

**TOWN OF ROACHDALE  
SPECIAL MEETING MINUTES  
June 8, 2021**

The Roachdale Town Council held a Special Meeting on Tuesday, June 8, 2021, 6:00 P.M. at the Roachdale Community Building, 204 N Indiana Street, Roachdale, Indiana.

President Holly Cook called the Special 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, Rick Miles Jr

Council Members Absent: Katrina Asher

Clerk-Treasurer Present

Guests Present: Zach Bowers, Mike Kleinpeter

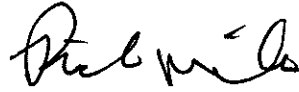
1. 2<sup>nd</sup> Public Hearing Town of Roachdale COVID Food Distribution – President Holly Cook opened the public hearing and turned the meeting over to Mike Kleinpeter, Kleinpeter Consulting Group, the grant administrator for the COVID Food Distribution grant. Mike Kleinpeter gave an overview of the COVID Food Distribution and stated that the Town had received a total of \$75,000.00 from OCRA, had spent \$37,230.32 and OCRA had de-obligated \$37,767.69. The hearing was held to let the public know that the project had been completed and all draws had been processed. Mike Kleinpeter stated that a total of \$2,000.00 in local funds to Kleinpeter Consulting Group for grant administration was allocated to the project. Debbie has issued one check to Kleinpeter Consulting Group for \$1,000.00 and the other \$1,000.00 due to Kleinpeter Consulting Group will be on the docket for the June 16, 2021 Town Council Meeting. The Town had a total of 5 food events monthly from January through May distributing food to local residents. In addition, a fried and freezer were purchased with these funds that is at the Roachdale Christian Church food pantry. (I have attached a copy of Mike Kleinpeter's minutes from the meeting).  
Zach Bowers read a prepared statement regarding the COVID Grant and his opinion on how it was handled. (I have attached a copy of Zach Bowers' prepared statement)  
Rick Miles Jr stated that he felt it was an embarrassment for the Town and for him and that he wasn't very happy as well with it.  
There were no further questions or comments.

Motion by Holly Cook, second by Rick Miles Jr, vote unanimous, to adjourn the Special Meeting and the Public Hearing at 6:19 p.m.

TOWN COUNCIL:

  
\_\_\_\_\_  
Holly Cook, Council President

Katrina Asher, Council Member



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Rick Miles Jr, Council Member

Attest:



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Debbie Sillery, Clerk-Treasurer

This is being provided to Debbie Sillery, Clerk-Treasurer, at her request to attach to the meeting minutes from the Public Hearing, on June 8, 2021 at 6:00 PM, to close out the COVID-19 grant received by the Town of Roachdale.

Please note that these were my notes that I read from and may not be the exact words that I spoke at the meeting but are a true and accurate reflection of what I did say.

Greetings,

I am reading this statement into the public record in reference to the COVID-19 grant that the Town of Roachdale applied for and received through OCRA in April 2020. In the application it states:

*Due to the Covid-19 outbreak and the Indiana Governor's Executive order of stay in place (exceptions only for essential businesses/employees), many of the Town of Knightsville's residents have been out of work with not income. Most residents that have saved any money at all – that money is going towards continuing to pay bills and in some/a lot of cases – that means not buying groceries to eat. Town Officials believe that, with this grant, purchasing a month's supply of groceries for the Town's local food pantry, low income housing unit and senior meal program would definitely help the residents. The following persons would purchase the groceries and deliver them to each site would be: (1) Town Council President, Katrina Asher, (2) Town Council Members – Holly Cook and Michael Mahoy, (3) Town Clerk Treasurer, Debbie Sillery and (3) Town Firefighters and Town Police Officers well as any Town volunteers that would like to assist. Groceries would consist of essentials such as milk, bread, eggs, can goods, vegetables, meats, bottled water, etc.*

(Directly from the application using spelling and punctuation as found in the application)

It should be noted that there are several mistakes in this one paragraph alone from the application that was completed by Kristy Jerrell and signed by Katrina Asher.

