

Danville Town Council Meeting Minutes
January 10, 2024

- I. **Call to Order:** Councilman Michael Chatham called the meeting of the Danville Town Council to order on January 10, 2024 at 7:00 p.m.
- II. **Roll Call:** Councilman Michael Chatham acknowledged a quorum of the Council. Chris Gearld, Michael Chatham, Greg Irby, Bret Doub, and David Potter were all present. Town Manager Mark Morgan, Clerk-Treasurer Carrie Lofton, and Assistant Town Manager Will Lacey were present.

Council Organization:

1. **President:** Greg Irby made a motion to nominate Chris Gearld as President. Michael Chatham had Clerk-Treasurer Carrie Lofton give a roll call vote. It was a unanimous vote to make Chris Gearld Council President. Council President elect Chris Gearld took over the meeting at this point. Michael Chatham made a motion to accept Chris Gearld as Town Council President. Greg Irby seconded. Carrie took a roll call and the motion passed 5-0.
 2. **Vice-President:** Greg Irby made a motion to nominate Michael Chatham as Vice President and Bret Doub seconded. Clerk-Treasurer Carrie Lofton took roll call and the motion passed 5-0.
 3. **Department Liaisons:** Parks-Greg Irby, Fire-Chris Gearld, Police-Michael Chatham, Utilities-Bret Doub, and Public Works-David Potter.
- III. **Approval of Minutes:** Greg Irby motioned to approve the meeting minutes from the Council meeting held on December 20, 2023 and Michael Chatham seconded. Motion passed 4-0 with David Potter abstaining. Greg Irby motioned to approve the meeting minutes from the Council meeting held on December 27, 2023 and Michael Chatham seconded. Motion passed 4-0 with David Potter abstaining.
 - IV. **Public Comment:** Town Manager Mark Morgan told the Council that he had no requests to speak.
 - V. **Public Meeting:**
 - a) **Badge Pinning**—Fire Chief Rick Duncan presented Dustin Strahl to the position of Deputy Chief. Council President Chris Gearld read the oath and Dustin Strahl's wife pinned his badge. Town Manager reminded the Council President Chris Gearld that they had a Resolution to amend the agenda. Greg Irby made a motion to amend the agenda for Resolution 1-2024 to approve and authorize the Fire Department to purchase a fire truck from the Town of Highland, code 36-1-11-8. Michael Chatham seconded. Motion passed 5-0.
 - b) **Board Appointments**—
 1. **Plan Commission:** Michael Chatham made a nomination to approve David Potter to the Plan Commission and Bret Doub seconded. Motion passed 5-0. David Potter made a motion to nominate Michael Chatham to the Plan Commission and Greg Irby seconded. Motion passed 5-0.
 2. **Redevelopment Commission:** The 3 spots picked by Chris Gearld, as Council President, were Ben Comer, David Glover, and David Winters. Town Manager told Chris that Tracy Shafer had been nominated by the School Board to serve in that position. Michael Chatham nominated Matt Steward and Greg Irby seconded. Motion passed 5-0. David Potter nominated Brad Legan and Bret Doub seconded. Motion passed 5-0.
 3. **Park Board:** Town Council President Chris Gearld wanted to keep David Glover on the Park Board. Town Manager Mark Morgan said that the School Board nominated Tim McRoberts to be on the

Park Board again and Town Counsel Chou-il told Mark that the School Board would need to vote on that position.

