

February 7, 2023

Roanoke Town Council Meeting Minutes

The Pledge of Allegiance was recited, and the Roanoke Town Council convened on Tuesday, February 7, 2023, at 6:00 P.M. in accordance with this Council's rules, appropriate notices, and applicable laws. Those present from the Council were President Amanda Sands, Vice President Dave Meitzler, Councilman Nick Scheer, and Councilman Brian Humphries. Councilwoman Joan Abbott was absent. Also present were Town Marshal Jim Wood, Deputy Town Marshal Grant Baumgartner, Superintendent of Operations Aaron Popplewell and Clerk-Treasurer Sarah Milton.

Vice President Meitzler moved to approve the regular meeting minutes of January 3, 2023, as written. Councilman Scheer seconded, and the motion passed unanimously.

President Sands closed the regular meeting, opened the Public Hearing for the Town's Comprehensive Plan, and turned it over to Matt Brinkman, Executive Director of Region 3A. Mr. Brinkman gave a presentation with graphs of results of the recent survey and asked for feedback from those present. Mr. Brinkman mentioned that the next step is to go before the Huntington County Plan Commission. After the discussion, President Sands closed the Public Hearing and reopened the regular meeting.

Councilman Humphries made a motion to approve the Rolling into Roanoke Special Event Application for July 22, 2023 (rain date July 29, 2023), President Sands seconded, and the motion passed unanimously. Vice President Meitzler made a motion to approve the Discover Roanoke Run Special Event Application (April 15, 2023), Councilman Scheer seconded, and the motion passed unanimously. After some discussion, President Sands made a motion to save the date of July 27, 2024 (rain date August 3, 2024) for Rolling into Roanoke, Councilman Humphries seconded and the motion passed unanimously.

Town Marshal Wood requested permission to purchase two band digital radios with ADP encryption. Marshal Wood provided quotes from Copsgear \$2,852.68/each, Ebay \$3,799.99/each and Apex \$5,248.24/each. Councilman Scheer made a motion to purchase the two band digital radios of not to exceed \$3,000.00 for each radio from Copsgear to be paid from LOIT for one radio and the General police budget for the other, President Sands seconded, and the motion passed unanimously.

Superintendent of Operation Popplewell gave his report to Council stating that employee Kaiden Huftel had obtained his pesticide license and Jebi's Ice Cream Parlor asked to place signs at the Roanoke Park. Council's consensus was that the placement of signs at the park would be fine. Superintendent Popplewell explained that the result of the communication issues from DLZ, the Town has fallen further behind on the proposed schedule for the lagoon closure. The plan is to obtain the information necessary to submit the application for the SRF fall funding that is due 4/1/2023. In the meantime, we are planning to get a Bond Anticipation Note to get back on track with the lagoon closure while awaiting the potential SRF fall funds.

Superintendent of Operations Popplewell then presented a quote for \$9,185.86 from Brown Equipment Company to repair the street sweeper. Vice President Meitzler made a motion to approve the repairs to the street sweeper of not to exceed \$9,500.00 using Brown Equipment Company, President Sands seconded, and the motion passed unanimously.

Councilman Scheer presented to Council the mowing quotes for the park for 2022. Councilman Scheer only received 2 of the 4 quotes requested. The quote from Hermes Mowing Service LLC was \$19,300.00 and Youngs Landscaping quote was \$38,495.00. Councilman Scheer made a motion to accept the quote from Hermes Mowing Service LLC for \$19,300.00, Vice President Meitzler seconded, and the motion passed unanimously.

Clerk-Treasurer Milton asked for approval to write off checks older than two years in the amount of \$678.04. President Sands made a motion to approve the write off checks older than two years, Councilman Humphries seconded, and the motion passed unanimously. Clerk-Treasurer Milton mentioned that T.M Wells Valuation had completed the asset listing for 2020 and 2021 and the information had been posted into Gateway. Clerk- Treasurer Milton asked for a motion to approve the quote of not to exceed \$2,750.00 for the annual update of the asset listing for 2022 which is due February 28, 2023. Vice President Meitzler made a motion to accept the quote from T. M. Wells Valuation for 2022 of not to exceed \$2,750.00, President Sands seconded, and the motion passed unanimously. Clerk-Treasurer Milton stated that on February 1, 2022, Council had voted to use Duke's Root Control Inc. for sewer root control of not to exceed \$2,029.20. However, Duke's Root Control Inc. went 40 feet further and the invoice received was for \$2,112.86. Vice President Meitzler made a motion to pay the invoice as received, Councilman Humphries seconded, and the motion passed unanimously.

Last on the agenda was the presentation of bills for payment. President Sands moved to pay the bills as listed on the allowance of claims payable voucher of \$394,496.22. Councilman Scheer seconded, and the motion was approved unanimously.

Vice President Meitzler then moved to adjourn the meeting. Councilman Humphries seconded, and the motion was duly adopted.

Respectfully submitted,

Sarah Milton, CIT

Sarah Milton, Clerk- Treasurer

Council Approve:

Amanda D Sands

Dave Muth

Mark L. ...

Brian S. ...
