

Town of Roachdale

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

June 11, 2019 Town Council

Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, June 11, 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

Guests per sign-in sheet

- I. Approval of Minutes – President Zach Bowers presented the May 14, 2019 Memorandum of Executive Session. Motion by Holly Cook, second by President Zach Bowers, Kevin Cook abstained, motion passed, to approve the May 14, 2019 Memorandum of Executive Session as presented.
Approval of Minutes – President Zach Bowers presented the May 14, 2019 Regular Meeting Minutes. Motion by Holly Cook, second by President Zach Bowers, Kevin Cook abstained, motion passed, to approve the May 14, 2019 Regular Meeting Minutes as presented.
- II. Approval of Claims 05/15/2019 – 06/11/2019. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Claims 05/15/2019 – 06/11/2019 as presented.
Approval of Payroll 05/15/2019 – 06/11/2019. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Payroll 05/15/2019 – 06/11/2019 as presented.
- III. Public Comment:
Public Comment time was provided, however, no comments were made.
- V. Old Business
 - A. Property Cleanups – Marshal Lepine gave an update on 307 E Forest Home Street and stated that the property had been partially cleaned up but there was still more rubbish that needed to be removed. A letter was mailed to the property owner stating that further action needed to be taken on the property at 307 E Forest Home Street. Marshal Lepine stated that he had left a second notice for 04 N Main Street as no progress had been made. Marshal Lepine stated that he has recently served notices to 13 N Main Street, 310/317 E Grove Street, 15 N Meridian Street, W of 02 N Indiana, 01 N East Street and stated that Debbie will give the owner of 107 W Railroad Street his notice when he is in the office on Wednesday. Marshal Lepine reported that the owner of 310/317 E Grove Street had notified him that he will take care of the property once his mower is repaired. Marshal Lepine stated that he served notices on abandoned vehicles at 317 E Grove Street and for two vehicles at 105 N Indiana Street. President Zach Bowers stated that the Donaldson's unsafe building

located at 402 E Forest Home Street is down and they just need to finish removing the remains of the building.

- B. Community Building Update – Debbie gave an update on the progress that had been made to date on the building.
- C. Re-Establishment of Capital Development Fund Update – Debbie stated that she had received notification from the Department of Local Government Finance that the request had been approved on June 10th.
- D. Midwestern Engineers, Inc. – Flow Monitoring Update – Curtiss White, Midwestern Engineers, Inc. presented the results of the Flow Metering Study that was performed over the last several months and explained the process. The study involved monitors being placed in seven different areas in town for thirty days each and tracked the results during that timeframe. The study prioritized the areas that were receiving the most I & I during rain events, with the most heavily impacted area in sub-basin 4. Curtiss stated that there will be a meeting on June 14th with Grant Administrator Kristy Jerrell, Debbie, Superintendent Miller, Troy Elless and Jon Craig from Midwestern Engineers to discuss the possibility of the Town applying for a planning grant to address water and wastewater issues in town. The results of the June 14th meeting will be brought to the Council before any action is taken.

III. New Business

- A. IOCRA Claim Voucher Grant Number PF-17-104 – Evan & Ryan Pay App 3 – Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve IOCRA Claim Voucher Grant Number PF-17-104 Evan & Ryan Pay App 3 as presented.
- B. Building Permit 02-2019 – 115 E Washington Street (fence)
Building Permit 03-2019 – 103 N Walnut Street (fence)
Building Permit 04-2019 – 08 N Walnut Street (fence)
President Zach Bowers stated that the Plan Commission voted unanimously to send the permits to the full council for approval. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the Plan Commission’s recommendation for Building Permit – 115 E Washington Street, Building Permit – 103 N Walnut Street and Building Permit - 08 N Walnut Street. Building permits will be good for 90 days from today to begin construction.

