

**Roanoke Town Council Meeting  
December 4, 2007**

**The Pledge of Allegiance was recited and the Roanoke Town Council convened on Tuesday, December 4, 2007 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 President John Stoeckley, Vice President Michelle Schwieterman, Councilman Brian Young, Councilman Troy Karhsner and Councilman Nick Altman. Also present were Town Superintendent Paul Swain, Judge Bobby Turpin, Marshal Kip Rupert, Fire Chief Chad Taylor and JoAnne Kirchner, Clerk/Treasurer.**

**Vice President Schwieterman moved to approve the minutes of the regular Council meeting of November 20, 2007 as written. Councilman Karshner seconded and the motion was approved unanimously with Councilman Altman abstaining.**

**The Council agreed by consensus to a home improvement request from Mr. & Mrs. Dan Brewer of 671 Chadings Drive for a new deck and fence.**

**After a presentation from Chief Taylor, Councilman Altman moved to approve funds not to exceed \$6,000 for a bottle fill station to be paid out of the Cumulative Firefighting Fund in 2008. Councilman Karshner seconded and the motion was approved unanimously. Vice President Schwieterman moved to approve funds not to exceed \$13,000 for additional extrication equipment to be paid out of the Cumulative Firefighting Fund in 2008. Councilman Young seconded and the motion was approved unanimously. The RVFD had requested \$20,000 be appropriated in the Cumulative Firefighting Fund for 2008 and these two purchases would in essence deplete that appropriation.**

**Marshal Rupert reported on the estimates to repair all three cameras at \$2,666.37. After discussion, the issue was tabled by the Council so Kip could look to "see what's out there" as far as replacement vs. repair and warranty on repairs.**

**Councilman Young then moved to amend the "Town of Roanoke Take Home Police Car Policy" to remove the wording in #1 under Procedures of "who reside within the County" and to amend #4 to read "within a 40 mile radius of Roanoke". Vice President Schwieterman seconded and lengthy comments**

followed by Judge Turpin. Bob questioned why the new deputy marshal was not being required to move to Roanoke as had the three previous deputies, Eric Sands, Kip Rupert and Malcom Jones. Also the additional significant gas mileage and maintenance expenses to the New Haven area and back was a “burden on all taxpayers”. The definite personal income tax benefit to Officer White was mentioned and Bob corrected the Council by stating that any tickets written in route to and from Officer White’s home would not benefit the Town if written in Allen County. He also questioned the 40 mile out “on-call” response time. Bob stated the Council was setting a precedent by amending the policy to accommodate a new employee, and wondered if utility workers would be able to take Town trucks home at a future date. He stated these issues should have been decided before hire. Councilman Young stated that none of the several applications received, 8+ to the Clerk/Treasurer’s office alone, plus several more were not from this area, so the Council was forced to hire from outside the County. Councilman Altman stated he had to pay for his gas to and from work, which was his biggest expense. As there was no further discussion, the motion passed 3-2 with President Stoeckley and Councilman Altman voting “no” to amending the take home police car policy, copy on file at the Clerk/Treasurer’s office.

Superintendent Swain gave the utility report stating that the department had picked up over 40 loads of brush, the leaf box was off and snow blades were on, in anticipation of the upcoming predicted storm. He stated the utility work for the Park Concession Stand Project had been completed and the invoice turned into JoAnne for her to tap County CEDIT monies previously granted.

After presentation of a quote for statistical data evaluation services, Councilman Young moved to approve Edglo Labs as the vendor for additional monitoring of well ground water for an initial cost of \$5,334.00 and \$6,350.00 estimated continuing semi-annual project costs. Councilman Karshner seconded and the motion was approved unanimously.

After review of the recent safety inspection by Downey Insurance, Paul presented a quote from Living Waters, not to exceed \$4,000, for a chlorine detector for the water plant. Councilman Karshner moved as such, Councilman Young seconded and the motion was approved unanimously. It was also requested that the Town offer to pay for shots for employees John Hitzemann and Eric Parker for hepatitis B. All other six bullet points had been taken care of by Paul, copy on file at the Clerk/Treasurer’s office.

**After review of the proposal from Momper Insulation, Vice President Schwieterman moved to approve funds not to exceed \$3,500 to insulate the utility offices on Third Street, half to be paid out of the water operating fund and half out of the sewer operating fund. Councilman Karshner seconded and the motion was approved unanimously.**

**President Stoeckley next directed Council's attention to the estimated costs drafted by Town Engineer, Andy Dodzik, to complete the sanitary sewer rehab (IDEM Compliance Plan), for \$1,935,000.00, copy on file in the Clerk/Treasurer's office. Andy had already started initial SRF funding procedures per previous Council direction. After discussion, Vice President Schwieterman moved to approve retaining municipal consultant Greg Guerrettaz of FSG Corp. for concise initial rate study of the wastewater funds. Councilman Karshner seconded and the motion was approved unanimously.**

**JoAnne directed the Council to copies of two close out change orders presented from Dodzik Engineering for the canal Street Project for Geiger Developing, Inc., as follows:**

- 1) \$1,635.10 net increase in the sanitary sewer improvement and**
- 2) \$771.91 net decrease in the water main improvement**

**Vice President Schwieterman moved to approve the two change order requests as presented. Councilman Karshner seconded and the motion was approved unanimously.**

**President Stoeckley asked about the "4-Star School" signs for the Town limits areas. Paul Roth had ordered them.**

**John also stated Jimmy Drabenstot had asked about a fire hydrant in front of his restaurant. After discussion, Paul was instructed to get an estimate to extend the water main on the east side of Hwy#24 North from Apparosa Equipment to north of Station Road.**

**Vice President Schwieterman moved to approve Ordinance 2007-9, Salary Ordinance for Elected Officials for 2008 as written. Councilman Karshner seconded and the motion was approved unanimously.**

**President Stoeckley moved to approve Ordinance 2007-10, salary Ordinance for Town Employees for 2008, with discussed amendments, to be ready for**

**signature at the next regular Council meeting. Councilman Karshner seconded and the motion was approved unanimously.**

**Vice President Schwieterman moved to approve Ordinance 2007-11, to amend the 2007 salary ordinance, as written. Councilman Karshner seconded and the motion was approved unanimously. Copies of all three ordinances are available at the Clerk/Treasurer's office.**

**Councilman Young moved to amend the Jackson Township fire contract total from \$17,000 annually to \$20,000 annually. Councilman Karshner seconded and the motion was approved unanimously. Councilman Young then moved to amend the Union Township fire contract from \$3,000 annually to \$3,500 annually. Councilman Altman seconded and the motion was approved unanimously. Copies of the contracts are available from the Clerk/Treasurer's office and will be ready for final signature at the next regular Council meeting.**

**There was lengthy conversation regarding the Clerk/Treasurer's wish to keep the payroll software program under her control and not out source the function due to several reasons: 1) C/T's are heavily audited in payroll 2) the program interfaces with the current Budget program 3) the program offers more than 150 payroll reports 4) It allows for the C/T and Deputy C/T to immediately answer employee questions regarding personal, sick and vacation time remaining, to the hour 5) it is JoAnne's preference per Indiana Code and due to her long cultivated relationships with her tech people.**

**The Council felt that the questionnaire sent out by the C/T office to ask employees if they wanted the benefit of direct deposit was not appropriate, the results being as follows: yes – 4 no – 6 and 3 – don't care. Michelle stated she had contacted Shawn at Keystone with the 800 number JoAnne had given her to verify the \$1,500 direct deposit software quote JoAnne had given the Council three times previously.**

**After further discussion, JoAnne asked to contact the State Board of accounts first before "outsourcing" of payroll software was even considered, except for direct deposit. Council agreed to the request. JoAnne would also request that Nat. City waive any bank fees previously quoted for the direct deposit service for the Town.**

**President Stoeckley next stated that his choice for the Council President's appointment to the Roanoke Library Board was Mr. Jerry Anderson who had expressed a desire to continue with that body. There was also an appointment that the Town Council needed to make at the next Council meeting. Letters of intent could be delivered to the Clerk/Treasurer's office.**

**The Council agreed by consensus to change the regular Council meeting date from January 1, 2008 to Wednesday January 2 due to the holiday. JoAnne would appropriately advertise.**

**JoAnne explained that she could swear in the Councilpersons with new terms before that meeting on January 2 began for those who did not want to participate in the Huntington County Courthouse ceremony.**

**Last on the agenda was the presentation of bills for payment. After review and questions, Councilman Young moved to pay the bills as listed on the allowance of claims payable vouchers for \$156,833.30. Vice President Schwieterman seconded and the motion was approved unanimously.**

**Councilman Young then moved to adjourn the meeting. Vice President Schwieterman seconded and the motion was duly adopted.**

**Respectfully submitted,**

**JoAnne Kirchner, Clerk/Treasurer**