

**Town of Roachdale**  
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172  
August 18, 2021 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, August 18, 2021 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: President Holly Cook, Katrina Asher, Rick Miles Jr

Council Members Absent: None

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

Guests Present: Jim Cromwell, Zach Bowers, Rick Miles Sr, Katherine Beck

- I. Approval of Minutes – President Holly Cook presented the July 21, 2021 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the July 21, 2021 Regular Meeting Minutes as presented.  
Approval of Special Meeting Minutes – President Holly Cook presented the July 27, 2021 Special Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the July 27, 2021 Special Meeting Minutes as presented.
- II. Approval of Claims 7/22/2021 – 08/18/2021 Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Claims 07/22/2021 – 08/18/2021 as presented.  
  
Approval of Payroll 07/22/2021 – 08/18/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 07/22/2021 – 08/18/2021 as presented.
- III. Approval of Bank Reconciliations and Financial Statements  
President Holly Cook presented the July 2021 Bank Reconciliations and Financial Statements as prepared by Suzy Bass, Local Government Services, as part of our Internal Control. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the July 2021 Bank Reconciliations and Financial Statements as presented.
- IV. Old Business
  - A. Proposed Water/Wastewater Project and IDEM Agreed Order – President Holly Cook stated that Jon Craig, Midwestern Engineers, had sent a brief update that stated that the SWIF announcements have been postponed to August 27, 2021. Jon Craig also noted that the preliminary engineering report for the sewer is complete and that the next step will be to review the PER with the Council after we see what the SWIF award is. Jon Craig stated in the update that Midwestern Engineers look forward to getting the rest of the televising information as it will be valuable to integrate into the final design when the project moves

forward. It was noted that the water study is the only pending item and that no costs have been incurred on the water study yet as they are waiting for SWIF on a funding determination and the Council should be thinking about how they want to move forward in case that funding is not awarded.

- B. State Water Infrastructure Fund (SWIF) Update – As discussed in President Holly Cook's update from Jon Craig, the SWIF application awards should be made on August 27<sup>th</sup>.
- C. Town Marshal's Contract – Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to table the Town Marshal's contract until the next meeting.
- D. Town Website – Katrina Asher stated that progress has been made on the website and that it now shows up when using a mobile device or a computer for access. Katrina Asher gave a status update and President Holly Cook asked how cost efficient the site is. Katrina Asher stated that WIX has come down on prices and noted that Shannon Detro is not charging for her services to assist her with the website.
- E. American Legal Publishing Update – Katrina Asher stated that she emailed the Council, Debbie and Attorney Peebles the list of what American Legal Publishing needs to complete the update. Attorney Peebles asked if the Council would like to include their personnel policy and stated that he does not suggest that they do so and the Council agreed. Attorney Peebles asked if we wanted to include the full Zoning Code since it is already on the website and stated that he does not recommend that we do so. President Holly Cook asked Debbie if she recommends including it and Debbie stated no since it is on the Town's website and the Council agreed to not include it. Katrina Asher asked if there were any new ordinances that should be included that had been passed since the ordinances were sent to American Legal Publishing and Debbie stated that she will check. Attorney Peebles stated that he will review the requested list from American Legal Publishing and make recommendations.
- F. USDA Grant – New Police Vehicles Update. Marshal Lepine stated that the vehicles are in production and stated that he met with the dealer, saw the vehicles, and went over everything that should be included. Marshal Lepine stated that he had been notified that all equipment is now in and the vehicles should be ready by the end of next week. Debbie will prepare the check for the vehicles once the USDA Grant funds have been deposited and the vehicles are in. Marshal Lepine presented pictures that showed the vehicles and the decals that are being put on them. Marshal Lepine stated that he has been stopped by numerous people about the costs of the vehicles and wanted to remind everyone of the breakdown of expenses and that the Town will only pay \$20,000.00 for two fully equipped vehicles. Marshal Lepine stated that he hopes to have the cars at RibFest on September 25<sup>th</sup> and stated that he will prepare a display showing the costs and the vehicles as well as the funding breakdown.
- G. Full Time Deputy Marshal – Marshal Lepine stated that he has started accepting pre applications and explained the hiring process. Katrina Asher had a question on what the home study involved and Marshal Lepine stated that it is an in- home interview with the candidate in their home and is a typical part of the process for Police and Fire Departments. Marshal Lepine stated that he is accepting applications until August 20<sup>th</sup> and has only received five applications for the position with only two qualified applicants and one of those

