

**Town of Roachdale**  
Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172  
June 14, 2016 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, June 14, 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 – May 10, 2016 Regular Board Meeting – Motion by Holly Cook, second by Kevin Cook, vote unanimous to approve May 10, 2016 Regular Board Meeting Minutes as presented. President Zach Bowers presented Memorandum of Executive Session for the Executive Sessions held on May 10, 2016 and May 25, 2016. Motion by President Kevin Cook, second by Holly Cook, vote unanimous, to approve the Memorandum of Executive Session for the Executive Sessions held on May 10, 2016 and May 25, 2016.
- II. Approval of Claims 5/11/2016 – 6/14/2016. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Claims 5/11/2016 – 6/14/2016 as presented.  
Approval of Payroll 5/11/2016 – 6/14/2016. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Payroll 5/11/2016 – 6/14/2016 as presented.
- III. Public Comment  
New Ross Town Council President Mike Myers submitted a bid for the 2009 Charger. President Zach Bowers read the submitted bid of \$6,500.00. Holly Cook asked what the minimum bid was and President Zach Bowers stated that it was \$9,000.00 and the town had only received one bid that was way below the minimum bid. Mike Mahoy stated that he thought the bid was a fair price for a small community to give. Holly Cook agreed and stated that they are an adjoining town and Kevin Cook mentioned that the car had 120,000 miles on it. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to accept the bid of \$6,500.00 from the Town of New Ross with all equipment that is currently installed and sold as is.  
Josh Higgins wanted to know if all of the Council members knew that he had submitted a resume and stated that he had previously worked for the City of Greencastle and wondered why he was not interviewed.  
Joey Clampitt questioned why it took eight months to get paperwork for repairs that needed done after the smoke testing was completed and then residents were only given two months to complete the repairs. President Zach Bowers explained that the town is under pressure from IDEM to get the repairs completed and had recently discovered that letters were

not sent to the residents after the smoke testing was completed. Holly Cook asked Joey what he considered a reasonable amount of time for the repairs to be fixed and he replied four months and stated that he felt that some residents would struggle with getting the repairs done in a year. He further stated that it needs to be fair to everyone. Holly Cook said that his concerns would be documented.

Carl Waterman, Executive Director of New Life Connections, made a presentation to the Council stating that they are a 501 C3 Non Profit and have had the old Nazarene Church donated to them. The former church is being renovated and will be used for Christian counseling and community outreach including a clothing closet, food bank and a kitchen in the basement for those with needs.

Levi McCloud stated that he is the paid Deputy that works 20 hours a week and was hired at the last meeting to mow. He is resigning from the mowing position because he feels that he was caught in the middle by working both sides and feels that there is a divide between the Council and the employees. President Zach Bowers stated that personnel issues are handled in an executive session and that the issue could not be discussed in a public meeting.

#### IV. Old Business

- A. Roachdale Wastewater System Rehab Project Update – Brad Kline, Municipal Civil Corporation, updated the Council on the project and stated that he has met with the contractors and gone over site rules such as no smoking and no parking on State Road 236 and Rush Street. Change Order #1 was presented which requires an additional \$49,623.00 to meet the required changes by IDEM. President Zach Bowers stated that the town has the funds available in the Rainy Day Fund. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve Change Order #1 in the amount of \$49,623.00. Ken Smith and Troy Elless have been working on the wash out problem at the WWTP and Mike Mahoy stated that this will help resolve the low drainage issue in the front.
- B. Roachdale Storm Water Grant Update – Brad Kline stated that the Storm Water Update plan is in place and that he anticipates that the town will be able to accept bids in August. He explained that the smoke testing may not be 100% accurate and as a result, the flags may not show the exact location of the issues.
- C. Ordinance 06-2016 – Zoning Ordinance – Motion by Holly Cook, second by Kevin Cook, vote unanimous, to consider 2<sup>nd</sup> and 3<sup>rd</sup> reading of Ordinance 06-2016. Attorney David Peebles stated that the clock would now start ticking for required publications, etc.
- D. Ordinance 08-2016 – Employee Handbook, 2<sup>nd</sup> Reading – Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to table Ordinance 08-2016 until requested changes have been made.
- E. Property Clean Ups – President Zach Bowers stated that letters had been sent to the owners of 110 W Railroad, 403 E Washington, 306 and 308 Central Avenue. Steve Keck was present and questioned why his father had received a letter for 403 E Washington requesting that the house be raised. President Zach Bowers stated that an Unsafe Building Order was sent in 2014 and a 90 day extension was granted in July 2014. Steve said that they have replaced windows and the porch on the home, keep the yard mowed, and that the foundation and walls are fine. He questioned who determines what the Council does. President Zach Bowers stated that there had been reports of animals coming in and out of the home and that the home has been empty for several years. Attorney David Peebles stated that the next step would be to file in court and then both sides could present their case. Holly Cook questioned

if improvements were made after the 2<sup>nd</sup> letter was issued and what did the letter state. Mike Mahoy said that the town had told them to continue with the improvements and no additional improvements have been made. Attorney David Peebles said that since the town does not have a building inspector that they could get an inspection warrant through the court at which time the town would then have legal authority to have an unbiased third party inspection of the property to determine the viability of the structure/property. The inspection would be coordinated with the owner. Holly Cook questioned if the town had left the timeline too vague by saying that improvements were to be done over time. President Zach Bowers stated that he would check his 2014 meeting notes to see if there was a list of improvements that needed to be done. Kevin Cook stated that he thought it was a good idea to review everything and decide where to go from there. Attorney David Peebles stated that the Keck's deadline is July 11<sup>th</sup> and the council could decide at that time what to do next. Holly Cook advised Steve Keck to come to the next meeting with a list of improvements that had been done and the council would take it from there.

