

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
November 15, 2023 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, November 15, 2023 6:00 p.m. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, IN.

President Rick Miles Jr and 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: Rick Miles Jr, Katrina Asher, Holly Cook

Council Members Absent: none

Clerk-Treasurer, Town Marshal

Guests Present: Leslie Herrick, Brent Wireman, Larry Kersey, Paul Wireman, Scott Siple, Mark Ketchem, Zach Bowers

Wastewater Project Update – President Rick Miles Jr stated that there was nothing new to report on the project.

- I. Approval of Minutes – October 18, 2023 Regular Meeting Minutes. President Rick Miles Jr presented the October 18, 2023 Regular Meeting Minutes for approval. Motion by Katrina Asher, second by Holly Cook, vote unanimous, to approve the October 18, 2023 Regular Meeting Minutes as presented.

Approval of October 26, 2023 Memorandum of Executive Session – President Rick Miles Jr presented the October 26, 2023 Memorandum of Executive Session for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the October 26, 2023 Memorandum of Executive Session as presented.

Approval of October 26, 2023 Special Meeting Minutes – President Rick Miles Jr presented the October 26, 2023 Special Meeting Minutes for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve the October 26, 2023 Special Meeting Minutes as presented.

- II. Approval of Claims 10/19/2023- 11/15/2023. President Rick Miles Jr presented claims for 10/19/2023 – 11/15/2023 for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve claims 10/19/2023 – 11/15/2023 as presented.

Approval of Payroll 10/19/2023 – 11/15/2023. President Rick Miles Jr presented payroll for 10/19/2023 – 11/15/2023 for approval. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve payroll 10/19/2023 – 11/15/2023 as presented.

- III. October 2023 Bank Reconciliation – President Rick Miles Jr presented the October 2023 Bank Reconciliation for approval 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 October 2023 Bank Reconciliation as presented.

IV. Public Comment Time

Leslie Herrick stated that she lives at 509 N Indiana Street and vehicles are going too fast in front of her house and need to be slowed down. Leslie Herrick stated that she knows we have a large speed sign and asked if it could be moved to N Indiana Street. Marshal Virgil Lanning stated the he will get the issue addressed.

V. Old Business

- A. Property Cleanup Updates – Marshal Lanning stated that Deputy Tash has been handling the property cleanups and he is currently on vacation. Marshal Lanning stated that he will address property cleanups when Deputy Tash returns next week.
- B. Ordinance Violation Fines – President Rick Miles Jr tabled the item until the December 20th meeting.
- C. Unsafe Building Order 21 E Washington Street – President Rick Miles Jr tabled the item until the December 20th meeting. Debbie stated that she had been contacted earlier in the week by someone interest in buying the building.
- D. Ordinance 11-2023 Amended Salary Ordinance for 2023 – Debbie stated that this ordinance updates the pay for the utility laborer and town marshal. Motion by Holly Cook, second by Katrina Asher, vote unanimous, to approve Ordinance 11-2023 Amended Salary Ordinance for 2023 as presented.

VI. New Business

- A. Community Crossings Matching Grant – Scott Siple, Midwestern Engineering, stated that our most recent grant has been closed out and the ITAP report needs to be completed by Superintendent Nick Smith by December 1st in order to stay eligible for 2024 grants. Scott Siple left information for the new council members to have that will explain the process for Community Crossings Matching Grants.
Scott Siple stated that Midwestern Engineering will now do a time and material billing for their part of future CCMG projects.
Scott Siple stated that the first call for 2024 projects will be due January 1st.
Scott Siple gave an update on the issues with the crack and concrete work done by Milestone and stated that he is waiting on their repair schedule.
- B. Insurance Agent of Record – Debbie stated that our insurance sales executive Mike Utterback has left NFP Insurance and is now with RT Insurance. Debbie explained that nothing will change with the policies and she recommends transferring to RT Insurance since Mike Utterback has handled the town's insurance for numerous years.
Motion by President Rick Miles Jr, second by Holly Cook, vote unanimous, to approve RT Insurance as the Insurance Agent of Record.

VII. Town Marshal Report

Marshal Lanning stated that he has now been here two weeks and thanked the council for the opportunity.

Marshal Lanning stated that the Taurus has not been repaired, Hackleman's in Danville was unable to do the full repair that is needed and Gould's in Crawfordsville cannot do the work

until the end of January. Marshal Lanning reported that the car is now at Stone's and we are waiting on their quote which will be submitted to our insurance company.

Marshal Lanning stated that Reserve Cole Williams is currently at the academy and will be back in rotation when he is finished.

Marshal Lanning stated he is currently doing a review of cases, SOP's, a complete inventory, and has submitted a revenue of evidence to the Putnam County Prosecutor to dispose of old evidence.

VIII. Town Superintendent Items

Superintendent Smith was not present for the meeting but had submitted his monthly report prior to the meeting.

President Rick Miles Jr stated that Superintendent Smith had provided a quote from Muse Heating and Cooling to install a new furnace in the community building on the senior citizen's side and will replace a furnace that was installed in 1994 and has a cracked heat exchanger and the blower fan is not working. Debbie stated that Superintendent Smith had tried to get other quotes and had not had anyone follow up. Debbie stated that the furnace is one that was not replaced when the Community Building project was done and needs to be replaced soon since it is not working at all.

Motion by President Rick Miles Jr, second by Holly Cook, vote unanimous, to have Muse Heating and Cooling replace the furnace at a cost of \$4,004.

IX. Clerk-Treasurer Items – Debbie stated that Town employees have started putting up the Christmas decorations and Raymond McCloud, McCloud Electric, had brought his bucket truck and helped get the downtown decorations up.

X. Items from Town Council Members

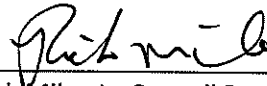
Katrina Asher – no items

Holly Cook – Holly Cook asked what the status is on the employee handbook and Katrina Asher stated that it will be completed by the end of the year.

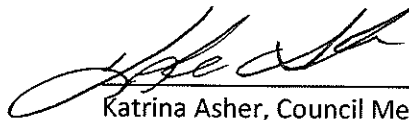
President Rick Miles Jr – no other items.

Motion by President Rick Miles Jr, second by Holly Cook, vote unanimous, to adjourn the meeting at 6:35 p.m.

TOWN COUNCIL:



Rick Miles Jr, Council President




Katrina Asher, Council Member

CHOLLY COOK ABSTAINED

Holly Cook, Council Member

Attest



Debbie Sillery, Clerk Treasurer