lives in Indianapolis and the other applicant lives in Zionsville. President Holly Cook stated that the application deadline may need to be extended and Marshal Lepine stated that he would like to wait and see what happens by August 20<sup>th</sup>. Marshal Lepine stated that we are competing against large markets that offer more pay and more benefits. Marshal Lepine explained the steps for interviews and background inspections and stated that he hopes to have the position filled by October 20<sup>th</sup>. President Holly Cook asked if the new hire would have an additional job and Marshal Lepine stated that it would defeat the purpose of hiring someone for the position. Marshal Lepine asked if the Council wanted to participate in the final interview or if they would like to create a Hiring Board. President Holly Cook stated that Marshal Lepine knows the job and what he wants and she does not feel that she could contribute to the interviews. Katrina Asher stated she liked the way it was done the last time where the Council had a chance to meet the candidates. Rick Miles Jr stated that he agrees with meeting everyone, but also likes the idea of a Hiring Board. Rick Miles Jr stated that it could be decided at the next meeting. Katrina Asher asked what was going on with Deputy Marshal Coe and Marshal Lepine explained that she is now working full time as a Deputy with the Brazil Police Department and that he is going to meet with her on September 1<sup>st</sup> to see what her plans are and whether she wants to remain as the current Deputy Marshal until the full-time Deputy Marshal position is filled and then remain as an unpaid Reserve Deputy once the new Deputy Marshal is in place.

- H. Street Signs – Council members stated that they like the street sign design with the Town logo and Katrina Asher asked how long it would take to get the new signs and Superintendent Miller stated that he was not sure. Superintendent Miller stated that he and Town laborer Levi Chinn will install the signs. Debbie stated that there were items on the invoice that stated prepay and ship ADD that she would like clarified since the Town cannot prepay. Superintendent Miller stated that he would get clarification and that he does not think we will have to prepay since we already have an account with Stello Products. Motion by Katrina Asher, second by Rick Miles Jr, vote unanimous, to place the order for the new street signs with the Town logo on them at a total cost of \$5,932.00.
- I. Community Crossings Update – Superintendent Miller stated there are some small issues that Milestone needs to address and he has had Bryan Veale reach out to them, but they have not contacted him. Debbie stated that she told Milestone when they contacted her about their invoice that they would not be paid until everything is correct. Superintendent Miller stated that he wants Milestone to fix two spots in the asphalt on Grove Street, there is still some dirt work that needs to be addressed and street gutters on Maple Street have asphalt in them that needs to be removed. Attorney Peebles stated that the Town can go after Milestone's retainage if the items are not corrected and feels that fifteen days after notification is enough time for them to respond. Attorney Peebles stated that he will look at the Milestone contract. Debbie stated that she has notified Suzy Kemp, INDOT about the issue.
- J. Board of Zoning Appeals - President Holly Cook asked former Council member and Board of Zoning Appeals member Zach Bowers to meet with her to review the requirements for the

Board of Zoning Appeals. Katrina Asher stated President Holly Cook should contact the current members to see if they all still want to serve.

V. New Business

There was no new business discussed.