- F. Park Advisory Board – Kayla Mahoy presented a letter from current member Megan Rentfro stating that she still wants to be a member, but currently has a time commitment problem. After discussion on the number of members on the Park Advisory Board, President Zach Bowers presented letters of interest from Rachel Fenton and Kayla Mahoy. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to appoint Rachel Fenton and Kayla Mahoy to the Park Advisory Board. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to appoint Holly Cook as the Town Council Representative to the Park Advisory Board. Mike Mahoy stated that Megan Rentfro had received donations of mulch and dirt from Home Depot to be used at the park. Kayla Mahoy stated that a park bench is currently being built and donated in memory of Tammy Folck.

#### V. New Business

- A. Chief Mike Poole, Roachdale Volunteer Fire Department – 207 N Indiana Street Lot. Chief Poole stated that when the appraisal was done there were no commercial lots to compare to. He presented a price of \$15,000.00 for the lot and stated that there was no deadline on the response. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to take the price under advisement until the next meeting. Chief Poole also stated that their building is going to be painted this summer and he had checked with the owners on the south side of the building and they are not interested in selling.
- B. Building Permit – 402 N Indiana Street – President Zach Bowers stated that the Plan Commission voted unanimously to send the permit to full council for approval. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the Plan Commission's recommendation for Building Permit – 402 N Indiana Street. Building permit will be good for 90 days from today to begin construction.
- C. Renumbering of 2016 Salary Ordinance – President Zach Bowers stated that due to a clerical error, the Salary Ordinance needed to be change from 04-2016 to 05-2016. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to change the Salary Ordinance to 05-2016.
- D. Putnam County Animal Care and Control Advisory Board Request – A letter was received requesting a donation from the town. President Zach Bowers stated that a private citizen of Roachdale had donated \$1,000.00 for the last donation. Mike Mahoy stated that the donations help to pay for the Animal Control Officer, but they will still come to Roachdale even if we do not donate. President Zach Bowers expressed concerns about it not being a budget item that was built into the 2016 budget. President Zach Bowers also stated that he had questioned whether town residents were paying property taxes to fund this and if so

would they be collecting twice from tax money and a town donation while Putnam County residents that live in unincorporated areas only pay once. President Zach Bowers stressed that he is not against it, he wants to be sure town residents are not double billed. Holly Cook and Kevin Cook both stated that they felt there is a need for the service. Motion by Holly Cook, second by President Zach Bowers, vote unanimous, to table the request until research on the funding is completed.

- E. Ordinance 09- 2016 – An Ordinance Establishing a Special LOIT Distribution Fund #257 – President Zach Bowers read the ordinance and stated that the State of Indiana was giving back funds with 75% of the funds to go into LOIT and the remaining 25% could be spent at the Town’s discretion. Motion by Kevin Cook, second by Holly Cook, vote unanimous, to approve Ordinance 09-2016 on all three readings.
- VI. Town Marshal Report – Marshal Mahoy discussed a new computer program (InterAct) that his department has and stated that once all of the deputies are on the system and the bugs are worked out that it will be a good tool for the town. Marshal Mahoy stated that his department hands out snow cones at the National Night Out event held in Greencastle in August and requested approval to rent the snow cone machine. Motion by Holly Cook, second by Kevin Cook, vote unanimous, to approve the expenditure of the rental of the snow cone machine for National Night Out. Marshal Mahoy asked where the No Smoking signs should be placed at the park and President Zach Bowers suggested at both ends of the shelter house and each end of the park. Reserve Deputy Adrian Lepine who serves as the Training Officer, brought forth information for Police 1 Academy an online accredited ILEA training. The online training would allow the officers to get their required 24 hours of training with a total of 1,000 training hours available. The cost for the online training is a \$575.00 initial fee for the first year, a \$200.00 setup fee and a cost of \$75.00 per year per officer. There are currently 72 departments in Indiana using Police Academy 1 and 1,000 departments using it across the country. Holly Cook stated that she felt it was cheaper than traveling and Kevin Cook thought it would be good training. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to approve the Police 1 Academy for 2016.
- VII. Town Employee Items – Mike Mahoy and Ronnie Black discussed the water line flushing and hydrant replacement that will be done next week. Notices have been posted in numerous locations and residents on North Indiana will be notified before their water is turned off for the hydrant replacement. Ronnie Black stated that it will not be necessary for residents to boil their water.
- VIII. Clerk-Treasurer Items- Debbie Sillery asked that Nick Wilson of the Banner Graphic include in his article a reminder to residents of the water line flushing and a reminder that all meters must be kept accessible for meter readings. Clerk – Treasurer Debbie Sillery stated that she had received notification that TDS Telecom would like to donate their building located at 204 N Indiana to the Town of Roachdale. Motion by President Zach Bowers, second by Kevin Cook, vote unanimous, to accept TDS Telecom’s building donation at 204 N Indiana.
- IX. Items from Town Council Members  
President Zach Bowers – no items  
Holly Cook – no items  
Kevin Cook – no items

Motion by Kevin Cook, second by Holly Cook, vote unanimous, to adjourn the meeting at 8:06 p.m.

TOWN COUNCIL:

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J. Zachary Bowers, Council President

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Holly Cook, Council Member

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Kevin Cook, Council Member

Attest

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Debbie Sillery, Clerk Treasurer