

## ***Danville Town Council Meeting Minutes***

**June 5, 2024**

- I. **Call to Order**: Council President Chris Gearld called the meeting of the Danville Town Council to order on June 5, 2024, at 7:00 p.m.
- II. **Roll Call**: Town Council President Chris Gearld acknowledged a quorum of the Council. Chris Gearld, Greg Irby, David Potter, and Bret Doub were present. Michael Chatham attended the meeting virtually. Town Manager Mark Morgan, Assistant Town Manager Will Lacey, and Clerk-Treasurer Carrie Lofton were present.
- III. **Approval of Minutes**: Greg Irby made a motion to approve the minutes from the May 15, 2024, Council meeting and David Potter seconded. Clerk-Treasurer Carrie Lofton gave roll call in which the motion passed 5-0.
- IV. **Public Comment**: Town Manager Mark Morgan told the Council that he did not have any requests to speak.
- V. **Public Meeting**:
  - a) **Wishes to be Heard: Fee Waiver**—Town Manager Mark Morgan asked that this item be struck from the agenda due to Myles White paying the fees.
  - b) **Policy Change: Time Keeping**—Human Resources Coordinator Abigail Mallory presented a policy change to allow time to be used in 15-minute increments. Greg Irby made a motion to approve the policy change and Bret Doub seconded. Clerk-Treasurer Carrie Lofton gave roll call and the motion passed 5-0.
  - c) **PTO Conversation**—Assistant Town Manager Will Lacey presented a fact-finding mission on paid time off and the possible benefits of converting to the system. Will told the Council that they were looking to modernize. This required no further action at this time.
  - d) **Policy Manual Introduction**—Human Resources Coordinator Abigail Mallory presented the new policy manual for the Council to review. This was an introduction to the first edition. Abigail told the Council that she wanted them to look over the policy manual and give her suggestions to edit. This required no further action at this time.
  - e) **Resolution 11-2024: Disposal of Equipment** —Public Works Superintendent Andrew Pitcher presented a resolution to dispose of equipment that has no value or use. Andrew told the Council that he will be using the auction website and that is how he gets the estimates - from their website. David Potter made a motion to approve Resolution 11-2024 and Bret Doub seconded. Clerk-Treasurer Carrie Lofton then gave roll call in which the motion passed 5-0.
  - f) **Purchase of Property**—Fire Chief Rick Duncan presented a request to purchase property located at 302 W. Main Street and 353 W. Clinton Street. These acquisitions would be necessary to construct a new Fire Station on Kentucky Street between U.S. 36 and Clinton Street. Rick also announced that it was his 1-year anniversary with the Town of Danville. Rick presented his proposal to purchase the property. He answered several questions and concerns from the Council. Legal Counsel gave some direction to vote or give consensus to move forward. Greg Irby made a motion to have legal counsel prepare a resolution to know our intention of considering the purchase of the property and Bret Doub seconded. Clerk-Treasurer Carrie Lofton gave roll call. Motion passed 5-0.
  - g) **CER: Bucket Truck**—Public Works Superintendent Andrew Pitcher presented a request to purchase a new bucket truck. Greg Irby made a motion to approve the CER request and David Potter seconded. Clerk-Treasurer Carrie Lofton gave roll call. Motion passed 5-0.

### Staff and Council Reports

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

**Mark Morgan** gave kudos to the Chamber of Commerce, Downtown Partnership, and the Parks Dept. for the concert on the square, it was extremely well received and attended. He thanked Mr. Gearld and the Council for the employee luncheon and appreciating the value of the Town's work.

**Will Lacey** said ditto (about what Mark had said).

**Bret Doub** reiterated to the EAC about the luncheon. He tried to talk to as many employees that he could. Concert on the square, big hit – thanks for the cupcakes. He told Chief Duncan thank you for all the leg work he had done. Regarding Destination Danville, he thanked Sarah and the DPW crew. He thanked all the department heads for chipping in for Abigail, that's huge!

**David Potter** wanted to follow up on Destination Danville which was well attended. He told the Council President if they could ask the Clerk-Treasurer regarding the monies for the Host fund with what is spent and what is committed. Wants to take another look at it, not a big fan of changing the rules in the middle of the year.


**Greg Irby** said great events! That the picnic went well. Staff did well, thanked them for all they did.

**Michael Chatham** thanked Chief Duncan for all his hard work and congratulations on his 1 year with the Town. He also thanked everyone else for all their hard work.

**Chris Gearld** was not able to go to the concert on the square but had heard nothing but good things. Thought the cookout was good and thanked Madison for all her help. He has basically started planning for next year's. He congratulated Chief Duncan on 1 year.

- VI. **Claim Docket**—Greg Irby motioned to approve the claim docket in the amount of \$1,945,181.04 and Bret Doub seconded. Clerk-Treasurer Carrie Lofton gave roll call and the motion passed 5-0.
- VII. **Payroll Docket**—Greg Irby made a motion to approve the payroll docket and Bret Doub seconded. Clerk-Treasurer Carrie Lofton gave roll call. Motion passed 5-0.
- VIII. **Adjournment**—Greg Irby motioned to adjourn, and Bret Doub seconded. Clerk-Treasurer Carrie Lofton gave roll call and the motion passed 5-0. The meeting was adjourned at 8:28 p.m.

Danville Town Council

By: 

Chris Gearld, Council President

ATTEST:

By: 

Carrie Lofton, Clerk-Treasurer