VI. Public Comment

Katherine Beck, 306 E Grove Street, asked about the street sign that is down on the dead end of Grove Street and Superintendent Miller stated that he will take care of it. Debbie asked Katherine to talk to the Council about her recent request for a street light on Grove Street. Katherine Beck stated that the middle area of the portion of Grove Street that she lives on is very dark and she asked the Council if they would consider having another street light installed. Katherine Beck said there is already a pole there that Duke could install a light on. Debbie stated that she thinks the monthly fee for the street light would be less than \$12.00. Superintendent Miller will contact Duke Energy and see if there is a cost for installation and report back to the Council at the next meeting. President Holly Cook asked Jim Cromwell if he had a question regarding flags and Jim Cromwell stated that he would like the Council to consider purchasing American flags for the downtown area and Indiana Street. Debbie stated that she had discussed with the Council at a previous meeting about getting new banners and had been waiting on a catalog showing what banners were available. Debbie stated that she had finally received the catalog and showed the Council some patriotic options. Katrina Asher stated that she had noticed that some communities have banners with pictures of Veterans that live in their community on them and Zach Bowers stated that those are done by the DAR. President Holly Cook stated that she is a DAR member and she will check to see what the process is. Katrina Asher stated that Jimmy Crosby who is the president of the Cemetery Board should have a list of the veterans in our community. Debbie and Superintendent Miller will get prices on banners and report back at the next Council meeting.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report and reported that he had attached a progress report of property clean ups. Marshal Lepine stated that he had been approached by former Police Reserves Jay Thompson and Owen Richardson about coming back to Roachdale. Katrina Asher asked why they want to come back and Marshal Lepine stated that he does not feel comfortable talking about their issues, they thought it would be better with the Bainbridge Police Department, they are not happy there and they want to come back. Katrina Asher stated that both stated when they left the Roachdale Police Department it was because they had issues with the Town Council. President Holly Cook asked Marshal Lepine how he felt about them coming back and Marshal Lepine stated that if the Council is concerned about having more coverage, then both would be ready to start now since both are street ready as they are already trained and we have their equipment. Marshal Lepine stated that both did excellent work when they were with his department and had worked more than double of what was required of them. Marshal Lepine stated that he had no issues with Jay when he was with the department, that he came in, did his job and left. Marshal Lepine stated that Owen was more of a headache, but never to the point that it was detrimental and that Owen's attitude was a large part of the problem. Marshal Lepine stated that he had a lengthy discussion with Owen about his concerns and

stated that he agrees that both share fault. Marshal Lepine stated that he allowed Owen to be part of the leadership of the department and that Owen got too involved in politics and Marshal Lepine's job. Marshal Lepine stated he told what his expectations of Owen would be if he were to come back to Roachdale and made it clear that it is not his position to be the Marshal, it is Marshal Lepine's department and he is the leader. Marshal Lepine stated that Owen is very good at drug interdiction and is very knowledgeable on case law. Marshal Lepine feels that Owen does a good job of supporting new officers, he does a good job when working, makes the right decisions and is very good at locating drugs. Marshal Lepine stated Owen is good at what he does and he feels he can manage him if he comes back. Rick Miles Jr stated that he has no concerns with Jay, his resignation letter was okay and he did not drag anyone through the mud. Rick Miles Jr said that he does have issues with Owen coming back and that there were several times that issues were brought to the Council's attention regarding his job performance. Rick Miles Jr also stated that Owen's resignation letter was very disrespectful. Katrina Asher stated that she agrees and she thinks that Owen and Jay are attached. Katrina Asher states that there were several issues with Owen in his previous position with the department. Katrina Asher stated that she has talked to Bainbridge and Owen thought that he was going to be a full-time Deputy Marshal there and it did not happen. Marshal Lepine stated that he will not allow Owen to be the full-time Deputy Marshal at Roachdale either. Katrina Asher stated that she is not getting complaints about officers parking in Casey's lot and appreciates that the current officers do not do so. Marshal Lepine stressed that Owen and Jay are not a package deal and if the Council does not want Owen back, Jay is still interested. Katrina Asher stated that she was not contacted by Jay and Owen about coming back even though they had contacted President Holly Cook and Rick Miles Jr. Jim Cromwell stated that Owen Richardson has a bad attitude and is not good for the department because he is arrogant. Katrina Asher and Rick Miles Jr agreed that Owen is intelligent, but does have an attitude problem. President Holly Cook stated that Owen could be put on a probationary period with quarterly reviews so the Council could watch him. Rick Miles Jr stated we need to look at the potential liability to the Town if Owen comes back, he cannot be disrespectful and expect to come back. Rick Miles Jr stated that he hopes Owen and Jay are not a package deal and Marshal Lepine stated that they are not. Rick Miles Jr stated that he is prepared tonight to bring Jay back but not Owen. Marshal Lepine stated that he understands that. President Holly Cook stated that she thinks Rick Miles Jr is right, that Owen needs to learn that his attitude is an issue. Marshal Lepine stated that he is not sure he can do a probationary period with a Reserve Deputy. Marshal Lepine asked the Council if they had any specific ideas for Owen and President Holly Cook stated it is hard to quantify attitude. Katrina Asher stated that she still has past concerns with Owen. Rick Miles Jr stated that he still questions Owen's maturity. Motion by President Holly Cook, second by Rick Miles Jr vote unanimous, to accept Jay Thompson as an unpaid Reserve Officer. President Holly Cook suggested tabling the discussion on Owen and Katrina Asher said that instead of dragging him along a decision needed to be made. Attorney Peebles stated that if no motion was made to bring Owen back, it did not need to be tabled. Katrina Asher stated that it is not fair to Owen to leave him questioning if he is coming back. No motion was made to bring Owen back.