On April 29, 202 at 12:17 Councilwoman Asher, who was the President of the Town Council at the time received an email congratulating the Town on being awarded \$75,000 of the requested \$100,000 from the grant application. It also notes that the Town had to respond to OCRA by 4 PM the next day if they wished to move forward with the new amount.

The item was first placed on the Council's monthly meeting agenda for their May 2020 meeting.

From my previous 8 years of service on the Town Council, and experience with receiving grant funding, there are typically stringent deadlines that the Town must follow, and collectively, the Council, Clerk-Treasurer, and Grant Administrator work together as a team to accomplish, as this is way too much for one person to keep track of. However, it appears that this was a one-sided operation and thus many delays ensued. I understand that the town was given an extension, but I personally do not feel that this extension was warranted.

With those delays, the Town was finally given approval from OCRA to begin spending the money around December 2020.

The first food pantry was held on January 21, 2021 and continued each month through May 2021. It is unfortunate that this program was delayed almost 7 months, depriving our Town's residents of much needed assistance when it was needed the most. Although I am fortunate enough to not need a box of this food, I know several people who did receive a box and the contents were abysmal to say the least. I understand that there was a limit of how much you were able to spend each month and a list of items that you could choose from but to me it

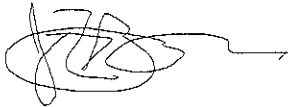
seemed that there was definitely a goal of quantity over quality and while folks should be appreciative of free food, there comes a time when you have to be cognizant of how the money is being spent and if the quality of what is being purchased is actually worth it in the end and is truly being consumed or just tossed out because of its poor quality. Although, I am sure it was not always available, I do not recall any boxes having milk, bread, eggs, meats (maybe one month had canned chicken), or any bottled water.

Due to the delays in working with OCRA to get the grant award processed and the money available to the Town, OCRA notified the Town in May 2021 that they were defunding the grant and the Town lost approximately \$37,000 of the grant. This was a sad day for the Town of Roachdale and I personally feel that this places a black eye on the Town in the eyes of OCRA for future grant possibilities.

It is my sincere hope that with the current make up of the Town Council and a different grant administrator that this is NEVER allowed to happen in the future, if the Town should be awarded any grants. I honestly thing that the Town owes a huge thank you to Mike Klinepeter and Debbie Sillery for their knowledge of the grant administration process and the contacts they have at OCRA otherwise I truly believe that they would have scrapped the project many months ago.

In the future, I am asking that all council members make sure that they are fully aware of what is going on and not to let anything like this happen again. This is truly and embarrassment for the Town and should not be taken lightly.

Thank you,

A handwritten signature in black ink, appearing to be 'Zach Bowers', with a long horizontal line extending to the right.

Zach Bowers.

**PUBLIC HEARING #2**  
**Town of Roachdale**  
**COVID Food Distribution**

1. Date: 6/8/2021            Time: 6:00 p.m.
2. Call to Order: Town Council President Holly Cook
3. Facilitator: Mike Kleinpeter- Kleinpeter Consulting Group
4. Discussion: 2nd Public Hearing for COVID Food Distribution

Ms. Holly Cook opened the public hearing and turned the meeting over to Mike Kleinpeter. Mike Kleinpeter stated that there as a sign in sheet going around that we need everyone to sign.

Mike Kleinpeter said, "Good evening everybody, I am Mike Kleinpeter with Kleinpeter Consulting Group. I am the Grant Administrator that helped with the Town of Roachdale Covid Grant that was awarded, back on April 29 to be exact. As you know I kind of got involved around December to help put together the plan to spend some of the money through Gleaners events, ordering a fridge and freezer for the church. We did reimburse the church for some of the food expenses they have incurred last year. In total we spent \$37,230.31 We received a grant of \$75,000 from OCRA. Therefore, we will be de-obligating, or not spending \$37,767.69. The meeting tonight is to let the public know that the project is complete and all draws have been processed. As far as local funds, there was \$2,000 in local funds allocated to this project and those funds have been spent."

The Town had a total of 5 food events monthly from January through May distributing food to local residents. In addition, a fridge and freezer were purchased with these funds that is at the food pantry.