4. **Police Merit Board:** One of the positions is a Democrat to be chosen by the Town Council President and Chris Gearld chose Father Michael Fritsch. David Potter nominated Jim Stephens and Michael Chatham seconded. Motion passed 5-0.
 5. **EMS Joint Board:** Council President Chris Gearld said he has served on this board, and he would be happy to stay on it. Greg Irby made a motion to appoint Chris Gearld and Michael Chatham seconded. Motion passed 5-0. Greg Irby made a motion to appoint Michael Chatham and Bret Doub seconded. Motion passed 5-0.
 6. **Hendricks County Economic Development Partnership:** Michael Chatham nominated Greg Irby. Bret Doub seconded. Motion passed 5-0.
 7. **Hendricks County Recycling District:** Michael Chatham nominated Bret Doub and Greg Irby seconded. Motion passed 5-0.
 8. **Economic Development Board:** Council President Chris Gearld nominated Greg Irby for the 3 year appointment. Michael Chatham nominated Kelly DiBenedetto and Greg Irby seconded. Motion passed 5-0.
 9. **Communications Board:** Greg Irby made a motion to nominate Michael Chatham to the Communications board and Bret Doub seconded. Motion passed 5-0.
 10. **Citizens Water Advisory Board:** Council President Chris Gearld asked Water Superintendent Matt Ellison if he was still interested in staying on this board and he said yes. Michael Chatham nominated Matt Ellison for the Citizens Water Advisory Board and Bret Doub seconded. Motion passed 5-0.
 11. **Tree Advisory Committee:** Greg Irby nominated the applicants, Steve Menchofer, Sarah Wolf, and Gary Hemmelgarn. Michael Chatham seconded. Motion passed 5-0.
 12. **Chamber of Commerce Representative:** Council President Chris Gearld asked Town Manager Mark Morgan if he was still interested in staying on as a representative. He said yes. Greg Irby made a motion to keep Mark Morgan as representative for the Chamber of Commerce and Michael Chatham seconded. Motion passed 5-0.
 13. **Downtown Danville Partnership:** Michael Chatham nominated Madison Henderson and Greg Irby seconded. Motion passed 5-0. Michael Chatham also nominated Blaine Rout for the Downtown Danville Partnership board and Greg Irby seconded. Motion passed 5-0.
 14. **Citizens Advisory Board:** Greg Irby nominated Kevin Hill for one of the positions and Michael Chatham seconded. Motion passed 5-0. Mark Morgan told Council President Chris Gearld that Waste Management had a representative they wanted to sit on the board and his name is Justin Buster. Greg Irby nominated David Potter to the Citizens Advisory Board and Bret Doub seconded. Michael Chatham nominated Madison Henderson and Greg Irby seconded. Motion passed 5-0. Michael Chatham nominated Will Lacey and Bret Doub seconded. Motion passed 5-0.
- c) **Cleaning Contract: AWR Cleaning Services, LLC**---Clerk-Treasurer Carrie Lofton presented a contract for 2024 cleaning services of Danville Town Hall. Michael Chatham made a motion to approve the contract and Greg Irby seconded. Motion passed 5-0. The Council approved consensus for the Clerk-Treasurer to sign the contract.

- d) **Cleaning Contract: BL3, LLC**—Town Manager Mark Morgan presented a contract for 2024 cleaning services for the Town Hall, Police Department, and the Clerk-Treasurer’s office. Greg Irby made a motion to approve the cleaning contract of BL3, LLC and authorized the Town Manager to sign the contract and Michael Chatham seconded. Motion passed 5-0.
- e) **IT Contract**—Assistant Town Manager Will Lacey presented the 2024 IT contract for approval. Greg Irby made a motion to approve the IT contract as presented and Michael Chatham seconded. Motion passed 5-0.
- f) **Conflict of Interest Forms**—Clerk-Treasurer Carrie Lofton provided Conflict of Interest forms for two employees who own LLC’s and perform services for the Town and one for Corey Caylor. Greg Irby made a motion to approve Conflict of Interest disclosure statement for Adam Reed and David Potter seconded. Motion passed 5-0. Greg Irby made a motion to approve Conflict of Interest disclosure for Barry Lofton and Michael Chatham seconded. Motion passed 5-0. Greg Irby made a motion to approve Conflict of Interest disclosure form for Corey Caylor and Michael Chatham seconded. Motion passed 5-0.
- g) **Nepotism Forms**—Clerk-Treasurer Carrie Lofton provided a copy of our Nepotism Policy along with two forms that will need signed and returned by all Council members in which they did sign.
- h) **CER: Expansion of Police Investigations Division**—Police Chief Jim Hilton congratulated Chris Gearld and then presented a request to expend funds to expand the Investigations Division of the Police Department. He will be using unrestricted Opioid funding for this project. Greg Irby made a motion to approve the CER request and Michael Chatham seconded. Motion passed 5-0.
- i) **Resolution 1-2024**—Fire Chief Rick Duncan congratulated all the Council and then he presented Resolution 1-2024 to purchase a ladder truck. He said it would be an IC 36-1-11-8 transfer. Greg Irby made a motion to approve Resolution 1-2024 and Michael Chatham seconded. Motion passed 5-0.

