

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

**November 21, 2016**

- I. **Call to Order**: Council President, Marcia Lynch, called the meeting of the Danville Town Council to order at 7:00 pm on November 21, 2016 in the Danville Town Hall, 49 N. Wayne Street.
- II. **Roll Call**: President, Marcia Lynch acknowledged a quorum of the Council and led everyone in the Pledge of Allegiance to the American Flag. The following Council members in attendance: Mike Neilson, Marcia Lynch, Dennis Wynn, Dee Oliphant, and Jim Stephens. The following Administrative officials were present: Gary Eakin Town Manager, Laura Parker Assistant Town Manager. Absent - Jenny Pearcy, Clerk Treasurer.
- III. **Approval of Minutes**: Motion was made by Jim Stephens to approve the minutes as submitted for the Town Council meeting of 11/7/2016, seconded by Dennis Wynn. Motion passed 5-0.
- IV. **Public Meeting**:
  - a) **Downtown Danville Partnership** – Sally Steward presented to the council the DDP review of yearly activities. Sally requested to the council there continued supported for 2017. The partnerships would like to hire a contracted full time executive director who would 40 hours per week. The Downtown Danville Partnership is seeking \$80,000.00 from the town to contribute towards activities on the square and to hire a Director. The funding would come from the HOST Fund. Motion was made by Jim Stephens to approve the request for funding \$80,000.00 from the Host Fund; seconded by Dennis Wynn. Motion passed 5-0.
  - b) **Ordinance 28-2016 Eddy Annexation** – Gary Eakin introduced Ordinance 28-2016 to the council.
  - c) **Website Preview** – Laura Parker presented to the council the Town of Danville’s new updated website. The council was very pleased with what they saw. Hopefully by the end of the year the new update for our website will be in place.
  - d) **Bollard Lighting Project**- Super. Rob Roberts presented to the council two proposals to install bollard lighting east west lighting in the alley way between Frank’s and Pizza Paradise. The first proposal from Electric Plus for \$17,120.00 without excavating with excavating \$19,320.00 and the second proposal from R&M Electric for \$15,300.00 with excavating. Two bollards would be placed at each end of the alley way for pedestrian only no vehicle traffic. The monies to pay for this project would come out of the Discretionary Fund for \$19,320.00. Motion was made by Dennis Wynn and seconded by Jim Stephens. Motion passed 4-1. Dee Oliphant nay.
  - e) **Public Comment Discussion** –Marcia Lynch would like to add public comments to the council meeting agenda. The council likes the idea of public comments before each topic. Each comment would be limited to 2 minutes; also there will be a form that they (public) must fill out before the meeting begins. Marcia suggest to amend the sign-up-form and bring it back to the next meeting 12/5/2016.
  - f) **Insurance Agent of Record**-This discussion is brought back be the council from the last meeting. Dee Oliphant feels that the town should get quotes from other insurance companies to get the better rate. Gary Eakin explains to the council what the agent of record responsibility is to shop for the best insurance rate for municipals. The council agreed that quotes should be reviewed every five years to make sure that the town is getting the best rate. It is the consensus of the council to request RFP’s from different agents in October 2017 for the year 2018.
  - g) **Sidewalk Project Submittal – MPO** – Gary Eakin explained to the council about the MPO project. He is requesting approval from the council to submit an application to Metropolitan Planning Organization which is a federal funded program. The request is to extend the sidewalk on east Main Street from Hardees’s to Kroger’s for the year 2022. The application deadline is November 23<sup>rd</sup>. The town would pay \$391,000.00 of the 1.69 million project cost. Motion was made by Dennis Wynn to submit an application; seconded by Jim Stephens. Motion passed 5-0.
- V. **Department Head Reports**
  - A. **Stormwater** – Superintendent Barry Lofton reported that 13 building permits for single residential were issued in October. The Stormwater project on N Indiana St. is going well.
  - B. **Wastewater – Asst.** Superintendent Tony Kirkpatrick reported that NPDES permit is back and it will not be appealed.
  - C. **Park** – Superintendent Will Lacey reported that Eakin Park is looking really nice and is almost finished. Winterland lights are up and finished. The Winterland storage building will have electric in the next two weeks. The park has had vandalism in the last 6 weekends. DAC (fitness center) will be open 24hrs.

- D. **Public Works** – Superintendent Rob Roberts reports that the lights on the square are tested and ready for Friday evening’s Christmas on the Square.
- E. **Police** – Chief Raney presented the report for October 2016. Police and Fire are teaming up Dec 7<sup>th</sup> 2016 to shop with kids at Wal-Mart who are not as fortunate as others at Christmas time. Feb 17 the two new hires will be graduating from the academy, also there is a third hire, he is from Danville.
- F. **Fire** - No Report
- G. **Water** – Superintendent Jim Russell left early for family emergency Superintendent Roberts spoke on his behalf. There were two water main breaks back to back on E Main St one by the county garage and the other between Taco Bell and Kroger.
- H. **Planning** - Laura Parker reports they will be revamping the employee handbook. The internal control training will be Dec 5<sup>th</sup> at 6:15 in the council room. MPO Grant to extend the sidewalk from Hardees to Kroger in 2022, airport annexation, the town’s new updated website and business collaterals which Laura will bring back at the Dec 5<sup>th</sup> meeting.

**Council Comments**

**Gary Eakin**- We have been working with certain staff members for documentation for the Kiger tort claim notice to be giving to the town’s attorney Chou-il Lee so the town will prepared if a suit is filed. Gary Eakin is setting up a meeting with Town Managers’ and Council Presidents of other local towns to meet with legislators to talk about legislator needs on December 6<sup>th</sup> at 6:30.

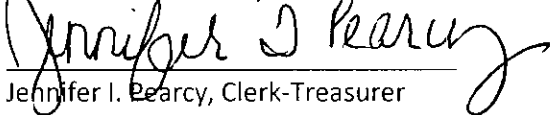
**Dennis Wynn**- Would like to recognize Danville Warriors football. They had an excellent 2016 with a proclamation at the next meeting 12/5/2016.

**Dee Oliphant**- would also like to recognize Danville High School band and FFA with proclamations at the next meeting 12/5/2016.

**Marcia Lynch** – The village in the Town Hall looks beautiful. She commended the departments on how well they work together. Winterland opens Friday evening Nov 25<sup>th</sup>. Happy Thanksgiving!

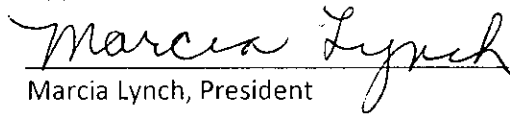
- VI. **Claim Docket** – Mike Neilson made a motion to approve the claim docket. Seconded by Dennis Wynn. Motion carried 5-0.
- VII. **Adjourn** – President Marcia Lynch adjourned the meeting at approximately 8:40 p.m.

Minutes submitted by:



Jennifer I. Pearcy, Clerk-Treasurer

Approved by:



Marcia Lynch, President