- IV. Town Marshal Items – Marshal Lepine presented his monthly report which included the Police Department’s monthly activity report, an update on past due ordinance citations, and a new ordinance citation that was issued. Marshal Lepine stated that he would like to add Joseph Brock as an additional Unpaid Reserve Deputy to his department. Marshal Lepine introduced Joseph Brock and he gave his background and expressed his desire to serve on the Roachdale Police Department. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to hire Joseph Brock as Unpaid Reserve Deputy for the Roachdale Police Department. Marshal Lepine stated that he had contacted the Putnam County Animal Control Officer with a dog complaint over the weekend and was told that they could not respond unless the dog was actively biting someone. Marshal Lepine recommended that the Council not give a requested donation to the Putnam County Humane Society since he has requested assistance from the Animal Control Officer numerous times and cannot get a response when needed. Debbie stated that the Police Department did an excellent job with their Safe Summer Event and reported that around 350 people had attended with very positive feedback reported at the Town Office after the event.

- V. Utility Superintendent Items – Superintendent Miller stated that the subcontractor for Midwest Paving has started the new sidewalks on North Indiana Street and all of the sidewalks in the contract should be completed by July 1st. Superintendent Miller stated a tree at the northwest corner of Main and Washington will eventually tear the new sidewalk up if it remains in place and Midwest Paving recommended removing the tree before the new sidewalk is installed. Holly Cook asked if the subcontractor could angle the sidewalk in relationship to the tree. Superintendent Miller stated that he will talk to Stephen and Connie Edwards, the owners of the property, to see about curving the sidewalk on their property versus taking the tree down. Superintendent Miller stated that he continues to have difficulty getting someone to repave the basketball court at the park at a reasonable price and will continue to work to get quotes. Superintendent Miller presented quotes from Midwest Paving in the amount of \$4,500.00 and Case in the amount of \$10,351.00 for patching the corner of Indiana and Forest Home. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the quote from Midwest Paving in the amount of \$4,500.00 for patching the corner of Indiana and Forest Home at the conclusion of their Community Crossings Project contract. Superintendent Miller stated that he had been contacted by Ken Smith, owner of 103 N Walnut Street, requesting that the existing grown over alley be reestablished and 150’ to 200’ of stone be laid for him to have access to a proposed new building that he would like to put on his property. Superintendent Miller questioned how much the Town maintains of alleys that are used as driveways and Town Council President Zach Bowers stated that most of the alleys are used for that purpose. Superintendent Miller stated that he plans to use millings from the Community Crossings Project in alleys and President Zach Bowers stated that alleys are not a priority in the scope of work that needs to be completed this summer. President Zach Bowers stated that we need to look to Town Attorney Peebles for guidance on alleys, including the alley at 103 N Walnut Street, before a decision is made on the maintenance.
- VI. Clerk – Treasurer Items – Debbie presented adjustments totaling \$743.47 for approval. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the adjustments as presented. A discussion was held regarding pool adjustments for next summer and whether those adjustments should be continued, however, no decision was made. Debbie stated that all six dumpsters that were ordered for the Community Clean Up Day on May 18th were full. Debbie reported that she and Superintendent Miller had attended a meeting held by Utility Gas Management to discuss future gas savings for the Town.
- VII. Items from Town Council Members
Holly Cook – As a resident, Holly stated the she knew the Board of Zoning Appeals had been waiting since mid March to fill their last two positions and had not been able to do so. Holly asked if the Board of Zoning Appeals had a clause stating if they could not fill all five positions they could still meet with three members or that appeal requests could go before the Putnam County Board of Zoning Appeals if all five positions are not filled. President Zach Bowers stated that the rules for the Board of Zoning Appeals follows state statue.
President Zach Bowers – no items.
- Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to adjourn the meeting at 8:04 p.m.

TOWN COUNCIL:

J. Zachary Bowers, Council President

Holly Cook, Council Member

Kevin Cook, Council Member

Attest:

Debbie Sillery, Clerk-Treasurer