

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
February 16, 2022 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, February 16, 2022 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, Katrina Asher

Council Members Absent: None

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

Guests Present: Zach Bowers, Homer McCloud, Jim Cromwell, Zac Hazzard

- I. Approval of Minutes – President Holly Cook presented the January 19, 2022 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the January 19, 2022 Regular Meeting Minutes as presented.

- II. Approval of Claims 01/20/2022 – 02/16/2022 Motion by Rick Miles Jr, second by President Katrina Asher, vote unanimous, to approve Claims 01/20/2022 – 02/16/2022 as presented.

Approval of Payroll 01/20/2022 – 02/16/2022. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 01/20/2022 – 02/16/2022 as presented.

- III. Approval of Bank Reconciliations and Financial Statements
Debbie stated that Suzy Bass has not completed the January 2022 Bank Reconciliations and Financial Statements as part of our internal control and they will be on the March 16, 2022 agenda for approval.

IV. Old Business

- A. 2021-2 Community Crossings Matching Grant Bid Award – Debbie stated that her and Jon Craig were the only people present at the bid opening and that 3 bids had been received. President Holly Cook asked Town Attorney Peebles to explain the breakdown of bids. Attorney Peebles stated that bids had been received from Midwest Paving, LLC with a base bid of \$238,710.54, Milestone Contractors South, LLC with a base bid of \$346,199.35 and ST Construction, INC with a base bid of \$351,145.35. Attorney Peebles explained that state law states that the bid should be awarded to the lowest responsive and responsible bidder. Attorney Peebles stated that Midwest Paving, LLC is the lowest bidder however they were award the Community Crossings project in 2019 and the Town had issues with them at the time so in Attorney Peeble's opinion that makes them responsive but not responsible. Attorney Peebles asked Superintendent Miller and former Council President Zach Bowers

explain the issues that occurred at the time and after discussion the Council does not want award the project to Midwest Paving, LLC. Attorney Peebles stated that he prepared Resolution 03-2022 Resolution and Memorandum of the Roachdale Town Council Concerning its 2022 Community Crossings Contract Award that takes into account the recommendation from Midwestern Engineers. President Holly Cook presented Resolution 03-2022 for approval and Attorney Peebles explained that Midwestern Engineers had reviewed the bids, the apparent low bidder is Midwest Paving who failed to complete the bid submittal checklist and failed to complete or provide some items required on the checklist. Also, based on the Town's past experience with Midwest Paving, LLC on a recent CCMG project, Midwestern cannot recommend that the project be awarded to Midwest Paving, LLC and that Midwest Engineers recommends that the second lowest bidder Milestone Contractors South, LLC with a based bid in the amount of \$346,199.35 and that based on a review of their bid and their past experience with the Town on a recent CCMG project Midwest Engineers recommends that the project be awarded to Milestone South Contractors, LLC in the amount of \$346,199.35 subject to INDOT review and approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Resolution 03-2022 Resolution and Memorandum of the Roachdale Town Council Concerning its 2022 Community Crossings Contract Award and to award the bid to Milestone South Contractors, LLC instead of Midwest Paving, LLC. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, for President Holly Cook to sign the Notice of Award with Milestone Contractors South, LLC in the amount of \$346,199.35.

- B. Establishment of Date and Time of Town Council Meetings – President Holly Cook stated that at the last meeting it was decided to wait until the full Council was present to establish the date and time of the 2022 Town Council Meetings. Motion by Katrina Asher, second by Rick Miles Jr, vote unanimous, to establish the 3rd Wednesday of the month, 6:00 p.m. at the Roachdale Community Building located at 204 N Indiana Street as the date, time and place of the monthly Town Council Meetings.
- C. Board of Zoning Appeals – President Holly Cook stated that she has been researching if a Board of Zoning Appeals and will contact the current members to see if they are still interested. President Holly Cook asked that the Council be thinking of who they want to put on the Board of Zoning Appeals for any vacancies. Attorney Peebles stated that current members serve until the term ends or they are replaced. President Holly Cook stated that she will contact the current members and it will be further discussed at the March 16, 2022 Town Council Meeting.
- D. COVID Ordinance Update – Rick Miles Jr stated that he had done a brief overview of a Covid Ordinance and President Holly Cook stated that she had reviewed it and thought it looked good. Rick Miles Jr stated that he had researched to see what other towns and businesses are doing and most require that the employees have to use their available days and then quarantine without pay. Katrina Asher stated that she felt it was a gray area on what was presented that stated that Town employees deemed essential may still be required to report to work with appropriate measure in place to reduce exposure to others. Katrina Asher asked what type of liability the Town would have if they required workers to come to work with

COVID and Attorney Peebles stated that it is more important that water and wastewater testing, etc., be completed. Superintendent Miller stated that essential works would also have to come in if there was a gas issues in the event that USDI is not available. Katrina Asher stated that in the policies she had reviewed there is a distinction between employees that are vaccinated and those that are unvaccinated. President Holly Cook stated that the biggest difference between what was presented and the Cloverdale policy is that Cloverdale addresses pay. Rick Miles Jr stated that it is not an issue to include it. Katrina Asher stated that employees should not be paid if their time is exhausted. Superintendent Miller asked if employees with children would be able to stay home if the child was quarantined and the Council agreed that the employee would have to use their available days and if they have no days, they would not be paid. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to table the COVID Ordinance.

E. Town Website Update – President Holly Cook asked Katrina Asher to give an update on the website. Katrina Asher stated that Zach Bowers has been updating the website and one thing that she noticed is that the meeting minutes do not match the dates. Zach Bowers stated that he has not done anything with the meeting minutes. Katrina Asher asked if we wanted the meeting minutes with signatures on the website and stated that on other sites most minutes are signed. Rick Miles Jr stated that the sites he had checked were about 50/50 with some having signed minutes and some not. Zach Bowers stated that he wanted clean copies of the minutes and stated if not, they would be scanned minutes with signatures and would not look as clean. Katrina Asher stated that she would send Zach Bowers the minutes from 2020 – present.

F. Surplus Property – 1993 Cheyenne Pickup Truck – President Holly Cook stated that she spoke to Traction Auto and they will give us \$450.00 if the vehicle is scrapped and they will pick it up. Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to have the 1993 Cheyenne Pickup Truck scrapped with Traction Auto.

G. Drinking Water Fluoride – President Holly Cook stated that she had researched fluoride in drinking water and there are minor benefits to having it included. Rick Miles Jr stated that he had checked several sites and that all of the major medical organizations recommend adding fluoride to drinking water. Katrina Asher stated that she thought we should continue to add fluoride. Superintendent Miller stated that if we continue to add fluoride, we will need to get a new water softener and stated that he does not have any quotes for a new one. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to table the new water softener until Superintendent Miller receives quotes. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to continue adding fluoride to the drinking water.

V. New Business

There was no new business discussed.

VI. Public Comment

Homer McCloud stated that there is an issue at Shirley Vance's with the water not draining off of the sidewalk causing there to be standing water. Rick Miles Jr asked if the water could be redirected and Superintendent Miller stated that he had not looked closely at it.

Superintendent Miller stated that there is no drain on that side so that is why it is holding water. Homer McCloud asked if he could drill holes in the sidewalk and was told that it could cause issues with the sidewalk. Rick Miles Jr stated that he is not in favor of drilling holes in sidewalks and Debbie asked who would be responsible for the replacement of the sidewalk if it was damaged by drilling holes in it. Superintendent Miller stated that he would look at the sidewalk with Homer McCloud and report back at the March 16, 2022 Town Council meeting.

VII. Town Marshal Report – Marshal Lepine presented his monthly report and stated that he had emailed it to the Council. Marshal Lepine stated that he has started a new program this year to acknowledge his Reserve officers and stated that for the month of January 2022 he is recognizing Cameron Boller who worked 30 hours in January which is 10 more hours than required and had 10 traffic stops that including several suspended drivers. Marshal Lepine presented a quote for \$6,910.00 including installation for Kenwood radios for both police vehicles. Marshal Lepine stated when the Charger was sold, he intended to use that money for the purchase of the new radios. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to purchase Kenwood radios for \$6,910.00 from the proceeds from the sale of the Charger. Marshal Lepine stated that he would like to add Eric Vaughn as an unpaid Reserve Officer. Marshal Lepine stated that Eric Vaughn already has all of his equipment and the Town will just need to purchase his ballistic vest at a cost of around \$900.00. President Holly Cook asked if we can reuse vests and Marshal Lepine stated that he did not like to do that because the fit of the vest is for the officer it was originally purchased for. Katrina Asher asked what hours he would be working and Marshal Lepine stated that it would be the same as the other Reserves. Katrina Asher stated that it was nice to see that we now have more coverage on the weekends. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous to approve Eric Vaughn as an unpaid Reserve Officer. Motion by Rick Miles Jr, second by Holly Cook, vote unanimous, to purchase a ballistic vest for Eric Vaughn.

VIII. Town Superintendent Items – No items.

IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$90.51 for approval. Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to approve adjustments totaling \$90.51 as presented. Debbie stated that she has the Special Meeting scheduled for February 23rd at 5:30 p.m. posted and it had been sent to the Banner Graphic. Debbie stated that she would like to recognize Superintendent Miller and Levi Chinn for all of their work snow plowing during the recent winter storm. Debbie also recognized Marshal Lepine for his recent participation in the Putnam County Youth Bureau's Lip Synch Challenge and stated that his team was second in the contest and had raised \$6,000.00 with their fundraising efforts.

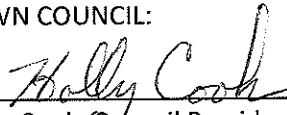
X. Items from Town Council Member
President Holly Cook – No items.

Rick Miles Jr – Rick Miles Jr stated that he thought Superintendent Miller and Levi Chinn had done a good job on snow removal. Katrina Asher stated that she had had complaints from two of the downtown businesses. Superintendent Miller stated that he had intended to clean the downtown area the first thing Monday morning, however his grandmother passed, the John

Deere with the blade was down and the process since Levi Chinn was the only employee Present on Monday. Superintendent Miller asked who was responsible for cleaning the downtown and President Holly Cook and Katrina Asher both responded that the Town is. Superintendent Miller stated that Tri-County Bank employee Nathan Scott did a good job cleaning a large portion of the downtown sidewalks. Rick Miles Jr and President Holly Cook agreed that the Town does the best it can and that they will get to it when they can. Superintendent Miller stated that he felt the Town and the downtown businesses should work together however it is expected that the Town will get it done. Katrina Asher stated that we need to show courtesy to our downtown businesses and Rick Miles Jr stated that they should do their part also.
Katrina Asher – No items.

Motion by Rick Miles Jr, second by Katrina Asher vote unanimous, to adjourn the meeting at 8:15 p.m.

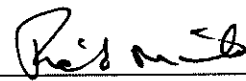
TOWN COUNCIL:



Holly Cook, Council President



Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer