

**TOWN OF ROACHDALE
SPECIAL MEETING MINUTES
JANUARY 1, 2016**

The Roachdale Town Council held a Special Meeting on Friday, January 1, 2016, 1:00 P.M. at the Roachdale Town Hall Meeting Room, 205 N Indiana Street, Roachdale, Indiana.

Council Members Present: Zach Bowers, Holly Cook, Kevin Cook

Council Members Absent: None

Town Superintendent and Town Marshal Present

Clerk-Treasurer convened the meeting after recognizing that the agenda was posted pursuant to the Indiana Open Door Law and that a quorum was present.

Election of Officers

Clerk-Treasurer Debbie Sillery, opened the floor for nominations for Town Council President. Holly Cook nominated Zach Bowers, Kevin Cook seconded the nomination for Zach Bowers. Zach Bowers was elected Town Council President.

Establishment of Date, Time, Place of Meeting

Debbie turned the meeting over to the newly elected President, Zach Bowers. President Zach Bowers asked for a motion to establish the date, place and time of the Town Council Meetings. Holly Cook motioned to have the Town Council Meetings the second Tuesday of every month at 7:00 P.M. with the meetings being held at the Roachdale Town Hall Meeting Room. Kevin Cook seconded the motion, vote unanimous.

Appointment of Town Attorney

Motion by Holly Cook to retain David Peebles as the Town Attorney. Kevin Cook seconded the motion, vote unanimous.

Public Comment Time Provided

There was no public comment.

New Business

A. Building Access

Motion by President Zach Bowers to approve Larry Clodfelter to change all office keys at the Town Hall at his earliest convenience. Holly Cook seconded the motion, vote unanimous.

Items from Town Council Members

Holly Cook commented that she would like to have an insurance audit done in the future. Kevin Cook suggested an April, May timeframe to begin contacting insurance agencies for an insurance audit.

Holly Cook asked when the website expired. Zach Bowers said that the website expires in July and added that we are not currently paying anyone to maintain the website. Holly Cook inquired about putting information on the website regarding the Storm Water Fee and that the Town Council would be

applying for the Storm Water Grant again. Holly Cook asked for an explanation of the Storm Water Grant proposal and Jason Woodall gave an explanation of the proposal. Holly Cook resigned from the Plan Commission.

President Zach Bowers presented a letter to submit to Anthem Insurance requesting that the new hire waiting period be waived for Clerk-Treasurer Debbie Sillery and that she also be named as the insurance administrator. Motion by Holly Cook to approve the letter to Anthem Insurance. Kevin Cook seconded the motion, vote unanimous.

President Zach Bowers presented a letter that will notify vendors that Debbie Sillery is the new Clerk-Treasurer effective January 1, 2016 at 12:00 P.M. Motion by Holly Cook to sign the letter as presented. Kevin Cook seconded the motion, vote unanimous.

President Zach Bowers requested that Clerk-Treasurer Debbie Sillery research having a central wireless modem installed in the Town Hall.

President Zach Bowers will be contacting the North Putnam High School Graphic Arts teacher to have students design a logo for the Town of Roachdale. The logos would be submitted to the Town Council for review and a vote for the new logo.

President Zach Bowers presented a draft Utility Uniform Policy for review and discussion and requested that it be an agenda item for the January 12, 2016 Regular Board Meeting.

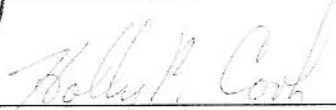
Motion by Kevin Cook to allow Clerk-Treasurer Debbie Sillery to bring vendors in to assist with software programs in order to conduct the business of the town. Holly Cook seconded the motion, vote unanimous,

Motion by President Zach Bowers to adjourn the meeting at 1:39 p.m. Holly Cook seconded the motion, vote unanimous.


TOWN COUNCIL:



J. Zachary Bowers, Council President



Holly Cook, Council Member



Kevin Cook, Council Member

Attest:



Debbie Sillery, Clerk-Treasurer