

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
May 16, 2024 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Thursday, May 16, 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

Council Members Absent: None

One Council position currently vacant.

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

Guests Present: Amanda Newcomer, Carole Cloncs, Jim Cromwell, Kyle Crooks, Kimberly Crooks, Belinda Wireman, Hayley Reeves, Lauren Gootee, Tonya Bowers

Town Council Vacancy - President Zach Bowers asked Town Attorney Dave Peebles to explain the process for filling the vacancy.

President Zach Bowers stated that the Council had received 6 letters of interest for the vacancy and read the names of those that had submitted letters. President Zach Bowers stated that at the May 13, 2024 Executive Session 3 of those had been selected to be interviewed in tonight's public meeting.

President Zach Bowers individually introduced Amanda Newcomer, Roger Webb Jr and Joshua Fenton and gave each an opportunity to introduce themselves and tell why they wanted to be on the council. President Zach Bowers and Paul Wireman then asked each candidate questions pertaining to the position.

Motion by Paul Wireman to fill the vacancy on the Council with Roger Webb Jr. Motion died for lack of a second.

Motion by President Zach Bowers to fill the vacancy on the Council with Amanda Newcomer. Motion died for lack of a second.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to table the appointment of a Town Council member to fill the vacancy.

President Zach Bowers stated that a meeting will be set next week and notice will be given per the Indiana Open door Law to fill the Town Council vacancy.

- I. Wastewater Project Update – President Zach Bowers gave an update on the project and stated that the pipelining will be wrapping up in June and manhole rehabilitation will begin at some point. The televising and cleaning activities are complete and the final point repair has been completed. The additional manholes authorized by Change Order #2 will begin soon. Mitchell and Stark will begin work at the plant in late June or July.

A. Pay Applications

President Zach Bowers presented pay applications from Midwestern Engineers in the amount of \$12,118, Mitchell & Stark in the amount of \$4,608 and Miller Pipeline in the amount of \$141,738. Per Debbie's request, the Miller Pipeline payment will have \$19,075 paid out of local ARPA funds and the remaining \$122,663 will be paid out of SRF funds. This will exhaust the ARPA funds received by the Town.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the pay applications as presented.

- II. 2024 Community Crossings Matching Grant Update – President Zach Bowers stated that Scott Siple, Midwestern Engineers, Inc was in town last week and evaluated some of the streets that were rated at a 5 or less on the LTAP inventory and he will follow up with Maintenance Operations Coordinator Mark Ketchem in a few weeks.

III. Approval of Minutes

- A. April 18, 2024 Regular Meeting Minutes
- B. April 29, 2024 Memorandum of Executive Session
- C. May 2, 2024 Memorandum of Executive Session
- D. May 2, 2024 Special Meeting Minutes
- E. May 13, 2024 Memorandum of Executive Session

President Zach Bowers presented the April 18, 2024 Regular Meeting Minutes, April 29, 2024 Memorandum of Executive Session, May 2, 2024 Memorandum of Executive Session, May 2, 2024 Special Meeting Minutes and May 13, 2024 Memorandum of Executive Session for approval.

Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve the minutes as presented.

- IV. Approval of Claims 04/19/2024 – 05/16/2024. President Zach Bowers presented claims for 4/19/2024 -05/16/2024 for approval.

Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve claims 04/19/2024 – 05/16/2024 as presented.

Approval of Payroll – 04/19/2024 – 05/16/2024. President Zach Bowers presented payroll for 04/19/2024 – 05/16/2024 for approval.

Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to approve payroll 04/19/2024 – 05/16/2024 as presented.

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

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the April 2024 Bank Reconciliation as presented.

VI. Public Comment Time

Kyle Crooks stated that he received the fourth highest number of votes during the election and feels that it is an oversight that he is not the replacement for the vacancy on the Council due to the time that he spent to get on the ballot to get elected. Kyle Crooks stated that he has nothing

against the 3 candidates interviewed tonight but he thinks to be overlooked is an oversight and he knows the Council will do what is in the best interest of the Town.

Belinda Wireman stated that the Roachdale Hardware is hosting the Case Reunion June 1st and requested Meridian Street from the Post Office to the grocery store at the corner of Washington Street be closed from 9:00 a.m. May 31st to 7:00 p.m. June 1st.

Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to grant the street closure as requested.

VII. Old Business

There was no old business.

VIII. New Business

- A. Updated Zoning Administration Interlocal Agreement Between Town of Roachdale and Putnam County - President Zach Bowers presented the agreement for approval and stated that it does not change the BZA, the Town does not collect fees or issue permits and the agreement will now go to the Putnam County Commissioners for their approval.
Motion by President Zach Bowers, second by Paul Wireman, motion unanimous, to approve the Updated Zoning Administration Interlocal Agreement Between Town of Roachdale and Putnam County.
- B. Interim Marshal Salary – President Zach Bowers stated that Interim Marshal Bryson Tash should be compensated fairly for additional tasks until a new marshal is appointed.
Motion by Paul Wireman, second by President Zach Bowers, vote unanimous, to give Interim Marshal Bryson Tash a \$3.00 an hour adjustment in pay while in the interim position effective May 3rd until a new marshal is appointed.
- C. Ordinance 03-2024 – Amended Salary Ordinance for 2024.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to table Ordinance 03-2024.
- D. Marketing Photos – President Zach Bowers stated that he would like to have professional photos done of all employees and Council members to put on the website and photos to market the town.
President Zach Bowers stated that the signs on the edge of the community need updated with the Town logo and the church signs need to be moved off of the Town signs.
Maintenance Operations Coordinator Mark Ketchem will get quotes for the signs.
- E. Ordinance Fines and Penalties – President Zach Bowers stated that he thinks we need something more aggressive and standardized on our ordinance fines and penalties to show that the Town means business and asked if we could have a fines and penalties ordinance.
President Zach Bowers asked that the item be placed on the June 20th agenda for further discussion.

