

February 4, 2025

## Roanoke Town Council Meeting Minutes

The Pledge of Allegiance was recited, and the Roanoke Town Council convened on Tuesday, February 4, 2025, at 6:00 P.M. in accordance with Council's rules, appropriate notices, and applicable laws. Those present from the Council were Council President Amanda Sands, Vice President Nick Scheer, Councilman Brian Humphries, Councilwoman Tinisha Weigelt and Councilwoman Terri Edmiston. Also present were Deputy Town Marshal Grant Baumgartner, Superintendent Aaron Popplewell and Clerk Treasurer Sarah Milton.

Councilwoman Edmiston made a motion to approve the January 7, 2025, Council meeting minutes as written, Vice President Scheer seconded, and the motion passed unanimously.

President Sands appointed Tinisha Weigelt, Sarah Milton and David Meitzler as well as Matt Melcher, School Board Member to the Roanoke Redevelopment Commission for 2025. Council then appointed Mandy Sands and Tammy Baumgartner to serve on the Roanoke Redevelopment Commission for 2025.

President Sands introduced the Special Event Application for Discover Roanoke Race for Saturday, April 12, 2025. After no questions, President Sands motioned to approve the Special Event Application for the Discover Roanoke Race, Councilwoman Weigelt seconded, and the motion passed unanimously.

President Sands introduced the Special Event Application for Roanoke Farmers Market for June 6, 13, 20, 27 and July 11, 18, 25 and August 1, 8, 15, 22, 29, 2025. Councilman Humphries motioned to approve the Special Event Application for the Roanoke Farmers Market, President Sands seconded, and the motion passed unanimously.

USI Consultants employee, Mitch Hansel, submitted Consulting Contracts for sign replacements at various streets throughout Town limits and intersection improvements at Main/Vine Streets and Main/Second Streets. The 90/10 grants would require the Town to pay \$9,200.00 and \$17,000.00. Councilwoman Weigelt motioned to approve the two contracts with USI Consultants, President Sands seconded, and the motion passed unanimously. Mr. Hansel then presented an Authorization to Proceed Form for the design phase of the 2025-02 CCMG project for a fee of \$40,000.00. Councilwoman Weigelt motioned to approve the Authorization to Proceed Form in the amount of \$40,000.00, Vice President Scheer seconded, and the motion passed unanimously.

Councilman Humphries made a motion to have Lochmueller Group move forward with the design of the 2-tank SBR system for a new wastewater treatment plant, Councilwoman Weigelt seconded, and the motion passed unanimously. No decision was made on whether to go with a 20-year or 35-year loan. Councilwoman Weigelt made a motion to have Baker Tilly look into

phasing in rate increases over the next three years, Councilman Humphries seconded, and the motion passed unanimously.

Superintendent of Operations Popplewell introduced a proposed change order from DC Construction in the amount of \$67,000.00 to mill and resurface some of the streets in the Roanoke Village & Bluffs subdivision to be paid out of MVH Restricted. After some discussion regarding the cul-da-sacs, Councilwoman Weigelt made a motion to approve the charge order from DC Construction in the amount of \$67,000.00, Councilwoman Edmiston second and the motion passed unanimously. Superintendent Popplewell then asked for approval of the Emergency Response Plan for 2025. President Sands motioned to approve the Emergency Response Plan for 2025 as written, Councilman Humphries seconded, and the motion passed unanimously. Lastly, Superintendent Popplewell asked for guidance from Council regarding purchasing equipment vs. outsourcing services to live-stream Council meetings which is required by the State by July 1, 2025. Council agreed to have Superintendent Popplewell explore options of purchasing equipment.

Councilwoman Weigelt presented bids for Park mowing & ditches and then made a motion to approve the bid from Hermes Mowing, Councilman Humphries seconded, and the motion passed unanimously.

President Sands introduced Resolution 2025-01 Authorization for Execution of INDOT Agreements which allows the Council President to sign documentation with INDOT without having approval at a Town Council meeting. Councilwoman Edmiston made a motion to approve Resolution 2025-01 Authorization for Execution of INDOT Agreements, Vice President Scheer 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 \$422,232.42 and utility adjustments of (\$58.39). Vice President Scheer seconded, and the motion passed unanimously.

President Sands moved to adjourn the meeting, Vice President Scheer seconded, and the motion was duly adopted.

Respectfully submitted,

*Sarah Milton, CIT*

Sarah Milton, Clerk Treasurer

(SIGNATURES ON PAGE 3)

Council Approve:

Amanda D Sands

Glenn Lee

Ben E. Hylton

Terri L Edmiston