VIII. Town Superintendent Items – Superintendent Miller presented a quote from Peerless Midwest to replace the installing and testing a new FVD for Well #1, removing the control valve from the discharge piping and installing a new silent check valve in the amount of \$11,216.00. design. Superintendent Miller stated that Well #2 has already had everything replaced and his intent was to roll Well #1 into a grant but it cannot wait. Superintendent Miller stated that the Well #1 is currently bypassed since he thinks that it may be causing some of the recent dirty water issues that he has received complaints about. Rick Miles Jr explained why a VFD is better than what is currently on Well #1 and asked if this will take care of everything and Superintendent Miller stated that it would. Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve the quote from Peerless Midwest in the amount of \$11,216 for the VFD and other repairs for Well #1. Superintendent Miller presented pictures of a tree at Kathleen Harbison's residence at 203 E Washington Street and discussed possibly trimming the tree since there are limbs on her roof, however, he feels this will open a can of worms if he starts having trees trimmed and Rick Miles Jr said that he agrees. Rick Miles Jr asked since the tree is between the road and the sidewalk if it was the homeowner's responsibility. Attorney Peebles stated that those trees are in an easement and the Town can trim, or take down, but they do not have to. Attorney Peebles stated that the Town has always paid to have dead trees removed in the past. Katrina Asher asked if Kathleen Harbison is wanting the tree taken care of because limbs are falling down and she has to pick them up or if it is because the tree is dead. Superintendent Miller stated that the tree is probably dying but is not dead yet. Superintendent Miller stated there is a branch hanging over the house that is concerned and questioned who is responsible. Kathleen Harbison has contacted the office numerous times since the last Council Meeting asking that the tree be removed and Debbie has told her that it has to be approved by the Council. Superintendent Miller stated that he has received two quotes to remove the tree. One quote was from J & D Tree Surgery and was to cut the tree down for \$1600.00 and to remove the stump for \$200.00, the other quote was from Steven Bryant for \$1,800.00 and does not indicate if that includes removing the stump. Debbie stated that Steven Bryant will also need to present a Certificate of Insurance. Superintendent Miller asked if the Council would start a policy that the Town pays half of the expense and the homeowner the other half. Rick Miles Sr asked what would happen if the limb falls on someone. Attorney Peebles stated that the Town would not be liable. Katrina Asher stated it has to do with what is morally right. Superintendent Miller stated that he could also try to get a quote to have the tree topped and trimmed. President Holly Cook asked what the Council would do if they start receiving calls about other trees and Katrina Asher stated that each one would need to be looked at individually. Zach Bowers asked how the Council would determine which ones to approve. Katrina Asher stated the Town could ask for half but what would happen if the homeowner did not have their half. President Holly Cook asked if it is a risk if the Town pays half and Attorney Peebles stated that it is not. Katrina Asher stated the decision needed to be made to either do it or don'ts Motion by Katrina Asher, second by Rick Miles Jr, vote unanimous, to remove the tree and stump at a cost not to exceed \$1,800.0. Superintendent Miller stated that he is having a hard time getting a written quote for the sidewalk in front of Off the Rails. Katrina Asher stated that one of the contracts has Covid and that is why he has not submitted his quote. Superintendent Miller

