

**TOWN COUNCIL PUBLIC MEETING**  
**ROSELAND TOWN HALL**  
*200 INDEPENDENCE DRIVE*  
*ROSELAND, IN 46637*

**THURSDAY, February 15, 2024**

**6:00 P.M.**

Regular Meeting

Minutes

**Present:** Michael Schalk, President, Ryan Catanzarite, Council Member, Elizabeth McCombs, Council Member, Shane Inez, Clerk-Treasurer, Chief Avery, Pete Agostino, Attorney

- I. INVOCATION** The meeting commenced with a invocation by Eric McGinnis from the “Church in South Bend.”
- II. CALLED TO ORDER:** 6:02 p.m. February 15, 2024 by President Michael Schalk.
- III. ROLL CALL:** All Council Members were present
- IV. APPROVAL OF MINUTES/DOCKETS** No minutes presented for approval
- V. TOWN FINANCIAL** The financial report for the month was Presented by Clerk Inez focusing on controlling incoming bills and invoices as well as focusing on getting acclimated with the finances, the bank, and the town staff.

Councilmember McCombs raised concern over non-payment of employee health insurance at the end of the month. She expressed:  
Failure to pay the premium by the end of the month results in loss of health insurance benefits for all employees. She also mentioned that late accounts payable lead to increased fees. She stated that electricity, phone, internet, and credit card bills must be paid within two months or services will be switched off. She mentioned that the annual report is due 03-21-2021.

Clerk Inez: I appreciate your inquiry. We waited until February to pay many of the bills you highlighted, as they had been late for months. We are cleaning up as we go. With a fresh start in mind, we attempting to pay off debts by early February.

Despite the prior clerk treasurer's capacity to maintain order and formal organization, the new administration has taken a comprehensive approach due to their unfamiliarity with the situation. The data show that many invoices were paid in February, which will be reflected in the next council meeting. This may be a topic for future discussion.

You are referring to a financial audit, which is how this is portrayed. Thank you for your questions. I am happy to discuss the work on the line items in greater detail and assure you that we are doing our best to avoid unnecessary expenses and take our time. I'd be pleased to answer these questions at another time.

CM McCombs: I have another question. As of today, I just got off the phone with JMS Insurance company. You are not bonded.

President Schalk: Actually, I'll answer that. I also have been on the phone with JMS insurance and he is covered under the bond. Under the blanket coverage of the insurance.

CM McCombs: That is not what they told me.

President Schalk: Well then you did not ask the right questions. Because what they told me he is covered as long as the premiums are being paid, his bond is being covered at this time.

CM McCombs: The premium is due.

Clerk Inez: One of the questions you asked at the last meeting was where are we going to get the money because the budget didn't reflect the value that we go so again the first month let's take it slow and be diligent because we do have various trainings happening too. I appreciate the questions and concerns but if we were doing anything we weren't supposed to do I am sure we would heard about it.

CM McCombs: So your statement is the insurance I talked to lied to me?

President Schalk: Yes, because they told me something different. I talked to them probably 4 or 5 different times on this exact subject.

CM McCombs: read Indiana Law, statutory requirements 5-4-1-9, an officer required to give an official bond shall give the bond before commencement of his term of office, if the officer fails to give the bond before that time, the officer may not take office. So, this needs to be fixed and I am not saying today but first thing in the morning.

President Schalk: and I will call them again. Any other discussion? We are going to go to introductions and announcements.

**VI. INTRODUCTIONS/  
ANNOUNCEMENTS**

President Schalk: Chief Avery

Chief Avery: I have a couple of things to present. I was supposed to present these last month, I mean last week but of course we had postponed. However, there were officers that could not be here. However, I want to announce these: Jason Vincent, one of our officers, who started as a police officer in 2005 with North Liberty, came here in 2019, he helped us streamline a lot of our technology and helped the department move forward. He is a real big computer guy. He save the department thousands and thousands of dollars. He has since retired and I wanted to acknowledge him. He can't be here but we're going to present him with a plaque for his appreciation of his service to the department. Also, who could not be here because he had to work in Kalamazoo, but I still want to publicly bring it up in a day where it is hard to find good people to work for you, we're lucky to have a group of guys that will show up and take care of the community. I am specifically talking about **Jess Bailey** who has over 20 years of service with the Roseland Police Department. We want to acknowledge him. We got him a plaque for his years of service. I would like to give both of those officers a hand.

Lastly on January 16th at 10:20 p.m., patrolman

Lineman was dispatched to a fire on the 100 block of West Willow. Patrolman Lineman arrived at the scene where he observed black smoke coming from a single unit. He located the source from a single unit. He quickly and bravely risked his life to attempt to enter the apartment in case a victim was inside, but due to the intense heat and dense smoke, he was unable to enter. He then quickly evacuated the neighbors who were unaware of the fire, got them to safety and then was able to locate the tenant where the fire started. Keep in mind it was subzero temperature. It took us a long time, he did a great job so I wrote this letter of commendation to put in his file. He is here today, I would like him to come up.

That's all I got.

President Schalk: I want to make an announcement that we are working with our town attorney to make a resolution to as far as building permits go to where we do not have to have a special meeting for permits that are \$5,000 and below. We would like to raise it change the amount to \$10,000 and below. Citizens should not have to wait for a special meeting to make minimal changes. Anything over that we would have to have a special. This does not cover commercial property. It is only residential.

A question was asked by a citizen: who on the Council handles the zoning and building department permits?

President Schalk. Ryan and I are working in unison. To make it easier on the residents, we are more available. President Schalk also indicated that there was a meeting where the assignments were made.

There was a discussion regarding the different positions available to the council.

President Schalk: We are moving on to the town attorney.

**VII. TOWN ATTORNEY**

Attorney Agostino reiterated what President Schalk announced regarding an upcoming resolution regarding the amount of expenditures that need to be approved by the council, which is anything over \$10,000.

**VIII. OLD BUSINESS**

Items discussed consisted of employee

maternity leave. President Schalk indicated that they are looking into and getting advice from the town attorney.

**IX. NEW BUSINESS**

President Schalk called for new business. There was none.

**X. TOWN HEALTH & SAFETY**

Chief Avery provided a report on calls, arrests, and enforcement of ordinances regarding broken down automobiles and yard debris. The speaker stated that while the ordinances have not been enforced in recent years, they are now preparing to do so. Chief Avery fielded questions from the public.

**XI. MAINTENANCE**

President Schalk moved on to the discussion regarding maintenance. He indicated that Carolyn has been doing a good job with getting up new signs regarding no parking on Pendle, truck route signs on West Pendle and Cripe and McCombs so that trucks will be directed towards 933 instead of towards McCombs. He encouraged the residents to report any trucks seen going the incorrect way. He reported that Carolyn also helped prepare for the food drive. Residents also inquired about springtime plans for road paving as well as repairing pot holes and alleys. President Schalk responded with plans coming up for the mentioned needed repairs.

**XII. TOWN FINANCIAL**

Clerk Inez: Beginning cash balance was \$948,662.21 and ending cash balance \$993,014.18.

A discussion regarding checks and payments was had.

**XIII. TOWN PLANNING, ZONING, & DEVELOPMENT**

Councilmember Contanzarite states that there is nothing to report at this time. Both President Schalk and CM Contanzareite indicated that they are both available for any request or inquiries.

President Schalk also brought up parks and recreation. He states that the leaf pickup as well as putting down mulch along with the

installation of the new merry go round will take place in the spring. He added that the water is currently off at the park location. He reported about minimum vandalism that took place in the park. Residents also discussed the need for fencing.

**XIV. PUBLIC INPUT**

Luis Valderas: Asked about the bond for the clerk treasurer as well as the assigned positions regarding the council. He also asked about the volunteers helping the clerk-treasurer. There was continued discussion during the meeting.

Gail Woods: Gave a report regarding the food Giveaway. She indicated that it was a great event. President Schalk acknowledged the many volunteers who participated.

There was also a discussion regarding the RCA meetings. President Schalk stated the RCA is set up by the citizens. He also stated that they can have meetings at town hall without charge but it is up to the citizens to set it up.

**XV. ADJOURNMENT**

Meeting adjourned at 7:02 p.m.