

***Danville Town Council Meeting Minutes***  
**November 5, 2025**

- I. **Call to Order**: Council President David Potter called the meeting of the Danville Town Council to order on November 5, 2025, at 7:00 p.m.
- II. **Roll Call**: Council President David Potter acknowledged a quorum of the Council. David Potter, Michael Chatham, Greg Irby, and Bret Doub were present. Chris Gearld was absent. Town Manager Mark Morgan, Clerk-Treasurer Carrie Lofton, and Assistant Town Manager Will Lacey were present.
- III. **Approval of Minutes**: Greg Irby motioned to approve the meeting minutes from October 15, 2025, Council Meeting and Michael Chatham seconded. Motion passed 4-0.
- IV. **Public Comment**: Town Manager Mark Morgan told the Council that he had no requests to speak. Mark told the Council that item C on the agenda to take off the suspend the rules and that it was up for introduction only.
- V. **Public Meeting**:
  - a) **Badge Pinning Fire Department Promotions**—Fire Chief Rick Duncan introduced 6 employees to the Council that had successfully navigated the promotion process. Councilman Greg Irby read the promotion oath.
  - b) **Resolution 20-2025: Revolving Fund/Loan**—Town Manager Mark Morgan and Adam Steuerwald of Barnes & Thornburg presented a Resolution to establish a revolving fund to loan Danville CRE, LLC monies for the project located at 20 West Main Street. Adam turned it over to the restaurateur. Michael Chatham made a motion to approve Resolution 20-2025, Revolving Fund/Loan and Bret Doub seconded. Council President David Potter had Clerk-Treasurer Carrie Lofton in which the Council approved 4-0.
  - c) **Ordinance 28-2025: Park Bond**—Parks Director Will Lacey and Adam Steuerwald of Barnes & Thornburg presented an Ordinance to secure a Park Bond for needed repairs and upgrades to the park system. Will and Adam answered the Council’s questions and concerns. This was only up for introduction only.
  - d) **Ordinance 29-2025: Super-Voluntary Annexation**—Town Planner Lesa Ternet presented an Ordinance to conduct a Super-Voluntary Annexation of the properties located at 536, 542, and 548 Sycamore Lane. This was up for introduction and public hearing. Council President David Potter gaveled the hearing open, he did not receive any comments, he then gaveled the public hearing closed.
  - e) **Ordinance 30-2025: Amendment to Wastewater Ordinance**—Utility Director Barry Lofton presented an Ordinance to amend the current Sanitary Sewer Ordinance. This was only up for introduction only.
  - f) **Wishes to be Heard: Police Vehicles**—Clerk-Treasurer Carrie Lofton and Police Chief Jim Hilton presented a request to allow Enterprise Leasing to search for 5 new Police vehicles. Bret Doub made a motion to approve the request and to have the President sign off and Michael Chatham seconded. Motion passed 4-0.
  - g) **Request to Expend Funds: Culvert Repair**—Utility Director Barry Lofton presented a request to expend funds on culvert repairs on C.R. 300 East. Greg Irby made a motion to approve the request for Barry to spend funds on the culvert repair and Bret Doub seconded. Motion passed 4-0.

**Staff and Council Comments:**

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

**Mark Morgan** reminded the Council that he would be putting out the notices for the Boards of Commissions. He also gave a shout out to Abigail, the Human Resource Coordinator, for running the New York marathon in just over 5 hours.

**Carrie Lofton** told the Council that Right Stuff is to replace Kronos. That when she got the quote that the Council had signed off on, that it did not include the Fire Department who decided they wanted to be on it. She stated she will need to sign off on an amended contract. She said that Matt, Water Superintendent brought to her attention that the excavator that they had purchased last year could not be worked on & that they would be receiving a different one with a different Vin number, no monies will be exchanged.

**Bret Doub** welcomed Barry back. Scares on Square was heavily attended, great outing, kudos to all. Enjoyed going to the Conference, had good presentations-etc. Congratulations on all the promotions. Thanked Dave & Street staff for everything they did.

**Michael Chatham** said going off Bret, thanked Chief Duncan for the promotions. He thanked Chief Hilton for getting the information on the cars. Thanked Barry, Will, Lesa, & Mark for getting their Ordinances & items together. Coming up on a busy season, stay safe & warm!

**David Potter** ditto on what everyone else had said. He attended a Design Review meeting that was interesting. Got to review the 20 W. Main St. project. He said he was really excited about what was going on the Square. Appreciated everyone's efforts.

- VI. **Claim Docket**—Greg Irby made a motion to approve the claim docket in the amount of \$1,253,822.98 and Bret Doub seconded. Motion passed 4-0.
- VII. **Payroll Docket**—Greg Irby made a motion to approve the payroll docket from 10/17/25 and Michael Chatham seconded. Motion passed 4-0. Greg Irby made a motion to approve the payroll docket from 10/31/25 and Michael Chatham seconded. Motion passed 4-0.
- VIII. **Adjournment**—Bret Doub made a motion to adjourn, and Michael Chatham seconded. Motion passed 4-0. The meeting ended at 7:59 p.m.

ATTEST:

Danville Town Council:

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Carrie E Lofton, Clerk-Treasurer

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David Potter, Council President