

**Danville Town Council Meeting Minutes**  
**March 19, 2025**

- I. **Call to Order:** Council President David Potter called the meeting of the Danville Town Council to order on March 19, 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. Town Manager Mark Morgan, Clerk-Treasurer Carrie Lofton, and Assistant Town Manager Will Lacey were present.
- III. **Approval of Minutes:** Chris Gearld motioned to approve the meeting minutes from the Fire Territory meeting held on March 5, 2025, and Greg Irby seconded. Motion passed 5-0. Michael Chatham made a motion to approve the meeting minutes from the Council meeting held on March 5, 2025, and Bret Doub 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) **Introduction of New DDP Coordinator**—Beth Ann Homes introduced Tara Cobourn as the new DDP Coordinator.
  - b) **Proclamation : Vietnam Veterans Day**—Town Manager Mark Morgan presented and read the Proclamation. Chris Gearld made a motion to approve the Proclamation and Michael Chatham seconded. Motion passed 5-0.
  - c) **Wishes to be Heard: Street Closure**—Chamber of Commerce Executive Director Kelly DiBenedetto asked for a street closure for the Farmer’s Market. Greg Irby made a motion to approve the street closure and Chris Gearld seconded. Motion passed 5-0.
  - d) **Wishes to be Heard: Street Closure**—Danville Tri-Kappa representative, Rebecca Weiss, came before the Council to request street closures for the 2025 and 2026 Fair on the Square. Michael Chatham made a motion to approve the street closure and Chris Gearld seconded. Motion passed 5-0.
  - e) **Encroachment: 52 E. Main St.**—Town Planner Lesa Ternet told the Council where the encroachment was at and then she introduced Teri Moore who owns the building along there. Teri addressed the Council regarding clarification of the encroachment agreement. Greg Irby made a motion to approve the encroachment and Bret Doub seconded. Motion passed 5-0.
  - f) **Establish Dates for Bid Opening/Award**—Streets Superintendent Andy Pitcher presented a request to conduct the CCMG bid opening in a public meeting other than at a Council meeting. Consensus was given by the Council for Andy to do so.
  - g) **Sewer Service Agreement**—Kent Elliott with Banning Engineering presented an agreement between the Town of Danville and Waste Management to update the existing agreement between the two entities. Bret Doub made a motion to approve the Agreement and Michael Chatham seconded. Motion passed 5-0.
  - h) **Look Ahead: Stormwater**—Utility Director Barry Lofton presented his long-term goals and projects for the Stormwater Department.
  - i) **Look Ahead: Water**—Water Superintendent Matt Ellison presented his long-term goals and projects for the Water Department.
  - j) **Fire Territory Board Appointments**—Council decided to move this back to a later date.

**Staff and Council Comments:**

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

- VI. **Claim Docket**—Greg Irby made a motion to approve the claim docket in the amount of \$828,050.72 and Chris Gearld seconded. Motion passed 5-0.
- VII. **Payroll Docket**—Greg Irby made a motion to approve the payroll docket and Michael Chatham seconded. Motion passed 5-0.
- VIII. **Adjournment**—Chris Gearld made a motion to adjourn, and Greg Irby seconded. Motion passed 5-0. The meeting ended at 7:47 p.m.

ATTEST:

  
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Carrie E Lofton, Clerk-Treasurer

Danville Town Council:

  
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David Potter, Council President