

Danville Town Council Meeting Minutes
February 19, 2025

- I. **Call to Order:** Council President David Potter called the meeting of the Danville Town Council to order on February 19, 2025, at 7:00 p.m.
- II. **Roll Call:** Council President David Potter acknowledged a quorum of the Council. David Potter, Michael Chatham, Chris Gearld, and Greg Irby were present. Bret Doub was absent. Assistant Town Manager Will Lacey, Clerk-Treasurer Carrie Lofton, and Community Engagement Coordinator Madison Henderson were present. Town Manager Mark Morgan was absent.
- III. **Approval of Minutes:** Greg Irby motioned to approve the meeting minutes from the Work study meeting held on February 5, 2025, and Michael Chatham seconded. Motion passed 4-0. Greg Irby made a motion to approve the meeting minutes from the Council meeting held on February 5, 2025, and Chris Gearld seconded. Motion passed 4-0.
- IV. **Public Comment:** Assistant Town Manager Will Lacey told the Council that he had no requests to speak.
- V. **Public Meeting:**
 - a) **Swearing In: Police Department**—Police Chief Jim Hilton introduced Zach Mckinney and Officer Rader. Jim then had Clerk-Treasurer Carrie Lofton swear both in.
 - b) **Towing RFP**—Police Chief Jim Hilton presented Towing RFP to the Council to review. Greg Irby abstained because one of the people is a client of his. Chris Gearld made a motion to approve all 3 Towing RFPs in rotation and Michael Chatham seconded. Motion passed 3-0.
 - c) **Ordinance 3-2025**—Town Planner Lesa Ternet introduced Ordinance 3-2025 for a Super-Voluntary Annexation. Ordinance was up for introduction only.
 - d) **Proclamation: Disability Awareness**—Council President David Potter had Clerk-Treasurer Carrie Lofton read the Proclamation. Michael Chatham made a motion to accept the Proclamation for Disability Awareness and Chris Gearld seconded. Motion passed 4-0.
 - e) **Conflict of Interest Form**—Clerk-Treasurer Carrie Lofton told the Council that this was a conflict-of-interest form for Mr. Chatham. Greg Irby made a motion to approve the conflict-of-interest form and Chris Gearld seconded. Motion passed 3-0 with Michael Chatham abstaining.
 - f) **Documents: Right Stuff Time and Attendance Software**—Clerk-Treasurer Carrie Lofton presented Right Stuff Time to utilize for timekeeping. Michael Chatham made a motion to approve the Right Stuff Time contract and Chris Gearld seconded. Motion passed 4-0.
 - g) **Ordinance 4-2025**—Clerk-Treasurer Carrie Lofton presented Ordinance 4-2025, a salary amendment to take off the \$20.00 per pay cell phone stipend for the sworn Police Officers since they are going through First Net. Greg Irby made a motion to approve Ordinance 4-2025 and Michael Chatham seconded. Motion passed 4-0.
 - h) **Resolution 3-2025**—Clerk-Treasurer Carrie Lofton told the Council that this Resolution was to transfer funds for Police LIT to the General Fund. Greg Irby made a motion to approve Resolution 3-2025 and Chris Gearld seconded. Motion passed 4-0.
 - i) **Engineering Contract**—Utility Director Barry Lofton presented an Engineering contract with Banning Engineering for a sewer main extension. Greg Irby made a motion to approve the engineering contract with the Town Attorney making changes to the verbiage and Michael Chatham seconded. Motion passed 4-0.

- j) **Krohn and Associates Engagement Contract**—Clerk-Treasurer Carrie Lofton presented an engagement contract for Krohn and Associates. Chris Gearld made a motion to approve the Engagement contract and Greg Irby seconded. Motion passed 4-0.
- k) **Park Master Plan Results Presentation**—Will Lacey, Assistant Town Manager and Parks Superintendent, presented his Park Master Plan Results Presentation with help from J2 representatives who had brought the plans.

Staff and Council Comments:

The Town Council received the following staff updates via email, from the following departments: Parks Department, Assistant Town Manager, Utility Director, Town Planner, Wastewater, Fire Department, Streets Department, Community Engagement Coordinator, and the Water Department.

Will Lacey thanked the Council for bearing with him the day before due to being sick. He also thanked Carrie for reading the Disability Proclamation. Good job to the Fire Department as well.

David Potter wanted Madison Henderson to explain what she is proposing for clarification of the Fire Territory. David said that she had 3 points, the first being on where the Fire Department was going to put a new fire station etc.

Carrie Lofton thanked the Council for approving the Right Stuff earlier in the meeting. She thinks it will be a benefit to the Town.

Michael Chatham thanked the Fire Chief for the Fire Territory meeting.

David Potter said he was glad to see Mr. Gearld and Mr. Chatham back, not quite up to playing pickleball yet. Mr. Morgan, even though he is not back yet, seemed to be on the mend from some of the emails he sent out. David Potter said, starting next month, the Departments would be coming forward with a projection plan starting with the Water Plant and the following meeting the Wastewater Plant.

- VI. **Claim Docket**—Chris Gearld made a motion to approve the claim docket in the amount of \$710,096.01 and Greg Irby seconded. Motion passed 4-0.
- VII. **Payroll Docket**—Michael Chatham made a motion to approve the payroll docket and Greg Irby seconded. Motion passed 4-0.
- VIII. **Adjournment**—Greg Irby made a motion to adjourn, and Chris Gearld seconded. Motion passed 4-0. The meeting ended at 7:59 p.m.

ATTEST:

Carrie E Lofton, Clerk-Treasurer

Danville Town Council:

David Potter, Council President