2020. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to approve Claims 8/20/2020 – 9/16/2020 as presented.
- III. Approval of Payroll 8/20/2020 – 9/16/2020. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to approve Payroll 8/20/2020 – 9/16/2020 as presented.

July 2020 and August 2020 Bank Reconciliations and Financial Statements - President Katrina Asher presented the July 2020 and August 2020 Bank Reconciliations and Financial Statements as prepared by Char's Accounting Services as part of our Internal Control. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to approve the July 2020 and August 2020 Bank Reconciliations and Financial Statements as presented.

IV. Old Business

- A. Endeavor Communications Update – No update.
- B. Ordinance Codification – No update.
- C. Grant Administration Selection – President Katrina Asher stated that she and Debbie will be interviewing two potential Grant Administrators.

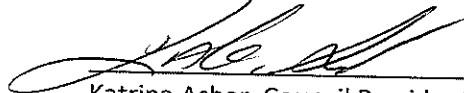
- D. Zoning – Plan Commission and Board of Appeals – Rick Miles Jr stated that he had contacted Jim Ensley and was told that the Putnam County Commissioners had voted to do the zoning for the Town of Roachdale. Jim Ensley prepared an Interlocal Agreement, however, Rick Miles Jr will contact him to see if the Town of Roachdale Zoning will be followed and how the Town will be notified of any new permits before it is signed by the Council.
  - E. Proposed Water/Wastewater Projects Update – Issue will be addressed when the new Grant Administrator is hired.
  - F. OCRA COVID-19 Grant Award Update – President Katrina Asher stated that information has been uploaded and she contacted OCRA to see if other items were needed before the Town would receive funds and was given a list of items to complete.
  - G. Town Website Management – President Katrina Asher will make a generic email for Zach Bowers to have access to update the website.
  - H. Census Packets Update – Census workers have been going door to door to get information from residents that did not complete the Census online.
  - I. Park Board and Park Shelter – Superintendent Miller stated that the quotes that he had received were very large and that he was still waiting on additional quotes and will present those at the October 21<sup>st</sup> Council Meeting. President Katrina Asher stated that three letters of interest were received for the Park Board. President Katrina Asher read Ordinance 2020-6 A Resolution Appointing Members of the Roachdale Park Advisory Board. Motion by President Katrina Asher, second by Rick Miles Jr, vote unanimous, to approve Ordinance 2020-6 as read appointing Joshua Leon, Joshua Renicker and Latisha Dennis, with one vacant position, to the Park Board. Holly Cook will serve as the Council liaison for the Park Board and will contact the new members.
  - J. Community Crossings Update – Discussion was held on applying for the Community Crossings Grant. After discussion, motion by Holly Cook, second by Katrina Asher, vote unanimous, to apply for a Community Crossings Grant to pave Grove Street, East Street and Maple Street as outlined in the information presented. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to allow the Council President and Clerk-Treasurer to sign all necessary documents for the Community Crossings Grant application.
  - L. Property Cleanup Matrix – Discussion was held on a matrix for Marshal Lepine to use for property cleanups with several proposed changes to the current form that is being used. Discussion was also held on current procedures and fines. Holly Cook asked about noise and burning and Marshal Lepine stated that the Town has ordinances in place for both. After discussion, motion by President Katrina Asher, second by Holly Cook, vote unanimous, to approve the property cleanup form with noted changes, along with the matrix which will be attached to the form.
  - M. Halloween – After discussion on different options, motion by Holly Cook, second by President Katrina Asher, vote unanimous, to keep Halloween Trick-or-Treating and possibly add to it, for Saturday, October 31<sup>st</sup> 6:00 p.m. – 8:00 p.m.
- V. New Business  
There was no new business discussed.


- VI. Public Comment Time – Zach Bowers asked how soon the new matrix for property cleanups will go into effect and Marshal Lepine stated that he will have the new forms printed as soon as possible.
- VII. Town Marshal Report – Marshal Lepine presented his monthly report and recognized his deputies for doing their jobs over and beyond. Marshal Lepine gave special recognition to Reserve Office Owen Richardson for always doing above the required hours and for doing a good job on drug arrests and traffic stops. Rick Miles Jr stated that it is obvious that extra hours are being put in by the Police Department. Marshal Lepine asked about adding a full time Deputy Marshal to the Police Department. After discussion, the Council agreed that they needed more time to consider the position and stated that even if they agreed to it, the position would not be filled until January 2021. The Council will continue to gather information and will discuss it further at the October 21<sup>st</sup> Council Meeting. Marshal Lepine stated that he would like approval to purchase security cameras for the Town Park. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, for Marshal Lepine to look into cameras at the Town Park and to purchase them at a price not to exceed \$750.00. Marshal Lepine presented information on Desert Snow Training, a 3-day hands-on criminal interdiction workshop, October 7<sup>th</sup> – 9<sup>th</sup> in Louisville, KY. Marshal Lepine stated that he would like to send Reserve Deputy Richardson since the training focuses on drug intervention. Debbie stated that she would like to check with the Town's insurance company and State Board of Accounts to see if Reserve Deputy Richardson could attend since he is not a full- time employee. President Katrina Asher stated that she would feel better if Marshal Lepine was the one to attend the training. After further discussion, motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to approve the expenditure of \$599.00 for the training, plus hotel expenses, plus meals, for a member of the Police Department to attend the Desert Snow Training.
- VIII. Town Superintendent Items – Superintendent Miller reported that he is now sending a Google calendar to the Council. Superintendent Miller stated that he is working on getting quotes for a building at the odorant station and will present those at the October 21<sup>st</sup> Council Meeting. Superintendent Miller reported that they have been working on putting rip rap on the creekbank at the park. Holly Cook stated that DNR will fix the creekbank and Debbie and Zach Bowers stated that they have contacted them in the past and they will not.
- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$194.67 for approval. Motion by Holly Cook, second by President Katrina Asher, vote unanimous, to approve the adjustments as presented. Debbie asked if the Council would consider having a Fall Community Clean Up. Motion by President Katrina Asher, second by Rick Miles Jr. to have a Fall Community Clean Up October 9<sup>th</sup>-October 11<sup>th</sup>. Debbie stated that Town Employees will be able to assist with picking up items on Friday, October 9<sup>th</sup> during their regular work schedule in order to avoid overtime.
- X. Items from Town Council Members

President Katrina Asher – no items  
Holly Cook – no items  
Rick Miles Jr – no items

Motion by President Katrina Asher, second by Rick Miles Jr, vote unanimous, to adjourn the meeting at 8:48 p.m.

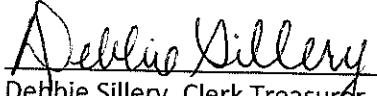
TOWN COUNCIL:

  
\_\_\_\_\_  
Katrina Asher, Council President

  
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Holly Cook, Council Member

  
\_\_\_\_\_  
Rick Miles Jr, Council Member

Attest

  
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Debbie Sillery, Clerk Treasurer