

# **Town of Roann**

## **Meeting Minutes**

17 February 2016

### **I. Call to order**

**James Pell** called to order this Special Meeting of the **Town of Roann** at **7:00 p.m.** on the **17th day of February**, in **Roann Town Hall**.

### **II. Roll call**

The following persons were present: James Pell, Richard Morris, Susan Floor, Robert "M" Ferguson Jr., Bruce Shaw, Kristina Lynn, Steve Hicks and 2 citizens.

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

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

#### **Open issues**

- a) Robert "M" Ferguson Jr. reported no new information to report on Old School.
- b) Steve Hicks reported there is nothing that keeps him from both positions as Deputy and Town Marshall. A start date is needed and approval with Law Enforcement Training Board. Kristina Lynn will create a new Town Ordinance for Town Marshall, she stated we can do the first reading at the next meeting and it can be approved the same night. Kristina Lynn stated she would amend the letter that the sheriff signs for the files. Steve Hicks will get with Jim Pell to do the letter for the Town Board. Robert "M" Ferguson Jr. will file papers in Steve Hicks Service Jacket. Steve Hicks stated we would need policies and procedures for the position of Town Marshall separate from the Town Ordinance. Steve Hicks will get copies and have them ready to discuss at the next meeting in March. Town Council tabled the matter until the next meeting.
- c) Bruce Shaw reported he has a third bid from Ladd Engineering strictly for chlorination system for \$11,850. The other two (2) bids were \$19,000 and \$14,200 for chlorination. Kristina Lynn has reviewed Ladd Engineering contract and approved for James Pell to sign and hire Ladd Engineering. Rick Morris made a motion to proceed with Ladd Engineering bid and use them as consultant for the chlorination project. Susan Floor seconded the motion and the Town Council Voted in favor 3-0.
- d) Kristina Lynn will have agreement for Scott Siders <sup>← regarding chlorination system</sup> at next meeting. Town Council tabled until next meeting.
- e) Robert "M" Ferguson Jr. has nothing new to report on carpet cleaning but has contacted another carpet cleaning company out of Wabash for second bid. They have done measurements but we have not heard back from them yet. Town Council tabled the matter.

- f) Robert "M" Ferguson Jr. stated nothing to report on masonry work. Town Council tabled the matter.

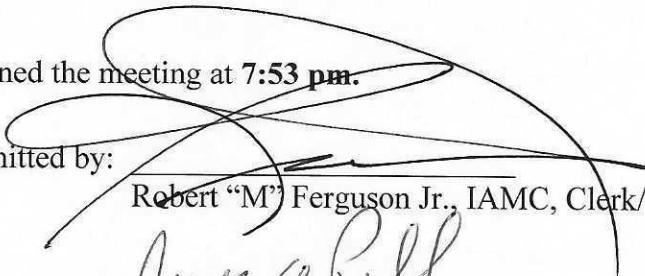
### **New Business**

- a) Robert "M" Ferguson Jr. reported meeting with Ashley from Office of Community Rural Affairs (OCRA) giving insight on Community Development Based Grant (CDBG). We first need an Income Survey for Housing and Urban Development (HUD) to meet requirements for HUD and approve a CDBG Grant. No survey has been done for some time. It's between HUD and OCRA who approve CDBG Grants which is (90/10) 90% Federal money and 10% local money. Robert "M" Ferguson Jr. reported that we need to find someone to do the Income Survey. Robert "M" Ferguson Jr. contacted Kathleen Weissenberger, who just left OCRA after 10 years and now is a Grant Administrator on her own and wrote and developed and delivered CDBG sub guaranteed training and has done CDBG Boot Camp. Kathleen Weissenberger stated a cost of \$2,700 to do the Income Survey that includes going door to door. Requirements for the survey is 51 % of low to moderate income to qualify for the CDBG Grant. Kathleen Weissenberger will do all paperwork from beginning to end as prescribed by OCRA and HUD for the Income Survey. Robert "M" Ferguson Jr. states CDBG Grants may go up to \$400,000 and is best for the town. Kristina Lynn stated certain restrictions and requirements for grants might have additional costs along the way. Susan Floor made a motion to hire Kathleen Weissenberger at a price of \$2700 to perform the Income Survey. Rick Morris seconded the motion and the Town Council Voted in favor 3-0.
- b) Bruce Shaw reported nothing to report on permit. Robert "M" Ferguson Jr. reports mileage went down to \$.36 a mile as of February 22, 2016. Bruce has notified Scott Siders of mileage change.

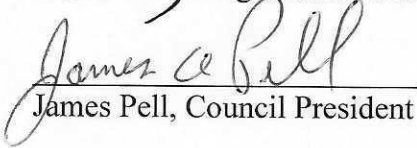
### **IV. Adjournment**

James Pell adjourned the meeting at **7:53 pm.**

Minutes respectfully submitted by:

  
Robert "M" Ferguson Jr., IAMC, Clerk/Treasurer

Minutes approved by:

  
James Pell, Council President