

Town of Roachdale
Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172
Town Council
Regular Meeting Minutes
January 12, 2016

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, January 12, 2016, 7:00 P.M. at the Roachdale Town Hall Meeting Room, 205 N Indiana Street, Roachdale, Indiana.

President Zach Bowers called the 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

Town Attorney, Clerk-Treasurer, Town Superintendent and Town Marshal present

Guests per sign-in sheet

- I. Approval of Minutes – December 8, 2015 Regular Board Meeting – Motion by Holly Cook, second by Kevin Cook, vote unanimous to approve December 8, 2015 Regular Board Meeting Minutes as presented.
Approval of Minutes – January 1, 2016 Special Board Meeting - Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve January 1, 2016 Special Board Meeting Minutes as presented.
- II. Approval of Claims 12/08/15 – 1/12/16 – Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve claims dated 12/08/2015 – 12/31/15.

Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approved claims dated 1/01/16 – 1/12/16.
- III. Public Comment
Matt Blackmore, 205 E Railroad Street, asked for an update on recent flooding that occurred on East Railroad Street during a heavy rain event. Mr. Blackmore also expressed concerns on the grate in front on his house and stated that it was a safety issue. Town Superintendent, Jason Woodall explained that the drain was not plugged and that due to changes that were made to the line size by Crop Production, the flow could not keep up with the heavy rain. A cone has been placed on the drain and Jason is still searching for the right grate to put on the drain.

Old Business
- IV. Sandy Powers, Grant Administrator – Waste Water Grant is going to bid and a Pre Bid Meeting will be held at the Town Hall Meeting Room on January 22, 2016 at 11:00 p.m. Bids will be accepted until 7:00 p.m. on February 9, 2016 and will be opened at the February 9, 2016 Town Council Meeting. Bids will then be reviewed by David Peebles, Town Attorney and Ken Smith, Town Engineer. Sandy noted that she has now merged with Viki Powers as the Grant Administrator.

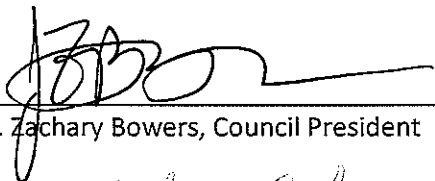
- V. Malcolm Stewart Sewer Reimbursement Request - Malcolm and Barbara Stewart were present to request reimbursement or assistance with their bill from Justin Dorsey Plumbing for connecting to the town sewer system after it was discovered that their home had never been properly connected. Representatives from Justin Dorsey Plumbing, plumbers that were contracted by the Stewart's, were present to explain their involvement in the situation and noted that the home is now properly connected. Stewart's requested assistance with bill from Justin Dorsey Plumbing and requested reimbursement for twenty-four years of sewer service that was not provided. After lengthy discussion, motion by Holly Cook, second by Kevin Cook, vote unanimous, to table discussion of invoice from the Stewart's until February 9, 2016 meeting.
- VI. Ruby Bell Property Cleanup – Steven and Sherry Bryant and Jennifer Farley were present as representatives of Ruby Bell and updated the Council on the progress that has been made on the property since the December Superior Court Hearing. Superior Court Judge Bridges took the matter under advisement at that time and requested that the Town report back to him on January 12, 2016 on the status of the property. Sherry Bryant requested an extension of time and promised that everything would be completed by February 23, 2016. President Bowers noted that the Board had granted them several extensions over the past years and that those extensions needed to halt and the property be cleaned up as ordered. After discussion, motion by Holly Cook, second by Kevin Cook, to grant Ruby Bell an extension until February 23, 2016. Holly Cook, Kevin Cook for, President Zach Bowers against, motion passed.
- VII. Proposed Employee Uniform Policy – Kevin Cook requested that verbiage be added regarding emergency call outs and uniforms. Motion by Holly Cook, second by President Zach Bowers, vote unanimous, to accept the policy as written with the additional verbiage to include emergency call outs whenever possible. President Zach Bowers noted that if changes were made to the current uniforms that there would be an additional three years added to our current contract. Motion by Holly Cook, second by Kevin Cook, to table the effective date of the Uniform Policy until different options were explored. Holly Cook, Kevin Cook for, President Zach Bowers against, motion passed.
- VIII. Update on Building Access – Clerk Treasurer, Debbie Sillery, noted that all Town Hall locks have now been changed.
- IX. New Business
- A. Resolution 01-2016 – Resolution Authorizing Issuance and Use of a Town Credit Card – President Zach Bowers read the proposed policy. Motion by Holly Cook, second by Kevin Cook, vote unanimous to approve the Resolution Authorizing Issuance and Use of A Town Credit Card.
- B. Executive Order No. 01-2016 – An Order of the President of the Roachdale Town Council Appointing Replacement Member of the Town Plan Commission. President Zach Bowers stated that due to Holly Cook being elected to the Roachdale Town Council, she has resigned as a member of the Town Plan Commission and a replacement needed to be named. Motion by Kevin Cook, second by Holly Cook, vote unanimous to appoint Ricky Miles, Jr. to serve the remaining of the term ending July 15, 2018.

