



**Town Council Agenda  
April 15, 2020 @ 7:00 PM**

- I. Establish Quorum, Call Meeting to Order**
- II. Pledge of Allegiance**
- III. Approval of Minutes**
- IV. Public Comment – 3 minutes/person**
- V. Public Meeting**
  - A. **Ordinance 7-2020: Amendment to the Salary Ordinance – Clerk/Treasurer**
  - B. **Ordinance 8-2020: Amendment to the Salary Ordinance – Clerk/Treasurer**
  - C. **Resolution 4-2020: Resolution to Amend to Holiday Schedule – Clerk/Treasurer**
  - D. **TIF Report to DLGF – Clerk/Treasurer**
  - E. **Wastewater Master Plan – Wastewater/Banning Engineering**
  - F. **Water Master Plan – Water/Banning Engineering**
  - G. **Capital Expenditure Request – Wastewater**
  - H. **Capital Expenditure Request – Wastewater**
  - I. **Capital Expenditure Request – Assistant Town Manager**

- VI. Staff and Council Comments**
- VII. Claim Docket**
- VIII. Adjournment**

**NOTICE:** The public meetings of the Danville Town Council conducted within these chambers shall be video recorded. Said recording will be part of the public records of the Town of Danville and shall be published upon the Town of Danville's website for public access. All individuals attending public meetings hereby given to the Town of Danville, their permission for said publication, which may contain their image or statements.

Online Town Council Packet: [https://www.danvilleindiana.org/egov/documents/1555032505\\_34549.pdf](https://www.danvilleindiana.org/egov/documents/1555032505_34549.pdf)

## TOPIC SUMMARY

- A. **Ordinance 7-2020: Amendment to the Salary Ordinance** – Clerk/Treasurer will provide an amendment to the Salary Ordinance to clean up some issues with the Police Department Payroll. *If you want to act on this, will require suspending the rules. Will require a Vote for Approval*
- B. **Ordinance 8-2020: Amendment to the Salary Ordinance** – Clerk/Treasurer will provide an amendment to the Salary Ordinance to add the position on Assistant Town Manager. *If you want to act on this, will require suspending the rules. Will require a Vote for Approval.*
- C. **Resolution 4-2020: Resolution to Amend Holiday Scheduled** – Clerk/Treasurer will provide a resolution to change date for Primary Election Day Off on the Town's Holiday Schedule. *Will require a Vote for Approval*
- D. **TIF Report to DLGF** – Clerk/Treasurer will present report required to be sent to DLGF. *Will require a Vote for Approval*
- E. **Wastewater Master Plan** – Wastewater Superintendent and Banning Engineering will present the Master Plan for adoption. *Will require a Vote for Approval*
- F. **Water Master Plan** – Water Superintendent and Banning Engineering will present the Master Plan for adoption. *Will require a Vote for Approval*
- G. **Capital Expenditure Request** – Wastewater Superintendent will present a request to purchase a new pump. *Will require a Vote for Approval* **\*\*This item was considered an emergency request and has already been purchased\*\***
- H. **Capital Expenditure Request** – Wastewater Superintendent will present a request to purchase improvements to the facility SCADA System. *Will require a Vote for Approval* **\*\*This item was considered an emergency request and has already been purchased\*\***
- I. **Capital Expenditure Request** – Assistant Town Manager will present a proposal to hire a company to review our trails and sidewalks projects and put together a long-term plan to apply our Food and Beverage Tax money in the most efficient and most effective way. *Will require a Vote for Approval*

**-Bold Agenda Item**

*-Italicized items are for action needed*

# ORDINANCE 07 - 2020

## An Ordinance to amend Ordinance 06 - 2020 "2020 Salaries and Other Compensation for Officials, Employees and Appointees of the Town of Danville".

