

Danville Town Council Meeting Minutes

July 6, 2009

- I. CALL TO ORDER: Council President, Jeff Martin, called meeting of the Danville Town Council to order at 7:00pm on July 6, 2009 in the Danville Town Hall, 147 W Main Street.
- II. ROLL CALL: President, Jeff Martin, acknowledged a quorum of the Council and led everyone in the Pledge of Allegiance to the American Flag. Clerk-Treasurer noted the following Council members in attendance: Jeff Martin, Richard Burrows, Mike Neilson, Marcia Lynch and Steve Hartsock. Clerk-Treasurer noted the following Administrative officials present: Gary Eakin, Town Manager and Amy Roberts, Clerk Treasurer.
- III. APPROVAL OF MINUTES: Motion was made by Marcia Lynch to approve the minutes as read for the Town Council meeting of 6/15/2009, seconded by Mike Neilson. Motion passed 5-0.
- IV. AGENDA ITEMS:
 - a) Contract for Shredding – Amy Roberts

Amy requests a motion of the Council to allow her to enter into an agreement with Shred-IT for them to pick up and shred documents monthly at a cost of \$30.00/month. The cost will be split between the water and sewer (account 380). The agreement with Shred-IT contains a 30-day out-clause. On July 14, 2009, Shred-IT will be on-site at the Town Hall to perform a one-day shredding on-site – Amy indicated that we have approximately 50 boxes that needs to be shredded. The cost for this one-day event is \$250.00 – the cost to be split between water and sewer. Motion was made to allow Amy to enter into this agreement with Shred-IT by Mike Neilson, seconded by Steve Hartsock. Motion passed 5-0.
 - b) Resolution for Police and Fire Pension Program – 06-2009

When we worked through the process and adopted the initial resolution; subsequently, we forwarded it to PERF. This was back in October. No employees became active members until after January 1, 2009. Amy is requesting that we amend the resolution from back in October to reflect the correct dates. PERF just wants to correct their books – The Town does not owe anything to PERF. Motion was made by Dick Burrows to amend the resolution to the correct dates, seconded by Marcia Lynch. Motion passed 4-1, Mike Neilson opposed.
 - c) Policy for Utility Billing and Collection

Amy has developed policies to help guide the operation of her office. The policy sets out the authority for doing billings and collections. Amy has spoken to Kevin Dogan – he reviewed and made suggestions. The changes were made as per Kevin Dogan’s recommendations. Motion was made by Marcia Lynch to accept this internal policy, seconded by Steve Hartsock. Motion passes 5-0.
 - d) Introduction of Ordinance Annexing Territory to the Town – 08-2009

This is the Beaty property. The ordinance was assigned a number and introduced. It will be considered for adoption at a later date.
 - e) Budget Meeting – Date and Time

Amy Roberts distributed a budget timeline. She would like to have a workshop on Monday, July 27, 2009. Staff would like to start this meeting earlier than 7:00 p.m. Council agreed that the meeting would be held on Monday, July 27, 2009, at 5:00 p.m.
 - f) Declaration Resolution for Economic Revitalization Area

Passing this resolution is the first step in granting a tax abatement. This resolution provides for the establishment of an Economic Revitalization Area. After it is published, a public hearing will be held to complete the second step of this process, the passing of a confirmatory resolution. Town Manager Eakin recommends a five-year tax abatement on the property.

Greg Sullivan appeared before Council with his legal counsel, Ben Comer. The lot is in an Industrial park behind a wholesale plumbing supply establishment. A building exists there now for equipment business. Mr. Sullivan would like to put in Sullivan Plus Tires, this would include building an additional building on

the property. If granted, he would like to be up and running by November 1, 2009. He is working with Edwards-Rigdon and Sebree Architects'.

Mr. Sullivan must appear before the Board of Zoning Appeals; therefore, Town Council can only consider the first step in this 2-step process. We can consider the Confirmatory Resolution at Council meeting of August 3, 2009. Motion was made by Dick Burrows to pass this Declaratory Resolution, seconded by Marcia Lynch. Motion passes 5-0.

COMMENTS

Chief Gill

The Danville Police Department was presented an Award of Excellence by the 38th Military Police Company in thanks for their generous donations of care packages sent to Baghdad during Operation Iraqi Freedom. The Danville Police Department was also presented with a flag, accompanied by a certificate of authenticity stating that the flag was flown during hostile times on January 6, 2009, by the 38th Military Police Academy. Chief Gill brought these two items to share with Town Council.

Town Manager Eakin

IAC would like Danville to host a round table. The Council decided on the date of Wednesday, August 19, 2009 at the Train Station. They will begin with a dinner at 6:00 p.m. with the meeting to follow.

Town Manager Eakin met with census officials who outlined the importance of the census and working with other groups in Danville such as the Rotary, Optimists, Lions, etc. to get the youth involved. Town Manager Eakin suggested that Mike Neilson play a major role in soliciting student involvement. Jeff Martin signed and sent back a declaration to the census bureau.

Clerk-Treasurer Roberts

Amy received Budget Notice 1782 from the State DLGF. We are still waiting for tax rates to come through – the County will have a September 1, 2009 deadline. The Town will not receive first distribution until late October, 2009. We have approval of full levy and full budget.

- V. CLAIM DOCKET: Mike Neilson made a motion to approve claim docket, seconded by Dick Burrows. Motion passed 5-0.
- VI. ADJOURNED: President of the Council, Jeff Martin, adjourned the meeting at 7:29 p.m.

Minutes submitted by:

Approved by:

Amy J. Roberts, Clerk-Treasurer

Jeff Martin, President