

**Town of Roachdale**  
Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172  
December 10, 2019 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, December 10, 2019, 7:00 p.m. at the Roachdale Town Hall Meeting Room, 205 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: Zach Bowers, Holly Cook, Kevin Cook

Council Members Absent: None

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

Guests per sign-in sheet

- I. Approval of Minutes – November 12, 2019. President Zach Bowers presented the November 12, 2019 Regular Meeting Minutes. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the November 12, 2019 Regular Meeting Minutes as presented.
- II. Approval of Claims 11/13/2019 – 12/10/2019. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Claims 11/13/2019 – 12/10/2019 as presented. Approval of Payroll 11/13/2019 – 12/10/2019. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Payroll 11/13/2019 – 12/10/2019 as presented.
- III. October 2019 Bank Reconciliations and Financial Statements  
President Zach Bowers presented the October 2019 Bank Reconciliations and Financial Statements as prepared by Char's Accounting Services as part of our Internal Control. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the October 2019 Bank Reconciliations and Financial Statements as presented. Debbie asked Attorney Peebles if he had information on resolving the Lykins Savings account and he stated that the Lykins Savings account money could be moved back to the Town's water funds since that is where the funds originally came from. President Zach Bowers explained that it was retainage money that was never paid to the contractor since the work was not completed. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to move the money in the Lykins Savings account to the Town's water account.
- IV. Public Comment  
Katrina Asher thanked outgoing Council Members President Zach Bowers and Kevin Cook for their time on the Town Council and said that she knew it took a lot of time and that she is grateful for them serving.

V. Old Business

- A. Property Clean Ups – Marshal Lepine gave an update on the properties and vehicles that had had citations issued. Marshal Lepine reported on the Rick Adams property located at 310 E Grove Street and asked what the next step should be. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to issue an Unsafe Building Notice for the barn at 310 E Grove Street with the caveat that that is the correct address for the barn. Holly Cook asked if the Unsafe Building Notice would require that the owner had to attend the January Council Meeting and Town Attorney Peebles stated that he could, but it is not required.
- B. Community Building Rental Agreement – Several changes were discussed to the agreement, including raising the deposit for the small room from \$25.00 to \$100.00 and all deposits will be returned within fourteen days after inspection has been completed. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to approve the changes as discussed to the Community Building Rental Agreement.

VI. New Business

- A. Annual Certification of Elected Official to the Executive of the Town of Roachdale on Compliance With the Town of Roachdale Nepotism Policy Involving Direct Line Supervision – Clerk Treasurer Debbie Sillery read the Annual Certification of Elected Official to the Executive of the Town of Roachdale on Compliance With the Town of Roachdale Nepotism Policy Involving Direct Line Supervision.
- B. Ordinance 6-2019 – 2020 Salary Ordinance. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to increase the salaries of Debbie, Adrian, Nick and Levi by 10% beginning with the hours that begin January 3, 2020. Debbie stated that she had stated that no increase was necessary for her, but she appreciates the raise.
- C. Gas Odorant Station Upgrade – Superintendent Nick Miller and USDI Representative Andrew Brittenham explained the need for replacing the existing odorizers located at the Roachdale Interconnect along County Road 1000 N east of Carpentersville and the installation of Over-Pressure Protection at the Interconnect with Panhandle Eastern Pipeline. Andrew explained that our peak has doubled since adding Gaviolon Grain to our system making us close to capacity at both. Motion by President Zach bowers, second by Kevin Cook, vote unanimous, to approve the Roachdale Interconnect Odorizer and Relief Valve as presented, not to exceed \$67,000.00.
- D. Evan & Ryan Pay App #7 – Debbie explained that Pay App # 7 still has paperwork that needs to be submitted to Kristy Jerrell before it is ready for final approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Evan & Ryan Pay App #7 when Debbie received notification from Kristy Jerrell that all paperwork has been presented.
- E. Evan & Ryan Release of Retainage – Retainage App #1 – Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Evan & Ryan Pay App #7 & Evan & Ryan Release of Retainage – Retainage App #1 when Debbie receives notification from Kristy Jerrell that all paperwork has been presented and she approves payment.

F. Evan & Ryan Certificate of Substantial Completion – Community Building. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Evan & Ryan Certificate of Substantial Completion.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report. Marshal Lepine stated that he had appreciates the raise, is thankful for his job and working for Roachdale and plans on donating his increase in pay to the Safe Summer Event. He expressed his appreciation to Council Members President Zach Bowers and Kevin Cook for their time on the Council and for all of their hard work for the Town and stated that he is looking forward to working with the new Council. Marshal Lepine presented a quote for a new taser to replace the current outdated taser. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to approve the quote from Axon Enterprise, Inc. for the Taser X26P with a 4 year warranty and an extended performance power magazine totaling \$1472.00.
- VIII. Town Superintendent Items – Superintendent Miller expressed his appreciation for his raise. Superintendent Miller thanked Council Members President Zach Bowers and Kevin Cook for their time on the Council and stated that he had been pleased to work with the current Council and looks forward to working with the new Council as well. Superintendent Miller reported that has been getting vehicles ready for Spring and reported that the box on the leaf blower needs repaired. Eric Boyle is currently working on a proposed design and quote and Superintendent Miller will reach out to Murphy Engineering for a quote as well. Superintendent Miller reported that he has been working on alley maintenance and will work on leaf removal in the downtown area again. Superintendent Miller stated that he will clean up the downtown area in advance of Christmas in Roachdale.
- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$92.38 for approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the adjustments as presented. Debbie expressed her appreciation to Council Members President Zach Bowers and Kevin Cook and said that she felt a lot had been accomplished in the last four years. Debbie stated that she looked forward to working with the new Council. Debbie reported that the final issues had been worked out for Invoice Cloud and explained the many features including ebills, online payments, payment reminders and charge card payments to name a few. Debbie presented the invoice for the Town's share of the 2019 election fees and encouraged everyone present to call Putnam County Voter Registration and ask that the election site for Roachdale be reestablished. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous to approve the Town's share of the 2019 election fees. Debbie stated that she will be meeting next week with representatives from Purdue Extension to discuss a meal program for the Senior Citizen Center.

X. Items from Town Council Members

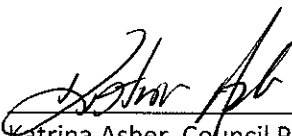
Holly Cook – Holly stated that President Zach Bowers and Kevin Cook had been nice to work with and she will miss their input.


Kevin Cook – Kevin stated that President Zach Bowers and Holly Cook had been nice to work with, he felt the current Council had accomplished a lot in the last four years, and he congratulated the new Council.

President Zach Bowers – President Zach Bowers stated that it had been a fun, long eight years on the Council, a lot had been done and that he hopes the new Council will continue in a positive direction to benefit the Town.

Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to adjourn the meeting at 8:05 p.m.

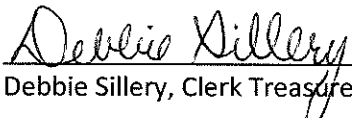
TOWN COUNCIL:

  
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Katrina Asher, Council President

  
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Holly Cook, Council Member

  
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Michael Mahoy, Council Member

Attest

  
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Debbie Sillery, Clerk Treasurer