Zach Bowers stated, "I am reading this in regard to the COVID Grant the Town of Roachdale received back in April of 2020. In the application it states: Due to the COVID 19 outbreak and the Indiana Governor's executive stay at home order and stay in place except for essential business employees many of the residents of Roachdale residents have been out of work with no income most residents that have saved any money at all that money is going towards paying bills and then some in a lot of cases that meant not buying groceries to eat. Town officials believe that with this grant purchasing a month's supply of groceries for the town's local pantry and low-income housing units and senior meal program will definitely help the residents. The following persons would purchase the groceries and deliver them to each site. Town Council President Katrina Asher, Town Council Member Holly Cook, and Michael Mahoy, Town Clerk Treasurer Debbie Sillery and town firefighters and police officers as well as any town volunteers who would like to assist. Groceries would consist of essentials such as milk, bread, canned goods, vegetables, meats bottle water etc. It should be noted that there are several mistakes in this one paragraph alone that was completed by Kristy Jerrell and Katrina Asher. On April 29, 2020, at 12:17 pm Town Council President Katrina Asher received an email congratulating the town on being awarded \$75,000 of the \$100,000 from the grant application. It also noted that the town had to respond to OCRA by 4:00 pm the next day if they wished to move forward with the new amount. The item was first placed on the Council's monthly meeting agenda for their May 2020 meeting. From my 8 years' experience on the Town Council, and previous experience in receiving grant funding, there are typically stringent deadlines that the town must follow collectively. The Council, Clerk Treasurer and Grant Administrator work together as a team to accomplish this as this is way too much for one person to keep track of. However, this appears to have been a one-sided operation thus many delays ensued I understand that the town was given an extension, but I personally feel this extension wasn't warranted. With those delays the town was finally given approval thru OCRA to begin spending the money roughly in December 2020. The first food pantry was held in January 2021 and continued thru each month till May 2021. It is unfortunate that this program was delayed almost 7 months depriving our town residents of much needed assistance when it was needed the most. Although I am fortunate enough not to need a box of this food, I know several people who did receive a box and the contents were abysmal to say the least. I understand there was a limit of how much you are able to spend each

month and a list of items you could choose from but it definitely seemed to me there was a goal of quantity over quality and while folks should be appreciative of free food there comes a time where you have to be cognizant of how the money is being spent and if the quality of what is being purchased is actually worth it in the end and is it truly being consumed or is it being tossed out because of its poor quality. Although I am sure it was not always available, I do not recall any boxes having milk, bread, eggs, or meat. Maybe one month had canned chicken or bottled water. Due to the delays in working with OCRA to get the grant award processed and the money available to the Town, OCRA notified the Town in May 2021 they were defunding the grant and the town lost roughly \$37,000. This was a sad day for the Town of Roachdale and I personally feel this is a blackeye on the town for future OCRA grant possibilities. It is with my sincere hope that with the current makeup of the Town Council and a different Grant Administrator that this is never allowed to happen again in the future if the town should be awarded any grants. I honestly think the town owes a huge thank you to Mike Kleinpeter and Debbie Sillery for their knowledge of the grant administration process and the contacts they have at OCRA. Otherwise, I feel they would have scrapped this project months ago. In the future I am asking that all Council Members make sure they are fully aware of what is going on and not to let this happen again. This is truly an embarrassment for the town and should not be taken lightly.

Holly Cook asked, "Would you like to add anything Mike?" Mike stated, "No I think everything he said there was pretty accurate. This money was originally supposed to be spent by the end of the year that was the plan and then when it wasn't spent by the end of the year that's when we had to have a meeting and put together a plan. I appreciate all Debbie's help. I know we had a lot of conversations about this project. I think, like you said, in future situations with different players we can ensure this doesn't happen again." Debbie replied, "Yeah that's a biggie."

Rick Miles stated, "Yes it was an embarrassment for the town and for me and I wasn't very happy as well with it."

There were no further questions or comments and the hearing was adjourned at 6:19 pm.

Respectfully submitted,

Mike Kleinpeter, Certified Grant Administrator  
Kleinpeter Consulting Group, LLC