**Whereas**, the Danville Town Council approved and adopted Ordinance 06 - 2020 which established wages and salaries for a position for a Patrolmen/Detective; within the Town of Danville Police Department

**Whereas**, it has been determined that the (2) new positions for Patrolmen/Detective; within the Town of Danville Police Department, were not included in the salary ordinance and the total number of patrolmen was not decreased;

**Whereas**, Section 9, can be amended;

**Now, Therefore**, be it ordained the Ordinance 06 - 2020 be amended as follows:

| DEPARTMENT        | POSITION                 | EMPLOYMENT STATUS | WAGE/SALARY | PAY METHODS      | FUNDING      |
|-------------------|--------------------------|-------------------|-------------|------------------|--------------|
| POLICE DEPARTMENT | (2) PATROLMEN/ DETECTIVE | FULL - TIME       | \$2,158.51  | BI-WEEKLY SALARY | 100% GENERAL |
| POLICE DEPARTMENT | (9) PATROLMEN            | FULL - TIME       | \$2,058.51  | BI-WEEKLY SALARY | 100% GENERAL |
| POLICE DEPARTMENT | (1) CORPORAL             | FULL - TIME       | \$2,151.75  | BI-WEEKLY SALARY | 100% GENERAL |

So approved this 15th day of April 2020.

TOWN OF DANVILLE

\_\_\_\_\_  
Tom Pado

Attest:

\_\_\_\_\_  
Jennifer I Percy, Clerk – Treasurer

\_\_\_\_\_  
Nancy Leavitt

\_\_\_\_\_  
Greg VanLaere

\_\_\_\_\_  
Chris Gearld

\_\_\_\_\_  
David Winters

TOWN OF  
**DANVILLE**  
POLICE DEPARTMENT



To: Jennifer Pearcy, Clerk Treasurer  
From: James Hilton, Chief of Police  
Subject: Detective Position  
Date: February 10<sup>th</sup> 2020

Mrs. Pearcy,

I would like to restructure the investigations division pay ordinance to the following.

Instead of filling the vacant Corporal position I would like to make the position of Detective become its own rank that always stays with the investigation's division. I currently have funds for (1) one Corporal in investigations and (1) one Detective at patrolman's pay. I would like to create (2) two Detective positions using the Corporal funds and transferring the other funds from Part-time salary. The new salary/wages for these (2) two Detectives would be \$2158.51 Bi-Weekly x 27 pays \$58,279.77. I came to this salary by adding \$100 per pay to the Patrolman's salary. I would like this to start this on the 9<sup>th</sup> pay period 4/4/20. I estimate I would need to transfer approximately \$2,000 dollars to finish the year.

Respectfully,

James Hilton, Chief

A handwritten signature in black ink, appearing to read "James Hilton", is written over a horizontal line.

**TIF MANAGEMENT ANNUAL REPORT OF THE REDEVELOPMENT COMMISSION**  
(PURSUANT TO IC 36-7-14-13)

FROM: DANVILLE REDEVELOPMENT COMMISSION

TO: INDIANA DEPARTMENT OF LOCAL GOVERNMENT FINANCE (DLGF)

CC: DANVILLE TOWN COUNCIL (Fiscal Body) AND  
TOM PADO, COUNCIL PRESIDENT, EXECUTIVE OF UNIT

DATE: \_\_\_\_\_ (To be provided by April 15, 2020)

Pursuant to Indiana Code 36-7-14-13, the Danville Redevelopment Commission hereby provides to the Town Council, Tom Pado, Executive of Unit, and the Department of Local Government Finance, the following information for the year 2019 with respect to each of the tax increment financing districts created by the Redevelopment Commission, as follows:

**MANAGE TIF DISTRICTS AND AREAS (list TIF Allocation Area(s) and expansions)**

|                               |          |              |          |                   |                |                 |              |
|-------------------------------|----------|--------------|----------|-------------------|----------------|-----------------|--------------|
| TIF Allocation Area Name      | TIF Code | Indiana Code | Purpose  | TIF Area Nickname | Establish Date | Expiration Date | Description  |
| Allocation Area No. 1 & No. 2 | TS2060   | IC 36-7-14   | Econ Dev | TIF Area          | 5/7/1991       | 7/26/2010       | not required |

**PERSONNEL**

Active Commissioners as of 12/31/19 (into prepopulates in Gateway)

| Name           | Title                          | Active at Year Start | Active Start Date | Active at Year End | Active End Date |
|----------------|--------------------------------|----------------------|-------------------|--------------------|-----------------|
| Ben Comer      | President                      | Yes                  |                   | Yes                |                 |
| Jerry Vornholt | Vice-President                 | Yes                  |                   | Yes                |                 |
| Gary Bakin     | Secretary                      | Yes                  |                   | Yes                |                 |
| Keith Ross     | Member                         | Yes                  |                   | Yes                |                 |
| Mike Nelson    | Member                         | Yes                  |                   | Yes                |                 |
| Tracey Shafer  | Non-voting School Board Member | Yes                  |                   | Yes                |                 |

**Commissioners Removed in Prior Year**

| Name         | Title  | Active at Year Start | Active Start Date | Active at Year End | Active End Date |
|--------------|--------|----------------------|-------------------|--------------------|-----------------|
| David Glover | Member | No                   |                   | No                 |                 |

**Employees of the Commission**

| Name | Amount | Salary/Compensation |
|------|--------|---------------------|
| N/A  |        |                     |

**FINANCE SECTION**

**Total Revenues and Expenditures by TIF Area**

| TIF Area Name                 | Total Revenues | Total Expenditures |
|-------------------------------|----------------|--------------------|
| Allocation Area No. 1 & No. 2 | \$0.00         | \$0.00             |

**Redevelopment Commission Expenditures**

| Category | Subcategory | Description | Amount |
|----------|-------------|-------------|--------|
| N/A      |             |             |        |

**Grants/Loan**

| TIF Area Name | Fund | Entity | Purpose | Amount |
|---------------|------|--------|---------|--------|
| N/A           |      |        |         |        |

**TIF MANAGEMENT ANNUAL REPORT OF THE REDEVELOPMENT COMMISSION**  
(PURSUANT TO IC 36-7-14-13)

Additional Notes regarding RDC:

**FUND BALANCES SECTION**

Fund Balances as of December 31, 2019:

| TIF Area Name                 | Fund Name                 | Balance      |
|-------------------------------|---------------------------|--------------|
| Allocation Area No. 1 & No. 2 | TIF Allocation Fund (800) | \$264,035.55 |

**DEBT PAYMENTS MADE SECTION**

| TIF Area Name | Debt Name | Split/Adjust Part. | Total P&I Outstanding | P&I Paid on Debt | Maturity Date of Bonds |
|---------------|-----------|--------------------|-----------------------|------------------|------------------------|
| N/A           |           |                    |                       |                  |                        |

**PARCEL LISTS AND DOCUMENTS (to be uploaded directly into Gateway)**

N/A



# QUOTATION

BBC Pump and Equipment Co Inc

PO Box 22098  
 Indianapolis, IN 46222  
 317-636-1111



www.bbcump.com

|                    |        |
|--------------------|--------|
| Order Number       |        |
| 1073323            |        |
| Order Date         | Page   |
| 2/19/2020 21:25:47 | 1 of 1 |

Quote Expires On 3/20/2020

**Bill To:**

Town Of Danville  
 49 N. Wayne St.  
 Danville, IN 46122

**Ship To:**

Town Of Danville  
 49 N. Wayne St.  
 Danville, IN 46122

317-745-4180

Attn: Mr. JERRY CRISP

Requested By: Mr. JERRY CRISP

Customer ID: 10735

|                  |                   |              |
|------------------|-------------------|--------------|
| <i>PO Number</i> | <i>Ship Route</i> | <i>Taker</i> |
| County Home LS   |                   | DDUNNUCK     |

| <i>Quantities</i> |                  |                  |                      |              | <i>Item ID</i>   | <i>Pricing UOM</i> | <i>Unit Price</i> | <i>Extended Price</i> |
|-------------------|------------------|------------------|----------------------|--------------|--|--------------------|-------------------|-----------------------|
| <i>Ordered</i>    | <i>Allocated</i> | <i>Remaining</i> | <i>UOM Unit Size</i> | <i>Disp.</i> | <i>Item Description</i>  | <i>Unit Size</i>   |                   |                       |
| 1.0               | 0.0              | 1.0              | EA                   |              | C4SXP1500FC  | EA                 | 9,958.0000        | 9,958.00              |
|                   |                  |                  |                      | 1.0          | 15HP, 460/3, HPE Chopper, 1750RPM<br>8.63" diameter impeller and 50ft cord adder | 1.0                |                   |                       |

Total Lines: 1

**SUB-TOTAL:** 9,958.00

**TAX:** 0.00

**AMOUNT DUE:** 9,958.00

*U.S. Dollars*



DEPARTMENT EXPENDITURE REQUEST

REQUESTING DEPARTMENT: Wastewater

FUNCTION OR NEED OF REQUESTED PURCHASE: Upgrade of existing iFix SCADA software license. Upgrade of existing IGS driver license. Upgrade of existing Win911 software license. Software installation. Startup and debugging. Function: Supervisor Control And Data Acquisition of the nine Programmable Logic Controllers performing wastewater treatment. Need: Cybersecurity policy required by IDEM and the Department of Homeland Security.

FINANCIAL ANALYSIS: Table with rows for COST PER ITEM (\$ 12,822.00), # OF ITEMS REQUESTED (1), TOTAL AMOUNT REQUESTED (\$ 12,822.00), and PURPOSE OF REQUEST (Replacement).

REVENUE IMPACTS: IS THIS A REVENUE PRODUCING ITEM? Yes / No. IF YES, AVERAGE EXPECTED ANNUAL CHANGE N/A

COST IMPACTS (ADDITIONAL STAFF, INSURANCE, FEES, CONTRACTS): None

OTHER CONSIDERATIONS: IS RENOVATION REQUIRED Yes / No. IS ADDITIONAL SPACE NEEDED / No. EXPECTED LIFE 5 YEARS. Replacement of OLD

FUND/APPROPRIATION REQUESTED TO EXPENSE FROM: Table with columns for FUND/APPROPRIATION and AMOUNT. Rows include HOST (709), RAINY DAY (510), EDIT (102), GENERAL, and OTHER (620-500-806) with amount \$ 12,822.00.

HAVE YOU EXPENDED ALL OF YOUR DONATION, GRANT AND/OR APPROPRIATIONS FOR THIS FUNDING FIRST: Yes / No

IMPORTANT: All requests must be submitted to the Town Manager and Clerk-Treasurer at least 7 days prior to the next Council meeting to be included on the agenda for Council consideration.

Budget Review Recommendation: Town Manager & Clerk-Treasurer Approve, Disapprove, Further Review Comments:

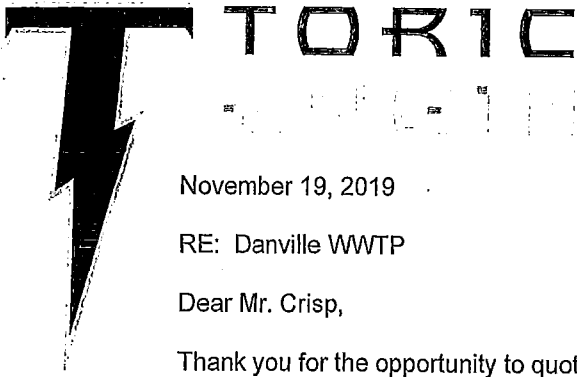
Signature: Mark R. Morgan

Signature: Jennifer S. Pearson

COUNCIL NOTES:

REQUESTED BY: [Signature]

DATE 3/3/2020



1.317.718.1800  
www.toriceng.com

November 19, 2019

RE: Danville WWTP

Dear Mr. Crisp,

Thank you for the opportunity to quote upgrading the SCADA computer at the Wastewater Treatment Plant. The pricing below is to upgrade the iFix software and install it on a new Windows 10 computer provided by the owner. Please see pricing and breakout below:

- **Existing SCADA Computer Upgrade:** **\$12,822.00**
  - Monitor, 24"
  - Upgrade of existing iFix SCADA software license
  - Upgrade of existing IGS driver license
  - Upgrade of existing Win911 software license
  - Software installation
  - Startup and debugging
  - One (1) year warranty on parts and labor
- **Excludes:**
  - Computer (provided by owner)

Allow six (6) to eight (8) weeks for delivery.

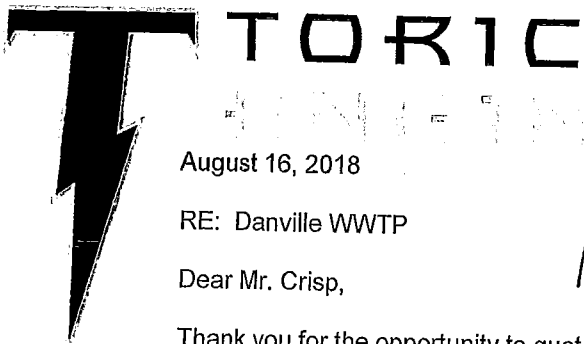
Payment Terms: Net 30 days

This quote is valid for 60 days.

