

Town of Roachdale
Roachdale Community Building; 204 N Indiana Street, Roachdale, IN 46172
December 22, 2021 Town Council
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Wednesday, December 22, 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 stating that the meeting was to have previously been held on December 15, 2021 but could not be held that night due to a lack of quorum not being present. President Holly Cook recognized that the agenda was posted pursuant to the Indiana Open Door Law, Debbie had notified the Banner Graphic and posted notice of the rescheduling and that a quorum was present.

Council Members Present: Holly Cook, Katrina Asher, Rick Miles Jr

Council Members Absent: None

Clerk-Treasurer, Town Marshal, Town Attorney

Guests Present: Jim Cromwell, Rick Adams, Zach Bowers

- I. Approval of Minutes – President Holly Cook presented the November 17, 2021 Regular Meeting Minutes for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve the November 17, 2021 Regular Meeting Minutes as presented.

- II. Approval of Claims 11/18/2021 – 12/15/2021 Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to approve Claims 11/18/2021 – 12/15/2021 as presented. Approval of Claims 12/16/2021 -12/22/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Claims 12/16/2021-12/22/2021 as presented.

Approval of Payroll 11/18/2021 – 12/15/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Payroll 11/18/2021 – 12/15/2021 as presented. Approval of Payroll 12/16/2021 – 12/22/2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve payroll 12/16/2021 – 12/22/2021 as presented.

- III. Approval of Bank Reconciliations and Financial Statements
President Holly Cook presented the November 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 President Katrina Asher, vote unanimous, to approve the November 2021 Bank Reconciliations and Financial Statements as presented.

- IV. Old Business
 - A. Surplus Property – Resolution 06-2021 A Resolution of the Roachdale Town Council Authorizing Exchange of Property (2016 Dodge Police Car) With the Town of Bainbridge – Resolution tabled.

- B. Proposed Water/Wastewater Projects - Town Marshal's Contract – No updates.
- C. Board of Zoning Appeals Update – President Holly Cook presented information for the proposed Board of Zoning Appeals and asked that the Council review it before the January 19, 2022 Council Meeting.
- D. Town Marshal's Contract – President Holly Cook stated that Attorney Peebles had stated that the other towns he represents do not have a contract for their Town Marshal and she questioned if we need to do one. Rick Miles Jr stated that he thinks there is a need for one and that there needs to be a long discussion before one is presented. No action was taken.
- E. COVID Ordinance Update – President Holly Cook stated that the proposed COVID Ordinance would be used by the employee only if they have used all of their available time and then they would be given additional time off if needed for COVID. Katrina Asher stated that she has done some research and that it is not a standard practice and most companies have ended paid time off for COVID. Rick Miles Jr stated that most companies allow time off without pay if you have used your available time and have to be off due to COVID. Katrina Asher thinks that it could be a lot of money going out the door if employees have used their available time, get COVID and then the Town pays them for additional time off. Katrina Asher stated that that is not a standard practice with other companies. Rick Miles Jr stated that we do not want employees giving others in town COVID. President Holly Cook stated that employees need their paychecks and they could come in sick if they if they are not going to be paid if they get COVID and have used all of their time. President Holly Cook stated that the Town could limit the amount of additional time an employee could receive and determine if do pay that for the additional time or if it would be time off without pay. Rick Miles Jr stated that those reasons are why he feels it should be discussed further. Debbie will check and see if disability pay kicks in if an employee is off with COVID. Rick Miles Jr stated that he could work with Debbie on seeing what could be done. Katrina Asher stated that it definitely needs to be research. Rick Miles Jr stated that he will write something up and send it to the Council to review and discuss at the January 19, 2021 Town Council Meeting.
- F. Ordinance 06-2021 An Ordinance Prohibiting Parking on the West Side of Walnut Street – Katrina Asher asked for background on why parking was looked at and Debbie and Rick Miles Jr explained what was discussed at the November 17, 2021 Town Council Meeting. Marshal Lepine stated that Superintendent Miller has stated that he would also have a difficult time plowing the streets with the current parking situation. Jim Cromwell stated that the Council should also limit the number of cars allowed per household and the Council stated that they could not do that. Katrina Asher asked how people would be notified about the change and Marshal Lepine stated that he would have a letter with a copy of the ordinance attached. President Holly Cook read Ordinance 06-2021. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to adopt Ordinance 06-2021 An Ordinance Prohibiting Parking on the West Side of Walnut Street as read. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to waive the rules and put up for 2nd and 3rd reading.
- G. Ordinance 07-2021 An Ordinance Enacting and Adopting a Code of Ordinances of the Town of Roachdale, Indiana. President Holly Cook presented Ordinance 07 -2021. Each Council

member took a section of the Code of Ordinances to check for errors and will let Debbie know if they have found any errors by December 30th so she will know if she is able to pay the balance due before the end of the year. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Ordinance 07-2021 An Ordinance Enacting and Adopting a Code of Ordinances of the Town of Roachdale, Indiana as presented and to waive the 2nd and 3rd reading requirements.

H. Town Website Hosting Agreement – President Holly Cook stated that it was decided at the November 17, 2021 Council Meeting to turn over the management of the Town website to someone with more time to update and maintain it. President Holly Cook stated that it was decided at that time to allow Zach Bowers to host the Town website. President Holly Cook stated that she had asked Katrina Asher for the password and has an agreement for Zach Bowers to sign in order to host the website. President Holly Cook stated that she has not received the password and Katrina Asher stated that she will get the password sent. Rick Miles Jr stated that everything that is on the website is public knowledge. President Holly Cook presented the Town Website Hosting Agreement. Motion by Rick Miles Jr, second by Holly Cook, Katrina Asher against, motion passed, to approve the Town Website Hosting Agreement with Zach Bowers.

V. New Business

A. Ordinance 08-2021 Salary Ordinance for 2022 – President Holly Cook presented Ordinance 08-2021 and Debbie stated that there were no changes to the current Salary Ordinance that was passed at the November 17, 2021 Council Meeting. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Ordinance 08-2021 Salary Ordinance for 2022 as presented.

VI. Public Comment

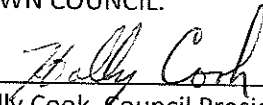
Rick Adams was present to address the four Unsafe Building Orders that he had received and gave an update on the properties. Rick Adams stated that he has the barn down, he does not want to tear down the trailer at 310 E Grove because he is using it for storage and will remodel it in the Spring. Rick Adams questioned why 315 E Grove was issued one and Marshal Lepine stated that it has been abandoned for 3 years. Rick Adams stated that it is being sold in February 2022 and will have utilities installed. Rick Adams stated that he is using 317 E Grove Street for storage and it will be moved next Summer. Rick Adams stated that the house at 401 E Forest Home will be remodeled and sold and that he hopes all of the properties will be sold by this time next year. Rick Adams asked to be notified when Marshal Lepine is going to go on his properties and stated that they are posted no trespassing, they are not unsafe, the ones on E Grove are on a dead end and he has had no problems. Rick Adams stated that he has owned the properties for 16-17 years and would appreciate a call. President Holly Cook stated that Marshal Lepine does not have to contact him and Marshal Lepine stated that he does not have to contact him in advance but he will give him a courtesy call. Rick Miles Jr and President Holly Cook both stated that they were satisfied with the updates from Rick Adams. Rick Miles Jr stated that the big issue is that kids play in places that are abandoned and Rick Adams stated that he has asked kids not to play on his properties. Attorney Peebles recommended the Council note Rick Adams' plans and rescind the Unsafe Building Orders which the Council agreed to.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report. Marshal Lepine stated he would like to recommend Anthony Hull for the full-time Deputy Marshal position. Marshal Lepine gave background information on Anthony Hull and stated that he is Tier 2 certified. Marshal Lepine stated that he had interviewed Anthony Hull the first interview and then his second interview was conducted with Debbie, President Holly Cook, Cameron Boller and Marshal Lepine. President Holly Cook stated that she liked that Anthony Hull was a good balance, is older and has a good background. Debbie stated that she agreed and thought he would also do a good job serving as a mentor for the Reserve Officers. President Holly Cook stated that Anthony Hull wants to move relocate and move closer to Roachdale. Rick Miles Jr wanted to be sure that Marshal Lepine was not wanting him just to fill the position and Marshal Lepine stated that he was not. Katrina Asher asked when he would be available to start and Marshal Lepine stated that if he was approved it would probably be 2-3 weeks. Marshal Lepine Stated that the hours would be Sunday – Thursday 6:00 p.m. – 6:00 a.m. and stated that he does not want him working the same hours and will have him change up the hours as long as he puts in 40 hours per week. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve Anthony Hull as the full-time Deputy Marshal with the hourly rate of \$17.00 per hour as stated in the Salary Ordinance. Katrina Asher asked why the signs do not have the direction on all of them and stated that she thought it was because the signs were replaced with the same information that was on the previous signs. Katrina Asher stated that she does not think we need to order new signs but that several people had complained that it causes issues with deliveries. Marshal Lepine will look at the signs and let the Council know how many do not have the direction on them. Katrina Asher asked what happens to the old signs and Debbie stated that she had sent a message to the State Board of Accounts and was waiting on a reply. Debbie stated that the signs could not be passed out and that we would have to declare them as surplus property.
- VIII. Town Superintendent Items – Superintendent Miller was not present at the meeting.
- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$140.76 for approval. Motion by Rick Miles Jr, second by Katrina Asher, vote unanimous, to approve adjustments total \$140.76 as presented. Debbie thanked the Council for approving the Christmas lunch for Town employees and stated that it was appreciated. Debbie stated that gas prices are up over this time in 2020 and stated that cheaper prices have been locked in for gas being purchased January 2022 – March 2022. Debbie stated that she presented President Holly Cook her Annual Certification of Elected Official of Compliance With the Unit's Nepotism Policy Concerning Hiring and Supervision of Relatives on December 15th 2021 and President Holly Cook acknowledged that she had received it.
- X. Items from Town Council Member
Katrina Asher – no items.
Rick Miles Jr – No items.
President Holly Cook – President Holly Cook stated that she would like the Council to consider

an earlier start time than 7:00 p.m. and it was stated that it could be decided on at the Organizational Meeting on January 19, 2022. President Holly Cook stated that the meeting originally scheduled for December 15, 2021 had to be canceled at the start of the meeting due to a lack of quorum. President Holly Cook stated that it was unfortunate since we had several people that were present at the meeting, Debbie had put a lot of time and work into preparing for the meeting, and potential Deputy Marshal Anthony Hull and his family were present for the meeting as well. President Holly Cook asked Council Members to be sure and notify her as soon as possible if they are unable to attend a meeting.

Motion by Rick Miles Jr, second by President Holly Cook, vote unanimous, to adjourn the meeting at 8:02 p.m.

TOWN COUNCIL:



Holly Cook, Council President

Katrina Asher, Council Member



Rick Miles Jr, Council Member

Attest



Debbie Sillery, Clerk Treasurer