

**Danville Town Council Meeting Minutes**  
**December 18, 2024**

- I. **Call to Order:** Council President Chris Gearld called the meeting of the Danville Town Council to order on December 18, 2024, at 7:02 p.m.
- II. **Roll Call:** Council President Chris Gearld acknowledged a quorum of the Council. Chris Gearld, Michael Chatham, Greg Irby, Bret Doub, and David Potter were present. Town Manager Mark Morgan, Clerk-Treasurer Carrie Lofton, and Assistant Town Manager Will Lacey were present.  
Council President Chris Gearld announced that there was an Executive Session before the Council meeting. He then said he would like to amend the agenda to move the Council Organization vote to the end of the meeting. Bret Doub made a motion to approve amending the agenda and Greg Irby seconded. Motion passed 5-0.
- III. **Approval of Minutes:** David Potter motioned to approve the meeting minutes from the Council meeting held on December 4, 2024, 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) **Wishes to be Heard: Henriott Insurance Group**—Ryan Secord with Henriott Insurance Group addressed concerns of the Council and provided any additional information that was requested.
  - b) **Ordinance 34-2024: Amendment to Salary Ordinance**—Clerk-Treasurer Carrie Lofton presented an ordinance to amend the current salary ordinance. Carrie explained to the Council about her request. Bret Doub made a motion to suspend the rules and Michael Chatham seconded. Motion passed 5-0. Greg Irby made a motion to approve Ordinance 34-2024 and Bret Doub seconded. Motion passed 5-0.
  - c) **2025 Street Sweeping Contract with Waste Management**—Public Works Superintendent Andy Pitcher presented the 2025 Street Sweeping Contract for Waste Management on Shady Lane. Andy told the Council that he had asked Waste Management for a \$50.00 per week increase and said they were okay with that. Michael Chatham made a motion to approve the Street Sweeping contract and David Potter seconded. Motion passed 5-0.
  - d) **Town of Danville Employee Handbook**—Human Resource Coordinator Abigail Mallory presented the changes in the Employee Handbook. Assistant Town Manager Will Lacey detailed the changes to PTO. Councilman David Potter wanted the wording of other officials taken off. Greg Irby made a motion to approve the changes to the handbook and to amend to remove the wording of other officials taken out. Bret Doub seconded. Motion passed 5-0.
  - e) **2025 Meeting Schedule**—Town Manager Mark Morgan presented the 2025 proposed meeting schedule with the requested changes for Plan Commission and BZA. Bret Doub made a motion to approve the new updated schedule and Greg Irby seconded. Motion passed 5-0.
  - f) **2024 GO Bond Expenditure List**—Town Manager Mark Morgan presented an expenditure list for the 2024 GO Bond. Mark told the Council that he is seeking consensus from them. The Council gave him consensus.
  - g) **Request to Expend Funds: Town Hall Parking Lot**—Utilities Director Barry Lofton presented a request to expend funds to expand the South parking lot at Town Hall. Barry recommended accepting a quote from Eaton Excavating. Greg Irby made a motion to approve the request and to use Eaton Excavating and David Potter seconded. Motion passed 5-0.

- h) **Request to Expend Funds: Town Hall Painting**—Utilities Director Barry Lofton presented a request to expend funds to paint areas of Town Hall. Barry recommended accepting the quote from Rose Painting. Michael Chatham made a motion to approve the request and to use Rose Painting. Bret Doub seconded. Motion passed 5-0.
- i) **Request to Expend Funds: Town Hall Flooring**—Utilities Director Barry Lofton presented a request to expend funds to replace flooring in areas of Town Hall. Barry recommended accepting the quote from R & R Products. Greg Irby made a motion to approve the request and to accept the quote from R & R Products and David Potter seconded. Motion passed 5-0.
- j) **Request to Expend Funds: Police Training Room**—Utilities Director Barry Lofton presented a request to expend funds for Police Department Training Room conversion. Barry recommended accepting the quote from 1<sup>st</sup> Place Construction. Michael Chatham made a motion to approve the request and to accept the quote from 1<sup>st</sup> Place Construction. Greg Irby seconded. Motion passed 5-0.
- k) **Guaranteed Savings Contract**—Utilities Director Barry Lofton presented a request for a Guaranteed Savings contract with Bowen Engineering. This would apply to the Town of Danville water system to loop project on 10<sup>th</sup> Street. Greg Irby made a motion to approve the Guaranteed Savings Contract and Michael Chatham seconded. Motion passed 5-0.

l) **Staff and Council Comments:**

The Town Council received the following staff updates via email, from the following departments: Utilities Director, Town Planner, Police Department, Community Engagement Coordinator, Code Enforcement Officer, Fire Department, Public Works, Parks Department, Assistant Town Manager, and the Water Plant.

**Mark Morgan** thanked the Council for being accommodating on this busy night. He also thanked the staff, BZA, and Park Board. Happy Holidays to everyone!

**Will Lacey** thanked Madison and Mark for the Christmas party. They have started work on the remodeling of the women's locker room at the DAC.

**Carrie Lofton** told the Council that the documents she had given them that the 3-year growth appeal had been approved.

**David Potter** thanked everyone, the Water Dept. for clean water, the Street Dept. for maintaining all the facilities, Parks Dept. for concerts in the park, & everyone in the building. Thanks to all for the good year they've had.

**Bret Doub** employe luncheon was really nice. Likes to interact with everybody. Had a busy year – thanks to everybody.

**Greg Irby** Ditto! Thanks to everybody.

**Michael Chatham** thanked all the departments, saying that everyone does a great job.

**Chris Gearld** thanked everyone for their hard work – they have accomplished a lot. He thanked Mark Morgan for his leadership.

**Claim Docket**—David Potter motioned to approve the claim docket in the amount of 1,741,956.95 and Greg Irby seconded. Motion passed 5-0.

VI. **Payroll Docket**—David Potter made a motion to approve the payroll docket and Greg Irby seconded. Motion passed 5-0.

VII. **Council Organization**

Kayla, Attorney for the Town of Danville, told the Council the best way to go about voting for these appointments, whether they want to do roll call or ballots.

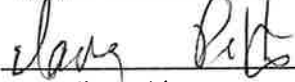
1. **President-** Greg Irby nominated Chris Gearld and Michael Chatham nominated David Potter. The Council wrote down on a ballot who they wanted to be the 2025 President. Clerk-Treasurer Carrie Lofton counted the votes. Chris Gearld announced that David Potter would be the 2025 Council President.
2. **Vice President-**David Potter nominated Michael Chatham. Chris Gearld told Clerk-Treasurer Carrie Lofton to do roll call after David Potter made a motion to have Michael Chatham as Vice President and Bret Doub seconded. The roll call motion for the nomination of Michael Chatham to be the 2025 Council Vice President passed 5-0.
3. **Department Liaisons-**Chris Gearld decided to defer the vote for the Department liaisons after the first of the new year with the new Council President.

VIII. **Adjournment**—Bret Doub made a motion to adjourn, and Michael Chatham seconded. The meeting ended at 8:16 p.m.

ATTEST:

  
Carrie Lofton, Clerk-Treasurer

Danville Town Council:

  
Council President