Please call with any questions or comments.

Sincerely,

Nathen Burkhardt  
Toric Engineering



1.317.718.1800  
www.toriceng.com

August 16, 2018

RE: Danville WWTP

Dear Mr. Crisp,

*Rejected*

*SL*

Thank you for the opportunity to quote upgrading the SCADA computer at the Wastewater Treatment Plant. I have quoted upgrading the existing SCADA computer, adding a second SCADA computer, adding a large TV monitor to either SCADA computer, and adding two (2) iPads for remote access. Please see pricing and breakout below:

- **Existing SCADA Computer Upgrade:** **\$15,340.00**
  - Computer, Dell tower, SSD hard drive, 16GB RAM
  - Monitor, 24"
  - Upgrade of existing iFix SCADA software license
  - Upgrade of existing IGS driver license
  - Upgrade of existing Win911 software license
  - Software installation
  - Startup and debugging
  - One (1) year warranty on parts and labor
  
- **New Second SCADA Computer:** **\$14,971.00**
  - Computer, Dell tower, SSD hard drive, 16GB RAM
  - Monitor, 24"
  - New iFix SCADA software license to match existing
  - New IGS driver license to match existing
  - Software installation
  - Startup and debugging
  - One (1) year warranty on parts and labor
  
- **New Large Monitor:** **\$3,234.00**
  - TV monitor, LED, 42"
  - Wall mounting bracket
  - Installation and setup
  - One (1) year warranty on parts and labor
  
- **iPad Pro for Remote Access:** **\$3,296.00**
  - New iPad Pro, 10.5", Wifi + Cellular, quantity of two (2)
  - Rugged iPad Pro case, quantity of two (2)
  - Setup
  - One (1) year warranty on parts and labor

Allow six (6) to eight (8) weeks for delivery.

Payment Terms: Net 30 days

This quote is valid for 60 days.

Please call with any questions or comments.

Sincerely,

Nathen Burkhardt  
Toric Engineering

150 West Clinton St. • Danville, IN 46122  
P:317-718-1800 • F:317-718-1843

REQUESTING DEPARTMENT: Park


**FUNCTION OR NEED OF REQUESTED PURCHASE:**  
Trails and Sidewalks Plan. Context would build the plan with staffs assistance. The goal would be to get an inventory of sidewalks and trails. Then work to build a priority list of where future sidewalks and trails would go. Requesting from Food and Beverage expense account.

**IMPORTANT:**  
*All requests must be submitted to the Town Manager and Clerk-Treasurer at least 7 days prior to the next Council meeting to be included on the agenda for Council consideration.*

**FINANCIAL ANALYSIS:**

|                        |              |
|------------------------|--------------|
| COST PER ITEM          | \$ -         |
| # OF ITEMS REQUESTED   | 0            |
| TOTAL AMOUNT REQUESTED | \$ 20,000.00 |

PURPOSE OF REQUEST NEW / Replacement

Budget Review Recommendation: Town Manager & Clerk-Treasurer Approve, Disapprove, Further Review  
Comments:  


**REVENUE IMPACTS:**  
IS THIS A REVENUE PRODUCING ITEM? Yes / No  
IF YES, AVERAGE EXPECTED ANNUAL CHANGE N/A

**COST IMPACTS (ADDITIONAL STAFF, INSURANCE, FEES, CONTRACTS):**  
A framework to use Food and Beverage dollars to put trails and sidewalks in.


**OTHER CONSIDERATIONS:**  
IS RENOVATION REQUIRED Yes / No  
IS ADDITIONAL SPACE NEEDED Yes / No  
EXPECTED LIFE 0 YEARS  
Replacement of OLD

**FUND/APPROPRIATION REQUESTED TO EXPENSE FROM:**

|                 | AMOUNT       |
|-----------------|--------------|
| HOST (709)      |              |
| RAINY DAY (510) |              |
| EDIT (102)      |              |
| GENERAL ( )     |              |
| OTHER ( )       | \$ 20,000.00 |

HAVE YOU EXPENDED ALL OF YOUR DONATION, GRANT AND/OR APPROPRIATIONS FOR THIS FUNDING FIRST: N/A Yes / No

COUNCIL NOTES:

REQUESTED BY: 

DATE 4-15-20