

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
June 20, 2024 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Thursday, June 20, 2024 7:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Zach Bowers 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: President Zach Bowers, Paul Wireman, Amanda Newcomer

Council Members Absent: None

Also Present: Clerk-Treasurer, Interim Town Marshal, Maintenance Operations Coordinator, Town Attorney

Guests Present: Jim Cromwell, Brent Wireman, David Ruark, Lauren Ruark, Ben Kesterson, Bryce Carter, Billy Watts, Mona Miller

- I. Wastewater Project Update – Bryce Carter, Midwestern Engineering, gave an update on the project and stated that the manhole rehabilitation will take 3 weeks to complete and then Division I will be completed. Bryce Carter stated Division II at the Wastewater Treatment Plant has started and is on target to be completed by December 1st. Bryce Carter commended the town employees and Troy Elless, UMAC, for all of their hard work and efforts on the project. Debbie commended town employee Chris Holder and USDI for doing a thorough job of checking the gas line at the Plant to be sure it was not needed before the gas line was abandoned.
 - A. Pay Applications
President Zach Bowers presented pay applications from Midwestern Engineers in the amount of \$27,791 and Mitchell & Stark in the amount of \$4,869 to be paid with SRF funds.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the pay applications as presented.
- II. 2024 Community Crossings Matching Grant Update – President Zach Bowers stated that Midwestern Engineering has presented an updated estimated cost of \$277,600 for the project which if awarded will be funded 75% by INDOT and 25% by the Town.
President Zach Bowers asked that the item be placed on the July 18, 2024 agenda to be voted on.
- III. Approval of Minutes
 - A. May 16, 2024 Regular Meeting Minutes
 - B. May 23, 2024 Special Meeting Minutes
 - C. June 17, 2024 Memorandum of Executive Session

President Zach Bowers presented the May 16, 2024 Regular Meeting Minutes, the May 23, 2024 Special Meeting Minutes and June 17, 2024 Memorandum of Executive Session for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the minutes as presented.

- IV. Approval of Claims 05/17/2024 – 06/20/2024. President Zach Bowers presented claims for 05/17/2024 – 06/20/2024 for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve claims 05/17/2024 – 06/20/2024 as presented.

Approval of Payroll – 05/17/2024 – 06/20/2024. President Zach Bowers presented payroll for 05/17/2024 – 06/20/2024 for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve payroll 05/17/2024 – 06/20/2024 as presented.

- V. May 2024 Bank Reconciliation – President Zach Bowers presented the May 2024 Bank Reconciliation for approval as prepared by Suzy Bass, Local Government Services, as part of our internal control.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the May 2024 Bank Reconciliation as presented.

- VI. Public Comment Time

Jim Cromwell asked if the Ring property had a lawsuit filed on it and Town Attorney Dave Peebles stated that no new lawsuit had been filed and that he is trying to resolve the issue with their attorney. Jim Cromwell stated that it is the same thing every month on property cleanups.

Jim Cromwell stated that something needs to be done with Sandy and Robert Buchanan's dog being in the hot sun and weeds. President Zach Bowers asked if Putnam Animal Control had been contacted and Jim Cromwell stated that he has left messages and they have not contacted him.

President Zach Bowers asked Interim Marshal Bryson Tash to follow up with Putnam County Animal Control.

- VII. Old Business

A. Town Signs – Maintenance Operations Coordinator Mark Ketchem stated that he is waiting on quotes from two vendors. President Zach Bowers stated if he has not heard from the vendors by the July 18th meeting, we will go with different vendors.

B. Ordinance Fines and Penalties – Town Attorney Peebles stated one ordinance could probably be done to amend everything. President Zach Bowers stated that it is not being done to make money, it is being done to engage people in the community on their responsibilities and to have a process in place if we go to court. President Zach Bowers stated the Council can up the dollar amounts tonight for Town Attorney Peebles to plug in, the Council can then review and have the first reading at the July meeting and then the second and third reading at the August meeting. President Zach Bowers stated that he likes \$100, \$250 and \$500. Amanda Newcomer agreed and stated that she felt that the officers are fair with giving warnings first and then following up with fines if nothing is done. President Zach Bowers stated that he agrees and asked if the fines should be per day. Paul Wireman stated that he is good with \$100, \$250 and \$500. President Zach Bowers and Town Attorney Peebles will review the proposed ordinance prior to the July meeting to be sure nothing will be accidentally repealed.

- VIII. New Business

- A. Town Office Parking Lot – President Zach Bowers stated that Maintenance Operations Coordinator Mark Ketchem had received free excess asphalt from CSX and had applied it to the Town office parking lot and while it was a good idea and it was appreciated it turned out uneven and it is now a hazard. Maintenance Operations Coordinator Ketchem stated that he has a contractor coming tomorrow to give him a quote to redo the parking lot. President Zach Bowers stated at a minimum it needs to be gravel. Maintenance Operations Coordinator Ketchem stated the best case scenario is it is a good base and hopefully a contractor can do a top coat and smooth it out. Mark Ketchem asked if the Council wanted him to rip it out in the meantime and they stated they did not but it needs to be addressed sooner than later. Mark Ketchem asked if the Council would like a quote to have the parking area at the Community Building paved as well and they stated that they would.
- B. Community Building and Town Office ADA Compliance – A discussion was held on ADA requirements for the Community Building and the Town Office. Paul Wireman asked if we would still need to do the Town Office since it would be moving to the Community Building and President Zach Bowers stated that we would since the Police Department will take over that space. Debbie will reach out to Mike Kleinpeter to see if any grants are available and the item will be discussed further at the next meeting.
- C. Roachdale Christian Church Street Closure Request – President Zach Bowers presented a request from the Roachdale Christian Church to have Franklin Street closed from the east corner of the church office parking lot to the corner of Walnut and Franklin for the VBS Community Night on July 11th from 3-9 p.m.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the Roachdale Christian Church street closure request as presented.
- D. Natural Gas Agreement Between Utility Gas Management and Town of Roachdale, Indiana – President Zach Bowers presented the Natural Gas Agreement Between Utility Gas Management and Town of Roachdale, Indiana for approval. President Zach Bowers stated that the agreement is for our natural gas and that there is a discrepancy on the monthly management fee in the agreement with it spelling out eight cents and then showing (\$.09) per MMBtu. Town Attorney Peebles stated that the Council should sign the agreement at a not to exceed cost of \$.09 to guarantee no interruption of gas service since the agreement is effective July 1, 2024.
Motion by Paul Wireman, second by Amanda Newcomer, President Zach Bowers against due to the discrepancy, motion passed, to approve agreement with a cost not to exceed \$.09 per MMBtu.
Debbie will have Ron Ragan send a statement on Utility Gas Management letterhead stating the exact cost per MMBtu.
- IX. Property Cleanups
Town Attorney Peebles gave an update on the grocery store property owned by AKG Investments, LLC, located at 21 & 23 East Washington Street and stated that the Court Hearing will be on July 15th. President Zach Bowers asked if a building inspection could be done prior to the court date and Town Attorney Peebles stated that they could but the Building Inspector

would need to sign an affidavit stating he is familiar with the project. Town Attorney Peebles stated the owner of the grocery store property has until 5:00 p.m. on June 2nd to have the property cleaned up. It was noted that the apartment attached to the grocery store is now rented and the awning issued is all across the front of the building and also included the apartment. President Zach Bowers stated the next step will be to have the building inspected prior to the July 15th court date. President Zach Bowers will sign the affidavit tomorrow and then Town Attorney Peebles will file it. Town Attorney Peebles stated that the judge will need to sign off on an inspection warrant before the inspection can be done.

Town Attorney Peebles stated that an unsafe building order has been prepared for Barbara and Mitchell Scott for their garage at 05 E Forest Home Street.

Town Attorney Peebles stated that unsafe building orders will be prepared for Robert Williams trailers on South Main Street and he will get those to Interim Marshal Tash by Wednesday of next week so they can be hand delivered to Robert Williams.

Town Attorney Peebles asked if the Council would like to schedule an executive meeting to discuss pending and potential litigation.

Town Attorney Peebles will file on the Grace and Charles Ring property and President Zach Bowers asked if he had reached out to their attorney and he stated that he had but had no response.

Interim Marshal Tash stated that 209 E Washington looks a little better. Town Attorney Peebles stated there is still a pending lawsuit on the property. President Zach Bowers asked if there were previous citations and if there were fines paid and Interim Marshal Tash stated that he would check.

President Zach Bowers asked if there had been any more communication between Town Attorney Peebles and Sanford Horn and Town Attorney Peebles stated that there had not.

President Zach Bowers stated that the property has had some improvement made and that the yellow car has been moved. President Zach Bowers asked if Sanford Horn has received citations and if fines were paid and Debbie stated that she will check. Interim Marshal Tash asked about the vehicles in the backyard and Town Attorney Peebles stated the judge will decide if the cars are a nuisance or not. Interim Marshal Tash asked if Sanford Horn would still not be in compliance if the front yard is clean and the backyard is not and stated that the back yard looks like a salvage yard because you can see through the fence.

Interim Marshal Tash stated that he had served a cleanup notice to Scott Griffin at 7 S Main Street and it states he has 10 days to clean up the property. President Zach Bowers asked what the next step was and was it in writing and Interim Marshal Tash stated he believes it is in the ordinance.

Interim Marshal Tash tagged a vehicle on the Josh Wells property at 305 E Washington, the vehicle had been moved and is now back and will be retagged and the process will start again.

Interim Marshal Tash reported that he tagged the vehicles belonging to Joe Elliott at 6 W Washington and he said he will have them all plated and fix the issue.

Jim Cromwell asked if there is a restriction on the number of vehicles that are allowed on a street and President Zach Bowers stated that it is a public street. Jim Cromwell also stated that were

vehicles parked on the side of the street that says no parking and President Zach Bowers asked if he called Putnam County Dispatch when they were parked there and he said that he did not.

President Zach Bowers stated that vehicles have to be legal and operable.

President Zach Bowers stated that there are two cars at the corner of West and Washington Street with weeds up to the doors and Interim Marshal Tash stated that he will check and serve notice.

President Zach Bowers stated that there are overgrown weeds at West and the northwest corner of Washington Street and Interim Marshal Tash stated that he will serve notice.

President Zach Bowers stated that the Rusty Tuttle property at the northeast corner of East and Railroad had cleaned up a lot during cleanup days but is starting to pile up again.

Debbie stated that she has had numerous complaints about the duplex on Forest Home Street across from the Christian Church and encouraged people to come to the meeting tonight or to talk to council members but they would not do so. President Zach Bowers stated that he is waiting until their construction is finished to address it.

X. Town Marshal Report

Interim Marshal Tash presented his monthly report.

Interim Marshal Tash reported that he and Reserve Anthony Taylor have completed training on the new tasers and the other reserves still need to be trained. President Zach Bowers stated Interim Marshal Tash needs to give them a deadline to get it accomplished or they will continue to drag it out. Amanda Newcomer asked how long the training takes and Interim Marshal Tash stated that it can be completed in 3 hours. President Zach Bowers stated he wanted it completed before the next meeting.

Interim Marshal Tash stated that he has quotes in the works for graphics for the Taurus.

Interim Marshal Tash stated that Durango 01 is having issues and is scheduled for service on the 30th.

Interim Marshal Tash requested to change ROPD unit numbers and President Zach Bowers stated that it is an operational issue and is not up to the Council. It is a PD/Dispatch issue and doesn't require Council action and Interim Marshal Tash can make the decision. President Zach Bowers stated he should wait until the new marshal is hired to decide on the design for the badge and patch for the uniform with the new unit numbers. Paul Wireman stated that he agreed.

President Zach Bowers asked if Interim Marshal Tash was confident all 3 reserves had met hour requirements for January – May 2024 and Interim Marshal Tash responded no.

Debbie stated that she is working with the department on planning a free foam party for the kids and they are currently working on obtaining donations so there will be no cost to the town.

XI. Maintenance Operations Coordinator Report

Maintenance Operations Coordinator Ketchem reported that there is a fuel leak on the dump truck and he will be taking it in for repairs.

Bryce Carter stated that the water line at 7 W Forest Home had been relocated and fixed and

Maintenance Operations Coordinator Ketchem reported that he spoke to the owner today about the property being reseeded.

Maintenance Operations Coordinator Ketchem reported that all utilities had been located at the Plant.

Maintenance Operations Coordinator Ketchem stated that he would like to get digital copies made of all prints and President Zach Bowers stated he should have them done.

Maintenance Operations Coordinator Ketchem reported that all storm drains have been cleaned and vac'd and will be on a quarterly basis. President Zach Bowers stated that cleaning also needs to be done as needed and drains need to be looked at before rains. Maintenance Operations Coordinator Ketchem stated that he has also been keeping up on the gutter lines and asked what could be done to prevent grass from being blown in the road. President Zach Bowers stated he will check the stormwater ordinance.

Maintenance Operations Coordinator Ketchem stated Chris Holder wanted to know about his \$1.00 an hour raise for getting his gas certification and President Zach Bowers stated that was part of his job requirement when he was hired.

Maintenance Operations Coordinator Ketchem presented quotes for a new swing gate for the Wastewater Treatment Plant. It was explained that the current gates could be used since they are in decent shape and Maintenance Operations Coordinator Ketchem and Chris Holder will do the power, posts and conduit which will save roughly \$5,000. President Zach Bowers stated we need to have automatic closure and Maintenance Operations Coordinator Ketchem stated that he assumes the gates will remain open when on site. President Zach Bowers stated that the whole issue is the security of the plant and people could still forget to close the gate.

Maintenance Operations Coordinator Ketchem will get a quote to switch to automatic closure. Paul Wireman stated it could be the programming. President Zach Bowers asked that it be placed on the July 18th agenda for further discussion.

President Zach Bowers stated that he would like to discuss hydrant replacement and would like Maintenance Operations Coordinator Ketchem and Troy Elless to look at the hydrant at the corner of Maple and Walnut Street and to also prepare a priority list for hydrant replacement. Paul Wireman asked if there had been a commitment from the school on separating their stormwater from our sewer from their guttering and etc. and Town Attorney Peebles stated that he is still working on the agreement.

XII. Clerk-Treasurer Items

Debbie present adjustments totaling \$623.74 for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the adjustments totaling \$623.74 as presented.

Debbie stated that there are lots of events going on the Community Building and there was a large turnout at the Roachdale Alumni Banquet with 117 present and they were very pleased with the building and all of the hard work that had been put into the community.

Debbie thanked Hoosier Heartland State Bank for planting flowers at the park and the Town Office on Juneteenth.

President Zach Bowers asked that the contractors who had submitted quotes for the sewer repairs at the Town Office be contacted to see if their quotes were still good so the repairs could be completed.

President Zach Bowers stated the new wall that was being put up in the Town Office needs to be taken down since it was not properly installed.

XIII. Items from Town Council Members

Amanda Newcomer – No items.

Paul Wireman- No items.

President Zach Bowers – President Zach Bowers welcomed Amanda Newcomer to the Council and stated that she will do well and he looks forward to working with her.

President Zach Bowers stated that there are several streets with no speed limit signs and it is not a fix all to put up signs but it does serve a purpose. President Zach Bowers stated that he asked Town Attorney Peebles to investigate the requirements for speed limit signs and Town Attorney Peebles explained those requirements. Maintenance Operations Coordinator Ketchem will check with Midwestern Engineering to see if they can give guidance on the speed limit signs.

President Zach Bowers stated that speeding is the number 1 complaint that he receives.

President Zach Bowers publicly thanked NUCOR for donating 2 AEDs to the Police Department.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to adjourn the meeting at 9:19 p.m.

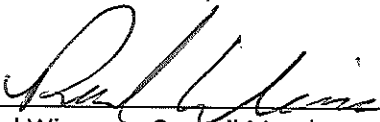
TOWN COUNCIL:



J Zachary Bowers, Council President



Amanda Newcomer, Council Member



Paul Wireman, Council Member

Attest



Debbie Sillery, Clerk Treasurer