

# **Town of Roann**

## **Meeting Minutes**

**March 19, 2019**

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

**Richard Morris** called to order the regular meeting for the **Town of Roann** at **7:00 p.m.** on the **19th day of March, 2019**, in **Roann Town Hall**.

### **II. Roll call**

The following persons were present: Richard Morris, Jerry Nelson, James Pell, Steve Hicks, Bruce Shaw, Anthony Janeway, Kristina Lynn, Robert "M" Ferguson Jr., and present are 7 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 he is working on finding information on the street plan and will follow-up with more information at the next meeting.
- b) Steve Hicks had nothing to report on 525 Pike Street.
- c) Robert "M" Ferguson Jr. reported he has revised the Internal Controls for the Credit Cards. Robert "M" Ferguson Jr. stated this is the third Revision of Internal Controls which needs the Councils signatures on the new Revision and is a living document required by State Board of Accounts. Jerry Nelson made a motion to approve the March 2019 Revision of the Internal Controls. James Pell seconded and the Town Council voted in favor 3-0.
- d) Anthony Janeway reported the driveway at 325 East Adams will be fixed when the weather breaks.
- e) Robert "M" Ferguson Jr. stated he could send a follow-up letter on the progress of the demolition at 410 East Adams Street.

#### **New Business**

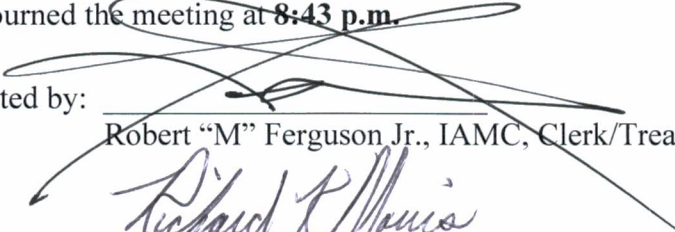
- a) Bruce Shaw will be ordering all signs needed at one time to be put up when the weather breaks.
- b) Bruce Shaw reported he had a Water Inspection and requests a Cross Connection Control Ordinance and Emergency Plan Ordinance. Kristina Lynn will draw up these Ordinances.
- c) Bruce Shaw stated he will be installing a sampling sink in the basement of the Town Hall for the chloroform test to be completed by April 5, 2019. James Pell made a motion to approve up to \$350.00 for building maintenance expense for the sink and faucets for testing. Jerry Nelson seconded and the Town Council voted in favor 3-0.

- d) Bruce Shaw has requested to start pumping with phosphorus and will need to purchase a chemical pump estimated \$2,500.00, Scale estimated at \$2,843.00, Injector estimated at \$500.00, 4" 90/bolt flange \$315.00. Bruce Shaw also stated a Permit and Engineer Signature is needed for Paperwork which then goes to IDEM. Jerry Nelson made a motion to proceed with the pumping of phosphorus. James Pell seconded and the Town Council voted in favor 3-0.
- e) Bruce Shaw requested to attend the WTH Mapping System seminar for Tony Janeway and himself May 2-3, 2019. Jerry Nelson made a motion to approve expenses for Bruce Shaw and Tony Janeway to attend WTH Mapping System seminar May 2-3, 2019. James Pell seconded and the Town Council voted in favor 3-0.
- f) Bruce Shaw advised the existing microscope is not adequate to see what is needed. Bruce Shaw stated he found a new microscope for \$315.00. James Pell made a motion to approve a microscope for \$315.00 for the sewage system. Jerry Nelson seconded and the Town Council voted in favor 3-0.
- g) Bruce Shaw stated the building at the Sewage Plant has been cleaned up, painted and shelves added. Bruce Shaw would like to add a new floating solid vinyl flooring. Bruce Shaw presented two estimates: (1) \$925.00 and (2) \$1,120.00 with no labor costs. Jerry Nelson made a motion to approve the purchase of the vinyl flooring up to \$1,200.00. James Pell seconded and the Town Council voted in favor 3-0. James Pell made a motion to increase one of the credit cards from \$500.00 to \$1,600.00 for a one time purchase at Menards then back to the original balance of \$500.00. Jerry Nelson seconded and the Town Council voted in favor 3-0.
- h) Citizen Chandler Jones reported the need for a flag pole to attach the 6' x 10' flag at the ball diamond. Chandler Jones has two quotes from Collins Flags: (1) 30 foot flag pole \$ 560.50 plus \$ 275.00 estimated freight charge (2) 25 foot flag pole \$364.50 plus estimated freight charge \$235.00. Chandler Jones also requested the need for ten tons of Hoosier Mix Field Dirt quote for \$420.00 plus \$132.00 Delivery Ballfield Material from Leffert Stone Company. Jerry Nelson made a motion to approve up to \$1,500.00 for the purchase of the 30' flag pole, concrete and field dirt. James Pell seconded and the Town Council voted in favor 3-0.
- i) Chandler Jones reported the Little League is purchasing a 8' x 12' shed for lawn mower storage for \$2,000.00.
- j) Richard Morris made a motion for a specific exception to Animal Control Ordinance for Mrs. Marilyn McDonald to be grandfathered up to 7 cats and 2 dogs and not to exceed or be replaced. James Pell seconded and the Town Council voted in favor 3-0.

**IV. Adjournment**

Richard Morris adjourned the meeting at **8:43 p.m.**

Minutes respectfully submitted by:

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

Minutes approved by:

  
Richard Morris, Council President