stated that he has reached out to several other contractors and they either do not have time to do it or have not sent him a quote after they have looked at it. Superintendent Miller stated he has communicated with Ron Spencer, the owner of Off the Rails, and he will try to find someone that can submit a quote. President Holly Cook asked about skimming the sidewalk instead of replacing it and stated that skimming is cheaper and will last about 5 years. Superintendent Miller stated that one contractor verbally told him it would cost \$2,000.00 to replace the sidewalk if Superintendent Miller removed the current sidewalk. Katrina Asher stated it is a safety hazard and needs to be fixed. Superintendent Miller stated that he has to have written quotes and he is still working to try to get quotes. Motion by President Holly Cook, second by Rick Miles Jr, vote unanimous, to have Superintendent Miller get a contractor to do the sidewalk in front of Off the Rails at an amount not to exceed \$3,000.00. Superintendent Miller reported that Eco Solutions has done the additional televising that was approved at the last meeting but no flushing was done. Katrina Asher stated that her water pressure is bad and Superintendent Miller stated that she could have a water leak, he will check it tomorrow. Rick Miles Jr asked what the final cost was for the televising and Superintendent Miller stated it would be cheaper than their quote since there was no cleaning done only televising. Superintendent Miller stated that the gas leak on the south end of town between the housing addition behind the school and the school has been fixed. Superintendent Miller stated that it was a bad weld where the T was done during the gas project. Superintendent Miller stated that the IURC had found an issue with the Drug and Alcohol Testing during their recent audit. Debbie stated that the IURC acknowledged that the required paperwork was posted on the Share File when the last audit was done but they are now saying that that information has been changed which the Town did not change. Michael Martin, USDI is working on getting the necessary steps done so when we get the report from the IURC regarding the issue we will be in compliance again. Debbie will send the Council the IURC letter and the response letter before it is sent to the IURC.

- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$173.06 for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the adjustments totaling \$173.06 as presented. Debbie asked for approval to have fall community clean up days. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to have ten dumpsters available September 17<sup>th</sup> – 19<sup>th</sup> for fall community clean up days. Superintendent Miller asked if the dumpsters could be monitored and the Council all agreed that that would be difficult to do. Katherine Beck asked about the abandoned property next to her and stated that there are times that people are coming and going all night from there. Marshal Lepine stated that he is monitoring it.

- X. Items from Town Council Member  
Katrina Asher – No items.

Rick Miles Jr – No items.

Holly Cook – President Holly Cook stated that when the Town Council makes a decision, how those decisions are relayed in town and what spin is put on it makes a difference. President

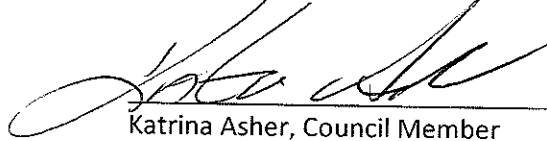
Holly Cook stated that she feels we need to put a positive spin on things and be aware of how decisions are relayed to the public.

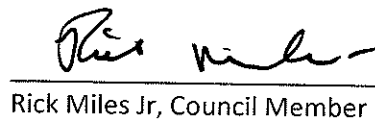
Debbie presented information on the 2022 Budget and stated that the Public Hearing is set for September 1<sup>st</sup> and the Budget Adoption is scheduled for September 15<sup>th</sup>. Rick Miles Jr stated that he felt that the Town's revenues are good. Debbie briefly explained the 2022 Budget and President Holly Cook stated that she would not be present at the September 15<sup>th</sup> Town Council Meeting. Debbie requested that the 2022 Budget Adoption date not be changed and Rick Miles Jr and Katrina Asher agreed that the meetings should not be changed.

Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to adjourn the meeting at 8:39 p.m.

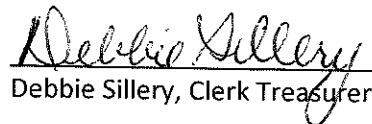
TOWN COUNCIL:

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Holly Cook, Council President

  
\_\_\_\_\_  
Katrina Asher, Council Member

  
\_\_\_\_\_  
Rick Miles Jr, Council Member

Attest

  
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Debbie Sillery, Clerk Treasurer