

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
July 21, 2021 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, July 21, 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

Guests Present: Jim Cromwell, Zach Bowers, Kris Krueger, James Newcomer, Amanda Newcomer, Landon Newcomer

I. Approval of Minutes – President Holly Cook presented the June 23, 2021 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the June 23, 2021 Regular Meeting Minutes as presented.

II. Approval of Claims 06/24/2021 – 07/21/2021 Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Claims 06/24/2021 – 07/21/2021 as presented.

Approval of Payroll 06/24/2021 – 07/21/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 06/24/2021 – 07/21/2021 as presented.

III. Approval of Bank Reconciliations and Financial Statements
President Holly Cook presented the June 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 June 2021 Bank Reconciliations and Financial Statements as presented.

IV. Old Business

A. Proposed Water/Wastewater Project and IDEM Agreed Order – Rick Miles Jr asked Town Superintendent Miller how much it would cost to have ECO Solutions televise and clean the remainder of the sanitary lines that were not done during the recent project. Superintendent Miller stated that it would not exceed \$7,000.00. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to have ECO Solutions finish televising and cleaning the remainder of the sanitary sewer lines that were not included in their original scope of work at an amount not to exceed \$7,000.00. President Holly Cook stated that Jon Craig, Midwestern Engineers, had sent a brief update on the current initiatives that stated that the SWIF application was submitted timely for a total of \$3,426,000.00 in grant funds

and that awards should be made on or about August 6th. Jon Craig will plan on attending the August Council Meeting to discuss the next steps. Jon Craig also reported that the IDEM update letter was submitted on July 16th and that Jessica Irvine with IDEM gave a positive email response to the letter. It was noted that much of the current action plan will be based on a successful SWIF application and if SWIF is not funded, all other options will be looked at. Jon Craig further reported that Bryan Veale met with Town Superintendent Miller yesterday to go over the Community Crossings project scope. Debbie spoke to Jon Craig and asked that he verify all of the sidewalk work with Bryan before the application is finalized and Jon will do so. The application for the Community Crossings project is due July 30th. Superintendent Miller asked the Council what sidewalks were to be included in the project since he did not know and they stated that they had decided at the May Council Meeting to do the sidewalks and drain on Washington Street in the downtown area.

- B. State Water Infrastructure Fund (SWIF) Update – As discussed in President Holly Cook’s update from Jon Craig, the SWIF application was submitted timely and awards should be made on or about August 6th.
- C. Town Marshal’s Contract – President Holly Cook stated that the Council could not discuss the Town Marshal’s contract at their July 8th Executive Session and did not do so. President Holly Cook stated that she would like to have a Special Meeting to discuss the contract since it has to be discussed in a public meeting. After discussion of a meeting date and time, it was decided to have a Special Meeting on Tuesday, July 27, 2021 at 5:30 p.m. at the Community Building to discuss the contract.
- D. Town Website – Katrina Asher stated that WIX now has the website back up. Katrina Asher stated that Shannon Detro will be helping her with the website at no charge. President Holly Cook asked if it could be a priority to get the Town Zoning Ordinance back on the website as Debbie receives numerous calls regarding zoning requirements.
- E. American Legal Publishing Update – Katrina Asher stated that she has reviewed the draft of the Code of Ordinances prepared by American Legal Publishing and found no problems and she will forward the draft to Attorney Peebles for his reviews. Katrina Asher stated that we should send them any new ordinances that have been passed so they can be included in the publication.
- F. USDA Grant – New Police Vehicles Update. Debbie stated that the USDA had sent a commitment letter to be signed by her and Holly Cook and that it has been signed and submitted. Debbie stated that no money will be spent for the purchase of vehicles until the Town has received the grant money from the USDA.
- G. Full Time Deputy Marshal – President Holly Cook stated that a vote needed to be taken for the hiring of a Full- time Deputy Marshal. Katrina Asher stated that the Town is losing people and questioned if we still need a Full- time Deputy Marshal. Rick Miles Jr stated that the goal should be to want the Police Department to have adequate coverage. Katrina Asher stated that Marshal Lepine should tweak the current coverage provided by the Part- time Deputy Marshal and the Reserve Officers. Katrina Asher stated that the Council has committed to spend a lot of money already and she does not want to make a commitment until she knows the funds are there to pay for the position as well as other benefits that go with the position.

President Holly Cook stated that the position was included in the 2021 Budget. Motion by Rick Miles Jr, second by President Holly Cook, Katrina Asher opposed, motion passed, to hire a Full- time Deputy Marshal. Debbie will look at the 2021 Budget and have the information available at the July 27, 2021 Special Meeting for the Council to discuss pay and benefits.

- V. New Business
There was no new business discussed.
- VI. Public Comment
Public Comment time was provided, however, no comments were made.
- 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 the new radios have been purchased and are in service and are working great. Katrina Asher stated that she has received complaints on the Brown property on 207 N Meridian Street and the Ring property at 205 N Walnut Street. Debbie stated that she has also received complaints on the same properties. Marshal Lepine stated that he will look at the properties and serve notices if needed. President Holly Cook asked Marshal Lepine how many hours unpaid Reserve Officers are putting in and Marshal Lepine stated that they had all been putting in their 20 hours a month, except for Reserve Officer Hunter Swindle who did not log 20 hours due to family issues. Katrina Asher stated that she had received comments on a recent Facebook post by Marshal Lepine on the Roachdale Police Department’s page regarding Deputy Marshal Coe and stated that it is better not to respond to comments on the post since you cannot win and she feels that it makes the Town look bad. Marshal Lepine stated that the post had been removed and Zach Bowers asked what the legality is on removing posts. Katrina Asher stated that she would request no replies to comments on posts that are made by others regarding the Police Department, however, she does feel Deputy Marshal Coe was in the right regarding the situation. Marshal Lepine stated that he would look into having a page for the Police Department for posting only with no comments allowed. Katrina Asher stated that the issue with Jonathan McCormick’s property and the easement has been resolved and they will be delivering building materials soon. Marshal Lepine stated that he had received an email asking if the Town had any requirements for alarms to be monitored and they do not.
- VIII. Town Superintendent Items – Superintendent Miller stated that he is still waiting on quotes on concrete for the sidewalk at Off the Rails. President Holly Cook asked if the sidewalk could be skimmed until it was replaced and Superintendent Miller said that he will look into it. Superintendent Miller presented two mockups for street signs, however, the Council did not decide on a design and Katrina Asher suggested having a contest to select the new street sign design. Katrina Asher stated that she will make an information flyer for the contest and present it to the Council for review. Superintendent Miller stated that some water meter pits have been painted blue to show where street work will be done. Superintendent Miller reported that he was notified by Milestone that they will be coming through town the 1st or 2nd week of August

and will be completed by the end of August. The project will then continue west on 236 to 231 and should be completed by Halloween. Superintendent Miller stated that there is a substantial gas leak in the south end of town between the addition behind the school and the school. USDI will repair the leak on Friday. Superintendent Miller reported that the leak was found during the gas leak survey that was completed in July. Superintendent Miller reported that the leak is a 7% leak which is not considered an emergency repair. Superintendent Miller stated that Bryan Veale, Midwestern Engineers, walked the downtown area with him on Monday in preparation of submitting the Community Crossings Grant which has a deadline of July 31st. Superintendent Miller asked if the Council wanted both sides of the sidewalks in the downtown area done and asked about the sidewalks in the area from Hoosier Heartland State Bank west to the Railroad tracks. The Council stated that it was discussed at the May Council Meeting to include the sidewalks downtown as well as the drain in front of Indonesian Interiors. Katrina Asher stated that Superintendent Miller should get the total cost for the Council to go from there. Superintendent Miller stated the project would include the drain, alleyways, striping on the south side of Washington Street, and the drive going up to the building at 208 E Washington Street, Superintendent Miller stated that each item will be itemized. It was decided that at the Special Meeting on Tuesday, July 27th at 5:30, the Council will discuss the Marshal's contract, the Full-time Deputy Marshal's pay and benefits, and the proposed Community Crossings Grant.

- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$485.25 for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the adjustments totaling \$485.25 as presented. Debbie presented a claim from Henthorn, Harris and Weliver for approval in the amount of \$2,000.00 for their semi-annual retainer fees for legal services. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the claim as presented and authorizing Debbie to pay the claim. Debbie stated that she has had inquiries about having a fall community clean up day. Debbie stated that she had received a thank you note in the drop box from resident Kathleen Harbison thanking the Town for the food that she received as part of the COVID19 Grant food distribution.

X. Items from Town Council Members

Katrina Asher – Katrina Asher stated that she had been approached to have the Council consider renaming the section of the street in front of Roachdale Elementary for John T Wilson. After discussion, no decision was made and Katrina Asher was told to have them draft a letter with their request. Katrina Asher stated that she would like to see more events held at the Town Park. Debbie asked if Roachdale in A.C.T.I.O.N. had planned any events and Katrina Asher stated that they are working on Christmas in Roachdale.


Rick Miles Jr – No items.

Holly Cook – No items.

Katrina Asher stated that the Council needs to figure out a Board of Zoning Appeals and Rick Miles Jr stated that he will work on it.

Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to adjourn the meeting at 8:05 p.m.

TOWN COUNCIL:



Holly Cook, Council President

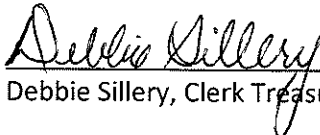


Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer