

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
August 19, 2020 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, August 19, 2020, 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: Zach Bowers, David New, Tami Eldridge, Jim Cromwell, Rick Miles Sr

- I. Approval of Minutes – President Katrina Asher presented the July 15, 2020 Regular Meeting Minutes for approval. Motion by Holly Cook, second by President Katrina Asher, vote Holly Cook, President Katrina Asher, to approve the July 15, 2020 Regular Meeting Minutes as presented, Rick Miles Jr abstained.

Approval of Minutes – President Katrina Asher presented the August 13, 2020 Executive Session Memorandum and August 19, 2020 Executive Session Memorandum for approval. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to approve the August 13, 2020 Executive Session Memorandum and August 19, 2020 Executive Session Memorandum as presented.

- II. Approval of Claims 7/16/2020 – 8/19/2020. Motion by Holly Cook, second by President Katrina Asher, vote unanimous, to approve Claims 7/16/2020 – 8/19/2020 as presented.
- III. Approval of Payroll 7/16/2020 – 8/19/2020. Motion by Holly Cook, second by President Katrina Asher, vote unanimous, to approve Payroll 7/16/2020 – 8/19/2020 as presented.

June 2020 Bank Reconciliations and Financial Statements - President Katrina Asher presented the June 2020 Bank Reconciliations and Financial Statements as prepared by Char's Accounting Services as part of our Internal Control. Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to approve the June 2020 Bank Reconciliations and Financial Statements as presented.

IV. Old Business

- A. Endeavor Communications Update – Debbie stated that she spoke to Melissa Ensor, Endeavor Communications, and she reported that they still need 68 additional customers to sign up online or by completing a form stating that they are interested in getting Endeavor in

- Roachdale. Debbie stated that Melissa Ensor said that she gave information to Tammy Eldridge to go door to door to get more customers to complete the form.
- B. Ordinance Codification – President Katrina Asher stated that she has signed the American Legal Publishing contract and they should be contacting Debbie soon to begin the work. Debbie asked President Katrina Asher to send her their contact information so she could contact them if she did not hear from them soon.
 - C. Grant Administration Selection – President Katrina Asher stated that her and Debbie will work on scheduling interviews with potential Grant Administrators.
 - D. Zoning – Plan Commission and Board of Appeals – Rick Miles Jr stated that he had contacted Jim Ensley and was told that the Town would need to submit a formal request for Putnam County to taking over zoning for the Town of Roachdale. Jim Ensley told Rick Miles Jr that once the request is received, it will be put on the docket for the Putnam County Commissioners Meeting and that Putnam County will adopt the Town of Roachdale’s Zoning Ordinance to be followed for any permit requests within Roachdale. Motion by President Katrina Asher, second by Rick Miles Jr, vote unanimous, to formally request that Putnam County handle the planning and zoning for the Town of Roachdale and that we get them the necessary information to do so.
 - E. Proposed Water/Wastewater Projects Update – President Katrina Asher gave proposed options from Jon Craig, Midwestern Engineers, Inc. for funding options. Superintendent Miller stated that North Montgomery recently installed a water filtration system for \$350,000.00. Rick Miles Jr asked who to contact with questions and President Katrina Asher stated that would be Troy Elless and that Troy could arrange to have Council members individually tour the facility.
 - F. OCRA COVID-19 Grant Award Update – No update
 - G. Town Website Management – Zach Bowers stated that he will update the website as soon as he receives the requested login and password information.
 - H. Census Packets Update – Census workers will be going door to door within the next week to get information from residents that did not complete the Census online.
 - I. Park Board and Park Shelter – Debbie will post information at the Town Office, around town and send a Reach Alert on how to submit a letter of interest for serving on the Park Board. Superintendent Miller will get quotes on the shelter for fixing the current shelter and constructing a new shelter so the Council can look at the comparisons at the September 16th Town Council Meeting.
 - J. Farmer’s Market – Rick Miles Jr gave an update on information that he had received from Melinda Duckett on establishing a Farmer’s Market for next year.
- V. New Business
- A. Halloween – Options were discussed for Halloween this year due to COVID19 and it will be discussed further at the September 16th Town Council Meeting.
- VI. Public Comment Time – Zach Bowers stated that there was an article in the Banner Graphic on

June 19th reporting that local communities are eligible for Pandemic Funds and asked if we had received the funds and what they would be used for. President Katrina Asher stated that we did not initially think that we would have anything that would qualify for the funds and Debbie stated that we have since had expenses that we could use the money for reimbursement for and may have more expenses between now and December 31st. Debbie stated that she had advised the Council in July that she felt the Town should sign the document requesting funds. President Katrina Asher will follow up. Zach Bowers asked to discuss the properties at 202 and 204 W Railroad Street. Debbie reported that the properties are now bank owned and the Town has a lien on the properties for mowing. Superintendent Miller reported that the properties had been mowed by the bank's representatives earlier in the day. David New asked for an update on having chickens in town. After discussion, the Council was in agreement that no changes be made to the current ordinance that does not allow chickens.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report and stated that he did not have any updates on property cleanups. Marshal Lepine presented a draft policy for property cleanups. Marshal Lepine requested that he be given a matrix to follow for property cleanups at the September 16th Town Council Meeting. Marshal Lepine stated that he will not be pursuing the candidate he had for Unpaid Reserve Deputy Marshal Lepine stated that there is a USDA grant that will be available in May 2021 that will pay 55% of the purchase of a new police vehicle and accessories. Holly Cook asked what was wrong with the current vehicles and Marshal Lepine stated that they were purchased used and we are starting to have numerous repairs. It was agreed that it will be a discussion in 2021. Marshal Lepine stated that Kim Barnes wants to volunteer to work in his office a few hours a week. After discussion, President Katrina Asher stated that she would like time to research what would be required and asked that it be put on the September 16th Town Council Meeting.
- VIII. Town Superintendent Items – Superintendent Miller reported that the updates to the odorant station have been completed. Superintendent Miller stated that he will now have more monthly responsibilities with the odorant station. Superintendent Miller will get quotes for a shelter to cover the odorant station and will present it at the September 16th Town Council Meeting. Superintendent Miller stated that the TCI head on the gas meter at North Putnam High School will be replaced next week and all water meters have now been replaced.
- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$612.11 for approval. Motion by President Katrina Asher, second by Holly Cook, vote unanimous, to approve the adjustments as presented. Debbie stated that she is working on the 2021 Budget and will include the new police vehicle and a paid full time Deputy. Debbie stated that it does not mean that the items will be approved, however, the funds will be there if the Council moves forward in 2021. Debbie stated that she will meet with Council members individually if they would like to discuss the budget in advance of the Public Hearing on September 16th. Debbie gave an update on past due accounts.

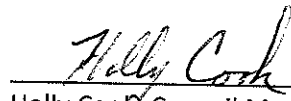
- X. Items from Town Council Members
President Katrina Asher – no items
Holly Cook – no items
Rick Miles Jr – no items

Motion by President Katrina Asher, second by Holly Cook, vote unanimous, to adjourn the meeting at 8:07 p.m.

TOWN COUNCIL:



Katrina Asher, Council President

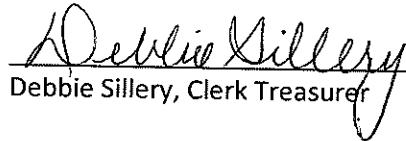


Holly Cook, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer