

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
November 17, 2021 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, November 17, 2021 7:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Holly Cook 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: Holly Cook, Rick Miles Jr

Council Members Absent: Katrina Asher

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

Guests Present: Rick Miles Sr, Amal Siddiqui, Zach Bowers, Trevor Ring, Grace Ring

- I. Surplus Property Bid Opening – There were no bids received for the advertised surplus property. Zach Bowers stated that Brownsburg Fire Territory uses Munici Bid for advertising surplus property and receives more bids and the advertisement goes out to more potential bidders.
- II. Approval of Minutes – President Holly Cook presented the October 20, 2021 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve the October 20, 2021 Regular Meeting Minutes as presented.
- III. Approval of Claims 10/21/2021 – 11/17/2021 Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Claims 10/21/2021 – 11/17/2021 as presented.

Approval of Payroll 10/21/2021 – 11/17/2021. Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to approve Payroll 10/21/2021 – 11/17/2021 as presented.

- III. Approval of Bank Reconciliations and Financial Statements
President Holly Cook presented the October 2021 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 President Holly Cook, vote unanimous, to approve the October 2021 Bank Reconciliations and Financial Statements as presented.
- IV. Old Business
 - A. Proposed Water/Wastewater Project – Troy Elless, UMAC, suggested that the Council look at other funding options in addition to OCRA for the project. Debbie explained that several options are being looked at and Pat Callahan is also doing a rate study.
 - B. Board of Zoning Appeals Update – President Holly Cook stated that the Putnam County Plan Commission would like to move to a standardized zoning ordinance for the county and will be meeting with representatives from each town and Greencastle in the future to discuss

doing so. President Holly Cook stated that she had met with Zach Bowers to discuss the Board of Zoning Appeals. President Holly Cook said that it appears our current BZA may be valid. Zach Bowers stated that the Council needs to see if it is still valid and explained the process that was used to establish the BZA. Rick Miles Jr questioned if changes would need to be made on how the BZA is appointed since we no longer have a Plan Commission. Attorney Peebles stated that it is established by State law. Attorney Peebles said that he understands the County wanting a uniform ordinance for zoning but there still needs to be a BZA and it is hard to get people to serve. President Holly Cook stated that she will look into the requirements further.

- C. Town Marshal's Contract – Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to table the Town Marshal's contract until the next meeting.
 - D. Community Crossings Update – Debbie stated that the total project submitted is \$326,135.00 and the Town was notified by INDOT that the total Community Crossings Grant awarded to the Town is \$244,601.25.
 - E. COVID Ordinance Update – President Holly Cook presented the Covid Ordinance that was passed by the Cloverdale Town Council and stated that they had done a good job on the ordinance. Rick Miles Jr stated that the ordinance presented is reasonable and will have to be discussed further. Rick Miles Jr stated since it was a major change all three Council Members should be present for the discussion. President Holly Cook agreed that all should be present for the discussion and no further action was taken.
 - F. Ordinance 04-2021 An Update for Salary Ordinance for 2021 (02-2020). President Holly Cook presented and read Ordinance 04-2021 An Update for Salary Ordinance for 2021 (02-2020) Debbie explained that the ordinance amends Ordinance 02-2020 as discussed and approved at the October 20, 2021 Town Council Meeting. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Ordinance 04-2021 An Update for Salary Ordinance for 2021 (02-2020) as presented.
 - G. Ordinance 05-2021 Ordinance for Additional Appropriations. President Holly Cook presented and read Ordinance 05-2021 Ordinance for Additional Appropriations and Debbie explained that it was for the purchase of the police vehicles. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Ordinance 05-2-21 Ordinance for Additional Appropriations as presented.
- V. New Business
- A. Resolution 04-2021 A Resolution Electing to Join the Public Employees' Retirement Fund as Administered by the Indiana Public Retirement System and Update Current List of Employees Covered by the Indiana Public Retirement System and Restating the Previous Resolution – President Holly Cook presented Resolution 04-2021 and Debbie explained that the Resolution is to add the Deputy Clerk and Full-time Deputy Marshal positions to our list of employees covered by PERF. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Resolution 04-2021 on the 1st reading. Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to approve Resolution 04-2021 on the 2nd reading. Resolution 04-2021 A Resolution Electing to Join the Public Employees' Retirement Fund as Administered by the Indiana Public Retirement System and Update

Current List of Employees Covered by the Indiana Public Retirement System and Restating the Previous Resolution passed.

- B. Resolution 05-2021 A Resolution of the Roachdale Town Council Authorizing Execution of INDOT Agreements – President Holly Cook presented and read Resolution 05-2021 A Resolution of the Roachdale Town Council Authorizing Execution of INDOT Agreements. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approved Resolution 05-2021 A Resolution of the Roachdale Town Council Authorizing Execution of INDOT Agreements as presented.

VI. Public Comment

Trevor Ring, 205 N Walnut Street stated that his parents were served a cleanup notice for all of Scrap, lawnmowers, and mower parts that are in their backyard. Trevor Ring explained that is his only source of income and he is always preparing and selling equipment and always moves things in and out. Trevor Ring stated everything on the property will be restored or scrapped and he is constantly looking for good deals on items so he can resale them. Grace Ring and Trevor Ring both stated that he is helping the Town by selling the items. President Holly Cook stated that he should not operate a business out of a residential property and asked if he could try and partner with an established business to sell his items. President Holly Cook stated that the ordinance is in place to protect other properties. Trevor Ring stating that he is helping people by repairing lawnmowers and President Holly Cook stated that is stretching it. Grace Ring stated that they are wanting to put a 6' dog ear fence around the property and President Holly Cook stated that she would need to apply for a permit in order to do so. Rick Miles Jr stated that ordinances are in place for a reason and the Council cannot let one property owner do whatever they want and require everyone else to follow the rules. Rick Miles Jr stated the Council could work with them if things were moving, but things are constantly coming and going and it is a mess. President Holly Cook stated again that they cannot run a business there. Rick Miles Jr asked what the Rings were proposing and stated that it is obvious there is lots of stuff in the backyard and the Council cannot let it go without letting everything else in Town go as well. Grace Ring asked what the minimum number of items would be and Attorney Peebles stated they have two issues, one with trash and the other with running a business. Attorney Peebles stated there is a right way to do it and that they need to petition for a business and follow procedures. Attorney Peebles stated that even if they did install a fence and cleanup the property, they are still running a business and they are not zoned to do so. Grace Ring stated that they want to do the right thing and Trevor Ring then stated that it is a hobby. Attorney Peebles stated that in the eyes of zoning it is a land use violation and that the zoning code dictates what can and cannot be done with the property. Grace Ring stated that the law needs to change and Attorney Peebles stated that Putnam County now handles the zoning for the Town of Roachdale. Grace Ring stated that their front yard is clean and she will have her son clean the backyard. Trevor Ring stated that he keeps things organized but his little brother moves things all over the yard. Rick Miles Jr stated that if Marshal Lepine drives by and it is a nuisance he is obligated to serve them a citation. Rick Miles Jr stated that they can have some things in their yard but it cannot be a nuisance and told them if they look at the ordinance it will tell them what to do. Trevor Ring stated that he does not want pictures taken of his property and President Holly Cook stated that it is Marshal Lepine's job. Attorney Peebles stated that State law states that Marshal Lepine can go on a property if he is investigating a nuisance. Attorney Peebles stated that the Rings need to get compliant on zoning if they are going to have a business on their property. Attorney Peebles stated that the information is online, the Town does not do the paperwork for them, they will need to talk to an attorney to help them with the

process and there is a chance that it will still not be approved by the BZA. President Holly Cook stated that their property is a nuisance and they will be given a month to clean the property. Trevor Ring stated that he wants compensated by the Town for the things they have to get rid of and President Holly Cook and Rick Miles Jr both stated that the Town would not compensate him for anything.

