

Danville Town Council Meeting Minutes

October 18, 2023

- I. **Call to Order:** Town Council President David Winters called the meeting of the Danville Town Council to order on October 18, 2023 at 7:00 p.m.
- II. **Roll Call:** Town Council President David Winters acknowledged a quorum of the Council. David Winters, Nancy Leavitt, Chris Gearld, Michael Chatham, and Greg Irby were present. Town Manager Mark Morgan, Clerk-Treasurer Carrie Lofton, and Assistant Town Manager Will Lacey were present.
- III. **Approval of Minutes:** Chris Gearld made a motion to approve the October 4, 2023 Council Work Study minutes and Greg Irby seconded. Motion passed 5-0. Nancy Leavitt made a motion to approve the October 4, 2023 Council meeting minutes and Chris Gearld seconded. Motion passed 5-0.
- IV. **Public Comment:** Town Manager Mark Morgan told the Council that Anne Engelhardt, who is running for State Senate, wanted to introduce herself to the Council.
- V. **Public Meeting:**
 - a) **Selection of Agent of Record**—Michael Chatham made a motion to go with the Henriott Group as the Town's agent of record and Nancy Leavitt seconded. Council President David Winters had Clerk-Treasurer Carrie Lofton give roll call with the motion passing 3-2. Greg Irby and Chris Gearld both said nay.
 - b) **Letter of Engagement: Bondry Consulting**—Town Manager Mark Morgan told the Council that they did not give him permission to sign the letter of engagement for Bondry Consulting or they could sign. Nancy Leavitt made a motion to have Mark Morgan sign the letter of engagement and Michael Chatham seconded. Motion passed 5-0.
 - c) **Ordinance 19-2023: Closure of TIF & Wagering Funds**—Clerk-Treasurer Carrie Lofton presented this ordinance to close out the TIF (Walmart) Fund and the Wagering Fund since they are both inactive. Monies will be moved into the general fund. This is up for introduction only.
 - d) **Ordinance 20-2023: 2024 Budget (Public Hearing)**—Council President David Winters gavelled in for the public hearing. He asked if anyone had any questions or comments, there were no comments, so he gavelled the hearing closed.
 - e) **Ordinance 21-2023: Bond Ordinance (Introduction)**—A representative from Bose McKinney presented the GO Bond ordinance. He went over the details for the Council. This was up for introduction only.
 - f) **Ordinance 23-2023: Reduction of Speed Zone**—Town Manager Mark Morgan presented this ordinance to reduce the speed zone on East Main Street between C. R. 300 E. and C. R. 400 E. to 45 mph. This was up for introduction only.
 - g) **Ordinance 24-2023: Bond Appropriation (Introduction)**—Clerk-Treasurer Carrie Lofton had the Bose McKinney representative come before the Council to present the ordinance for the Bond appropriations. This was up for introduction only.
 - h) **CER: Vac Truck Repair**—Wastewater Superintendent Tony Kirkpatrick presented a request to expend funds to repair the Vacuum Truck. Greg Irby made a motion to approve the CER request and Michael Chatham seconded. Motion passed 5-0.
 - i) **CER: Police Vehicles**—Police Chief Jim Hilton presented a request to expend funds on retaining 3 vehicles in the current fleet to be used as pooled vehicles in the event of a breakdown. Greg Irby made a motion to approve the CER request and Chris Gearld seconded. Motion passed 5-0.

Staff Updates:

Town Planner: Working on a Brownfield Grant application; Asbestos removal scheduled for 10/23/23 at 195 E. Main St.; Met with Consultants on the UDO for final review; Plan Commission approved the site plan review for the proposed Culver's restaurant and the site plan review for the amenity center for Miles Farm; Submitting reports for the READI grant.

Police: New cars coming in; CSI Settlemoir attended a CSI conference; September highlights: calls for service-600, case reports-36, arrests-34, OWI arrests-13, and accidents-27.

Community Engagement Coordinator: Facebook posts on road closure and leaf clean-up; Scares on the Square planning; Starting to plan events for 2024; Meeting for Winterland planning with Chamber/Park; Meetings with Lauren with United and Digital Government Summit.

Parks: Winterland prep and meeting; Park Board packet; Hiring job descriptions; Grass aeration.

Assistant Town Manager: Traffic Solutions Committee meeting setup.

Water: Set over 40+ new meters; Lift Station at Water Garage junked out; Big Dump truck is back in service; Waiting on backwash pump #2 to be repaired and installed; Monthly Bac-T samples 4-8; Water Plant progress meeting; Shock filter #2 at the Treatment Plant; Fire hydrant repairs to be made.

Wastewater: Lift station checks; Ran belt press; Manhole inspections; Mow lots; Cleaned clarifiers; Lateral inspections.

Public Works: Resuming crack seal operations; Replacing the driveway approach at Station 192; Patching around completed concrete projects; Replacing concrete from utility cuts. On the management side-Tyler Harper began employment; Making updates to 5-year proposed road maintenance schedules; Updating snow routes; Aaron attended CDL Train the Trainer course.

Utility Director: Scheduled proof roll at Miles Farm sec. 2; Met with D.R. Horton on Miles Farm/Mackey Rd. improvements; Chiller shut down and glycol maintenance scheduled; Working with Fire Dept. on interior signage; Contacted Waste Mgmt. to resolve recycling pick up issues; Stormwater revenue is 10% ahead of last year; Working on easement for the new Water Plant-etc.

Assistant Town Manager Will Lacey wanted to touch base on the Traffic Study.

Clerk-Treasurer Carrie Lofton said she was trying to get settled in and getting name changed on documents.

Town Attorney Chou-il wanted to get a letter of engagement on the Council's radar regarding the Utility bond. He told them that they would need to make a decision soon regarding this letter.

Michael Chatham thanked Chief Hilton and his boys for their work on a serious accident at Old 36. He also thanked the Fire Department. He welcomed Carrie Lofton. Thanked everyone for keeping stuff going.

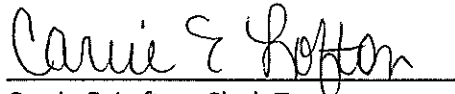
Greg Irby and Chris Gearld both welcomed Carrie.

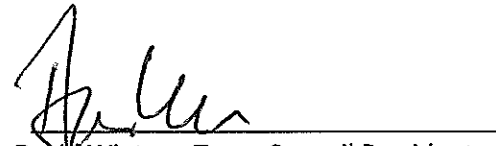
David Winters welcomed Carrie aboard. Very encouraged from a discussion they had. He said they were 1 step away from finalizing another budget and thanked everyone's involvement. He also thanked Susan and Carrie regarding the budget.

VI. **Claim Docket**—Greg Irby made a motion to approve the claim docket in the amount of \$1,657,610.61 and Nancy Leavitt seconded. Motion passed 5-0.

VII. **Adjourn**—Greg Irby motioned to adjourn and Chris Gearld seconded. Motion passed 5-0. The meeting ended at 7:28 p.m.

Minutes submitted by Approved by:


Carrie E. Lofton, Clerk-Treasurer


David Winters, Town Council President