

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
November 25, 2024 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Monday, November 25, 2024 7:00 p.m. at the Roachdale Community Building, 204 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: President Zach Bowers, Paul Wireman, Amanda Newcomer

Council Members Absent: None

Also Present: Clerk-Treasurer, Interim Town Marshal, Maintenance Operations Coordinator, Town Attorney

Guests Present: Jim Cromwell, Tonya Bowers, Brent Wireman, Bill Watts

- I. Wastewater Project Update – Scott Siple, Midwestern Engineers, gave an update on the project and stated that the Walnut Street extension is scheduled for January 2025. Scott Siple gave the progress report for Division II and stated the electricians have been here working every day and there have been no issues. Scott Siple stated that the EQ basin startup will be scheduled soon and the steel is scheduled for next week.
 - A. Pay Applications
Scott Siple presented pay application #22 in the amount of \$250,278 from Mitchell and Stark to be paid from SRF funds.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve pay application #22 in the amount of \$250,278 from Mitchell and Stark from SRF funds as presented.
 - B. Change Order No. 01 Division II-
Scott Siple presented Change Order No. 01 for Division II and explained that it is for Mitchell and Stark to remove an existing 4” plug valve and install a new 4” plug valve with hand lever and new bolts at gasket at the wastewater treatment plant for a total cost of \$1,495.
Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve Change Order No. 01 for Division II for as presented for work to be completed by Mitchell and Stark at a total cost of \$1,495.
- II. Approval of Minutes
 - A. October 17, 2024 Regular Meeting Minutes
 - B. November 16, 2024 Special Meeting Minutes
 - C. November 25, 2024 Memorandum of Executive SessionPresident Zach Bowers presented the October 17, 2024 Regular Meeting Minutes, the November 16, 2024 Special Meeting Minutes and the November 25, 2024 Memorandum of Executive Session for approval.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the minutes as presented.

- III. Approval of Claims 10/18/2024 – 11/25/2024. President Zach Bowers presented claims for 10/18/2024 -11/25/2024 for approval.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve claims 10/18/2024 – 11/25/2024 as presented.
Approval of Payroll – 10/18/2024 – 11/25/2024. President Zach Bowers presented payroll for 10/18/2024 – 11/25/2024 for approval.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve payroll 10/18/2024 – 11/25/2024 as presented.
- IV. October 2024 Bank Reconciliation – President Zach Bowers presented the October 2024 Bank Reconciliation for approval as prepared by Suzy Bass, Local Government Services, as part of our internal control.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the October 2024 Bank Reconciliation as presented.
- V. Public Comment Time – Jim Cromwell asked when permits were turned over to Putnam County and President Zach Bowers stated that it was done 3 or 4 years ago. Jim Cromwell asked if Roachdale has their own zoning and President Zach Bowers stated that the prior Council adopted the Putnam County Unified Development Ordinance administers this at no charge. Jim Cromwell asked if this means that the Town does not have any say and President Zach Bowers stated that the Town still has a Board of Zoning Appeals if anything requires a variance and they do have a member that serves on the Putnam County Plan Commission. Jim Cromwell stated that he did talk to Putnam County about the Hammond building on Railroad Street but their inspector thought the building was okay.
- VI. Old Business
- A. Survey of Town Properties – Maintenance Operations Coordinator Mark Ketchem stated that the surveying is scheduled for the second week of January and Deckard Surveying requires a 10% deposit. President Zach Bowers stated that we cannot do a 10% deposit. Maintenance Operations Coordinator Ketchem will get back with the surveyor and let President Zach Bowers know if there is an issue.
- B. Resolution 03-2024- Resolution of the Roachdale Town Council Authorizing Execution of INDOT Agreements. President Zach Bowers presented and read Resolution 03-2024.
Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve Resolution 03-2024 as presented and read.
- VII. New Business
There was no new business.
- VIII. Property Cleanups
Town Attorney Dave Peebles gave an update on the following:
AKG Investments grocery store - Brent and Belinda Wireman have purchased the grocery store. Brent Wireman stated that he has removed the wood siding and awnings and has the barricades still in place only because the area is not swept. Brent Wireman stated that the building is not salvageable but he does not feel like it is ready to collapse. Brent Wireman stated that he would like to get liability insurance on the building but is unable to do so with the Unsafe Building Order in

place. Town Attorney Peebles stated that if the Council releases the Unsafe Building Order they could always put it back in place if it sells again or if the Town feels there are further concerns. Amanda Newcomer stated that she has no problem with removing the order. Motion by President Zach Bowers, second by Amanda Newcomer, Paul Wireman abstain, motion passed, to remove the Unsafe Building Order for 21 and 23 E Washington Street. Kristin Stein – 13 N Main Street. Court hearing on fines and fees on December 9th. Charles and Grace Ring – 205 N Walnut Street. Trial March 31, 2025. Sandford Horn – 304 E Columbia Street. Telephone status conference December 2nd. John Long – 209 E Washington Street. Status hearing in court November 27th. 3B2G Properties – 600 N Indiana Street. Status hearing in court November 27th. Robert Williams – Sheriff unable to deliver, will get Interim Marshal Tash to complete.

Interim Marshal Bryson Tash stated that he needs to update the forms for cleanup notices.

IX. Interim Town Marshal Report

Interim Marshal presented the monthly report. Interim Marshal Tash reported that he has completed and updated inventory.

Interim Marshal Tash stated that he had participated in the North Putnam FFA Trunk or Treat and had patrolled and passed out candy Halloween night in town.

Interim Marshal Tash reported that ROPD1 had been detailed.

President Zach Bowers asked that the inventory include what year items were purchased and who items are assigned to. President Zach Bowers also asked what we are doing with inoperable tasers and other items we need to get rid of.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to declare inoperable tasers serial numbers X12009VWN and X12009VW4 as surplus to be disposed of.

Paul Wireman asked if we could donate the tasers to another department and Interim Marshal Tash stated that they are inoperable.

President Zach Bowers asked about the status of the 4 extra body cams and Interim Marshal Tash asked if they could be donated to another agency. President Zach Bowers asked Interim Marshal Tash to present the information at the December 19th meeting.

Interim Marshal Tash presented quotes for new police vehicles and explained that John Jones Automotive in Salem does not have anything available until June 2025 and can do their own upfitting and vinyl installation. Kelly Automotive Group in Fort Wayne currently has two 2024 Tahoe's in stock that were ordered for Putnam County that are now available. Interim Marshal Tash stated Kelley Automotive Group does not do any lighting, vinyl or equipment installation so he has contacted JTN in Greencastle to complete the lighting and equipment installation.

Interim Marshal Tash presented a proposal for a K9 program. Interim Marshal Tash explained that he was presented an opportunity to receive a dog from the Redemption Ranch K9 program and that he had received the dog and training for free through the program. The dog is not a bite dog and is a narcotics dog. Interim Marshal Tash stated that the training was done on his own time, and the dog is now certified, and all of his shots are done. Paul Wireman asked if the dog could search for narcotics on stops and Interim Marshal Tash stated that it can and all stops are logged, the dog can

also track but not apprehend. Town Attorney Peebles stated that there will need to be a job description for a K9 officer and President Zach Bowers asked if the Council moved forward who the dog belonged to, and Town Attorney Peebles stated that an agreement would need to be signed. Paul Wireman stated that he would not be opposed to the dog, and it is a good asset for the Department, good for narcotics, good for the schools and other good benefits.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to proceed with the purchase of 2024 Tahoe from Kelly Automotive Group.

Motion by Paul Wireman, second by Amanda Newcomer, vote unanimous, to approve the quote from JTN to complete the lighting and equipment installation in the 2024 Tahoe at a cost totaling \$20,667.70.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to declare ROPD2 surplus as trade in minus the radar, printer and radio for trade in against the purchase of the 2024 Tahoe for a trade in value of \$14,900 which will reduce the cost of \$50,475 to \$35,575.

Motion by Paul Wireman, second by Amanda Newcomer, President Zach Bowers against, motion passed, to proceed with the K9 program as presented by Interim Marshal Tash.

President Zach Bowers called for Debbie to do a roll call vote. Debbie asked for a roll call vote on the motion to proceed with the K9 program as presented by Interim Marshal Tash, President Zach Bowers nay, Paul Wireman yes, Amanada Newcomer yes. Motion passed.

X. Maintenance Operations Coordinator Report

Maintenance Operations Coordinator Ketchem reported that the new backhoe has been delivered and President Zach Bowers asked where the old one was and Maintenance Operations Coordinator Ketchem stated that the trade in was only going to be \$1,000 so we still have it. President Zach Bowers stated that he will advertise it with other items on MuniBid.

Maintenance Operations Coordinator Ketchem reported that 80% of the leaves are up and the rest will be done as soon as the rain is over.

It was reported that Chris Holder is back to work after his surgery and Paul Wireman asked if he had a release from his doctor and Maintenance Operations Coordinator Ketchem stated that he did.

Maintenance Operations Coordinator Ketchem presented a quote from MacAllister Machinery for a 35" towable articulated boom for \$33,500.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the quote from MacAllister Machinery in the amount of \$33,500 for the 35' towable articulated boom.

Maintenance Operations Coordinator Ketchem stated that the Christmas lights have been started and Debbie thanked McCloud Electric for bringing their bucket truck to town to hang the downtown lights.

XI. Clerk-Treasurer Items

Debbie presented adjustments totaling \$725.54 for approval.

Motion by President Zach Bowers, second by Paul Wireman, vote unanimous, to approve the adjustments totaling \$725.24 as presented.

Debbie stated that she would like to thank the Council for their yearly contribution to the employee HSA accounts and that she appreciates it.

Debbie stated that Christmas in Roachdale will be December 13th 6p-8p.

XII. Items from Town Council Members

Amanda Newcomer – Amanda Newcomer stated that the Christmas lights downtown look good and asked if we would have other lights and Maintenance Operations Ketchem stated that they will start working on them tomorrow.

Amanda Newcomer stated that Interim Marshal Tash did a good job on the K9 training.

Paul Wireman – Motion by Paul Wireman, second by Amanda Newcomer, President Zach Bowers against, motion passed, to fill the Town Marshal vacancy with Adrain Lepine effective January 1, 2025.

President Zach Bowers asked Debbie to do a roll call vote. Debbie asked for a roll call vote on the motion for Adrian Lepine to fill the Town Marshal vacancy effective January 1, 2025. President Zach Bowers no, Paul Wireman yes, Amanda Newcomer yes, motion passed.

Debbie asked what Adrian Lepine would be paid and Paul Wireman stated the same as the last marshal.

President Zach Bowers – No items

Motion by President Zach Bowers, second by President Paul Wireman vote unanimous, to adjourn the meeting at 8:32 p.m.

TOWN COUNCIL:



J Zachary Bowers, Council President

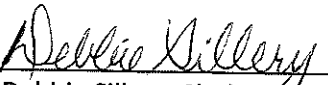


Amanda Newcomer, Council Member



Paul Wireman, Council Member

Attest



Debbie Sillery, Clerk Treasurer