Zach Bowers asked if there was an update on the website and stated that there are no meeting minutes or Town ordinances on the website. Zach Bowers also stated that the Town had spent good money to codify their ordinances and American Legal Publishing has been working on it since 2020 and questioned when it would be completed. President Holly Cook stated that Katrina Asher had sent Attorney Peebles a list of the corrections discussed at a meeting for him to address and Attorney Peebles stated that he had done so and then sent it back to Katrina Asher to let her know it was ready to send back to American Legal Publishing. President Holly Cook asked if Attorney Peebles had the contact information for American Legal Publishing and he stated that he did. President Holly Cook and Rick Miles Jr agreed that Attorney Peebles should contact American Legal Publishing and move forward with the project. President Holly Cook stated that Zach Bowers has offered numerous times to host that website at no charge, Katrina Asher wanted to update the website and now 1 ½ years later it is still not done. Rick Miles Jr stated that President Holly Cook needs to get the password from Katrina Asher, change the user's name and password, and give the information to Zach Bowers to start maintaining the website. Zach Bowers stated that he will not do anything vindictive on the website and Debbie suggested having a document prepared for Zach Bowers to sign in regards to what can and cannot be done on the website. President Holly Cook stated that she will contact Katrina Asher and give her a week to get her the password.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report and reported that he had served a dozen new property cleanups and had some that he wants the Council to look at and give their opinion. Marshal Lepine stated that he thinks we need to take bigger steps with several properties belonging to Rick Adams. President Holly Cook asked what the process was to get properties condemned and Attorney Peebles explained the process and stated that we would need to issue fresh unsafe building orders, have a tight timeline, go to court at 31 days if not corrected or buildings secured, and then Judge Bridges would decide if we could have the building demolished with a court order. The Town would then need to decide how they would recoup the money from the owner for the expenses incurred. President Holly Cook asked what determines if a structure is abandoned and Rick Miles Jr stated that it would need to be declared a nuisance. Marshal Lepine stated that he felt further citations to Rick Adams are a waste of time and Attorney Peebles stated that we need to record an unsafe building order to go straight to court. The next steps for Rick Adams' properties were discussed and it was decided to put it on the December agenda for further discussion, Attorney Peebles stated that Council needs to be ready at the meeting to make a decision and could file in early January with a possible court date in February. Motion by Rick Miles Jr, second by President Holly Cook, for Attorney Peebles to do an Unsafe Building Order for Rick Adams' properties on East Forest Home Street and East Grove Street. Marshal Lepine stated that he has had complaints about the property owned by Amber and Bradley Brown at 207 N Meridian Street. Marshal Lepine stated that it is in bad condition but not worse than the 12 that he had served. President Holly Cook stated that the house looks bad and they need to get rid of junk vehicles. President Holly Cook

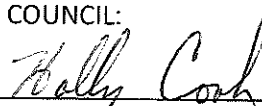
and Rick Miles Jr stated that they had not looked at the property recently. Marshal Lepine stated that neighbors have complained about rats and he thinks they are coming from the interior of the home. President Holly Cook suggested that Marshal Lepine use the property cleanup matrix to determine if properties need cleaned and then to do documentation. President Holly Cook stated that she is not bashing his decisions, the Council just needs more information. Rick Miles Jr stated that he had recently rode along with Marshal Lepine and he agrees with the properties that were served. Marshal Lepine gave an update on trying to fill the Full-time Deputy Marshal position and stated that he had received 10 applications since the last meeting with 4 of the applicants being qualified, he has interviewed 3 of the applicants already and will interview the 4th applicant on Friday. Marshal Lepine said of the ones interviewed he does not have anyone that he is shocked and awed by. Rick Miles Jr stated that it may take a little time to find the right candidate, there is no rush and Marshal Lepine should not feel obligated to rush to fill the position, it is more important to get someone that Marshal Lepine likes. Rick Miles Jr further stated that there is nothing wrong with waiting a few months and we do not want to accept someone that Marshal Lepine feels is not going to work out. President Holly stated the Council may need to look at increasing the salary if a candidate is not found in a few months. Marshal Lepine asked if the Council can interview the 3 candidates too so he is not accused of waiting just to have the pay increased. Rick Miles Jr stated that that is not a problem but he trusts Marshal Lepine's opinion if he does not want any of the 3 interviewed and President Holly Cook agreed. Marshal Lepine stated that he has completed the car seat course and is now a permanent fitting station where people can get a car seat. Marshal Lepine stated that he would soon be receiving 50-60 more car seats and explained that the car seats are free and fitted. Marshal Lepine stated that he is getting numerous complaints about the parking on South Walnut Street since there are no restrictions on parking on the west side like there is on North Walnut. Marshal Lepine suggested making South Walnut restricted the same as North Walnut. Rick Miles Jr asked former Council member Zach Bowers why the restriction was done and Zach Bowers stated that it was done due to complaints about parking at the Christian Church. Superintendent Miller asked what the process would be to restrict parking on the west side of South Walnut and Attorney Peebles stated that an ordinance will need to be done. Attorney Peebles stated that he will have an ordinance prepared for the December meeting restricting parking on the west side of Walnut Street from Railroad Street to South Street. Grace Ring stated that there is a boat partially in the alleyway close to her home and Superintendent Miller stated that it is in a grass easement, the Town gave the owner the option to not make it a grass easement and they chose not to. President Holly Cook asked Superintendent Miller if the Town maintains the current alleys and he responded that they do, however they will not maintain them if the customer adds rocks. Marshal Lepine stated that he had completed his CPR Instructor Course and is now a CPR instructor and stated that he needs to order CPR supplies and asked if he could get a do not exceed amount. President Holly Cook asked if there were any grants for the supplies and Marshal Lepine stated that he is not aware of any and Zach Bowers stated that he did not know of any grant funding. Marshal Lepine stated that after speaking to Zach Bowers he thinks \$1,500.00 would be a safe number to get started. Marshal Lepine stated that he can now do CPR certification for schools, the fire department and local daycare facilities.

Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to authorize Marshal Lepine to purchase CPR equipment in an amount not to exceed \$1,500.00.

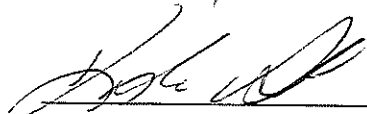
- VIII. Town Superintendent Items – Troy Elless, UMAC stated that he would like the Council to considered switching how they are currently doing sludge removal and proposed switching back to bagging which would then go to a landfill. Troy Elless said that it would cost \$22,000.00 to install with an estimated yearly savings of \$5,000.00 Rick Miles Jr asked what the upkeep costs would be and Troy Elless stated we would just have to buy polymer and the bags. President Holly Cook stated that we should also factor in the cost for the employees to maintain. No decision was made on the proposed change to sludge removal. Troy Elless also reported that the new VFDs have been installed. Superintendent Miller reported that most of the new street signs are up and he is waiting on more poles to finish the property. Superintendent Miller stated that he has gotten away from Robby Hammond storing the salt at his facility on Railroad Street and has moved the equipment outside at the plant and is using that area to store salt. Superintendent Miller stated that we need to look at a building in the future and that he has concerns with vehicles setting outside. President Holly Cook asked if the street signs need leveled and Superintendent Miller stated that he will try and level them once all of the signs are up.
- IX. Clerk – Treasurer Items – Debbie asked permission to have a Town employee Christmas lunch. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve the Town paying for a Town employee Christmas lunch for all departments. Debbie stated that Christmas in Roachdale would be December 10th 5:00 -8:00. Debbie stated that the Roachdale Baptist Church would be hosting a Community Thanksgiving dinner on November 21st at 12:30 and the Roachdale Christian Church will have a Community Thanksgiving meal on Thanksgiving from 11:00 – 1:00. Debbie stated that she had looked at mid- month reads for gas and gas prices are up over this time last year. Debbie reported that the flag banners have been ordered but she does not have a delivery date.
- X. Items from Town Council Member
President Holly Cook – President Holly Cook reminded everyone to complete the Putnam County Parks survey.
Rick Miles Jr – Rick Miles Jr stated that he would like to see the Paser rating that was recently completed and Superintendent Miller stated that he would send it to him.

Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to adjourn the meeting at 8:41 p.m.

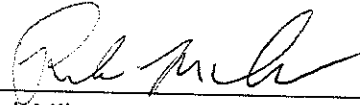
TOWN COUNCIL:



Holly Cook, Council President

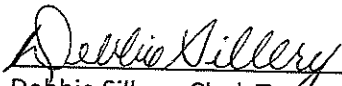


Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer