

January 7, 2025

Roanoke Town Council Meeting Minutes

The Pledge of Allegiance was recited, and the Roanoke Town Council convened on Tuesday, January 7, 2024, 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 Town Marshal Jim Wood, Deputy Town Marshal Grant Baumgartner, Superintendent Aaron Popplewell and Clerk Treasurer Sarah Milton.

President Sands made a motion to approve the December 17, 2024, Council meeting minutes as written, Councilman Humphries seconded, and the motion passed unanimously.

Councilman Humphries made a motion to nominate Amanda Sands as President of Roanoke Town Council for 2025, Councilwoman Weigelt seconded, and the motion passed unanimously. Councilman Humphries made a motion to nominate Nick Scheer as Vice President of Roanoke Town Council for 2025, Councilwoman Weigelt seconded, and the motion was unanimously approved. President Sands appointed liaisons: Police Department – Nick Scheer, Fire Department – Brian Humphries, Park Department – Tinisha Weigelt, Utility Department – Amanda Sands and Library – Terri Edmiston.

Source One Insurance Benefits Account Executive, Marci Schlotterback presented the life insurance quotes for 2025: Companion Life \$168.31/month, BestLife \$76.41/month and SunLife \$125.95/month. After discussion, President Sands made a motion to approve the BestLife insurance quote for \$76.41/month, Councilman Humphries seconded, and the motion passed unanimously.

Mr. Dave Mettler of Mettler Insurance was present with the Town's annual commercial insurance package totaling \$66,758.00 for 2025, which is an increase of \$5,138.00 or 8.33% over last year's total. Councilwoman Weigelt motioned to approve the package as presented, Councilwoman Edmiston seconded, and the motion passed unanimously.

USI Consultants employee, Beth Johnson, updated Council stating that the best and most responsible bidder for the Community Crossing Matching Grant 2024-2 Project is DC Construction in the amount of \$426,204.53. President Sands motioned to accept the bid from DC Construction for \$426,204.53, Councilman Humphries seconded, and the motion passed unanimously.

Baker Tilly's Jeffrey Rowe, CPA presented the Summary of Estimated Rate Impact regarding the Towns' wastewater system options discussed at the December 17, 2024 Council meeting. The estimated increase in user rates based on 4,000 gallons as well as 2,000 gallons (the minimum bill) was stated as well

as the rates if Council approved a 20-year loan (rate increase ranged 116% - 135%) versus a 35-year loan (rate increase ranged 54% - 103%). When asked about prepayment, Mr. Rowe stated that prepayment is not permitted within the first 10 years of an SRF loan and prepayment would require the loan to be paid in full. To accomplish this, the Town could go out in the open market and secure a new loan after the 10-year period. After discussion regarding potential rate increase phases, President Sands stated that Council would take the information under advisement and would make a decision at the February 4, 2025 Council meeting. Copies of the Summary of Estimated Rate Impact are available in the Clerk's office.

President Sands introduced the Special Event Application for Rolling into Roanoke would be held July 26, 2025, with a rain date of August 2, 2025. After stating that there would be no public bathrooms available, President Sands motioned to approve the Special Event Application for Rolling into Roanoke, with that exception, Councilwoman Edmiston seconded, and the motion passed unanimously.

Superintendent of Operations Popplewell stated there is a pre-construction meeting next Monday on Roanoke Wastewater Project 1. Superintendent Popplewell also asked if the request for mowing and trimming ditches at the Roanoke Park be the same bid. Council agreed and stated to request quotes on social media and the Huntington County Chamber website.

Councilman Humphries stated the RVFD financial statements were received. Vice President Scheer asked about the asset and liability financial statement, and Councilman Humphries stated that would start with the 2025 contract.

President Sands introduced Ordinance 2025-01 Amending Golf Cart & UTV Ordinance which would allow golf carts and UTV's year-round, weather permitting. President Sands made a motion to pass Ordinance 2025-01 Amending Golf Cart & UTV Ordinance on the same day as introduction, Councilwoman Weigelt seconded and the motion passed unanimously, President Sands then introduced Ordinance 2025-02 Amending Code of Ordinances increasing fees for Ordinance Violations. After there were no questions, President Sands motioned to approve Ordinance 2025-02 Amending Code of Ordinances increasing fees for Ordinance Violations on the same day as introduction, Vice President Scheer seconded, and the motion passed unanimously.

Clerk-Treasurer Milton requested to write off outstanding checks older than two years in the total amount of \$869.90. Councilman Humphries motioned to approve the request, Councilwoman Edmiston seconded, and the motion passed unanimously. Clerk-Treasurer Milton also asked to advertise for a part-time park employee for 2025. Council agreed.

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 \$230,080.32 and utility adjustments of (\$53.27). 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, CT

Sarah Milton, Clerk Treasurer

Council Approve:

Amanda D Sands

Phillip L. Sch

[Signature]

Terri L. Edmiston

Ben [Signature]

