

August 18, 2009

Roanoke Town Council Minutes

The Pledge of Allegiance was recited and the Roanoke Town Council convened on Tuesday, August 18, 2009 at 7:00 P.M. at the Town Hall in accordance with this Council's rules and applicable laws. Those present from the Council were Vice President Troy Karshner, Councilman Brian Young, Councilman Nick Altman and Councilwoman Ann O'Briant. President John Stoeckley was absent. Also present were Town Superintendent Paul Swain, Asst. Town Superintendent John Hitzemann, Fire Chief Chad Taylor, Marshal Kip Rupert and JoAnne Kirchner, Clerk/Treasurer.

Councilman Young moved to approve the minutes of the regular meeting of August 4, 2009 as written. Councilwoman O'Briant seconded and the motion was approved unanimously.

The Council next considered and approved by consensus four home improvement requests as follows: 1) Sue Shumaker, 1259 N. Main: deck addition 2) Kirby Stahly, 650 Frederick Crossing: cement patio 3) Mr. Stuttle, 674 S. Main St.: new shed 4) Michael Deeg, 1080 Steven Court: new shed. JoAnne would fax the Council approvals to the Huntington County Plan Commission the next morning.

Vice President Karshner next opened and read the four bids received for the advertised Canal Street Improvements, Phase II Project as follows: 1) Brooks Construction, \$62,927 2) E & B Paving Inc. \$81,474 3) T-E, Inc. \$69,435 4) Wayne Asphalt \$52,127, copies on file at the Clerk/Treasurer's office. Councilman Altman moved to have the Town engineering firm, DLZ, review the bids and report back with an award recommendation at the next regular Council meeting of September 1, 2009. Councilwoman O'Briant seconded and the motion was approved unanimously.

Marshal Rupert stated he was still waiting for the specifications of the four laptops the police department would like to sell to be determined and documented by spreadsheet. Councilwoman O'Briant stated that she would like the utility department to have "the best maintained" unit which could also facilitate learning Excel that the utility employees had expressed interest. JoAnne stated her office might benefit from one also. It was decided by consensus that after Marshal Rupert determined pricing of the remaining two

units, they would go on sale to the public.

The Marshal stated that currently no further action was required regarding the weed ordinance citations that had been served two weeks ago. All properties had been mowed.

Fire Chief Chad Taylor presented four new fire volunteer applications to the Council, copies on file in the fire garage. After review, Councilman Young move to approve the four new volunteer applicants. Councilman Altman seconded and the motion was approved unanimously.

Chad also reported that one of the current firefighter's radio was stolen over the weekend while at a social gathering out in the County. The \$3,000 unit had since been disabled by the State and was inoperable. Chad had reported the event to the Town's insurance agent and stated the department would pay the deductible out of pocket from their fund raising monies.

Chad also stated that Jackson Township Trustee, Sheila Hines requested not only the number of runs in the Township, but also addresses to verify Township residency. Vice President Karshner stated he and Chad were planning a meeting with Mrs. Hines in the near future to discuss future budgeting, purchasing of new equipment and other items.

Chad next requested an exhaust fan be installed in the small 12 x 12 building that housed fire and police repeaters, radio, antenna and electrical equipment near the water tower site, as the extreme temperatures can damage the equipment. Troy asked for three quotes for the materials and work.

Upon review, Councilman Young moved to pay the \$4,500+ engineering bills for the RVFD station drawings to be paid out of the CEDIT Fund as part of the \$8,000 set aside for the department. Councilwoman O'Briant seconded and the motion was approved unanimously.

Superintendent Swain gave the utility report stating they were busy with excessive brush pick-up, sidewalk replacements, street sweeping and hydrant flow testing. A complete report may be obtained from the utility garage during normal business hours.

Paul also reported that he had significant discussions with County Surveyor Jay Poe and the DNR regarding the proposed Vera Bradley wetlands project,

but the DNR had nothing in their data base as yet and no permit had been applied for.

Paul stated the week had been too wet for the maintenance company to begin painting the water tower, but it had been pressure washed in preparation for that project.

Paul next presented an invoice for \$4,101.24 from the Huntington County Highway Department for a new crossover pipe project on 900 N at the elementary school, copy on file in the Clerk/Treasurer's office. There was question of the charge from JoAnne, as the County was including the road inventory in their records thus receiving income from that section of road that the County now says is in the Town limits, thereby wanting the Town to pay for the project that was done without prior Roanoke Town Council knowledge or approval. After much discussion, Councilman Young moved to pay for half of the invoice out of the CEDIT fund on the condition that the section of road become part of the Town's road inventory. Councilman Altman seconded and the motion was approved unanimously. JoAnne would send a check for half of the invoice along with a copy of the minutes of the Council action to the County Commissioners.

Councilman Altman read a letter from Mr. Dan Freese, 127 W. Fourth St., copy on file at the Clerk/Treasurer's office, regarding a code violation of his shrubbery obstructing the foot traffic passage on the sidewalk on Fourth Street. Mr. Freese was requesting permission to trim the hedge heavier in the Fall months when it would go dormant, thus not threatening the life of the hedge. Council agreed to the request by consensus.

JoAnne stated that she had picked up the Town's property tax distribution from the Huntington County Auditor's office that morning and would be paying invoices that had been held for 4-6 weeks due to lack of funds. The monies also included the Town's first distribution of TIF funds which she explained could not be spent without commission approval. However, the commission had not met for over two years and she questioned whether the 5 member board was still active. The TIF funds would be placed in a separate fund to await town attorney verification on the status of the commission so the funds could be spent.

Last on the agenda was the presentation of bills for payment. After review, Councilman Young moved to pay the bills as listed on the allowance of claims payable voucher for \$40,488.04, copy on file at the clerk/Treasurer's office.

Councilwoman O'Briant seconded and the motion was approved unanimously.

Councilman Young then moved to adjourn the meeting. Councilman Altman seconded and the motion was duly adopted.

Respectfully submitted,

JoAnne Kirchner, Clerk/Treasurer

Council Approve:
