

**Town of Roachdale**  
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172  
April 19, 2023 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, April 19, 2023 6:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

Acting President Katrina Asher called the meeting to order at 6:00 p.m. Motion by Acting President Katrina Asher, second by Holly Cook, vote unanimous, to have Rick Miles Jr resume as Council president. President Rick Miles Jr presided over the remainder of the meeting.

Council Members Present: Rick Miles Jr, Katrina Asher, Holly Cook

Council Members Absent: None

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

Guests Present: Homer McCloud, Zach Bowers, Jim Cromwell, Kyle Crooks, Adrian Lepine, Anthony Wireman, Bryson Trash, Sydney Tash, Sandra Rogers, Hayley Acosta, Jason Mahaffey, Derick Wiggins, Mark Ketchem, Brent Wireman, Belinda Wireman, Mike Kleinpeter, Sarah Brannan, Troy Elless, Anthony Taylor

- I. Wastewater Improvement Project – USDA Public Hearing. President Rick Miles Jr opened the USDA Public Hearing and introduced Derick Wiggins, Midwestern Engineers, who gave a presentation outlining the need for the project and what the proposed improvements are. The proposed cost for the project totaling \$3,476,000 was also presented with a breakdown of funding sources. Public comment time was provided during the hearing, however, no comments were made and the public hearing was closed.
- II. Wastewater Improvement Project Update – Derick Wiggins gave an update on the funding sources for the project and stated that he has been working with USDA and SRF to get them the necessary documents. Mike Kleinpeter, Kleinpeter and Associates, stated that the deadline for the OCRA grant was extended to September 30<sup>th</sup>, he would like to open bids for the project on September 18<sup>th</sup> and close on whichever loan we receive by December 20<sup>th</sup>.
- III. Amendment to Owner – Engineer Agreement Amendment No. 2. President Rick Miles Jr presented the amendment for approval and Derik Wiggins explained that the amendment is for the addition of ultraviolet disinfection improvements to the wastewater improvement project to eliminate chlorine disinfection at a proposed additional fee of \$41,000 for Midwestern Engineers, Inc. for design, bidding and construction engineering and \$5,000 for project representation services for a total increase of \$46,000. Which will bring the adjusted agreement amount to \$514,500. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve Amendment to Owner – Engineer Agreement Amendment No. 2 as presented.
- IV. Approval of Minutes – March 15, 2023 Regular Meeting Minutes. President Rick Miles Jr presented the March 15, 2023 Regular Meeting Minutes for approval. Motion by Holly Cook,

second by Katrina Asher, President Rick Miles Jr abstained due to not being present at the meeting, motion passed, to approve the March 15, 2023 Regular Meeting Minutes as presented.

- V. Approval of Claims 03/16/2023 – 04/19/2023. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve Claims 03/16/2023 – 04/19/2023 as presented.

Approval of Payroll 03/16/2023 – 04/19/2023. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve Payroll 03/16/2023 – 04/19/2023 as presented.

- VI. Approval of March 2023 Bank Reconciliations and Financial Statements  
President Rick Miles Jr presented the March 2023 Bank Reconciliations and Financial Statements as prepared by Suzy Bass, Local Government Services, as part of our Internal Control. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the March 2023 Bank Reconciliations and Financial Statements as presented.

- VII. Public Comment Time

Homer McCloud asked if the Town would start doing a welcome packet which would include ordinances for new customers. Debbie explained that customers are given a list that includes a phone list for all business as well as contacts for trash service, electric, phone and internet, etc. Debbie said that new customers are also given a welcome basket that is provided by the RRCA. Debbie also stated that she goes over the main ordinances and also signs new customers up for Reach Alert. Debbie stated that customers are also told to contact the office with any questions that they have.

Homer McCloud also stated that the stone that was put in the alley behind Shirley Vance's home had some of the stone scattered into her yard and Superintendent Matt Romalia stated that he would look at it.

Jim Cromwell asked if the golf cart that had been declared surplus property was ready to be sold and Superintendent Romalia stated that he is looking at it and the truck that was declared surplus to see if they could be fixed and used by the Utility Department.

Anthony Wireman asked about the Plan Commission and President Rick Miles Jr and Katrina Asher both stated that they cannot find anyone to serve. President Rick Miles Jr stated that he will contact Lisa Ziener, Putnam County Planning and Zoning Director, to get information on the Town signing an inter-local agreement with Putnam County to serve as the Plan Commission.

Brent Wireman asked what the Town could do about internet connectivity since it was affecting his business due to being unable to process debit cards consistently. Katrina Asher stated that the Council had reached out to Endeavor and TDS in the past and would continue to pursue better services. Katrina Asher stated that Endeavor had attended a meeting a few years ago asking if the Town was interested and stated that they would have to have so many customers interested before they would install here. Debbie stated that she had received surveys from Endeavor at that time and had sent them a large number of completed surveys that exceeded the number they required and then never heard back from them. Debbie stated after contacting Endeavor numerous times she was told that we are part of their 10 year plan. Debbie stated that she had also reached out to Andy Ray with TDS numerous times and was told each time that TDS would be doing fiber optics in the future but that has not happened either.

VIII. Old Business

- A. Community Crossings Update – Derek Wiggins stated that the DC Construction should begin the project at the end of May. Debbie stated that she had contacted Scott Siple, Midwestern Engineers, regarding the warranty on the previous project since there are sidewalk and street issues in the downtown area. Debbie stated that Scott Siple contacted Milestone and they will do core sampling on Friday or next Monday to determine what is causing the issue.
- B. Property Cleanup Updates – Attorney Peebles stated that he and Marshal Lepine had attended court on April 17<sup>th</sup> and Kristin Stein was given 60 days to clean up her property at 13 N Main Street with a 30 day notice afterward. Charles and Grace Ring were given 90 days and they requested a trial. Attorney Peebles stated that he will check on service to John Long for the property at 209 E Washington Street and would also check service on the property at 600 N Indiana Street. A discussion was held on obtaining an inspection warrant for Alamjet Greewal’s property located at 21 E Washington Street. Attorney Peebles stated that he has still not been able to serve the owner and thinks that the owner is now in California. President Rick Miles Jr stated that the Council wants to be sure that the outside of the building is secure and that the barriers can be removed. Superintendent Romalia stated that he has contacted contractors for quotes and will contact Jon Day again since he thinks he misunderstood what he was quoting since his quote included a new roof.
- C. Employee Handbook Update – Katrina Asher stated that her and Debbie had had a zoom meeting with HR Resources and had gone over the draft they had prepared. Katrina Asher will forward the draft with the changes made to the rest of the Council and Attorney Peebles to review before Council approval.
- D. Plan Commission – Lisa Ziener, Putnam County Planning and Zoning stated that the County could serve as the Plan Commission if it was added to the current inter-local agreement. Liza Ziener stated that the Town would still have the final say even if the County serves as the Plan Commission. Zach Bowers asked if the Town would get representation if the County did it and Lisa Ziener stated that she would check at the next Putnam County Commissioners meeting on May 1<sup>st</sup>. Debbie asked if it was correct that the Town could pull out of the inter-local agreement at any time if is decided that is not what the Town wants to do any longer and Lisa Ziener stated that that was correct. President Rick Miles Jr stated that he will talk to Lisa Ziener tomorrow and then update everyone.
- E. Duke Energy LED Street Light Project Field Audit Update – Holly Cook stated that the assessment will take several months and then will be sent to the Town for final review.

VII. New Business

- A. Park Board Meeting – Holly Cook stated that her and Latisha Dennis had met at the park with Roachdale-Franklin Township Library Director Jennifer Stranger and they will be doing a lunch bunch program every Wednesday at 11:00 a.m. starting June 7<sup>th</sup> and ending when school starts. Holly Cook stated that Jennifer Stranger will prepare a letter asking for sponsors for the program and the Park Board will help to get sponsors as well.

