

**Roanoke Town Council Minutes  
June 5, 2007**

**The Pledge of Allegiance was recited and the Roanoke Town Council convened on Tuesday, June 5, 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 Perry Collins, Councilman Bob King, Councilwoman Michelle Schwieterman and Councilman Brian Young. Vice President Stoeckley was not present. Also present were Marshal Eric Sands, Fire Chief Chad Taylor, Town Superintendent Paul Swain, Asst. Town Superintendent John Hitzemann and JoAnne Kirchner Clerk/Treasurer.**

**Councilwoman Schwieterman moved to approve the minutes of the regular Council meeting of May 15, 2007 as written. Councilman King seconded and the motion was approved unanimously.**

**The Council approved by consensus five property improvement requests as follows: 1) Ms. Carolyn Current, 384 Canal St., Pool 2) Mr. Jim Reed: 423 Artemis Wood, Deck 3) Mr. & Mrs. John Felone, 1003 Crestwood Drive, Fence & Pool 4) Mr. Brian Pleus, 1072 Smith Street, Patio. 5) Niemeyer Builders, Roanoke Crossing Retail Center, U.S. Hwy #24**

**Mr. Richard Avdul was present as a representative of Dick Tracy Enterprises who had requested Vice President John Stoeckley sponsor a grant request for County CREDIT funds totaling \$115,040 (copy on file at the Clerk/Treasurer's office). After much discussion, Councilman King moved to match dollar for dollar \$18,750 of County CREDIT funds, should the County grant be approved. There was no second to the motion and the motion died. After further explanation from President Collins, Councilman King again moved to match a proposed approved County CREDIT fund grant, dollar for dollar up to \$18,750 to be paid by the Town out of Town Cedit Funds for 2007, from the grant writing line item. Councilman Young seconded and the motion was approved 3 to1 with Councilwoman Schwieterman voting "no". President Collins stated he would forward the results of Council action to Carol Pugh of HCUED.**

**After discussion, and comments from the Town Marshal and Fire Chief, it was determined that the Town fireworks display was still scheduled for Tuesday, July 3 at dusk.**

**The Council then agreed by consensus that the next regular Council meeting will be held on Monday, July 2 at 7:00 P.M., rather than July 3<sup>rd</sup>, the Clerk to appropriately advertise.**

**Councilman King next addressed the proposed Town wide “Trash Day” initially discussed five weeks prior. Councilman Young had not yet contacted Waste Management. It was determined that a firm date for the event would be set at the next Council meeting on July 2<sup>nd</sup>.**

**JoAnne next addressed Council stating that she needed clarification regarding payment for the Glen Dee Lane Project of almost \$80,000. Since \$50,000 was set aside in the 2006 CEDIT Plan for the project and the project did not materialize until 2007, there was no funding on the 2007 CEDIT Plan for that project, (copies on file in the Clerk/Treasurer’s office). After discussion, Councilwoman Schwieterman moved to pay Hitzfield Excavating, Inc. per Town Engineer approval from the Wastewater Operating Fund. During discussion, Councilwoman Schwieterman retracted her motion. After further discussion, Councilman Young moved to pay the two bills out of the Wastewater Operating Fund. Councilman King seconded and the motion was approved unanimously.**

**Judge Bobby Turpin next addressed the Council on the recently discovered, unanticipated shortfall of between \$25,000 and \$28,000 of Town Court receipts for the 2007 Town Budget year. Bob explained the actions he was taking to try to reduce costs this year to facilitate making up the shortfall from the discontinuance of the County Prosecutor’s Deferral Program, which he originally established along with the State Board of Accounts. He also explained that the program may be re-instated before year end. The Judge, Councilwoman Schwieterman, and JoAnne had met that morning at the Town Court with Senator Gary Dillon and Representative Dan Leonard to discuss the issue, which has ramifications State wide for all courts. The two gentlemen assured the Judge that they would do all they could to assist and would pursue the issue as soon as possible with the State Commission on Courts. The Judge would keep the Clerk/Treasurer apprised on the situation. Following up on the previous issue, the Council next considered proposed Ordinance 2007-7, an Ordinance of the Town Council of the**

**Town of Roanoke, Indiana Establishing an Ordinance Violation Deferral Program and Expanding the Scope of Town Fund #239. After discussion and questions, the Council agreed by consensus to table the issue until the next regular Council meeting.**

**President Collins next drew Council's attention to his draft of a proposed Town Manager job description. Councilwoman Schwieterman stated she had obtained the Town Manager job description from the Town of Markle which she felt was very good. She had added her informed notations to it and notes from the seminar book Vice President Stoeckley had attended and presented her draft to the Council also. After discussion, the Council determined to review the documents (copies on file in the Clerk/Treasurer's office) and discuss them at the next regular Town Council meeting of July 2, 2007.**

