

# TOWN OF DANVILLE

## Town Council Agenda

June 19, 2024

7:00 PM

- I. Establish Quorum, Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approval of Minutes**
- IV. Public Comment** – 3 minutes per person
- V. Public Meeting**
  - A. Host Fund Discussion – Clerk/Treasurer
  - B. Ordinance 14-2024: Amend Host Future Fund - Clerk/Treasurer
  - C. Resolution 13-2024: Purchase of Property – Fire Department
  - D. Resolution 14-2024: Disposal of Equipment – Fire Department
  - E. IT Services – Assistant Town Manager
  - F. Police Training Room Renovation – Utilities Director
  
- VI. Staff and Council Comments**
- VII. Claim Docket**
- VIII. Payroll Docket**
- IX. Adjournment**

**NOTICE:** The public meetings of the Danville Town Council conducted within these chambers shall be video recorded. Said recording will be part of the public records of the Town of Danville and shall be published upon the Town of Danville's website for public access. All individuals attending public meetings hereby give to the Town of Danville, their permission for said publication, which may contain their image or statements.

## TOPIC SUMMARY

### **Approval of Minutes:**

**6/5/24: Council Meeting.** *Will require a Vote.*

- A. Host Fund Discussion** – At the request of Council, the Clerk/Treasurer will lead a discussion on the fiscal well-being of the Host Fund. *Requires no further action.*
- B. Ordinance 14-2024: Amendment to Host Future Fund Agreement** – Clerk/Treasurer has been asked to amend the Host Future Fund Agreement. This will change the amounts of deposits into the fund. This is up for introduction only tonight. *Requires no further action tonight.*
- C. Resolution 13-2024: Purchase of Property** – Fire Chief will present a resolution to purchase properties as discussed in the June 5, 2024, Council Meeting. *Will require a Vote.*
- D. Resolution 14-2024: Disposal of Equipment** – Fire Chief will present a resolution to dispose of equipment that has no value or use. *Will require a Vote.*
- E. IT Services** – Assistant Town Manager will be representing the IT Committee. They have provided a spreadsheet of services. They are requesting to stay with the current provider for IT Services. They would like to engage in a 2- or 3-year contract. *Seeking consensus.*
- F. Police Training Room Renovation** – Utilities Director will present estimates to renovate the Police Training Room to allow for an additional meeting room. This will allow for additional meetings to be held simultaneously in the building. He will come back at the next meeting with a CER if approved. *Seeking consensus.*

### **Staff and Council Comments**

**Claim Docket**

**Payroll Docket**

**Motion to Adjourn**

**\*\*\*Council Members are requested to stay and sign documents after the close of the meeting\*\*\***

ORDINANCE NO. 14-2024

AN ORDINANCE TO AMEND ORDINANCE NO. 4-1999 TO INCREASE THE CONTRIBUTIONS TO THE HOST COMMUNITY AGREEMENT FUTURE FUND

WHEREAS, the Town Council of the Town of Danville, Indiana (“Town”) entered into a Host Community Agreement (“Agreement”) with Waste Management of Indiana, Inc. (“Waste Management”), in accordance with which, Waste Management agreed to make quarterly payments to the Town (“Quarterly Payments”);

WHEREAS, pursuant to Ordinance No. 4-1999, the Town created the Host Community Agreement Future Fund (“Fund”) in which a portion of the Quarterly Payments must be deposited;

WHEREAS, access to the monies in the Fund is severely limited for the purpose of saving significant funds for future Town projects; and

WHEREAS, the Town Council now wishes to increase the amount of the Quarterly Payments that must be deposited into the Fund and to increase the restrictions on the use of monies in the Fund.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF DANVILLE, INDIANA THAT:

**Section 1.** Section 2 of Ordinance No. 4-1999 is hereby amended to read as follows:

The following amounts shall be deposited into the Fund annually:

For 2025, the lesser of \$250,000 or 40% of the year’s total Quarterly Payments;  
For 2026, the lesser of \$300,000 or 40% of the year’s total Quarterly Payments;  
For 2027, the lesser of \$350,000 or 40% of the year’s total Quarterly Payments;  
For 2028, the lesser of \$400,000 or 40% of the year’s total Quarterly Payments;  
For 2029 and each subsequent year in which Quarterly Payments are received, the lesser of \$450,000 or 40% of the year’s total Quarterly Payments.