- C. Ordinance 01-2016 – Ordinance Establishing Board of Zoning Appeals for the The Town of Roachdale – President Zach Bowers read Ordinance 01-0216. Motion by Holly Cook, second by Kevin Cook, vote unanimous to adopt Ordinance 01-0216 on all three readings tonight.
 - D. Approval of Expenditure Dollar Limit Without Prior Approval – Motion by Holly Cook, second by Kevin Cook, vote unanimous, to set a dollar limit of \$1,000.00 that can be charged by town employees without prior Council approval. Town Attorney, David Peebles, will prepare the new ordinance.
 - E. Char’s Accounting Services, LLC – Accounting Services Agreement Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Char’s Accounting Services, LLC Accounting Services Agreement as presented.
- X. Town Marshall Report – Mike Mahoy, Town Marshal, requested that he be allowed to fill two, unpaid, reserve positions. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to allow Marshal Mahoy to conduct interviews for the two reserve positions. Marshal Mahoy presented the Council information on an insurance policy for Canine Toby. Marshal Mahoy noted that the insurance company had submitted an invoice for insurance on Canine Toby on January 20, 2015 and that invoice was never paid. Marshal Mahoy will present updated information on the policy at the February meeting for approval. Marshal Mahoy noted that he has also received a \$1,000 Putnam County PIE Coalition Grant for Canine Toby for 2016.
- XI. Town Employee Items – Town Superintendent, Jason Woodall, presented a quote for renting a two yard dumpster for the Sewage Treatment Plant for \$48.00 per month from Tri-County Trash Removal. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to approve the rental of the dumpster. Town Superintendent Woodall requested permission to purchase batteries for the hand held meter reading devices at a cost of \$88.35. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the purchase of the batteries as quoted. Troy Elless, Utility Management and Construction, LLC ,discussed the two overflows recently at the Sewage Treatment Plant due to heavy rains. He also stated that there had been some issues with freezing at the Sewage Treatment Plant and that had now been resolved and that all heaters are now working.
- XII. Clerk-Treasurer Items – Clerk Treasurer, Debbie Sillery, stated that utility bills have been mailed, the office had been cleaned, and payroll and claims have been processed. It was noted that the office would be closed January 19 – 21 for the IACT Conference. A quote was presented from Keystone Software in the amount of \$14,025.00 for Key Fund Software, Key Payroll Software and Key Billing Software. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the Keystone quote as presented. An Ordinance was presented for review for the Waiver of Utility Late Payment Penalties.
- XIII. Items from Town Council Members – Kevin Cook had no items. Holly Cook had questions regarding a meeting between the Town Council and the grant writer that is working with the Roachdale Revitalization Cooperative Alliance. President Bowers stated that the meeting would need to be a public meeting and expressed concerns that he wanted to be sure that the potential Storm Water Grant be the priority grant that is being worked on at this time. Kevin Cook and Holly Cook stated that the purpose of the meeting would be for the two groups to work together. Holly Cook questioned when the two groups could meet and President Bowers reminded her that a Special Meeting would require publication at least 48 hours in advance of the meeting.

President Bowers discussed the current AT & T bill and explained that overages had been occurring since the town employees had been told they had an unlimited plan when they did not. President Bowers stated that Clerk Treasurer Debbie Sillery has stated she would not be taking a town cell phone. President Bowers requested permission to change AT & T services to a shared plan at a cost savings to the town. Motion by Kevin Cook, second by Holly Cook authorizing proposed changed to the AT & T services.

Motion by Holly Cook, second by Kevin Cook, vote unanimous, to adjourn the meeting at 8:26 p.m.


TOWN COUNCIL:



J. Zachary Bowers, Council President



Holly Cook, Council Member



Kevin Cook, Council Member

Attest



Debbie Sillery, Clerk Treasurer