

# **Town of Roann**

## **Meeting Minutes**

24 February 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 **24<sup>th</sup> day of February** in **Roann Town Hall**.

### **II. Roll call**

The following persons were present: Justin Vigar, Jamie Francis, Susan Floor, Robert "M" Ferguson Jr., Kristina Lynn, Bruce Shaw and 4 Citizens.

### **III. Approval of minutes from last meeting**

Robert "M" Ferguson Jr. read the minutes from the last meeting. The minutes were approved as read.

### **IV. Open issues**

- a) The addition of an arrow at the bottom of the sign at the corner of SR15 and SR16 was established to be not needed. Jamie Francis made a motion to accept the sign as is. Susan Floor seconded the motion and the vote was carried 3-0.
- b) Bids were opened for the Town Building located at 115 N Church Street. Notices were sent to each of the abutting property owners on the 7<sup>th</sup> and 8<sup>th</sup> of February by Lynn and Stein Attorney at Law. A notice was published in the Wabash Plain Dealer February 13<sup>th</sup>. Robert Ferguson checked to make sure that all bids were presented to the board members and turned over the (2) bids to Justin Vigar who opened the bids to be taken under advisement. Bruce Shaw brought up the fact that the building was not going up for sale because it was not needed but because it was going to be extremely expensive to upgrade. The members of the board wanted to see the minutes from 2011 so they can become more familiar with the process of the reasoning behind the sale of the building. Justin Vigar moved that, pending the decision of the board, the bids are closed.
- c) Robert Ferguson and Kristina Lynn are working on the liens for property owners that owe sewage arrears. This was tabled by the board until which time it has been accomplished.
- d) Storm drains at the community center and Quincy Street, have been completed. Bruce Shaw reported that they are clean and functioning.
- e) Brady Brower is to look at the roof on the north/west corner of the Town Hall building. This is a fact finding mission to see what type of repairs are needed. The board wanted to get a quote on the repair of the roof. The decision was made to wait until the next board meeting and if Brady has not checked on this to pursue other means of having the roof evaluated and repaired.

- f) The board received a packet from Lynn and Stein Attorney at Law, with the Amendments for General Ordinance Number 1, 2012, to amend General Ordinance 3, 1976 regulating the separated sewage system. The main changes are to reduce the charges from a misdemeanor to a violation and the main change in section 8 changing the fine from \$10.00 to \$50.00 if an inspection of the premises is denied. In section 7b it was pointed out it should read "while" and it now reads "white." Susan Floor requested to read last year's minutes before approving the Second Reading of General Ordinance Number 1, 2012. Jamie Francis agreed with that and the Second Reading was table until the March meeting.
- g) Robert Ferguson contacted Dan Buckland for an estimate to appraise all of the Town of Roann's assets for insurance purpose. An estimate was presented to the Town Board and was explained that the cost was broke down so that the board could pick and choose what they would like to have appraised. Carol Long has also measured all of the building in town and has worked on an up to date appraisals. The board would like additional estimates from appraisers.
- h) A sewer line was hooked up to Jill's Classic Cuts in downtown Roann. A motion was made to not charge the business for hooking up the sewer line due to their paying sewage for a long period of time without the benefits. Jamie Francis made a motion to wave the cost of the project and Susan Floor seconded. The board voted 3-0 in favor.
- i) There are street signs missing and beyond repair in the town that need to be replaced. Bruce Shaw requested the board approve the purchase of "No Trespassing, Confined Space, Stop, Yield, 8 Street signs and some bracket sets for attaching signs. This amount was \$814.40. There is a new Federal guideline for signage. There still is an approximate outstanding need for signs that amount to \$7,000.00. Susan Floor made a motion to spend the \$814.40 for the signs and have them replaced as soon as possible. Jamie Francis seconded the motion. This was approved with a vote of 3-0.
- j) Robert Ferguson presented to the board a proposal to eliminate the teller stations in the main room of the Town Hall. Allen Palmer will be doing the work and removing the stations to the floor surface. In addition he will also rekey the front door and change the combination on the back vault. In exchange for the timers on the front and back vaults. A 60 day timeline was established. Robert Ferguson will be completing a contract and submit it to the board. The request for estimates to have the carpet replaced should also be obtain by Robert Ferguson. Jamie Francis made a motion for the contract to be prepared and submitted. Susan Floor seconded the motion and a 3-0 vote was made to proceed.

#### V. New business

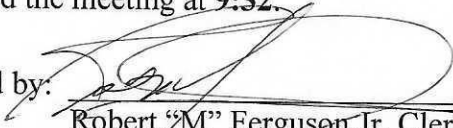
- a) The Alliance of Indiana Rural Water Convention March 14<sup>th</sup> and 15<sup>th</sup> will be coming up and Bruce Shaw, Jamie Francis and Justin Vigar will be attending. Bruce will receive CEU points to keep his credentials updated. Susan Floor made a motion to pay for hotel, mileage, and per diem for them to attend. Jamie Francis seconded. The vote was 3-0 in favor.

- b) Bruce Shaw brought up that need for a liability form for the different organizations that use the baseball diamond. Kristina Lynn will look at the forms and redraft them to fit a baseball diamond and to make them a fill in the blank type of contract.
- c) Bruce Shaw has the need to repair a blower at the sewer plant. The cost of repair will be \$1,695.00. The warrantee will be the same as a new blower with a savings of about \$900.00. Susan Floor made a motion to repair the blower. Jamie Francis seconded the motion and the vote was carried 3-0 in favor.
- d) Bruce Shaw wanted to inform the board he was needing to purchase probes for the meters. The board members were in agreement that for day to day ordering the procedures and practices would remain the same and for Bruce Shaw to continue to purchase needed replacement and repairs.
- e) Claims for January and February were looked over and approved by the Town Board.


**VI. Adjournment**

**Justin Vigar** Adjourned the meeting at **9:32.**

Minutes respectfully submitted by:

  
Robert "M" Ferguson Jr. Clerk/Treasurer

Minutes approved by:

  
Justin Vigar Board President

For: