

**Town of Roachdale**  
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172  
June 30, 2025 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Thursday, June 30, 2025 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, Amanda Newcomer, Paul Wireman

Council Members Absent: None

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

Guests Present: Jim Cromwell, Brent Wireman, Tonya Bowers

- I. Wastewater Project Update – Jon Craig, Midwestern Engineers, reported that the fence around the EQ basin is to be completed this week and then the check valve will be installed. Jon Craig stated all grading and cleanup will be completed by July 9<sup>th</sup>.  
Jon Craig stated the Derik Wiggins has the IDEM Agreed Order quarterly update letter on the calendar, and it will be completed before July 10<sup>th</sup>. Troy Elless, UMAC, stated the IDEM inspector was out a few weeks ago and stated that once the fence was up then the State Compliance order would be completed. Mark Ketchem, Maintenance Operations Coordinator, stated that Mitchell and Stark would definitely have everything done by the end of next week.
  - A. Pay Applications  
Jon Craig presented pay application #29 from Mitchell and Stark Construction in the amount of \$7,237 and pay application #30 from Midwestern Engineers in the amount of \$33,138, both to be paid from SRF funds, for approval.  
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve both pay application #29 from Mitchell and Stark Construction in the amount of \$7,237 and pay application #30 from Midwestern Engineers in the amount of \$33,138, both to be paid from SRF funds, as presented.
- II. Community Crossings Update – Ben Cook, Grady Brothers, asked when payment was going to be made on the Community Crossings project and a discussion was held on the overage and on the restoration that still needs to be completed.  
After discussion, motion by President Zach Bowers to approve payment of \$287, 414.14, including overage, once an invoice is received that is not in draft form, and to authorize the Council President to sign any forms INDOT will need, second by Paul Wireman, vote unanimous.  
The retainage will be held until the restoration is completed to the Council's satisfaction.  
Ben Cook stated that he had been made aware of possible structural damage that was done to the Roachdale Hardware during the project when the road grinding was done by their building on Meridian Street and Grady Brothers will be addressing it.

Jon Craig discussed the new requirements for the Indiana LTAP Paser program that will be available in 2025 but will not be required for compliance until 2025. Jon Craig stated that the recertification training will need to be completed every 2 years, and the training is available online. Jon Craig stated that the Community Crossings program will be more competitive in the future, but the new match amount for cities and towns will now be 20%.

- III. Potential Water Project – Jon Craig stated that Debbie had called him and had requested that Midwestern Engineers, Shawn Kleinpeter, Kleinpeter Financial Group and Janet Alexander, Local Government Services, all be present at the July 17<sup>th</sup> Council meeting to discuss the project and the funding options. Jon Craig stated that Debbie had also discussed with him that a tour was to have been scheduled of a local facility and that had not been done yet and he stated that he would get that scheduled as well.

IV. Approval of Minutes

A. May 22, 2025 Regular Meeting

B. June 11, 2025 Memorandum of Executive Session

President Zach Bowers presented the May 22, 2025 Regular Meeting Minutes and the June 11, 2025 Memorandum of Executive Session for approval.

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

V. Approval of Claims

A. May 23, 2025 – June 30, 2025 Claims – President Zach Bowers presented claims for May 23, 2025 – June 30, 2025 for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve claims for May 23, 2025 – June 30, 2025 as presented.

B. May 23, 2025 – June 30, 2025 Payroll - President Zach Bowers presented payroll for May 23, 2025 – June 30, 2025 for approval.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve payroll May 23, 2025 – June 30, 2025 as presented.

- VI. May 2025 Bank Reconciliation – President Zach Bowers presented the May 2025 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 2025 Bank Reconciliation as presented.

- VII. Public Comment Time – Brent Wireman thanked the Council for their cooperation with the road closures during the Roachdale Hardware's 125<sup>th</sup> Anniversary Celebration. Brent Wireman stated there were several hundred guests in attendance. Brent Wireman stated he also appreciated all of Mark's and the Police Department's help with the event.

Brent Wireman stated that his building had structural damage done during the Community Crossings project due to road grinding and he has filed a complaint. It was stated that Ben Cook, Grady Brothers, had stated they would be addressing it when Brent Wireman had briefly stepped out of the meeting.

VIII. Old Business

There was no old business discussed.

IX. New Business

- A. Roachdale Christian Church Road Closure Request – President Zach Bowers presented a request from the Roachdale Christian Church to close Franklin Street from the east corner of the church office parking lot to the corner of Walnut Street and Franklin Street for their VBS Community Night on July 10<sup>th</sup> between the hours of 3-9 p.m.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the Roachdale Christian Church road closure request as presented.

X. Property Cleanups

Town Attorney Dave Peebles and Town Marshal Adrian Lepine gave the following updates:

Kristin Stein – judgment, no payments have been made, there is a lien on the property.

Charles Ring – court date July 2, 2025, awaiting status conference order.

Sanford Horn – court date August 11, 2025

Robert Williams – obtaining compliance hearing date.

