

Town of Roachdale

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

November 12, 2019 Town Council

Regular Meeting Minutes

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

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 Marshal, Town Superintendent, Town Attorney

Guests per sign-in sheet

- I. Approval of Minutes – October 8, 2019. President Zach Bowers presented the October 8, 2019 Regular Meeting Minutes. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the October 8, 2019 Regular Meeting Minutes as presented.
Approval of Minutes – October 8, 2019 Memorandum of Executive Session – President Zach Bowers presented the October 8, 2019 Memorandum of Executive Session. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the October 8, 2019 Memorandum of Executive Session as presented.
- II. Approval of Claims 10/08/2019 – 11/12/2019. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Claims 10/08/2019 – 11/12/2019 as presented.
Approval of Payroll 10/08/2019 – 11/12/2019. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Payroll 10/08/2019 – 11/12/2019 as presented.
- III. September 2019 Bank Reconciliations and Financial Statements
President Zach Bowers presented the September 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 September 2019 Bank Reconciliations and Financial Statements as presented. Debbie asked Attorney Peebles if he had information on resolving the Lykins Savings account and he reported that he is still investigating it.
- IV. Public Comment
Public comment time was provided, however, no comments were made.
- V. Old Business
 - A. Property Clean Ups – Marshal Lepine stated that a clean up notice had been served for the property located at the corner of Meridian and Railroad Street and little progress had been made to date. Marshal Lepine stated that the property at 310 E Grove Street has pedestrian

traffic all hours of the night, abandoned vehicles on the property, it appears squatters have been using the property, there is a collapsed building and another building with a large hole in the roof. Marshal Lepine stated that he has not issued a citation and wanted clarification about fines. Attorney Peebles stated that a citation needs to be issued and that the fines are escalating fines. Marshal Lepine gave an update on past due ordinance citations and Attorney Peebles requested that Marshal Lepine serve Jesse Barker with a Superior Court Summons for suit by the Town of Roachdale for unpaid ordinance citations and he will file it with the court if there is no response. Attorney Peebles stated that he is waiting on a court date for Kayla Gregg and that he will bundle the citations for Robert Heller and Jack Simpson and file those as well. It was noted that no progress has been made on the Jack and Glenda Simpson property to date.

- B. Disposal of Police Department Rifles – Marshal Lepine stated that he did not know where the rifles came from. Attorney Peebles stated if the rifles were military surplus they would need to be returned to them. Marshal Lepine stated that he will investigate further.

VI. New Business

- A. Roachdale-Franklin Township Public Library Board Member Appointment – President Zach Bowers presented the documents for the Roachdale-Franklin Township Public Library Board Member Appointment and explained that it is a reappointment for current member Vicki Windmiller. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to reappoint Vicki Windmiller to the Roachdale-Franklin Township Public Library Board.
- B. Community Building Fees and Rental Agreement – President Zach Bowers presented a proposed rental agreement as prepared by Attorney Peebles. A discussion was held on the proposed agreement which included fees, deposits, cancelation notice, alcohol on premises, 501c3 fees, designated smoking areas, removal of tables and chairs, no blocking of alleys and no parking in the Roachdale Fire Department lot. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the rental fees and deposits as read by Attorney Peebles, subject to the Town’s rules for personal checks.

Rental Fees:

Small Room \$50.00

Small Room 501c3 free

Large Room with Kitchen \$300.00

Large Room with Kitchen (501c3) free

Large Room with Kitchen (Funeral) \$150.00

Damage/Cleaning Deposit – Small Room \$25.00

Damage/Cleaning Deposit – Large Room \$100.00

President Zach Bowers asked that any suggested changes to the agreement be brought to the December 10th Town Council Meeting.

- VII. Town Marshal Report – Marshal Lepine presented his monthly report. Marshal Lepine stated that he had terminated Unpaid Reserve Deputy Joseph Brock for failure to work the required hours for two months. Marshal Lepine reported that Joseph has turned in all of his equipment

with the exception of his flat badge and it was mailed this past weekend. Marshal Lepine introduced Scott Ducker and stated that he is a current Putnam County Deputy, an Academy graduate and has previously worked as a Deputy Marshal. Marshal Lepine would like to hire Scott as his Deputy Marshal. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to hire Scott Ducker for the position of Deputy Marshal at the rate of \$16.00 per hour, up to twenty hours per week. President Zach Bowers asked about a car that is parked in a No Parking area on South Indiana in front of Casey's and Marshal Lepine state that the car had broke down and someone was coming to fix it. President Zach Bowers stated that the farmers are concerned about being able to turn safely with the car parked there and had also expressed concerns over the Reserve Deputies parking in the same spot. Marshal Lepine stated that he has resolved the issue with the Reserve Deputies and will follow up on the car as well.

- VIII. Town Superintendent Items – Superintendent Miller reported that J & D Tree Surgery has removed the three trees that were approved at the last meeting. Superintendent Miller stated that winter prep work has started and reported that there was an issue with the snow blade and truck and that the issue has been fixed. It was reported that the leaf vac worked great, however, the box fell apart and will need to be fixed over the winter. Superintendent Miller stated that he had contacted Troy Elless to inquire about water certification classes and reported that there would possibly be a class held in Greencastle at the end of winter and other classes would be held later in 2019. Superintendent Miller reported that there were eighteen water meters remaining to be installed. Superintendent Miller stated that the new Christmas decorations have arrived and he hopes to get them up next week.
- IX. Clerk – Treasurer Items – Debbie presented adjustments totaling \$95.61 for approval. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve the adjustments as presented. Debbie reported that a large number of residents attended the tour of the Community Building on November 9th and that she heard lots of positive comments.
- X. Items from Town Council Members
Holly Cook – no items
Kevin Cook – no items
President Zach Bowers – no items

Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to adjourn the meeting at 7:44 p.m.

TOWN COUNCIL:

J. Zachary Bowers, Council President

Holly Cook, Council Member

Kevin Cook, Council Member

Attest

Debbie Sillery, Clerk Treasurer