

**Town of Roachdale**  
Town Hall Meeting Room; 205 N Indiana Street, Roachdale, IN 46172  
February 12, 2019 Town Council  
Regular Meeting Minutes

The Roachdale Town Council held their regularly scheduled monthly meeting on Tuesday, February 12, 2019, 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

Council Members Absent: Kevin Cook

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

Guests per sign-in sheet

- I. Bid Opening – Community Crossings Grants  
President Zach Bowers opened and read the bids for Fall 2018 CCMG Street and Sidewalk Improvements and the results are as follows:

City Wide Paving, Inc.	\$299,663.00
Grady Brothers, Inc.	\$461,727.00
Midwest Paving	\$399,996.00
Wabash Valley Asphalt Co., LLC	\$428,992.15

The bids were taken under advisement pending review by Town Attorney David Peebles and Jon Craig, Midwestern Engineering.

- II. Community Building Bid Award – Ric Battershell, Curry and Associates, Inc. reported that the second Bid Opening for the Community Building was held on January 29<sup>th</sup> with two bids submitted. The first bid opened was from Evan and Ryan Construction of Terre Haute, Indiana. Their base bid was \$532,590.00. They also offered an alternate bid to delete \$11,020.00 if the Town chooses to install painted steel roof panels in lieu of a single ply membrane on the exiting roof. The second bid opened was from MSI Construction of Clinton, Indiana. Their base bid was \$524,300.00. They did not offer an alternate bid. After review of both bid packages, Curry and Associates, Inc. recommended that the Town accept the bid from Evan and Ryan Construction including the alternate bid. The adjusted project cost will be \$521,570.00. After discussion, motion by President Zach Bowers, second by Holly Cook, vote unanimous, to award the bid for the Community Building Project to Evan and Ryan Construction for the base bid of \$532,590.00 with the alternate bid to delete \$11,020.00 for a total amount of \$524,300.00. Debbie stated that the Town will have the additional money needed as the grant from the Putnam County Foundation will cover equipment, tables, chairs, etc. and the 2019 Budget included funds for the Community Building.

- III. Approval of Minutes – January 8, 2019 Regular Board Meeting – Motion by Holly Cook, second by President Zach Bowers, vote unanimous, to approve the January 8, 2019 Regular Board Meeting Minutes as presented.
- IV. Approval of Claims 1/09/2019 – 2/12/2019. Motion by Holly Cook, second by President Zach Bowers, vote unanimous, to approve Claims 1/09/2019 – 2/12/2019 as presented.  
Approval of Payroll 1/09/2019 – 2/12/2019. Motion by Holly Cook, second by President Zach Bowers, vote unanimous, to approve Payroll 1/09/2019 – 2/12/2019 as presented.
- V. December 2019 Bank Reconciliations and Financial Statements  
President Zach Bowers presented the December 2018 Bank Reconciliations and Financial Statements as prepared by Char's Accounting Services as part of our Internal Control. Motion by Holly Cook, second by President Zach Bowers, vote unanimous, to approve the December 2018 Bank Reconciliations and Financial Statements as presented
- V. Public Comment time was provided, however, there were no comments from the public.
- VI. Old Business
  - A. Property Cleanups – Marshal Lepine stated that no new notices have been issued. Marshal Lepine gave an update on the vehicle behind the barber shop that was tagged on January 8<sup>th</sup> and stated that the car will be towed once the weather clears and the ground is drier. Marshal Lepine gave an update on the Bruce and Tammy Donaldson unsafe building at 402 E Forest Home Street and said that nothing has been done with the building to date. Town Attorney Peebles stated that the next step would be for the Town to file an ordinance violation and ask for an additional sixty days. If the building is not repaired or razed at the end of the sixty days, the Town will take it down and a lien will be placed on the property. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to proceed with the next steps for the Unsafe Building Order for Bruce and Tammy Donaldson for the building located at 402 E Forest Home Street. Attorney Peebles stated that the Jack and Glenda Simpson Court Hearing for their property located at 110 W Railroad Street will be March 4, 2019 at 11:00 a.m.
  - B. Ordinance 2019-1 – An Ordinance Amending Chapter 91 of the Town Code of the Town of Roachdale, Indiana Concerning the Care of Animals Within the Town of Roachdale. President Zach Bowers presented Ordinance 2019-1 and explained the updates. After discussion, motion by President Zach Bowers, second by Holly Cook, vote unanimous, to approve Ordinance 2019-1 An Ordinance Amending Chapter 91 of the Town Code of the Town of Roachdale, Indiana Concerning the Care of Animals Within the Town of Roachdale as presented on all three readings.
- VII. New Business  
There was no new business to discuss.
- VIII. Town Marshal Items – Marshal Lepine presented the monthly activity report for his department. Attorney Peebles stated that a lawsuit was filed on February 11, 2019 for Kayla Gregg's past due ordinance violation. Attorney Peebles stated that he will amend the lawsuit to also include Kayla Gregg's ordinance violation 132. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to move forward to file against Jesse Barker for ordinance violations 126 and 130. President Zach Bowers stated that he is still waiting for quotes for the

purchase of the two AED's and pediatric pads that were discussed at the January 8, 2019 Town Council Meeting. Marshal Lepine reported that Deputy Marshal Owen Richardson does not want to go to the Tier 2 Academy as he wants to attend the Tier 1 Academy and go full time with a larger department. Marshal Lepine presented two options that Deputy Richardson requested. Option 1 is that he be allowed to stay as the Paid Part Time Deputy Marshal until August 2019 and then move to Unpaid Reserve Deputy. Option 2 is that Deputy Richardson attend the Tier 2 Academy, however, he does not want to sign a three year contract. In addition, he wants a specified list of what he would have to repay if he were to leave the department and he does not think that it would be fair for him to be required to repay wages if he does not complete the Tier 2 Academy. Marshal Lepine stated that he prefers Option 1 and believes that Deputy Richardson will be gone before August 2019. Marshal Lepine does not feel that he is in a position right now to get another Deputy Marshal for his department as he wants to have new policies in place before doing so. Marshal Lepine pointed out that Deputy Richardson volunteers many hours to the department and President Zach Bowers stated that he cannot volunteer hours since he is a paid employee. Marshal Lepine stated that he agrees with a three year contract, but also sees Deputy Richardson's point career wise. President Zach Bowers stated that knowing that Deputy Richardson is not interested in attending the Tier 2 Academy will help him decide whether the department should keep him or not. Holly Cook stated that she understands that Marshal Lepine is short handed at this time and needs Deputy Richardson. President Zach Bowers stated that he does not want to guarantee Deputy Richardson a position until August in case Marshal Lepine finds someone already qualified to fill the position. Marshal Lepine stated that he would not be bringing anyone else on until he has a more structured hiring process in place. Holly Cook asked if the budget included an additional deputy and Debbie responded that it did not. President Zach Bowers stated that he felt Deputy Richardson should have been at the meeting to discuss his options if he was interested in keeping the position. President Zach Bowers requested that the item be tabled until the March 12, 2019 Town Council Meeting and stated that he will meet with Deputy Richardson prior to the meeting. Marshal Lepine recommended that Reserve Deputy Levi McCloud be removed as Reserve Deputy. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, per Marshal Lepine's recommendation, to remove Levi McCloud as Reserve Deputy for the Town of Roachdale. Marshal Lepine asked for clarification on the Golf Cart Ordinance and wanted to know if the current ordinance included dirt bikes, razors and atvs. Attorney Peebles will work on a proposed ordinance to be presented at the March 12, 2019 Town Council Meeting for review. Marshal Lepine presented an outline of proposed hiring process and requirements for the Council to review. President Zach Bowers asked if Reserve Deputies are considered at will employees and questioned drug screen testing, and if theft, forgery, etc. should be added to the list of disqualifications. Marshal Lepine asked Attorney Peebles the legality of a contract requesting reimbursement for expenses incurred for deputies if they do not stay for one year. Attorney Peebles will research and report back at the March 12, 2019 Town Council Meeting.

- IX. Town Superintendent Items – Superintendent Miller presented quotes to replace the fence at the park by the basketball court and stated that the new fence will be expanded by 20 feet. The quote from Lowes Fencing was for \$3,615.00 and included the removal and disposal of the current fence. The second quote was from Custom Fence in the amount of \$3,588.00 with \$2,888.00 up front, which is not allowed. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to approve the quote from Lowes Fencing in the amount of \$3,615.00. Superintendent Miller gave an update on the paving of the basketball court at the park and stated that Warren Co said that we will be first on the list when the asphalt plants open and the

park is dry enough. Superintendent Miller stated that the security cameras that were installed at the Wastewater Treatment Plant and Town Office are working well. Marshal Lepine suggested adding security cameras at the gas pumps at the Wastewater Treatment Plant and on the gun locker at the Town Hall. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, for Superintendent Miller to proceed with the additional cameras. Superintendent Miller would like to purchase a second zero turn mower for speed in completing the mowing and also to serve as a backup to the current mower. After discussion, motion by President Zach Bowers, second by Holly Cook, vote unanimous to table the mower until the March 12, 2019 Town Council Meeting. President Zach Bowers stated that he appreciated the work that was done on keeping the roads cleaned during the recent snow. Debbie stated that they had also done a good job during the extreme cold weather dealing with a water main break and frozen meters. Superintendent Miller reported that the flow meters are still in place.

- X. Clerk-Treasurer Items – Debbie presented a quote from Muse Heating and Cooling in the amount of \$4,500.00 to install an 80% furnace to solve the heating and cooling problems in the hallway in the police office and hall restroom. Holly Cook requested that an additional quote be solicited. Motion by President Zach Bowers, second by Holly Cook, to approve the furnace for an amount not to exceed \$4,500.00. Debbie presented a quote from Roachdale Building Supplies in the amount of \$3,074.48 to side the top section of the Town Office with metal. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, for Clerk Treasurer to solicit an additional quote and approving the work to be done for an amount not to exceed \$3,074.48. Debbie presented a quote to purchase two pieces of toddler equipment for the park. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, approving up to \$2,800.00 for two pieces of toddler equipment at the park after further investigation. Debbie and Superintendent Miller stated they had looked at the proposed equipment online with several companies, but would continue to investigate. Debbie presented adjustments totaling \$149.82 for approval. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to approve the adjustments as presented.

- XI. Items from Town Council Members  
Holly Cook had no items.

President Zach Bowers stated that he felt that the Town needs to pursue purchasing the land across from the TDS building on Railroad Street from Meridian Street to the west corner of Indiana Street. Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to have Attorney Peebles work on the process for acquiring the property from Meridian Street to the west corner of Indiana Street.

Motion by President Zach Bowers, second by Holly Cook, vote unanimous, to adjourn the meeting at 8:34p.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