Patsy Long Bradley – obtaining compliance hearing date. Putnam County has also issued a citation letter.

3B2G LLC – tabled for compliance hearing, obtain court date.

Patricia Lawyer – 7/17/25 council hearing, unsafe building order sent for garage, 7/31/25 deadline to correct.

4 N Main – rubbish, junk and scrap. Marshal Lepine reported that there was improvement on property, attempted to speak to resident, no answer.

404 E Columbia – tall grass and weeds. Marshal Lepine mailed a certified letter to owner on June 18<sup>th</sup>.

407 E Forest Home – tall grass and weeds. Marshal Lepine spoke with Dollar General store manager and majority of grass in the area was mowed, he followed up with corporate office and was informed that the violation would be abated by July 7<sup>th</sup>.

401 N Indiana – abandoned vehicle, Marshal Lepine issued a citation for failing to abate nuisance on June 9<sup>th</sup>. Marshal Lepine advised owner if they could get the vehicle back in visually operational state within 1 month the citation would be voided.

406 E Forest Home – 2 abandoned vehicles. Marshal Lepine made two attempts to contact resident, no service, left notice on door and mailed notice to property owner.

101 N East – rubbish and 2 abandoned vehicles. Marshal Lepine made two attempts to contact resident, no service, left notice on door and mailed notice to property owner.

XI. Town Marshal Report

Marshal Lepine presented his monthly report.

President Zach Bowers requested that Marshal Lepine double check his hours on May 9<sup>th</sup> since it is listed as both personal and sick time on the report. Marshal Lepine stated that he will verify the hours with Debbie. Debbie stated that she thinks the hours are sick time but she will check the timesheet.

Marshal Lepine stated the Safe Summer event on June 7<sup>th</sup> was a success with 168 people attending. Marshal Lepine reported that he is currently conducting a Reserves hiring event and after the process is completed will bring the names for approval to the August 21<sup>st</sup> Council Meeting.

XII. Maintenance Operations Coordinator Report

Maintenance Operations Coordinator Ketchem reported that the hydrant flushing has been completed.

Maintenance Operations Coordinator Ketchem stated that he was busy in June getting ready for several events at the park and downtown.

Maintenance Operators Coordinator Ketchem reported that he has met with Troy Elless on the water meter relocation project.

Maintenance Operations Coordinator Ketchem stated that there are 2 storm drains that are collapsed at the corner of Walnut Street and Railroad Street.

Debbie stated that she had discussed with Mark that she thinks there may be an issue with the storm drain at the north end of the Community Building since there was a large amount of water in the north end of the Community Building during the last heavy rain and that has not happened before.

Troy Elless stated that as part of the required IDEM lead service line inventory report there are 4 galvanized lines that we need to get changed out.

Debbie asked if we got everything resolved with North Putnam Community School Corporation on the downspouts and the grease trap at Roachdale Elementary and Troy Elless reported that the grease trap has been installed and they are still waiting on quotes for the downspouts.

Troy Elless stated Servies and Morgan Funeral Home should have their backflow preventer installed this week and the Town needs to enforce getting the other businesses that need backflow preventers to get them installed. Troy Elless stated that he will work with Debbie on getting a letter prepared to send them on the requirements and a deadline for installation.

- XIII. Clerk-Treasurer Items – Debbie presented adjustments totaling \$1,008.34 for approval. Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve adjustments totaling \$1,008.34 as presented. Debbie stated that she is still waiting on figures for the 2026 budget.

XIV. Items from Town Council Members

Amanda Newcomer – Amanda Newcomer stated that she wanted to thank the Police Department and Mark for doing a good job.

Paul Wireman – Paul Wireman stated that the Council needs to take care of pay raises for Mark Ketchem and Bryson Tash from when their service dates came up. Paul Wireman stated that the Council cannot guarantee raises every year.

Motion by Paul Wireman to give Mark Ketchem a \$1.00 an hour raise from his service date and Bryson Tash a \$.75 raise from his service date beginning on the next pay period which began June 30<sup>th</sup>, second Amanda Newcomer, President Zach Bowers against, motion passed.

Paul Wireman stated that he had been contacted by the Parke County Superintendent and they are interested in purchasing the old backhoe. A discussion was held regarding the poor condition of the backhoe and it was stated that the backhoe would have to be declared surplus as well and it would have to be sold as is. President Zach Bowers made the motion to declare the old backhoe surplus. Second by Paul Wireman, vote unanimous, to declare the old backhoe surplus.


President Zach Bowers – no items.

Motion by President Zach Bowers, second by President Paul Wireman, vote unanimous, to adjourn the meeting at 8:41 p.m.

TOWN COUNCIL:



J Zachary Bowers, Council President

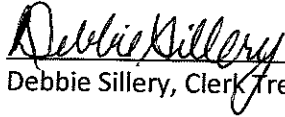


Amanda Newcomer, Council Member



Paul Wireman, Council Member

Attest



Debbie Sillery, Clerk/Treasurer