

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
January 20, 2021 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, January 20, 2021, 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.

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

Council Members Absent: None

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

Guests Present: Rick Miles Sr, Melissa Frazier, Rachel Coe, Brad Magnuson, Zach Bowers, Russell Crosby, Tina Crosby, Hunter Swindle, Elsianna Crosby

Election of Officers

President Katrina Asher opened the floor for nominations for Town Council President. Rick Miles Jr nominated Holly Cook, second by Holly Cook, vote unanimous, to elect Holly Cook as Town Council President.

Establishment of Date, Time, Place of Meeting

Katrina Asher turned the meeting over to the newly elected President, Holly Cook. President Holly Cook asked for a motion to establish the date, place and time of the Town Council Meetings. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to have the Town Council Meetings the third Wednesday of every month at 7:00 p.m. with the meetings being held at the Roachdale Community Building, 204 N Indiana Street.

Appointment of Town Attorney

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to retain David Peebles as the Town Attorney.

1. Approval of Minutes – President Holly Cook presented the December 29, 2020 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous to approve the December 29, 2020 Regular Meeting Minutes as presented. President Holly Cook presented the January 13, 2021 Memorandum of Executive Session for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the January 13, 2021 Memorandum of Executive Session as presented.
- II. Approval of Claims 12/30/2020 – 01/20/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Claims 12/30/2020 – 01/20/2021 as presented.
- III. Approval of Payroll 12/30/2020 – 1/20/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 12/30/2020 – 1/20/2021 as presented.

III. Approval of Payroll 12/30/2020 – 1/20/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 12/30/2020 – 1/20/2021 as presented.

IV. Approval of Bank Reconciliations and Financial Statements

President Holly Cook presented the December 2020 Bank Reconciliations and Financial Statements as prepared by Suzy Bass, Local Government Services as part of our Internal Control. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the December 2020 Bank Reconciliations and Financial Statements as presented.

V. Old Business

- A. COVID-19 Grant – Katrina Asher gave an update on the COVID-19 Grant and reported that Gleaners would be doing the first food distribution on Thursday, January 21st, for the residents of the town limits of Roachdale. The food distribution will be for the next ten months and will cover \$50,000.00 of the \$75,000.00 grant. The Roachdale Christian Church will receive \$25,000.00 for reimbursement of expenses and a commercial refrigerator and freezer for their food pantry as outlined in the grant. Debbie reported that she had called all of the customers to let them know about the food distribution. Katrina reported that she was pleased that she had a large number of people that will be volunteering at the event.
- B. Proposed Water/Wastewater Project and IDEM Agreed Order – Rick Miles Jr stated that he had spoken to Jon Craig, Midwestern Engineers regarding the scope of the project. Jon Craig emailed a quote for the televising for a total amount of \$96,000.00. All of the Council Members expressed concern that the quote was too expensive and felt that the list needed to be prioritized. Debbie also expressed concern about the cost and stated that the Town already has the cost of the Planning Study and that there would be Grant Administration cost as well. The Council decided to table the discussion until more information is gathered.
- C. Endeavor Communications Update – Katrina Asher stated that Endeavor has not contacted the Town. Debbie reported that she had received an email from Endeavor asking to meet with her regarding IT services and when she responded that she had reached out to them numerous times requesting an update on internet services they did not respond back. Rick Miles Jr asked about TDS updating their lines as they had stated they would a year ago and Debbie stated that they have been contacted numerous times and they still do not have fiber optics in our area.
- D. Town Website – Katrina Asher stated that there were no updates on the website. Marshal Lepine volunteered to create a mock website on Square Space, the site used by the Police Department, and make a presentation at the February Town Council Meeting.
- E. Ordinance Codification Update – President Katrina Asher stated that American Legal Publishing is working on the update.
- F. Community Crossings Update – Debbie reported that the contract had been sent and approved by IDEM and that Jon Craig said that Midwestern Engineers is preparing everything for the bid process with an anticipated bid opening at the March Town Council Meeting.

VI. New Business

- A. Acceptance of the Putnam County Foundation \$500.00 Grant for the Roachdale Police Department. Debbie explained that the Putnam County Foundation had sent a check for \$500.00 for the Police Department to use at their discretion. Per the State Board of Accounts, the donation has to be accepted by the Town Council. Motion by Rick Miles Jr, second by Katrina Asher to accept the Putnam County Foundation Grant for \$500.00 and for the money to be placed in the funds for the Safe Summer Event per Marshal Lepine's choice, second by Katrina Asher, vote unanimous.
- B. President Holly Cook presented and read Ordinance 01-2021 Old Outstanding Checks Considered Void. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Ordinance 01-2021 as presented.
- VII. Public Comment Time – Public Comment Time was provided, however, no comments were made.
- VIII. Town Marshal Report – Marshal Lepine presented his monthly report and his 2020 yearly report. Marshal Lepine presented his three new hires for Council approval. Rachel Coe Paid Part Time Deputy Marshal, Hunter Swindle Unpaid Reserve Deputy and Brad Magnuson Unpaid Reserve Deputy. Each candidate gave a brief introduction to the Council. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to hire Rachel Coe as Paid Part Time Deputy Marshal, Hunter Swindle as Unpaid Reserve Deputy and Brad Magnuson as Unpaid Reserve Deputy. Debbie will give each of the new hires their Oath of Office.
- IX. Town Superintendent Items – Superintendent Miller stated that the new building at the Gas Odorant Station has been completed. Superintendent Miller reported that Levi started his water certification class today and that Superintendent Miller will start his wastewater certification class of February 2nd.
- X. Clerk – Treasurer Items – Debbie presented adjustments totaling \$403.43 for Council approval and stated that two homes had had large water leaks. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous to approve the adjustments totaling \$403.43 as presented. Debbie reported that her and Suzy Bass have been busing completing W 2's, 1099's and the completion of the annual report.
- XI. Items from Town Council Members

Rick Miles Jr – Rick Miles Jr asked about the Putnam County Economic Development and Debbie explained what they do and how they could assist with potential future development and businesses in Town.

Katrina Asher – Katrina Asher asked Marshal Lepine who all was on his Department now and Marshal Lepine stated that he still has Unpaid Reserve Owen Richardson and Unpaid Reserve Jay Thompson in addition to the three new hires that were approved tonight. Katrina Asher stated that she had heard that Unpaid Reserve Owen Richardson would now be a Reserve Officer for

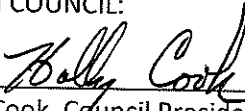
the Town of Bainbridge only and Marshal Lepine stated that that was not the understanding that he had with Owen. Owen will work for both departments with the understanding with Owen and Bainbridge Town Marshal Ronnie Campbell that Owen's priority would be to the Roachdale Police Department.

President Holly Cook – no items.

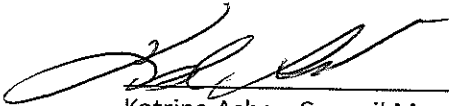
A discussion was held regarding rescheduling the February 17, 2021 Town Council Meeting to February 24, 2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to move the February 17, 2021 Town Council Meeting to February 24, 2021 at 7:00 p.m. in the Roachdale Community Building. Debbie will take care of the proper postings and notifications.

Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to adjourn the meeting at 7:39 p.m.

TOWN COUNCIL:




Holly Cook, Council President



Katrina Asher, Council Member

Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer