

**Town of Roachdale**  
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172  
July 26, 2023 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, July 26, 2023 6:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Rick Miles Jr 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 Rick Miles Jr noted that the meeting was held a week later due to a lack of quorum for the July 19, 2023 monthly meeting. Debbie stated that she had sent the notice of the change of meeting date to the Banner Graphic, posted it pursuant to the Indiana Open Door Law and sent out a Reach Alert.

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

Council Members Absent: None

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

Guests Present: Joe Buser, Kyle Crooks, Paul Wireman, Jim Cromwell, J Wayne Huffman, Leslie Herrick, Larry Kersey

- I. Approval of Minutes – June 21, 2023 Regular Meeting Minutes. President Rick Miles Jr presented the June 21, 2023 Regular Meeting Minutes for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the June 21, 2023 Regular Meeting Minutes as presented.  
Approval of Minutes – July 14, 2023 Memorandum of Executive Session. President Rick Miles Jr presented the July 14, 2023 Memorandum of Executive Session for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the July 14, 2023 Memorandum of Executive Session as presented.
- II. Approval of Claims 06/22/2023 – 07/26/2023. President Rick Miles Jr presented claims for 06/22/2023 – 07/26/2023 for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve claims 06/22/2023 - 07/26/2023 as presented.  
Approval of Payroll 06/22/2023 – 07/26/2023. President Rick Miles Jr presented payroll for 06/22/2023 – 07/26/2023 for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve payroll 06/22/2023 – 07/26/2023 as presented.
- III. Wastewater Project Update – President Rick Miles Jr stated that we did not receive the SRF loan and will now go into the SRF pool program for possible funding. Debbie stated that we should know by the August 16, 2023 Council Meeting if we are approved for the USDA loan.
- IV. Community Crossings Matching Grant Update – Superintendent Nick Smith expressed some concerns about some of the work done by DC Construction and Debbie stated that she will not release any payments until the work is done to the Town's satisfaction.

- V. June 2023 Bank Reconciliation – President Rick Miles Jr presented the June 2023 Bank Reconciliation for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the June 2023 Bank Reconciliation as presented.
- VI. Public Comment Time  
Putnam County Council member Wayne Huffman introduced himself and stated that as our representative on the Putnam County Council, he wanted to check and see if Roachdale has any needs that they would like added to their budget. It was agreed that the biggest need is the need for funds to assist with the Wastewater Treatment Project.  
RRCA President Joe Buser presented a request on behalf of the RRCA to close Railroad Street between Indiana Street and Meridian Street on Saturday, September 30<sup>th</sup> for the annual Roachdale Rib & Blues Festival. It was also requested that no truck parking be allowed from 5:00 p.m. Thursday, September 28<sup>th</sup> to midnight on Saturday, September 30<sup>th</sup>.  
Motion by President Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the RRCA's requests as presented.
- VII. Old Business  
A. Property Cleanup Updates – Town Attorney Peebles stated there were no updates on pending cases. Marshal Kerns stated that he will start issuing property citations on July 27<sup>th</sup>.  
B. Plan Commission – A discussion was held on the option of abolishing Roachdale's Plan Commission and joining the Putnam County Area Plan Commission with a member from the Roachdale Town Council serving on the Putnam County Area Plan Commission for and on behalf of the Town.  
President Rick Miles Jr read Ordinance 07-2023 An Ordinance Amending an Ordinance Establishing the Plan Commission for Roachdale, Putnam County, Indiana.  
Motion by Holly Cok, second by Katrina Asher, vote unanimous, to approve Ordinance 07-2023 on all three readings and to appoint Katrina Asher to serve on the Putnam County Area Plan Commission for and on behalf of the Town.
- VIII. New Business  
There was no new business.
- IX. Town Marshal Report  
Marshal Kerns presented his monthly report.
- X. Town Superintendent Items  
Superintendent Smith presented his monthly report.  
Superintendent Smith presented a quote from J & D Tree Surgery for tree removal and stump grinding at 303 N Indiana Street, 214 E Washington Street and 101 North Main for a total of \$3,750.00. Motion by President Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the quote totaling \$3,750.00 from J & D Tree Surgery as presented.  
Superintendent Smith presented a quote from Cash Concrete in the amount of \$5,335.40 for concrete barriers to separate materials used by all three utilities. Motion by President Rick

Miles Jr, second by Katrina Asher, vote unanimous, to approve the quote from Cash Concrete in the amount of \$5,335.40 to be split among all three utilities.

X. Clerk-Treasurer Items – Debbie presented adjustments totaling \$648.77 for approval. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to approve the adjustments of \$648.77 as presented.

XI. Items from Town Council Members

Katrina Asher – Katrina Asher stated that she will get the employee handbook to President Rick Miles Jr, Holly Cook and Attorney Peebles for review and then a work session will need to be held to discuss it before adoption. It was decided that a work session will be held on August 9, 2023 at 4:00 p.m. Attorney Peebles will prepare the notice for the public meeting on the 9<sup>th</sup> and Debbie will get the notice to the Banner Graphic and will post it as required by the Indiana Open Door Law.

Katrina Asher stated the website is about 90% updated and she has reached out to the webmaster to have them clean up the minutes on the website.

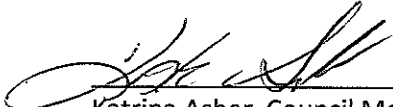
Holly Cook – Holly Cook gave an update on the Duke Energy LED light project. Kyle Crooks stated that one of the LED lights at the park has been hit and is now shining in his house. Superintendent Smith will notify Duke Energy to have it fixed.


President Rick Miles Jr – no items

Motion by Holly Cook, second by Katrina Asher, vote unanimous, to adjourn the meeting at 6:33 p.m.

TOWN COUNCIL:

\_\_\_\_\_  
Rick Miles Jr, Council President

  
\_\_\_\_\_  
Katrina Asher, Council Member

  
\_\_\_\_\_  
Holly Cook, Council Member

Attest

  
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Debbie Sillery, Clerk Treasurer