The Town Council may approve additional deposits into the Fund in excess of the above amounts by resolution.

**Section 2.** Section 5 of Ordinance No. 4-1999 is hereby amended to read as follows:

Monies in this Fund are not to be expended until such time as the Fund has monies in excess of twenty-five million dollars (\$25,000,000.00) or the Town ceases to receive payments under the Agreement. Beginning in the year the Fund has monies in excess of twenty-five million dollars (\$25,000,000.00) or the year following the date the Town receives its last payment under the Agreement, the Town Council may make

expenditures from this Fund pursuant to Section 7 of this Ordinance. If the Town Council should ever determine that it is necessary to borrow monies from this Fund for any purpose, it may only do so subject to the following procedure:

- A. It must pass a resolution indicating its intention to borrow monies from this Fund, the specific reasons why it is necessary to borrow monies from the Fund, the amount of money to be borrowed from the Fund and the date(s) when repayment of this loan will be made.
- B. The resolution and notice of a public hearing shall be advertised pursuant to IC 5-3-1.
- C. Monies may not be borrowed until after the public hearing is conducted.
- D. Monies borrowed shall be paid back to the Fund along with an additional amount of money equal to what the amount of the loan would have earned if it had been left in the Fund during the entire term of the loan.
- E. At the beginning of January and July of each year, the Clerk-Treasurer shall publish pursuant to IC 5-3-1 the amount of money that has been borrowed from the Fund which has not been repaid. This notice shall include the date(s) indicated in the resolution that repayment was to have been made.

**Section 3.** Section 7 of Ordinance No. 4-1999 is hereby amended to read as follows:

In the year when the Fund has monies in excess of twenty-five million dollars (\$25,000,000.00) or the year following the date the Town receives its last payment under the Agreement, the Town Council may begin making expenditures of monies in the Fund in an amount not to exceed the interest and dividends earned by the Fund's assets in the previous calendar year. The Council may additionally expend interest and dividends earned by the Fund's assets in years following the accumulation of twenty-five million dollars (\$25,000,000.00) in the Fund, or the date the Town receives its last payment under the Agreement, that have not previously been expended. These expenditures may be made for any item, activity or project falling within the scope of any designated purpose of the Host Community Agreement Fund as specified in Section 4 of Ordinance No. 1-1995 and any amendment thereto. These expenditures do not require Town Council action authorizing an appropriation, but no expense shall be allowed from this Fund without verification that such expenditure, together with others made from this Fund in the same calendar year, will not exceed the interest and dividends earned in the previous calendar year (except for loans made pursuant to Section 5 of this Ordinance). Also, no expense shall be allowed without prior approval by the Town Council done pursuant to the Town's procedure for the payment of claims.

**Section 4.** If any provision of this Ordinance is held invalid by any court of competent jurisdiction, the remaining provisions of this Ordinance shall not be affected and shall continue in full force and effect.

**Section 5.** This Ordinance shall be in full force and effect from and after its passage.

This Ordinance is hereby passed and adopted this 19 day of June, 2024 by the Town Council of the Town of Danville, Indiana.

TOWN COUNCIL OF DANVILLE, INDIANA

\_\_\_\_\_  
Christopher Gearld

\_\_\_\_\_  
Michael Chatham

\_\_\_\_\_  
Gregory Irby

\_\_\_\_\_  
Bret Doub

\_\_\_\_\_  
David Potter

ATTEST:

\_\_\_\_\_  
Carrie Lofton, Clerk-Treasurer

**TOWN OF DANVILLE, INDIANA**

**RESOLUTION NO. 13-2024**

**A RESOLUTION DECLARING THE TOWN'S INTEREST IN PURCHASING  
PROPERTY AND DESIGNATING A PURCHASING AGENT**

WHEREAS, Ind. Code § 36-5-2-9 authorizes the Town Council of the Town of Danville, Indiana ("Town") to purchase, hold, and convey any interest in property for the use of the Town;

WHEREAS, Ind. Code § 36-1-10.5-5 requires the Town Council, as the fiscal body of the Town, to pass a resolution to the effect that it is interested in making a purchase of specified land before purchasing said land;

WHEREAS, the Town would like to purchase certain real property located within the Town for the construction of a new fire station for the benefit of the health and safety of the Town; and

WHEREAS, the Town Council would like to appoint the Chief of the Danville Fire Department as the purchasing agent to negotiate and effectuate the purchase of the property on behalf of the Town.

**THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Danville, Indiana hereby declares its interest and intention to purchase or otherwise acquire certain real property located at or around 302 W Main Street and 353 W Clinton Street in Danville, Indiana, or as may otherwise be necessary or appropriate for the construction of a fire station ("Property"); and

**BE IT FURTHER RESOLVED** that the Town Council further appoints Richard Duncan, Chief of the Danville Fire Department, as the purchasing agent for the purchase of the Property. Chief Duncan shall be authorized to take all necessary and appropriate action to purchase the Property in accordance with Indiana Code.

*[Signature Page to Follow]*

This Resolution is hereby passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2024  
by the Town Council of the Town of Danville, Indiana.

TOWN COUNCIL OF DANVILLE, INDIANA

\_\_\_\_\_  
Christopher Gearld

\_\_\_\_\_  
Michael Chatham

\_\_\_\_\_  
Gregory Irby

\_\_\_\_\_  
Bret Doub

\_\_\_\_\_  
David Potter

ATTEST:

\_\_\_\_\_  
Carrie Lofton, Clerk-Treasurer

**Resolution 14-2024**

**A RESOLUTION DECLARING CERTAIN PERSONAL PROPERTY OF THE TOWN OF DANVILLE  
AS SURPLUS PROPERTY**

WHEREAS, the Town of Danville, Indiana (the "Town") owns certain personal property listed on Exhibit "A" of this Resolution;

WHEREAS, the Town, and its various departments, are no longer in need of the items listed on Exhibit "A";

WHEREAS, the Town desires to declare the items listed on Exhibit "A" as surplus property, and dispose of same pursuant to I.C. 5-22-22 et al.;

NOW, THEREFORE, BE IT RESOLVED by the Town Council that:

1. The items listed on Exhibit "A" of this Resolution are declared surplus property of the Town;
2. That the Town Manager is directed to dispose of the said property pursuant to I.C. 5-22-22 et al.;
3. The Clerk-Treasurer is authorized to execute any documentation to effectuate the transfer of the title for any of the items listed on Exhibit "A" to the new owner;
4. This Resolution shall be in full force and effect from and after its adoption.

Adopted by the Town Council of Danville on the 19<sup>th</sup> day of June 2024.

	_____	Yea	Nay	Abstain
	Council President Chris Gearld			
Reviewed by:	_____	Yea	Nay	Abstain
	Council Vice President Michael Chatham			
Attorney for the Town of Danville	_____	Yea	Nay	Abstain
	Council Member Greg Irby			
	_____	Yea	Nay	Abstain
	Council Member Bret Doub			
	_____	Yea	Nay	Abstain
	Council Member Dave Potter			

ATTEST:

\_\_\_\_\_  
Clerk/Treasurer Carrie E. Lofton



RESOLUTION 14-2024 SURPLUS INVENTORY

EXHIBIT "A"

<b>Item(s)</b>
<p>Lose Equipment (Tac 191)</p> <ul style="list-style-type: none"> <li>• (4) Platina BCDs</li> <li>• (4) Zeagle BCD w Large Cylinder, Emergency Cylinder &amp; Mask</li> <li>• (6) Large Cylinders</li> <li>• (2) Emergency Cylinders</li> </ul>
<p>Red Bag w White Stripe (Tac 191)</p> <ul style="list-style-type: none"> <li>• (1) Pair Boots (UK12)</li> <li>• (1) Pair Flippers (9925)</li> <li>• (1) Snorkel &amp; Mask</li> <li>• (1) Weightbelt w Weights</li> </ul>
<p>Aaron Sparks Dive Bag (Tac 191)</p> <ul style="list-style-type: none"> <li>• (1) LR Northern Dive Suit (Boot Size 11)</li> <li>• XL Thermals</li> </ul>
<p>Scandinavian Bags/Vikings Bags (Tac 191)</p> <ul style="list-style-type: none"> <li>• (3) 3XL Dry Suit</li> <li>• (3) PFDs</li> <li>• (1) Inner Suit Harness</li> <li>• (1) Weight Belt</li> <li>• (1) Pair of Flippers</li> <li>• (8) Thinsulate Suits</li> </ul>
<p>Cardboard Box Misc. (Tac 191)</p> <ul style="list-style-type: none"> <li>• (1) Hood w Flange</li> <li>• (1) 40 pc O-ring Kit</li> <li>• (1) Dive Rescue International Belt</li> <li>• (1) Bellow Neck Seal, Conical Wrist Seal &amp; More</li> <li>• (1) Dive Belt w Weights</li> <li>• (10) Pair of Boots</li> <li>• (15) Pair of Sheers and/or knives</li> <li>• (8) Buoys</li> <li>• (6) Rope throw bundles</li> <li>• (2) Flashlights</li> <li>• (1) Spare Horse/Regulator</li> <li>• (12) Pair Head Gear &amp; Socks (Thermal)</li> <li>• (1) Stack of Mismatched Insulated Gloves</li> <li>• (4) Pair of Dive Gloves</li> <li>• (1) Box Full of Weights</li> <li>• (1) Baby Powder</li> </ul>
<p>BCDs Hanging Up in Quartermaster Closet</p> <ul style="list-style-type: none"> <li>• (3) XLBCD</li> </ul>

<p>BCDs Hanging Up in Quartermaster Closet (continued)</p> <ul style="list-style-type: none"> <li>• (1) L BCD</li> <li>• (4) Pair Flippers</li> </ul>
<p>Dive Bag #1 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• Suit: XLT</li> <li>• Boot: 11</li> <li>• Thermal: XL</li> </ul>
<p>Dive Bag #2 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• Suit: XLR</li> <li>• Boot: 11</li> <li>• Thermal: XL</li> </ul>
<p>Dive Bag #3 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• Suit: XXXL</li> <li>• Boot: 12</li> <li>• Thermal: XL</li> <li>• No Wax</li> </ul>
<p>Dive Bag #4 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• Suit: XL</li> <li>• Boot: 11</li> <li>• Thermal: XL</li> </ul>
<p>Dive Bag #5 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• Suit: XL</li> <li>• Boot: 11</li> <li>• Thermal: None</li> </ul>
<p>Box #1 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• (7) Dive Knives</li> <li>• (6) Interspiro Boxes</li> <li>• (3) Window Punches</li> <li>• (2) Black Straps</li> <li>• (1) Black Plate w Straps</li> <li>• (1) Black Belt/Harness</li> <li>• (1) Orange Rope</li> <li>• (3) XL Gloves</li> <li>• (8) L Gloves</li> <li>• (8) M Gloves</li> <li>• (1) S Gloves</li> </ul>
<p>Box #2 (Quartermaster)</p> <ul style="list-style-type: none"> <li>• (5) Dive Int.</li> <li>• (4) Snorkel</li> <li>• (3) Masks (Eye &amp; Nose Only)</li> <li>• (11) Dive Weight Belts</li> <li>• (1) Throw Bag</li> <li>• (1) ½' Guard Strap</li> <li>• (2) Black Shoulder Straps</li> <li>• (1) Black Strap (Similar to Dive Int.)</li> <li>• (1) Pair L Gloves</li> </ul>

Box #3 (Quartermaster)

- (9) Bags

One Choice Technology Services	2023 IT Related Recurring			2024 IT Related Recurring			2025 IT Related Recurring		
	Quantity	Basis	Annual Total	Quantity	Basis	Annual Total	Quantity	Basis	Annual Total
		Amount			Amount			Amount	
IT Support PCs	143	Monthly	\$54.50	140	Monthly	\$62.68	140	Monthly	\$68.95
IT Support Servers	7	Monthly	\$7,980.00	7	Monthly	\$109.25	7	Monthly	\$120.18
IT Support Network & Network Equipment	1	Monthly	\$195.00	1	Monthly	\$224.25	1	Monthly	\$246.68
			\$103,842.00			\$117,170.40			\$128,891.28
<b>Vendor Services</b>									
Office 365 Subscription - F3	100	Annual	\$48.00	72	Annual	\$48.00	72	Annual	\$57.60
Office 365 Subscription - E1	17	Annual	\$120.00	11	Annual	\$144.00	11	Annual	\$144.00
Office 365 Subscription - E3	47	Annual	\$276.00	51	Annual	\$331.20	51	Annual	\$331.20
Office 365 Subscription - Apps for Business	123	Monthly	\$2.15	149	Monthly	\$2.50	149	Monthly	\$3.03
E-Mail Spam/Virus Filtering Subscription	143	Monthly	\$3.25	140	Monthly	\$3.75	140	Monthly	\$3.75
Cisco Umbrella Web Protection Subscription	1	Annual	\$1,470.00	1	Annual	\$1,850.00	1	Annual	\$12,650.00
VN/ware Support Subscription	1	Annual	\$11,775.00	1	Annual	\$12,050.00	1	Annual	\$12,650.00
Backup / Disaster Recovery Subscription	45	Monthly	\$9.25	49	Monthly	\$3.75	49	Monthly	\$3.75
Duo Multi-Factor Authentication Subscription									
Breach Secure Now Breach Prevention Platform									
			\$43,562.40			\$48,925.72			\$51,499.56
			\$170,992.40			\$166,096.12			\$180,390.84
<b>2023 IT Recurring Total</b>									
			\$170,992.40			\$166,096.12			\$180,390.84
<b>2023 Telephone System</b>									
Telephone System Subscription & Support	117	Monthly	\$15.75	121	Monthly	\$18.00	121	Monthly	\$18.50
Telephone System Licensing	1	Annual	\$1,475.00	1	Annual	\$1,475.00	1	Annual	\$1,690.00
			\$23,588.00			\$27,611.00			\$28,552.00
			\$23,588.00			\$27,611.00			\$28,552.00
<b>2023 VOIP Total</b>									
			\$170,992.40			\$166,096.12			\$180,390.84
<b>Total</b>			\$170,992.40			\$166,096.12			\$180,390.84

PROPOSAL SUBMITTED TO		WORK TO BE PERFORMED AT	SHEET NO.
Denville PD		ADDRESS	DATE April 7, 2004
c/o Brent Allison		CITY OF PLAZA	
PHONE NO.		PROJECT	

We hereby propose to furnish the materials and perform the labor necessary for the completion of Training Room (Basement)

- 60 linear feet of wall
  - metal studs
  - drywall + paint
  - Rockwool noise canceling insulation throughout
  - rubber base
  - 2 doors (this is the wild card) \$7,000
    - ↳ price given by Barry to match existing exactly

Cost of Material \$3,000

Estimated Labor Cost to Complete \$5,000

\* Electrical done by R+M Electric \* Not Included

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and considered as a unit for the purpose of the contract.

Total of \$15,000 with payments to be made as follows.

Respectfully submitted,

*Ch. Haire*  
for 1st Place Construction, LLC

NOTE - This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

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ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. The contractor is authorized to do the work as specified. Payments will be made as follows:

Signature \_\_\_\_\_ Date \_\_\_\_\_



June 13, 2024

Danville Police Training Area  
49 North Wayne Street  
Danville, IN 46122

Estimate #2024-06-02 Prepared by: Jeff Rigdon

Rigdon Construction is pleased to provide the following budget for the "Danville Police Training Area". Pricing, scope of work, and clarifications have been listed below.

Construction Services	
Training Room Area	
<b>Drywall / Framing</b>	Frame, Drywall and finish approx. 80 lf of metal stud wall built to ceiling with eliminator track; frame, drywall and finish short wall to hide plumbing exposed by moving cabinets and sink.
<b>Painting</b>	Paint new walls; paint (2) new door frames; stain and finish (2) new doors.
<b>Doors, Frames, Hardware</b>	Furnish and install (2) new 3'-0" x 7'-0" wood doors in metal knock-down frames.
<b>Fire Protection</b>	Relocate existing fire protection heads and add new heads as required.
<b>Flooring</b>	Includes prep for new carpet tile; furnish and install J&J Kinetex carpet tile; furnish and install 4" cove base; includes minor prep and priming surface before install. Also includes sand existing wax layer off existing floor at break area; install floating 1/4" ProtecAll 18" x 18" interlocking rubber tiles; tiles to have flake mixed with base color; transitions and base by others; moisture testing ot included because floors will be floating;
<b>Plumbing</b>	Disconnect existing sink to allow for moving cabinets; re-plumb and re-install sink after cabinets are moved.
<b>Carpentry</b>	Remove and re-install cabinets in newly created "hallway". Install 1x wood cap on new chase wall.
Summary of Construction Costs	
<b>Total</b>	<b>\$59,000</b>