

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
March 21, 2024 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Thursday, March 21, 2024 7:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

Vice President Paul Wireman presided over the meeting due to the absence of President Zach Bowers and 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: Mark Ketchem, Paul Wireman

Council Members Absent: Zach Bowers

Also Present: Clerk-Treasurer, Town Marshal, Deputy Marshal, Town Utility Laborer, Town Attorney

Guests Present: Scott Siple, Brent Wireman, Jim Cromwell, Ben Kesterson, Hayley Reeves, Lauren Gootee, Kris Krueger

- I. Thrive West Central – Kris Krueger gave background information on Thrive West Central and different programs and grants they offer. She stated that they provide meaningful public engagement, grant writing, and technical assistance.

- II. Wastewater Project Update - Scott Siple, Midwestern Engineers, stated that the cleaning and the televising of the collection system is 90% completed and should be done by the end of next week. There are a few point repairs that need to be done and Miller will start lining around April 18th and anticipate it will take 30-45 days to complete the lining. Scott Siple stated that the shop drawings and control panels are being reviewed and he anticipates work at the plant will begin in 30-45 days.
Paul Wireman asked what the projected completion date for the project is and Scott Siple stated that December 11th is the substantial completion date.
Scott Siple presented a pay app from Midwestern Engineers in the amount of \$30,576 and a pay app from Mitchell and Stark in the amount of \$14,986.
Motion by Paul Wireman, second by Mark Ketchem, vote unanimous, to approve the pay app from Midwestern Engineers in the amount of \$30,576 and the pay app from Mitchell and Stark in the amount of \$14,986 and to authorize President Zach Bowers to sign the pay apps on behalf of the Town of Roachdale upon his return.
Scott Siple recommended installing a patch on the line at the southeast corner of Forest Home and Indiana to allow the sewer line to be lined during the project and recommended that the deflection should be done at a later date.
Motion by Paul Wireman, second by Mark Ketchem, vote unanimous, to approve Change Order 01 for the patch to be done to the sewer line at the southeast corner of Forest Home and Indiana by Miller Pipeline in the amount of \$6,612.50 and to be signed by President Zach Bowers on behalf of the Town of Roachdale upon his return.

- III. Community Crossings Matching Grant Program – Scott Siple explained the program and stated that the funds do not allow for new sidewalks to be added but does allow for current sidewalks to be repaired if done at the same time streets are being paved in the area the sidewalks are located. Scott Siple stated that the second call for projects to be submitted will be in June. Scott Siple stated that Midwestern Engineers will present a proposal for their services for the Community Crossings Matching Grant Program at the April 18, 2024 Council Meeting.
- IV. Approval of Minutes – February 22, 2024 Meeting Minutes. Vice President Paul Wireman presented the February 22, 2024 Meeting Minutes for approval. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve the February 22, 2024 Meeting Minutes as presented.
Approval of Minutes – March 14, 2024 Memorandum of Executive Session. Vice President Paul Wireman presented the March 14, 2024 Memorandum of Executive Session for approval. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve the March 14, 2024 Memorandum of Executive Session as presented.
Approval of Minutes – March 14, 2024 Special Meeting Minutes. Vice President Wireman presented the March 14, 2024 Special Meeting Minutes for approval. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve the March 14, 2024 Special Meeting Minutes as presented.
- V. Approval of Claims 02/23/2024 – 03/21/2024. Vice President Paul Wireman presented claims for 02/23/2024 – 03/21/2024 for approval. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve claims 02/23/2024 – 03/21/2024 as presented.

Approval of Payroll – 02/23/2024 – 03/21/2024. President Paul Wireman presented payroll for 02/23/2024 – 03/21/2024 for approval. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve payroll 02/23/2024 – 03/21/2024 as presented.
- VI. February 2024 Bank Reconciliation – Vice President Paul Wireman presented the February 2024 Bank Reconciliation for approval as prepared by Suzy Bass, Local Government Services, as part of our internal control. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve the February 2024 Bank Reconciliation as presented.
- VII. Public Comment Time
Public comment time was provided, however, no comments were made.
- VIII. Old Business
No old business was discussed.
- IX. New Business
 - A. Proclamation Request for National Vietnam War Veterans Day - Vice President Paul Wireman presented and read a proclamation from the Wa-Pe-Ke-Way Chapter National Society Daughters of the American Revolution requesting that the Council proclaim March 29, 2024 as Welcome Home Vietnam Veterans' Day in the Town of Roachdale. Motion by Mark Ketchem, second by Paul Wireman, vote unanimous, to approve the Welcome Home Vietnam Veterans Day Proclamation as presented and read.

Debbie stated that Jim Cromwell, who was in attendance at the meeting, is a Vietnam veteran and he was thanked for his service.

X. Property Cleanups

Marshal Virgil Lanning stated that the department is serving new rounds of cleanup notices and have taken new pictures of properties that have been served and will now be sending notices certified with returned receipt requested.

Town Attorney Dave Peebles stated that he has filed lawsuits on the Robert Williams unsafe trailers, the Grocery Store and the Mitchell and Barbara Scott garage.

Debbie stated that Lisa Ziener has been contacted about the building at 108 and 112 E Railroad Street and Troy Elless stated that she should also be notified that there is salt going into the storm drain and then into the creek.

XI. Town Marshal Report

Marshal Lanning stated that he had sent an email with his monthly report. Marshal Lanning also stated that he is still getting quotes for graphics for the Taurus and is waiting on a local quote.

XII. Utility Department Items

Troy Elless, UMAC, reported that hydrants were flushed on Monday and Tuesday and late Tuesday afternoon after flushing was completed there was a drop in water pressure and it was discovered that there was a break in the creek at the park. Troy Elless stated that the repair was made and water was back on around 10:30 p.m. that night. Troy Elless stated that we need to look at replacing a piece of pipe in the creek at a later date.

Troy Elless recommends starting a program to replace a few fire hydrants every year as some hydrants are harder to turn off when flushing is done.

Troy Elless stated that there is a leak in the well pump and he will have a quote for the April 18, 2024 Council Meeting.

Utility Laborer Chris Holder stated that he has been busy with locates and reported that everything at the shop is good.

Troy Elless thanked Chris Holder for his help with the leak repair.

XIII. Clerk-Treasurer Items

Debbie thanked Troy Elless and Bryce Carter, Project Representative for Midwestern Engineers, for all of their assistance during the wastewater project and while the town does not have a Utility Superintendent.

XIV. Items from Town Council Members

Paul Wireman – No items


Mark Ketchem – No items

Troy Elless stated that Podium Grill had inquired about having a water meter installed to separate their water consumption from it being metered with their landlord, Muse Heating and wanted the meter

installed inside. Troy Elless and Debbie both stated that they feel all meters should be installed outside of homes and commercial buildings and the Council agreed.

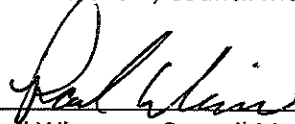
Motion by Paul Wireman, second by Mark Ketchem, vote unanimous, to adjourn the meeting at 8:31 p.m.

TOWN COUNCIL:



J Zachary Bowers, Council President

Mark Ketchem, Council Member



Paul Wireman, Council Member

Attest



Debbie Sillery, Clerk Treasurer