

Town of Roachdale

Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172

April 9, 2019 Town Council

Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, March 12, 2019, 7:00 p.m. at the Roachdale Town Hall Meeting Room, 205 N Indiana Street, Roachdale, Indiana.

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 Superintendent, Town Marshal, Town Attorney

Guests per sign-in sheet

Public Hearing – An Ordinance Re-establishing the Cumulative Capital Development Fund Under Indiana Code 36-9-15.5. President Zach Bowers opened the Public Hearing at 7:00 p.m. and asked if there were any public comments. Kristina Yeley asked what the hearing was for and Town Attorney David Peebles explained the ordinance and procedures required. President Zach Bowers asked if there were any other comments and there were none. President Zach Bowers closed the Public Hearing at 7:07 p.m.

- I. Approval of Minutes – President Zach Bowers presented the March 12, 2019 Regular Meeting Minutes. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the March 12, 2019 Regular Meeting Minutes as presented.
- II. Approval of Claims 03/13/2019 – 04/09/2019. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Claims 3/13/2019 – 04/09/2019 as presented.
Approval of Payroll 03/13/2019 – 04/09/2019. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Payroll 03/13/2019 – 04/09/2019 as presented.
- III. February 2019 Bank Reconciliations and Financial Statements
President Zach Bowers presented the February 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 February 2019 Bank Reconciliations and Financial Statements as presented.
- IV. Public Comment:
Kristina Yeley, 105 N Main Street, asked if she could put up some short stakes with rope between her property and her neighbors to show her property boundaries. She stated that she wants to be courteous with her neighbors until she can get a fence installed and will use the roped area as a boundary to show her grandchildren where to play. President Zach Bowers asked if she was aware of the permit procedures for a fence and she stated that Debbie had provided her the information. She stated that she will be getting her property surveyed and then would apply for the permit. Kristina's husband Robert asked if he could pour a concrete

floor in his garage. He stated that he was told by the previous owner that he could not do so due to the alley. He wants to be sure the concrete floor is in place before he places the fence. President Zach Bowers stated that their survey will show the location of the alley.

V. Old Business

- A. Property Cleanups – Attorney Peebles gave an update on the scheduled and pending court cases and stated that he will try to get all of the cases scheduled for April 28th. Holly Cook asked what the status was for the trailer located at 13 N Meridian Street and stated that she was getting complaints from some of the neighbors about the broken windows and the broken door in the back. Attorney Peebles and President Zach Bowers will research what notices the Town has sent the owners to date and will be ready to discuss it at the May 14th Council Meeting. President Zach Bowers stated that Attorney Peebles may have to update the original Unsafe Building Notice that was previously issued.
- B. Community Building Update – Debbie gave an update on the progress that had been made to date on the building and stated that she was pleased with the progress that is being made.
- C. Golf Cart Ordinance – President Zach Bowers read Ordinance 3-2019 An Ordinance Amending Title VII, Chapter 71 of the Town Code of Roachdale, Indiana, Regulating the Operation of Golf Carts and Off-Road Vehicles on Town Streets. After discussion, the following changes were made 71.32 h. change that to than, Definition (2) (f) change motive to motion, Definition (3) (b) add emergency services, 71.42 a. add or manufactured installed taillight, 71.42 b. replace two (2) with at least one, change headlights to headlight and strike Section 3 (D). Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Ordinance 3-2019 An Ordinance Amending Title VII, Chapter 71 of the Town Code of Roachdale, Indiana, Regulating the Operation of Golf Carts and Off-Road Vehicles on Town Streets, as amended, on all three readings.

III. New Business

- A. IOCRA Claim Voucher Grant Number PF-17-104 – Evan & Ryan Pay App 1 and Curry & Associates Invoices 1 & 2 Approval – Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve IOCRA Claim Voucher Grant Number PF-17-104 as presented.
- B. Board of Zoning Appeals Appointment – President Zach Bowers stated that he would be seeking letters of interest and stated that the appointee must be a registered voter and live in the town limits.
- C. Evan & Ryan Change Order #1 Request for Community Building Approval – Debbie explained that the change order is to install a new door, frame, hardware, stud wall and drywall to isolate and secure the future front offices from the Small Group area. The change order also includes removing the existing pink carpet and installation of 12” x 12” vinyl tiles in Small Group area, installation of white prefinished MDF panels over existing wood paneling in Senior Citizens area. The existing rotten gutter board at the west end will be removed and replaced with new gutter board to match existing for a total price of \$15,707.00 for all changes. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Evan & Ryan Change Order #1 as presented in the amount of \$15,707.00.
- D. Resolution 1-2019 A Resolution of the Roachdale Town Council Authorizing Initiation of a Quiet Title and/or Condemnation Proceeding – President Zach Bowers read the resolution and stated that it was to start the process of acquiring the land across from the TDS building on Railroad Street from Meridian Street to the west corner of Indiana Street. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to table Resolution 1-2019 A

Resolution of the Roachdale Town Council Authorizing Initiation of a Quiet Title and/or Condemnation Proceeding until the May 14th Town Council Meeting.

