

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

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, July 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 Marshal

Guests per sign-in sheet

- I. Approval of Minutes – June 14, 2016 Regular Board Meeting – Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve June 14, 2016 Regular Board Meeting Minutes as presented. President Zach Bowers presented Memorandum of Executive Session for the Executive Session held on June 6, 2016, 2016. Motion by Kevin Cook, second by President Zach Bowers, vote unanimous, to approve the Memorandum of Executive Session for the Executive Session held on June 6, 2016 as presented. President Zach Bowers presented Memorandum of Executive Session for the Executive Session held on June 14, 2016. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Memorandum of Executive Session for the Executive Session held on June 14, 2016 as presented. President Zach Bowers presented Memorandum of Executive Session for the Executive Session held on June 20, 2016. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Memorandum of Executive Session for the Executive Session held on June 20, 2016 as presented. President Zach Bowers presented the June 20, 2016 Special Meeting Minutes. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the June 20, 2016 Special Meeting Minutes as presented. President Zach Bowers presented the July 5, 2016 Special Meeting Minutes. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the July 5, 2016 Special Meeting Minutes as presented.
- II. Approval of Claims 6/15/2016 – 7/12/2016. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Claims 6/15/2016 – 7/12/2016 as presented.  
Approval of Payroll 6/15/2016 – 7/12/2016. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Payroll 6/15/2016 – 7/12/2016 as presented.
- III. Public Comment  
Barbara Wilson stated that the property on the corner of Main and Franklin needs cleaned up and stated that the neighbor had told her he was going to put a privacy fence in the alley. President Zach Bowers told her that a permit had not been submitted for the privacy fence. President Zach Bowers stated that a cleanup notice had been sent to the owner. Holly Cook

asked if they were doing what needs to be done and Marshal Mike Mahoy said that it is a work in progress. Holly Cook advised that Marshal Mike Mahoy will keep an eye on the property.

Susan Clark and Barry Tharp, owners of 112 E Oak, were present to inquire about new connection fees at the property. President Zach Bowers stated that he would research the current fees and let them know as soon as possible.

#### IV. Old Business

- A. Roachdale Wastewater System Rehab Project Update – Ken Smith, Municipal Civil Corporation, updated the Council on the project and stated that Graves Construction has ordered the material and plan to begin work the first week of August. He has requested a meeting to be held a week prior to the beginning of construction to go over the project with the contractor. Graves Construction has submitted a pay request and Vicki Powers, Grant Administrator, advised that it should not be paid since they had not submitted the proper paperwork. He also presented an estimate for installation of a baffle from Graves Construction which would take care of one item on the IDEM Agreed Order. No action was taken on the baffle installation.
- B. Roachdale Storm Water Grant Update – Ken said that the project is ready to bid once the State approves the contract.
- C. Property Clean Ups – Town Attorney David Peebles stated that Teresa Smith, owner of 306 and 308 Central Avenue, had signed for the notarized letter that had been sent and there had been no contact from her regarding the letter. The Notice of Violation for the Jack Simpson property at 110 E Railroad Street was sent regular mail and no progress has been made on the property. Attorney Peebles said that the next step could be to hand serve a Notice of Violation to Mr. Simpson. Marshal Mike Mahoy stated that a citation could be issued with a fine attached of \$25.00 per day for each day that the property is in violation. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to have Marshal Mahoy hand deliver a Notice of Violation with a citation attached giving thirty days for substantial cleanup at his property at 110 E Railroad Street before the next step is taken. President Zach Bowers stated that he drove by the property at 405 E Washington Street prior to tonight's meeting and that there appears to be substantial holes in the foundation of the home facing the alley on the east side. President Zach Bowers stated his research of the property shows that at the July 2014 Town Council Meeting that Mr. Keck had stated that it would take a year to make the home livable and that he planned to make it a rental property once it was completed. At that time, a ninety day extension was granted allowing time for new windows and doors to be installed. After discussion on what defines a home as livable and the expectations of the Town Council, President Zach Bowers stated that Holly Cook had requested that Steve Keck be present at tonight's meeting with a list of improvements that he had completed and what he planned to complete next. President Zach Bowers further stated that he felt if Mr. Keck cared about the property that he would have been in attendance at tonight's meeting after he was given the deadline of July 11th at the last Town Council Meeting. Marshal Mahoy stated that no one has resided in the home for at least three years. Holly Cook questioned if the underside of the home was secured what would still need to be completed. Marshal Mahoy said that the previous Town Council had requested that the home have new siding put on and that the home be made presentable and the yard maintained. After discussion on

the properties at 306 and 308 Central Avenue, it was decided to get quotes for demolition of the house and then a letter will be sent to the owner notifying them of our intention to have the house demolished. The letter will also request that the property and trailer be cleaned in thirty days.

- V. New Business
  - A. Building Permit – Holly Cook explained the process the Plan Commission goes through for permits and how they then give their recommendation to the Council. Plan Commission meetings are held the first Wednesday of the month at 6:30 p.m. and are open to the public. Building Permit -207 N Meridian Street – President Zach Bowers stated that the Plan Commission voted unanimously to send the permit to full council for approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Plan Commission’s recommendation for Building Permit – 207 N Meridian Street. Building permit will be good for 90 days from today to begin construction.
  - B. Building Permit – 101 N Main Street – President Zach Bowers stated that the Plan Commission voted 4 ayes, Zach Bowers abstained, to send the permit to the full council for approval. Motion by Holly Cook, second by Kevin Cook, President Zach Bowers abstained, to approve the Plan Commission’s recommendation for Building Permit – 101 N Main Street. Building permit will be good for 90 days from today to begin construction.
  - C. Building Permit – 111 W Washington Street – President Zach Bowers stated that the Plan Commission voted unanimously to send the permit to the full council for approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Plan Commission’s recommendation for Building Permit – 111 W Washington Street. Building permit will be good for 90 days from today to begin construction.
  - D. Building Permit – 101 E Washington Street – President Zach Bowers stated that the Plan Commission voted 4 ayes, Charles Riggle, abstained, to send the permit to the full council for approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the Plan Commission’s recommendation for Building Permit – 101 E Washington Street. Building permit will be good for 90 days from today to begin construction.
  - E. Resolution 9 -2016 Blight Area Declaration Resolution – President Zach Bowers read and explained Resolution 9-2016. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Resolution 9-2016 Blight Area Declaration Resolution.
  - F. Ordinance 10-2016 Connection Fee Ordinance – President Zach Bowers gave an introduction of Ordinance 10-2016 regarding new connection fees for town utilities. No action was taken.
- VI. Town Marshal Report – Marshal Mahoy requested that he be allowed to have a Town cell phone in the Reserve Deputy car for Town use only. The Town has a spare phone line so there would be no additional charge incurred. Marshal Mahoy requested the addition of Ronnie Campbell as an Unpaid Reserve Deputy. He reported that Mr. Campbell is a former Putnam County Sheriff’s Deputy and has already been to the academy. This will complete his officer roster.
- VII. Town Employee Items – Superintendent Troy Elless gave an update on recent and planned activities.
- VIII. Clerk-Treasurer Items- no items
- IX. Items from Town Council Members  
President Zach Bowers – no items

Holly Cook – no items  
Kevin Cook – no items

Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to adjourn the meeting at 8:05 p.m.

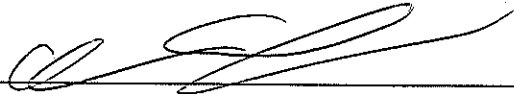
TOWN COUNCIL:



J. Zachary Bowers, Council President

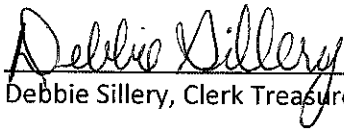


Holly Cook, Council Member



Kevin Cook, Council Member

Attest



Debbie Sillery, Clerk Treasurer