

Danville Town Council Meeting Minutes

December 17, 2025

- I. **Call to Order:** Council President David Potter called the meeting of the Danville Town Council to order on December 17, 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, Greg Irby, and Bret Doub were present. Clerk-Treasurer Carrie Lofton, Town Manager Mark Morgan and Assistant Town Manager Will Lacey were present.
- III. **Approval of Minutes:** Michael Chatham made a motion to approve the meeting minutes from December 3, 2025 and Bret Doub seconded. Motion passed 5-0.
- IV. **Public Comment:** Town Manager Mark Morgan told the Council that he had one request to speak. Dani Smith from 101 S Washington St told the Council that instead of the LED lighting that was outside her house, that she wanted a consideration for a warm light color instead.
- V. **Public Meeting:**
 - a) **Badge Pinning: Fire Department**—Fire Chief Rick Duncan presented Dylan Esch, Jerry Cox III, & Gavin Padgett who have completed the mandatory probationary period. Chris Gearld read the Oath.
 - b) **Ordinance 30-2025: Wastewater Inspection Requirements**—Utilities Director Barry Lofton presented an Ordinance to revise Chapter 51 of the current Code of Ordinances. Bret Doub voiced his concern as to how the issues will be corrected once found. Chris Gearld made a motion to approve Ordinance 30-2025 and Greg Irby seconded. Motion passed 5-0.
 - c) **Resolution 22-2025: Fiscal Plan for Annexation**—Town Planner Lesa Ternet presented a Resolution that outlines the fiscal plan associated with the annexation of property located at 223 S Co Rd 200 E as outlined in Ordinance 32-2025. Michael Chatham made a motion to approve Resolution 22-2025 and Bret Doub seconded. Motion passed 5-0.
 - d) **Ordinance 32-2025: Super-Voluntary Annexation**—Town Planner Lesa Ternet presented an Ordinance to conduct a Super-Voluntary Annexation for the property located at 223 S Co Rd 200 E. Bret Doub made a motion to approve Ordinance 32-2025 and Michael Chatham seconded. Motion passed 5-0.
 - e) **Ordinance 33-2025: Additional Appropriation**—Clerk-Treasurer Carrie Lofton presented an Ordinance to provide for additional appropriations in certain Town Budget line items. David Potter gaveled the Public Hearing open, hearing no comments or questions, he gaveled the Public Hearing close. Bret Doub made a motion to approve Ordinance 33-2025 and Chris Gearld seconded. Motion passed 5-0.
 - f) **Ordinance 35-2025: Super-Voluntary Annexation**—Town Planner Lesa Ternet presented an Ordinance to conduct a Super-Voluntary Annexation for the property located at 1433 10th Street. David Potter gaveled the Public Hearing open, hearing no comments or questions, he gaveled the Public Hearing close.
 - g) **Ordinance 36-2025: Super-Voluntary Annexation**—Town Planner Lesa Ternet presented an Ordinance to conduct a Super-Voluntary Annexation for the property located at 1103 S Co Rd 300 E. David Potter gaveled the Public Hearing open, hearing no comments or questions, he gaveled the Public Hearing close.
 - h) **Ordinance 37-2025: Amendment to Salary Ordinance**—Clerk-Treasurer Carrie Lofton presented an Ordinance to amend the Salary Ordinance. Bret Doub made a motion to suspend the rules and

Chris Gearld seconded. Motion passed 5-0. Greg Irby made a motion to approve Ordinance 37-2025 and Michael Chatham seconded. Motion passed 5-0.

