

Danville Town Council Meeting Minutes

November 1, 2023

- I. **Call to Order**: Council President David Winters called the meeting of the Danville Town Council to order on November 1, 2023 at 7:00 p.m.
- II. **Roll Call**: Town Council President David Winters acknowledged a quorum of the Council. David Winters, Nancy Leavitt, Chris Gearld, Michael Chatham, and Greg Irby were present. Town Manager Mark Morgan, Assistant Town Manager Will Lacey and Clerk-Treasurer Carrie Lofton were present.
- III. **Approval of Minutes**: Chris Gearld motioned to approve the meeting minutes from the Town Council meeting held on October 18, 2023 and Michael Chatham seconded. Motion passed 5-0.
- IV. **Public Comment**: Town Manager Mark Morgan told the Council that he did not have any requests to speak. He asked the Council if they could amend the agenda to include adopting Resolution 14-2023, adopting Indiana code § 5-23 in taking other actions thereto. Greg Irby made a motion to approve amending the agenda to add Resolution 14-2023 and Michael Chatham seconded. Motion passed 5-0.
- V. **Public Meeting**:
 - a) **Rate Study for Utilities Bond**—Corby Thompson with O.W. Krohn went over the findings of the 2023 Wastewater rate study. He was looking for consensus from the Council on which direction to go from here. Consensus was given.
 - b) **Letter of Engagement for Financial Advisor**—Town Manager Mark Morgan told the Council that the departments would like to stay with O.W. Krohn. Greg Irby made a motion to approve entering into the engagement letter with Krohn and Associates and have Town Manager Mark Morgan sign the engagement letter. Nancy Leavitt seconded. Motion passed 5-0.
 - c) **Letters of Engagement for Bond Counsel**—Town Manager Mark Morgan told the Council that they had 2 letters of engagement, one from Taft Law and one from Bose McKinney. Representatives from each firm came up and spoke to the Council. Greg Irby made a motion to choose Bose McKinney for Bond Counsel and have the Town Manager sign engagement letter and Michael Chatham seconded. Clerk-Treasurer Carrie Lofton was asked to give roll call with Chris Gearld, Nancy Leavitt, and David Winters stating nay. Motion failed 3-2. Nancy Leavitt made a motion to retain Taft Law and Chris Gearld seconded. Clerk-Treasurer Carrie Lofton gave roll call and motion passed 4-1 with Greg Irby stating nay.
 - d) **Letter of Engagement for Underwriting**—Town Manager Mark Morgan presented a letter of engagement to retain Baird Financial as the underwriters for the upcoming Wastewater Utilities bond. A representative from Baird came before the Council. Michael Chatham motioned to retain Baird for the utility bond and to have Mark Morgan sign the engagement letter and Chris Gearld seconded. Motion passed 5-0.
 - e) **Scope of Work Addition #2**—Utilities Director Barry Lofton presented a scope of work order titled Addition #2 for the North Interceptor. Greg Irby made a motion to approve Scope addition #2 and Michael Chatham seconded. Motion passed 5-0.
 - f) **Duke Energy Easement Request**—Utilities Director Barry Lofton presented an agreement between the Town of Danville and Duke Energy to provide an easement through Town property to provide power to the new Water plant. Chris Gearld made a motion to approve the request and to have Mark Morgan sign the agreement. Nancy Leavitt seconded. Motion passed 5-0.

- g) **Resolution 13-2023: Surplus Property** —Fire Chief Rick Duncan told the Council the Fire Department has a 28 year old Smoke House/Safety Trailer and would like to get rid of it. Michael Chatham made a motion to approve the removal of the trailer and Greg Irby seconded. Motion passed 5-0.
- h) **Ordinance 19-2023: Closure of TIF & Wagering Funds**—Clerk-Treasurer Carrie Lofton presented an ordinance to close the TIF fund and the Wagering fund because they are inactive and to move them to the general fund. Nancy Leavitt made a motion close the TIF fund and the Wagering fund and Michael Chatham seconded. Motion passed 5-0.
- i) **Ordinance 20-2023: 2024 Budget**—Clerk-Treasurer Carrie Lofton presented an ordinance for the 2024 budget for the Town of Danville. Chris Gearld made a motion to approve the 2024 budget and Michael Chatham seconded. Clerk-Treasurer Carrie Lofton called out roll call and motion passed 5-0. Chris Gearld and Michael Chatham thanked everyone for their hard work on the budget.
- j) **Ordinance 21-2023: Bond Ordinance**—Clerk-Treasurer Carrie Lofton presented the GO Bond Ordinance along with Dennis Otten with Bose McKinney. Greg Irby motioned to approve Ordinance 21-2023 and Chris Gearld seconded. Motion passed 5-0.
- k) **Ordinance 24-2023: Additional Appropriation (Public Hearing/Adoption)**—Council President David Winters gaveled in the public hearing, there were no comments or questions, so he gaveled closed. Chris Gearld motioned to approve Ordinance 24-2023 and Nancy Leavitt seconded. Motion passed 5-0.
- l) **Ordinance 23-2023: Reduction of Speed Zone**—Town Manager Mark Morgan presented an ordinance to reduce the speed zone on East Main Street between CR 300 E. and CR 400 E. Nancy Leavitt made a motion to approve Ordinance 23-2023 to reduce the speed and Michael Chatham seconded. Motion passed 5-0.
- m) **CER: Water Treatment Facility**—Water Superintendent Matt Ellison presented a request to expend funds to make payment on the new Water Treatment facility. Greg Irby made a motion to approve the CER request and Chris Gearld seconded. Motion passed 5-0.
- n) **CER: Asphalt Roller**—Public Works Superintendent Andy Pitcher presented a request to expend funds to purchase a new asphalt roller. Michael Chatham made a motion to approve the CER request for a new roller and Chris Gearld seconded. Motion passed 5-0.
- o) **Resolution 14-2023: Procure Grant Dollars**-- Town Manager Mark Morgan turned this over to Taft Law. Town Attorney Chou-il explained the Resolution. Greg Irby motioned to approve the Resolution and Nancy Leavitt seconded. Motion passed 5-0.

