

Danville Town Council Meeting Minutes

November 15, 2023

- I. **Call to Order:** Town Council President David Winters called the meeting of the Danville Town Council to order on November 15, 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 Town Planner Lesa Ternet were present. Assistant Town Manager Will Lacey was absent due to a conference he was attending.
- III. **Approval of Minutes:** Nancy Leavitt made a motion to approve the November 1, 2023 Town Council minutes and Michael Chatham seconded. Motion passed 5-0.
- IV. **Public Comment:** Town Manager Mark Morgan told the Council that he had no requests to speak.
- V. **Public Meeting:**
 - a) **Policy Amendment: Termination/Resignation**—Clerk-Treasurer Carrie Lofton presented an amendment to the policy manual that applies to employees who resign or are terminated. Greg Irby made a motion to approve the policy amendment and Chris Gearld seconded. Motion passed 5-0.
 - b) **Holiday Schedule**—Clerk-Treasurer Carrie Lofton presented the proposed 2024 holiday schedule in which she gave 3 choices for the Council to decide upon. Michael Chatham made a motion to approve the adoption of schedule 2 and Greg Irby seconded. Motion passed 5-0. Town Manager Mark Morgan asked the Council for consensus to move the meetings in January to the 2nd and 4th Wednesday due to scheduling conflict with the new members. He was given consensus.
 - c) **Resolution 15-2023: Council Procedures**—Town Manager Mark Morgan presented a resolution for Council procedures that eliminates the ability to withdraw a vote after it has been made. After the Council discussed the options, Chris Gearld made a motion to approve Resolution 15-2023 and Michael Chatham seconded. Clerk-Treasurer Carrie Lofton was asked to give roll call where the motion passed 3-2 with Greg Irby and Nancy Leavitt stating nay.
 - d) **Ordinance 25-2023: Amend 2023 Salary Ordinance**—Town Manager Mark Morgan presented an ordinance to amend the 2023 salary ordinance to change the Office Manager to Administrative Assistant along with a shift in the working schedule. Nancy Leavitt made a motion to suspend the rules and Chris Gearld seconded. Motion passed 5-0. Greg Irby made a motion for this ordinance to pass and Michael Chatham seconded. Motion passed 5-0.
 - e) **Ordinance 26-2023: 2024 Salary Ordinance**—Clerk-Treasurer Carrie Lofton presented the 2024 Salary Ordinance for consideration. This was up for introduction only.
 - f) **Ordinance 27-2023: Wastewater Rate Adjustment**—Utilities Director Barry Lofton along with Corby Thompson from O.W. Krohn presented an ordinance to adjust the wastewater rates. This was up for introduction only.
 - g) **Ordinance 28-2023: Stormwater Rate Adjustment**—Utilities Director Barry Lofton presented an ordinance to adjust the Stormwater rates. This was up for introduction only.
 - h) **Ordinance 29-2023: Utility Bond Ordinance**—Town Attorney Chou-il presented the utility bond ordinance. This was up for introduction only.
 - i) **Ordinance 30-2023: Water Rate Adjustment**—Corby Thompson from O.W. Krohn presented an ordinance to adjust the water rates on hydrant meters only. This was up for introduction only.

- j) **Request to Spend Funds: Salt**--Public Works Superintendent Andrew Pitcher presented a request to expend funds to purchase salt for the winter road treatment. Michael Chatham made a motion to approve Public Works to spend \$55,182.53 for salt and Chris Gearld seconded. Motion passed 5-0.
- k) **Request to Spend Funs: CCG Refund**—Public Works Superintendent Andrew Pitcher presented a request to expend funds to return unused monies to the State of Indiana from the Community Crossing Grant. Michael Chatham made a motion to approve the CCG expenditure refund to INDOT and Nancy Leavitt seconded. Motion passed 5-0.
- l) **CER: Backwash Pump**—Water Superintendent Matt Ellison presented a request to expend funds to purchase a replacement backwash pump. Chris Gearld made a motion to approve the capital expenditure request to purchase a new backwash pump and Greg Irby seconded. Motion passed 5-0.

Staff Updates:

Public Works: Removing American flags & military banners/installing Christmas decorations; Crack sealing roads. Management side: Updating snow routes; Continue to make updates on 5-year proposed road maintenance schedule.

Wastewater: Lift station checks; 15 manhole inspections; Ran belt press for 3 days; Finish monthly report of operations for October; Pulled plant lift station pump & troubleshoot; Clean up leaves around plant; Finish up U.V. for winter storage.

Parks: Winterland prep, opens Friday; IPRA Conference; Football electric starts Monday; Lyon's meeting; Working with DLLBB on improvements; Hoping to secure picnic shade structure at Jack Willard park.

Assistant Town Manager: Met with INDOT on traffic options; Working on 3 questions they had for them; Hoping to have answers & direction for Traffic Solution Committee in December.

Water: Replacing chlorine scales at treatment plant; Bac-T samples 6-10; Backwash tank/pump installed; Attending AWWA meeting to discuss lead & copper; Plant progress meeting on site.

Community Engagement Coordinator: Facebook-National Stormwater Awareness Day post; Placing a Christmas sweatshirt order; Finalizing staff Christmas Party details; Park Conference.

Utility Director: Meeting with DR Horton & Weihe Construction on water main issues; Made repairs to alarm notification on generator & grinder; Replaced alarm controls on boiler alarm notification; Added sprinkler heads upstairs in F.D. remodel; 5-year Fire suppression inspection is complete; Working on compliance inspections in field maps; Good Housekeeping Workshop at Fair Grounds-etc.

Town Planner: Hendricks County will be constructing a multi-purpose building for their Parks Dept. & filing for a site plan review; Lennar Homes filed a final plat for Penrose section 4; Attended a READI 2.0 workshop; Received notification that she passed the final exam to become a grant writer through OCRA; Received letter of support from IDEM for the Brownfield grant-etc.

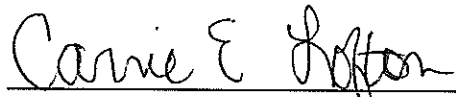
Fire: Gloves for Love Campaign-inviting everyone to participate in the 1st annual Gloves for Love campaign for elementary school children. North Elementary School-Tuesday, 12/19/23 & South Elementary School-Thursday, 12/21/23. Each event will need a couple of people for the car rider line.

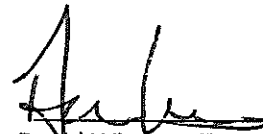
David Winters said this would be the last time he would announce Happy Birthday to his wife, who would be 29 again.

VI. **Claim Docket**—Nancy Leavitt made a motion to approve the claim docket in the amount of \$698,048.29 and Michael Chatham seconded. Motion passed 5-0.

VII. **Adjourn**—Greg Irby motioned to adjourn and Chris Gearld seconded. Motion passed 5-0. The meeting ended at 7:56 p.m.

Minutes submitted by Approved by:


Carrie E. Lofton, Clerk-Treasurer


David Winters, Town Council President