- i) **Ordinance 38-2025: Additional Appropriation**—Clerk-Treasurer Carrie Lofton presented an Ordinance to provide for additional appropriations in certain Town Budget line items. David Potter gavelled the Public Hearing open, hearing no comments or questions, he gavelled the Public Hearing close. Bret Doub made a motion to approve Ordinance 38-2025 and Greg Irby seconded. Motion passed 5-0.
- j) **Resolution 25-2025: Transfer of Funds**—Clerk-Treasurer Carrie Lofton presented a Resolution to allow for the transfer of funds between classifications of the Town's Budget. Michael Chatham made a motion to approve Resolution 25-2025 and Greg Irby seconded. Motion passed 5-0.
- k) **Resolution 26-2025: Encumbrances**- Clerk-Treasurer Carrie Lofton presented a Resolution to allow for the transfer of certain 2025 Budget appropriations to be moved to the 2026 Budget. Greg Irby made a motion to approve Resolution 26-2025 and Chris Gearld seconded. Motion passed 5-0.
- l) **Update to the Policy Manual: Comp Time Accrual Limits**-Clerk-Treasurer Carrie Lofton presented an update to the Policy Manual to prohibit more than two weeks of compensatory time to be accrued and carried. Time will be paid out past two weeks. Bret Doub made a motion to approve the update to the policy manual and Greg Irby seconded. Motion passed 5-0.
- m) **Amendment to the Policy Manual: Flex Time**-Clerk-Treasurer Carrie Lofton presented an amendment to the Policy Manual to allow Exempt employees to earn Flex Time. Such accrual will not exceed two weeks. Greg Irby made a motion to approve the amendment to the policy manual and Michael Chatham seconded. Motion passed 5-0.
- n) **Letter to Hendricks County: Support of Courthouse**-Town Manager Mark Morgan presented a letter of support by the Council and the Redevelopment Commission to encourage Hendricks County to leave the court operations in the downtown district. This letter required all council members' signatures along with all Redevelopment Commission members' signatures. Greg Irby made a motion to approve the letter to Hendricks County, Chris Gearld seconded. Motion passed 5-0.
- o) **CER: Property Purchase**-Fire Chief Rick Duncan presented a request to purchase property to be used for future growth of the Fire Department or any other department in the Town that may need expansion. The cost is \$340,000. After discussion among council members Chris Gearld made a motion to approve the purchase of the property and Michael Chatham seconded. Motion passed 5-0.
- p) **DORA: Update**-Community Engagement Coordinator Madison Henderson provided an update that the Town's petition to have a DORA has been approved. The next steps are to order signage, set up boundaries, and update the Town's website. The goal is to have this up and running for the St Paddy's Day events.
- q) **Street Lighting: LED Replacement**-Town Manager Mark Morgan presented a request to upgrade the current street lighting to LED within the town limits that is serviced by Duke Energy. Greg Irby made a motion to approve the upgrade, and Bret Doub seconded the motion. Motion passed 5-0.
- r) **Street Lighting: Lincoln Street**-Town Manager Mark Morgan presented a request to provide lighting on Lincoln Street west of Mackey Road. The Redevelopment Commission has agreed to pay the upfront cost. Mark requested that the monthly cost be absorbed by the Town. Bret Doub made a motion to approve the request and Michael Chatham seconded. Motion passed 5-0.

- s) **2026 Meeting Dates**—Town Manager Mark Morgan presented the 2026 schedule of meeting dates. Michael Chatham made a motion to approve the 2026 Meeting Dates and Chris Gearld seconded. Motion passed 5-0.
- t) **2026 Council Organization**—Town Manager Mark Morgan asked the Council to make determinations for 2026 Council President, Vice-President, and Department Liaisons. Bret Doub nominated David Potter as President. David Potter asked Clerk-Treasurer Carrie Lofton to take roll call. Motion passed 5-0. Bret Doub nominated Michael Chatham as Vice-President. David Potter asked Clerk-Treasurer Carrie Lofton to take roll call. Motion passed 5-0. David Potter asked that the Department Liaisons be determined at the January 7, 2026, Council Meeting.

Staff and Council Comments:

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

Mark Morgan brought up complaints on the internet and chatter pages that were discussed at the last council meeting. He wanted it to be said that we are very transparent. He wanted everyone to know that you can follow our meetings on our YouTube channel, email, or call anytime with any issues. He wanted to thank the Holiday Luncheon Committee members for a great Holiday Luncheon. He thanked Chou-il and Hayley for all their help over the years.

Will Lacey ditto what Mark said. Great Holiday Luncheon.

Carrie Lofton thanked Chou-il and Hayley for all their help over the last two years.

David Potter asked if any other staff wanted to make any year end remarks.

Barry Lofton thanked the Council for everything they did and said that 2025 was an amazing year. Be ready for 2026 and thanks to all the Department Heads for all their help.

Chou-il stated it was a pleasure to serve the Town over the years. Wished the Town the best of luck and look forward to reading about the amazing things going on in Danville.

Chris Gearld thanked Chou-il and team for all they've done. Thanked the Department Heads for all the hard work they do.

Greg Irby thanked Chou-il and team. Thanked everyone that helped with the Holiday Luncheon, it was awesome.

Bret Doub said he wanted to reiterate what everyone has said, missed the Holiday Luncheon but was glad that it went well and thanked Mark for reading his report. Thanks to all departments for all their hard work. Seriously, thank you all.

Michael Chatham piggyback on what everyone has already said. Thanked Mark and his team for all their hard work. Attended the Shop with a Cop event, it went well. Attached the Gloves for Love with the Fire Department, it is a great event. Thanks to everyone for all their hard work.

David Potter said he wanted to endorse what everyone said. Thanked Mr. Lee and his folks for all the help. Thanked the Holiday Luncheon Committee for the great luncheon. Thanks to everyone for their hard work. Hope everyone has a Happy Holiday and a great New Year.

- VI. **Claim Docket**—Greg Irby made a motion to approve the claim docket in the amount of \$1,491,826.75 and Michael Chatham seconded. Motion passed 5-0.
- VII. **Payroll Docket**—Greg Irby made a motion to approve the payroll docket from 12/12/25 and Chris Gearld seconded. Motion passed 5-0.

VIII. **Adjournment**—Bret Doub made a motion to adjourn, and Chris Gearld seconded. Motion passed 5-0.
The meeting ended at 7:53 p.m.

ATTEST:

Danville Town Council

Carrie E Lofton, Clerk-Treasurer

David Potter, Council President