

Town of Roann

Meeting Minutes

11 December 2012

I. Call to order

Justin Vigar called to order the regular meeting of the **Town of Roann** at **7:00 p.m.** on the **11th day of December** in **Roann Town Hall**.

II. Roll call

The following persons were present: Justin Vigar, Jamie Francis, Susan Floor, Bruce Shaw, Kristina Lynn, and 2 citizens.

III. Approval of minutes from last meeting

The Town Council read the minutes from the last meeting. The minutes were approved.

IV. Open issues

- a) The Town Council reviewed the contract from Keystone Software. Susan Floor felt that the software would save the town money and keep track of the assets better. Susan Floor made a motion to approve the money be spent on the two additional programs which included Keystone Payroll and Key Assets. Jamie Francis seconded the motion and it was carried in favor 3-0.
- b) Bruce Shaw reported that one hundred of the Sewer compliance letters had been sent to the citizens. From that number twenty five have been completed. Of the one hundred there were thirty nine sent recently and those citizens had not had time to respond. Bruce Shaw suggested after all had been sent we would put a notice on the water bills before we started sending out certified letters. Bruce Shaw thought we could check the "man holes" and make sure the town is not having water leak into the Sewer System. Susan Floor felt it important that we should proceed with fixing some of the "man holes". Bruce Shaw said he would purchase the tool for installing a rubber inserts and a few of the inserts that prevents water from leaking into the system.
- c) Kristina Lynn reported that the Sewer Ordinance 1-2009 would be the ordinance that would be amended. This would change the summer sprinkler rate to May, June, July and August. This would be based on the average sewage use for January, February, March and April. The new Ordinance would be Sewer Ordinance 1-2013. The town council had a first reading. Kristina Lynn had a change on page one where it said Unmetered Residential User per month was \$37.33 and it should be \$150.00 per month. Jamie Francis proposed they except the 1st reading of Ordinance 1-2013 which amends Ordinance 1-2009 concerning the adjustment of the sprinkler rate months to May, June, July and August based of the January, February, March and April time frame, with the correction of Unmetered Residential User rate of \$150.00 per month currently reading \$37.33. Susan Floor seconded the motion and a vote of 3-0 was in favor of the motion.

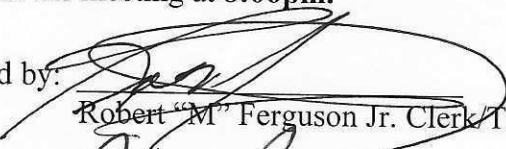
New Business

- a) Bruce Shaw brought up that the property owner at 125 South Church would like to cover the platted alley with railroad ballast. Kristina Lynn brought up that since this alley had been undeveloped for years that we would have to give the existing abutting property owners notice. The Town Council felt it importance to table the issue and do additional research. Kristina Lynn will also research code procedures.
- b) Bruce Shaw brought before the Town Council the issue of receiving additional vacation days and what would be done with his compensation time. Kristina Lynn will get some samples of additional Ordnances. This issue was tabled until the next Town council meeting.
- c) Justin Vigar announced as of January 1st, 2013 he would be stepping down from the Board. He also announced he was going to suggest James Pell as a replacement. Justin Vigar announced he had contacted Diana Hauptert so that a Town council member could be appointed by the January meeting.
- d) Susan Floor is working on the ADA compliance and the survey portion is being completed.

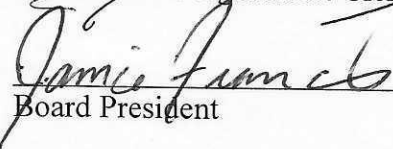
V. Adjournment

Justin Vigar Adjourned the meeting at **8:06pm.**

Minutes respectfully submitted by:


Robert "M" Ferguson Jr. Clerk/Treasurer

Minutes approved by:


Board President