**The Council next discussed Town sidewalk ordinances currently in place for many years, and the questions that have resulted from residents, following "violation of ordinance" letters recently sent out by the Police Department to approximately eleven Town residents. Very lengthy discussion followed during which the Clerk/Treasurer questioned the sudden enforcement of the ordinance after 20+ years during this difficult economic climate when people are struggling with gas prices to get to work, and property taxes having significantly increased for many. She also stated her name was last on the third list of minimal violations, due to some grass growing on 4 sections of her sidewalk. JoAnne suggested that the Council wait until the 1<sup>st</sup> of the year to begin effective enforcement to allow volunteer compliance by some and allowing time for saving money for other residents. The letters sent by the Police Department did not have timelines, nor specific instructions, nor information regarding a cost share program available to residents.**

**Councilwoman Schwieterman proposed enforcing the ordinance in conjunction with street projects and in coordination with the sidewalk program to insure the proper elevations were achieved, as well as resulting in a longer continuance of finished product, thereby also saving money. No action was taken on her suggestion. JoAnne stated the violation letters appeared to many to be somewhat alarming with no specifics, and Councilman Young was asked by Council to get with the Marshal to refine the next wave of letters before mailing. The Council agreed by consensus to continue with the mailings to determine voluntary response to the cost-share program. President Collins stated**

that there was “an opportunity for Council to add to the appropriated monies” if necessary.

Fire Chief Chad Taylor verified the meeting the next evening with the fire department officers and liaison, Councilwoman Schwieterman.

Town Superintendent Paul Swain gave the general utility report and presented cost estimates from Andy Dodzik for the Western Avenue Sanitary Sewer Project: Phase 1) \$87,200 and Phase 2) \$48,300, costs associated with land acquisition and permitting are not included, (copy on file in the Clerk/Treasurer’s office). No action was taken on the information. Paul also requested an additional \$5,000 for incidentals for the upcoming First Street Project between U.S. Hwy. #24 and High Street, to be paid out of CREDIT Funds. Councilman Young moved as such, Councilwoman Schwieterman seconded and the motion was approved unanimously. Paul also stated street striping had began and the annual CCR, Roanoke Water Quality Report for 2007, was ready to be mailed by the Clerk/Treasurer’s office.

Paul next informed the Council that developer Kevan Biggs was requesting primary plat approval for 16 multi-acre lots on the South side of C.R. 1000, approximately ½ mile west of 400 E. (Seminary Street), called Kilsquah Preserve. A letter of support was needed from the Roanoke Town Council before a County Plan Commission hearing next Wednesday, June 13<sup>th</sup> stating that the Town is able to supply water and wastewater services to the subdivision, as well as approving street plans, etc. per initial submitted plans. Paul had some concerns regarding proposed street widths of 20’ versus 28’, no curbs and sidewalks, etc. As Paul stated the Town will end up maintaining the common areas, streets, etc., he felt that the plans should be discussed, keeping uniformity in mind with the rest of the Town. After consideration, President Collins stated he had some serious concerns and the Council agreed by consensus to not supply a letter of support at this time, until a meeting with the two engineers, Paul and Council representatives was held.

Asst. Town Superintendent John Hitzemann next requested to spend (not to exceed) \$20,000 for the hauling of wastewater sludge for the rest of the year. Councilwoman Schwieterman moved as such. Councilman King seconded and the motion was approved unanimously.

**President Collins next addressed a “housekeeping issue” for the last four previously approved Town annexation ordinances, stating the voter precinct number needed to be changed from 2 (two) to 3 (three). He stated the County Clerk’s office had taken care of the issue prior to last Town general election and the Council just needed to follow suit with the following amendments: waive readings and approve Ordinance 2007-3 amending Ordinance 2004-13, approve Ordinance 2007-4 amending Ordinance 2004-14, approve Ordinance 2007-5 amending Ordinance 2006-14 and Ordinance 2006-6 amending Ordinance 2006-15. Councilman King moved as such for each ordinance, Councilman Young seconded and the motions were approved unanimously.**

**The Town will host an HCUED, Huntington County United Economic Development, meeting on Tuesday, June 12 at 8:00 P.M. at the Town Hall. JoAnne stated she would be at the annual Indiana State Clerk/Treasurer’s Conference in Fort Wayne that day, but that her Deputy Clerk would be present to greet, make coffee, etc.**

**President Collins informed the Council that the line item from the County Budget referred to in a previous Council meeting was for county medical assistance to wards & welfare, not EMS.**

**After discussion, the Council considered an invoice from HCUED for \$1,200 as an annual contribution that had not been previously budgeted for in the General Fund to be paid out of the CREDIT Fund. President Collins moved to approve the bill, Councilman King seconded and the motion was approved unanimously.**

**Last on the agenda was the presentation of bills for payment. After review, Councilwoman Schwieterman moved to pay the bills as listed on the allowance of claims payable vouchers for \$109,913.30. Councilman King seconded and the motion was approved unanimously.**

**Councilman King next moved to adjourn the meeting. Councilman Young seconded and the motion was duly adopted.  
Respectfully submitted,**

**JoAnne Kirchner, Clerk/Treasurer**