VI. **Staff Comments:**

Community Engagement: Facebook-Park program flyers; Website; Gathering information for 2024 Danville Chamber Directory and pictures on the Blanton House for Visit Hendrick’s County wedding guide; Changing the Fire Dept. phone tree; Finish & order the Park information flyers; Water, IT, & Stormwater educators idea sharing meetings-etc.

Parks: Winterland take down; Wrapping up conference room fix; Assisting LLBB in base realignment & home plate maintenance; Planning access control changes; DAC days; Hiring posts on Indeed.

Assistant Town Manager: Admin Assistant hiring; TSC meeting; IT contract.

Water: Collected total coliform samples 1-5; Water Plant flow meters have been calibrated for the year; December 2023 monthly report of operations completed; Start process of gathering info for the upcoming Water loss audit for 2023; Possible leak on Marion St.; Well #1 meter not working; Plant meeting.

Wastewater: Ran belt press for 3 days; Lift station checks; 15 manhole inspections; lateral inspections; County Home lift station pump change out; Install new grease line on ditch rotor bearings; Camera main sewer line in front of 98 E. Lincoln St.; Change out a RAS pump; U.V. inventory & ordered supplies for the 2024 season.

Public Works: Cleaning plow truck from recent usage; Grinding trip hazards; Drilling core samples on proposed resurfacing roads for 2024; Reinstalling military banners on the square. **Management side-** Planning for possible winter weather later in the week; Completing 2024-1 CCMG.

Fire: December-194 calls for service; 63 training hours; Completed move to Town Hall & purchased new furniture for Station 192; Planning for the solar eclipse; Planning stage of building a new

ambulance; Gloves of Love was a huge hit, thank you to all who helped; Purchased a Molitor machine & forcible entry machine for work performance evaluations; 2023 calls for service 2259 (235 more than 2022); Thanked Town for use of house on 195 E. Main for training.

Town Manager Mark Morgan told the Council that he would send out the Police report. He also asked them if they would like a year-end wrap-up report from the Department Heads and the Council said yes. He then told the Council that he would work on an expense plan with the Opioid money.

David Potter wants a project board for the next 2 years. He wants to look at the big picture.

Mark Morgan congratulated President Chris Gearld and all the Council. Looking forward to working with them.

Will Lacey said congrats!

Carrie Lofton told the Council she is working on the budget balances and would have them corrected by the next meeting.

Chou-il passed out an engagement letter to the Council for consideration and to act with it as they want.

David Potter thanked the department heads who spent an hour or two with him over the last couple of months and told them he appreciated it and that he looked forward to working with them the next 4 years.

Greg Irby welcomed and congratulated the new Council Members.

Bret Doub said he thinks we have a wonderful staff and appreciates all the work that everyone puts in. He congratulated both Chris Gearld and Michael Chatham.

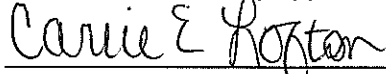
Michael Chatham thanked Bret Doub and David Potter and welcomed them aboard. He also thanked the Department Heads for all that they do. He then congratulated Chris Gearld.

Chris Gearld welcomed Mr. Doub and Mr. Potter, said he was looking forward to working with them. He said could not do without the Department Heads. He said that it was 6 years ago today that he decided to run for Town Council and he was glad he did. He was excited for 2024 and said it was going to be a busy and interesting year.

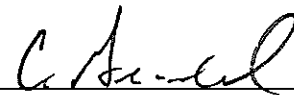
VII. **Claim Docket**—Michael Chatham motioned to approve the claim docket in the amount of \$1,236,760.01 and Greg Irby seconded. Motion passed 5-0. David Potter asked about Kramer Incorporated and Clerk-Treasurer Carrie Lofton and Assistant Town Manager Will Lacey explained it and how it was a wash.

VIII. **Adjourn**—Greg Irby motioned to adjourn and David Potter seconded. Motion passed 5-0. The meeting ended at 7:52 p.m.

Minutes submitted by Approved by:



Carrie Lofton, Clerk-Treasurer



Chris Gearld, Council President