IX. Property Cleanups

Town Attorney Peebles gave an update on the grocery store property located at 21 & 23 East Washington Street owned by AKG Investments, LLC. President Zach Bowers stated that the Town needs to move forward with an inspection warrant and stated that the fire inspector is willing to come out with advance notice.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to move forward with the inspection warrant process at 21 and 23 E Washington Street.

Town Attorney Peebles stated that the letter sent to Robert Williams for his trailers on South Street was returned and President Zach Bowers stated that he needs to give a timeframe for completion and the notice needs to be served personally.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to amend the current unsafe building order for Robert Williams on his property on South Street with a deadline of June 30th to be served by the Interim Marshal's office.

President Zach Bowers asked if Barbara Scott had been served an unsafe building order for her garage at 05 E Forest Home Street and Town Attorney Peebles stated that she had not.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to have Town Attorney Peebles prepare an unsafe building order for 5 E Forest Home Street to be served by the Interim Marshal's office with a June 30th deadline.

Attorney Peebles gave an update on litigation and stated that Kristin Stein is reserved, he is filing a new lawsuit on Grace and Charles Ring who were served a cleanup notice 2 weeks ago with no progress.

Interim Marshal Tash stated that he gave 209 E Washington Street a warning last week and they acknowledged the problem and will be working on the property. Town Attorney Peebles stated there is still a pending lawsuit on the property.

Town Attorney Peebles stated that Sandford Horn had called his office again and President Zach Bowers stated that he needs to keep moving forward.

Interim Marshal Tash reported the livestock at 603 N Indiana have been removed and the owner of the inoperable vehicle at 303 E Washington Street will have it towed by May 22nd. Interim Marshal Tash also gave 207 E Forest Home Street a warning for tall grass and a couch on their property and gave them information for Community Cleanup Days

600 N Indiana

Debbie stated that Lisa Ziener had told her that Putnam County had contacted Robert Hammon regarding the old fertilizer plant on Railroad Street.

X. Town Marshal Report

Interim Marshal Tash presented his monthly report.

Interim Marshal Tash reported that the tasers are on back order.

President Zach Bowers asked if quotes had been received for graphics on the Taurus and Interim Marshal Tash stated that he will follow up on the quotes.

XI. Maintenance Operation Coordinator Report

Maintenance Operations Coordinator Ketchem reported that he has been busy repairing broken equipment and the vac had a bad water pump and he will fix that. Gutter lines along the road have been cleaned and the grass and weeds on Town own property are now better maintained. President Zach Bowers asked that Maintenance Operations Coordinator Ketchem prepare a schedule of routine tasks for the June meeting and that the Town office and any buildings that need painted be completed.

It was reported that the masonry work at the plant has been completed.

XII. Clerk-Treasurer Items

Debbie present adjustments totaling \$411.92 for approval.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the adjustments totaling \$411.92 as presented.

Debbie stated that the VFW would have their Memorial Day service at the Roachdale Library on May 27th and encouraged everyone to attend.

President Zach Bowers stated that a Special Meeting will be held on Thursday June 23rd at 7:00 p.m. and asked Town Attorney Peebles to prepare the notice according to the Indiana Open Door Law.

XIII. Items from Town Council Members

Paul Wireman – Paul Wireman welcomed Mark Ketchem to his new position as Maintenance Operations Coordinator and thanked Interim Marshal Bryson Tash for his hard work on behalf of the police department.

Paul Wireman stated that the with the change in personnel the Town is getting to the point where they will be able to perform without interruptions and stated that Mark is a stable, good candidate for the position but could not hold two positions so that is why his Council position is vacant.


Paul Wireman stated if anyone has questions, the Council can be contacted via email, in person, or at a meeting.

President Zach Bowers - President Zach Bowers stated that personnel cannot be discussed during a public meeting.

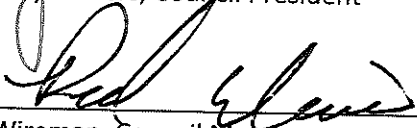
President Zach Bowers asked Interim Marshal Tash and Maintenance Operations Coordinator Ketchem to make a list of items for their departments for the 2025 budget.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to adjourn the meeting at 8:58 p.m.


TOWN COUNCIL:



J Zachary Bowers, Council President

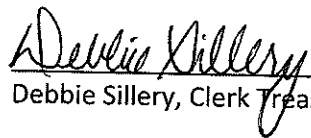


Paul Wireman, Council Member



Amanda Newcomer, Council Member

Attest



Debbie Sillery, Clerk Treasurer