- E. Resolution 2019 A Resolution of the Roachdale Town Council Authorizing Transfer of the Library Property. President Zach Bowers read the resolution and stated that it was recently discovered that the Town had never transferred the library property to the Roachdale Franklin Township Public Library in 1913 after the Carnegie Library was built. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Resolution 2-2019 A Resolution of the Roachdale Town Council Authorizing Transfer of the Library property as presented.
 - F. Ordinance 2-2019 An Ordinance Re-Establishing the Cumulative Capital Development Fund Under Indiana Code 36-9-15.5. President Zach Bowers stated that the ordinance could now be passed since all legal requirements prior to the passing of the ordinance have been met. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to pass Ordinance 2-2019 An Ordinance Re-Establishing the Cumulative Capital Development Fund Under Indiana Code 36-9-15.5 on 2nd and 3rd readings.
- IV. Town Marshal Items – Marshal Lepine apologized that his monthly report was not ready yet due to him directing traffic all day at the water leak at the corner of Indiana and Forest Home Street and stated that he will submit the report at a later date. Marshal Lepine reported that Roachdale Elementary will be having their Color Run on May 4, 2019, 8:00 a.m. – 10:00 a.m., and have requested permission to have the Color Run on the same route as used in 2018. Marshal Lepine stated that South Indiana Street from Grove to Maple Street will be one lane and the other streets on the route will have caution signs in place. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to approve the street closure for the Roachdale Elementary Color Run on May 4th. Marshal Lepine stated that he wants to bring on two more reserve officers. Marshal Lepine reported that he has been working on updating the department’s policies and procedures and has also updated the hiring and application process. Reserves will now be required to be drug screened, complete a 100 hour field training program, and complete a 96 hour probationary period. Marshal Lepine presented a list of equipment for two new reserves totaling \$3,400.00. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the list of equipment as presented in an amount not to exceed \$3,400.00. Marshal Lepine expressed how grateful he was for the new AEDs that were recently purchased.
- V. Utility Superintendent Items – Superintendent Miller stated that he had received another quote for the rubber roof at the plant and the original quote from TJD was still the lowest. Superintendent Miller reported that Brent Foltz will be here Saturday to start the work on the front of the Town Office. Superintendent Miller stated that the water leak at the corner of Indiana Street and Forest Home Street today was repaired and that a boil water order had been issued. Debbie stated that she had notified customers, the Banner Graphic, and WREB of the boil water order and Troy Ellis had sent the proper notification to IDEM and the Putnam County Health Department. Holly Cook gave a review on the mowers that Nick presented at the February 12, 2019 Council Meeting. Superintendent Miller stated that he preferred the John Deere mower. President Zach Bowers asked what the \$40.00 miscellaneous charge was for on the quote for the John Deere mower from AHW and Superintendent Miller stated that he would find out. Kevin Cook stated that he thought the John Deere was a better value. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to purchase the John Deere mower from AHW in an amount not to exceed \$8,700.00 after an explanation for the \$40.00 miscellaneous

charge is noted on the invoice. President Zach Bowers asked why the new fence at the park was not built further down on both ends and Superintendent Miller stated that it was due to a storm drain in the area. Superintendent Miller will talk to Scott Lowe and see if it can be bridged on both ends. President Zach Bowers asked what the status was on the repaving of the basketball court and Superintendent Miller stated that Warren Co Paving said that we are on the top of their priority list. Superintendent Miller will call them this week if he does not hear from them. President Zach Bowers stated that he wanted to be sure that there was not a gap as there currently is between the basketball goal and the pavement and Superintendent Miller stated that he will be sure that the new pavement is goal to goal. Superintendent Miller stated that he did not have an update from Midwest Engineers for the Community Crossings Grant paving or on the flow monitoring.

VI. Clerk – Treasurer Items – Debbie presented adjustments totaling \$344.35 for approval. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to approve the adjustments as presented. Debbie stated that the dumpsters have been ordered for the Community Clean Up Day on May 18th. Debbie reported that the two new pieces of playground equipment have been delivered and will be installed soon.

VII. Items from Town Council Members
Kevin Cook – no items.
Holly Cook – no items.
President Zach Bowers – President Bowers stated that Superintendent Miller and Utility Laborer Levi Chinn have completed one year of employment on March 19th and extended the Council’s thanks for a job well done and stated that they had received positive feedback from the community and Debbie on their hard work as well. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to give Nick Miller and Levi Chinn a 10% raise with the payroll hours beginning April 5, 2019.

Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to adjourn the meeting at 8:20 p.m.

TOWN COUNCIL:

J. Zachary Bowers, Council President

Holly Cook, Council Member

Kevin Cook, Council Member

Attest:

Debbie Sillery, Clerk-Treasurer