- VIII. Town Marshal Report and New Property Cleanups – Marshal Lepine presented his monthly report. Marshal Lepine stated that he would like permission to bring on 3 new unpaid reserve officers, 2 of the new reserves will fill current vacancies and he would like to add a 5<sup>th</sup> reserve. Marshal Lepine introduced Bryson Tash and Anthony Taylor to be approved for the vacancies and had each give their background. Marshal Lepine stated that he would also like to bring back prior Reserve Hunter Swindle to fill the additional requested spot. Marshal Lepine stated that he has equipment for all 3 reserves and stated that all reserves purchase their own uniforms for the first year. Katrina Asher asked if the reserves plan to cover weekends and Marshal Lepine stated that they would in addition to current Reserves Eric Vaughn and Cameron Boller. Motion by President Rick Miles Jr, second by Katrina Asher to accept Bryson Tash, Anthony Tayler, and Hunter Swindle as unpaid reserve officers. Debbie will swear in the new reserves.
- Marshal Lepine reported that his taser certification will expire in May and he would like to have Deputy Marshal David McIntosh be the new taser instructor. Marshal Lepine stated that the cost for the course is \$495 for a 3 year certification. Motion by President Rick Miles Jr, second by Holly Cook, vote unanimous, to send Deputy Marshal McIntosh to the taser instruction school at a cost of \$495 with the date and location to be determined at a future date.
- Deputy Marshal McIntosh stated that he is building information for a canine which will be presented at the May 17<sup>th</sup> meeting. Deputy Marshal McIntosh stated that he will get donations to cover the cost and the purchase of the dog and training will be with New Paltz.
- Katrina Asher stated that she had had several complaints about properties that need cleaned and asked what the plan was. Marshal Lepine stated that he will hit properties hard prior to the community cleanup days in May. Debbie stated that she has already sent a Reach Alert and posted flyers in numerous locations with the dates and what items would be accepted. Debbie stated that she will also mail a copy of the flyer with the May utility bills.
- IX. Town Superintendent Items – President Rick Miles Jr introduced new Town Superintendent Matt Romalia who gave a background of his work experience. Superintendent Romalia stated that he did not have a problem assisting with property cleanups and Katrina Asher stated that she thought that was a good idea since we need a plan to deal with properties on the radar. President Rick Miles Jr stated that we could serve properties sooner rather than later. Katrina Asher asked if the ordinance for property cleanups was on the website and Marshal Lepine stated that it is and he also gives the owners a copy of the ordinance when they are served a citation.
- Superintendent Romalia stated that there are several dead trees in town that need addressed and he is in the process of getting bids.
- Superintendent Romalia reported that alleys have been worked on and stone added.
- Superintendent Romalia stated that the park has been worked on as well.
- Superintendent Romalia stated that he continues to receive numerous calls from 9 East Bar when there is water in the basement, the Town has done repairs and still receiving complaints. Superintendent Romalia stated that the issue is no longer on the Town and the basement at the bar needs to be water proofed to stop their issue.
- Superintendent Romalia stated that during the recent hydrant flushing Troy Elless, UMAC pointed out the several hydrants and valves need replaced. Troy Elless presented information for a program to replace 14 hydrants at a cost of \$7,000 - \$8,000 per hydrant

with a suggestion to replace 2 per each year. No decision was made on the information presented.

A discussion was held regarding uniform pants and the Council requested that options be presented for consideration.

President Rick Miles Jr asked for more quotes on the work to be done at the building at 21 E Washington Street to make the building safe since there was a misunderstanding on quotes received. Lisa Ziener stated that the County and State inspectors could inspect the building if the Town gets an inspection warrant and gives them a 24 hour notice.

- X. Clerk-Treasurer Items – Debbie presented a leak adjustment in the amount of \$51.25 for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the leak adjustment in the amount of \$51.25 as presented.

Debbie stated that the Senior Citizens Movie Day will be the fourth Wednesday of every month at 1:00. p.m.

Debbie stated that the veteran banners should be arriving in May and that the current ones would be available for family members to receive when the new ones arrive.

- XI. Items from Town Council Members

Holly Cook – no items.

Katrina Asher – Katrina Asher stated that the VFW is not closing down, they are having financial issues and are asking for help but will not be closing down so they will still be able to do military services.

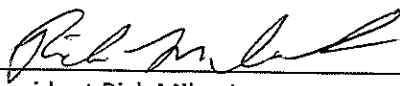
Katrina Asher stated that it had been mentioned several months ago that we need to do a newsletter and she thinks we should do one. Debbie suggested that we contact the company that does the website and see if they could assist with one.


Debbie asked if the minutes had been uploaded to the website and Katrina Asher stated that she is working on getting them the information to upload.


President Rick Miles Jr – no items.

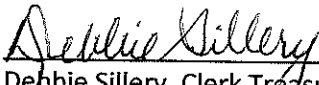
Motion by President Rick Miles Jr, second by Katrina Asher, vote unanimous, to adjourn the meeting at 7:35 p.m.

TOWN COUNCIL:

  
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President Rick Miles Jr

  
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Holly Cook

  
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Katrina Asher

  
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Debbie Sillery, Clerk Treasurer