Utility Director: Proof Roll at Penrose scheduled on 11/3/23; North Interceptor update-set manhole 33, 34, & 35, 7 weeks out to bore on SR 39; Met with INDOT on Trail Protection; Boiler repairs have started.

Wastewater: Ran belt press; Lift station checks; Collection system inspection; Remove the U.V. lift banks and prep for winter storage; Checked all heater in buildings to prepare for cold weather.

Town Planner: Working on a Brownfield grant application; Asbestos remediation has been completed on the structure of 195 E. Main St.; Met with consultants on the UDO for final review; Submitting reports for the READI grant (East Interceptor project); RDC met to discuss possible Economic Development projects for 2024.

Fire: 183 runs; 171 calls for service; Admin-hired 1 full-time Paramedic & 2 part-time Firefighter E.M.T.'s; Crews conducting search training at 195 E. Main & participated in live fire training in Clayton; E.M.S conducted monthly run audit, worked with Center Township to implement MedBill; New headquarters progressing well, move in mid-November & ribbon cutting/open house in December.

Parks: Plumbing started at Football Tower; Winterland organizing; Organizing pool remodel #'s; Working on organizing budget numbers; Parks & Trails of HC meeting; Winterizing the park.

Assistant Town Manager: Working on fee structure; Traffic Committee power point

Water: Crew will be out reading meters; File October monthly report of operations to IDEM; Plant progress meeting; Hydrant repairs on-going.

Public Works: Leaf clean-up runs, then public leaf drop off at DPW; Removing North end of concrete entrance at Station 192 for replacement; Addressing possible sink holes on Shady Ln. & 150 E. around leaf clean-up; On Management side-continue to update snow routes and 5 year proposed road maintenance schedules.

Community Engagement: Scares on Square event; Facebook-leaf clean-up & Snow Rodeo results; Working on Website to get a map of approved development projects around Town; Meetings for Wastewater project, Water project, IT meeting, Communications, & Christmas on the Square; Making a Blanton House guided tour video.

Will Lacey said 16 days until Winterland.

Clerk-Treasurer Carrie Lofton told the Council that she hired 2 full-time Utility clerks and that her office is now fully staffed.

Town Attorney Chou-il said he was a life-long I.U. fan & saddened because of the passing of Bobby Knight.

Michael Chatham thanked all the Department Heads. He said Fire Headquarters was looking great.

Greg Irby thanked everyone on their work with Scares on the Square.

Chris Gearld thanked everyone for their hard work on the budget and the Scares on the Square.

Town Manager Mark Morgan told the Council about the D.O.R.A. meeting. He said the Halloween luncheon for the Town employees was a success. Dustin Strahl won best costume & Chief Jim Hilton won the chili cook-off. Thanked the EAC committee for their hard work on luncheon. The Fire Dept. won the races at Scares on the Square.

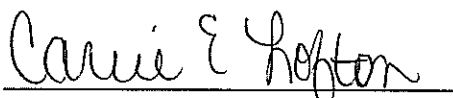
Chris Gearld congratulated Junior Jack Hearld on his State Cross County race – he was 23rd out of 250 runners & made a new school record.

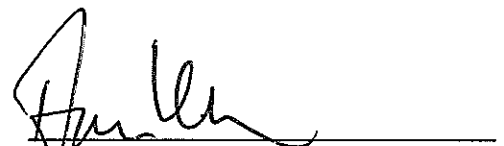
David Winters thanked the staff for their work on the budget. Scares on the Square was fantastic. Kudos to Northview Christian Church for their event on Halloween night. He had a question directed towards Mark Morgan or Chief Rick Duncan regarding Center Township Trustee with the agreement expiring at the end of the year.

VI. **Claim Docket** – Chris Gearld motioned to approve the claim docket in the amount of \$2,041,764.35 and Michael Chatham seconded. Motion passed 5-0.

VII. **Adjourn** – Greg Irby made a motion to adjourn the meeting and Michael Chatham seconded. Motion passed 5-0. The meeting ended at 8:14 pm.

Minutes submitted by Approved by:


Carrie E. Lofton, Clerk-Treasurer


David Winters, Town Council President