

Danville Town Council Meeting Minutes
February 19, 2020

- I. **Call to Order:** Council President Tom Pado called the meeting of the Danville Town Council to order on February 19, 2020 in the Danville Town Hall, 49 N. Wayne Street, Danville, Indiana.
- II. **Roll Call:** Town Council President Pado acknowledged a quorum of the Council and led everyone in the Pledge of Allegiance to the American Flag. The following Council members were in attendance: Tom Pado, Nancy Leavitt, David Winters, Greg VanLaere, and Chris Gearld. Clerk-Treasurer Jenny Percy and Town Manager Mark Morgan were present.
- III. **Approval of Minutes:** Greg VanLaere motioned to approve the minutes for the council meeting that took place on February 5, 2020 and David Winters seconded. Motion passed 5-0. Nancy Leavitt motioned to approve the minutes for the executive session that took place on February 5, 2020 and Chris Gearld seconded. Motion passed 5-0.
- IV. **Public Meeting:**
 - a) **Badge Pinning**—Aaron Sparks was sworn in as captain for the Danville Fire Department by Clerk-Treasurer Jenny Percy. His wife was present to pin his captain's badge to his uniform.
 - b) **Disability Awareness Proclamation**—The council adopted a proclamation recognizing Sycamore Services for their service to those with disabilities.
 - c) **Street Closure**—Chamber of Commerce Director Kelly Dibenedetto requested a closure for Jefferson St. directly west of the courthouse for the farmers market that will be taking place every Saturday morning from May 9 through Labor Day. Council President Pado asked about moving it to the east side of the courthouse and Public Works Superintendent Ray Whitaker, told the council that he had no problem with this but stated that for reasons unknown the vendors do not like holding it on that side of the square. Greg Vanlaere said he would be fine with either. Nancy Leavitt wondered why the vendors wouldn't like the east side of the square. The council was preparing for a motion but legal said that they would definitely want to know which side of the square they are closing off before they take a vote. Kelly told the council that she would get back with them on which side to close so that they could take a vote.
 - d) **HCCF Presentation**—William Rhodelhamel of the Hendricks County Community Foundation gave a report on a needs assessment that the organization has taken to get a gauge on what is important to families living in Hendricks County. He mentioned several things but reported that the top five are safety, education, leadership, family strength, and healthcare. The main concerns were congested traffic, unhealthy addictions, lack of coordinated planning, self-interested public leaders, and negative social media. He mentioned that HCCF was in the process of applying for grants from Lilly Endowment. One grant for \$200,000 to focus on community unity and a second, more competitive grant, for up to \$5 million for healthy families and communities. Greg VanLaere thanked Mr. Rhodelhamel and HCCF for the work that they do.
 - e) **Economic Development Contract**—Huck Lewis of MS Consultants appeared to outline their services and answer any questions about services that the firm could offer to Danville related to economic development. Council President Pado said that he had heard good things about the firm and asked Mr. Lewis about the firm's successes; Mr. Lewis mentioned Montpelier, Jamestown, and Nashville as towns that the firm has served with success. Tom (Pado) also asked Jenny whether or not the town could afford the contract and Jenny confirmed the town could. David Winters asked Mark and Jenny about why they wanted to bring in MS Consultants. Mark explained that he believes that the town is

lacking in knowledge of economic development and that he had worked with Huck before and is familiar with Dax's success as town manager of Whitestown. David said that his concern is that no one employed with the town is displaced from their job and that there is no needless overlap in services that the town already receives from other firms such as Taft Law. He mentioned that he would like to reach out to some of the other towns that the firm has helped. Greg VanLaere expressed similar concerns. Mr. Lewis assured them that it is not his intention or MS Consultants' intention to displace any company or firm with which the town already works but only to help the town determine what direction they wish to go in as regards economic development. Mark explained to the council that the town's comprehensive economic development plan is in need of review and modification. Mr. Lewis mentioned that doing a totally new comprehensive plan is a separate service that is not included in the contract but that the firm is open to offering that service as well. David asked about how the Planning and Redevelopment Commissions play in to this and Mark said that MS Consultants could help train the members of these boards. Town Planner Lesa Ternet stepped up at this point to second Mark's statement that the town's comprehensive plan is in very bad need of an update. Legal counsel stepped up to mention that there would need to be a few tweaks to the final contract if it should be accepted, mostly small ones that pertain to complying with the State Board of Accounts rules. Council President Pado said that he had a good feeling about the services that MS Consultants could offer but wanted to wait until those tweaks were made and a few more questions could be answered. Chris Gearld said he had some questions he would like answered as well and would like to see this item tabled. The council decided to table the contract.

- f) **Ordinance 2-2020**—This ordinance, adjusting the pay of the Assistant Police Chief to be on the same level as the Assistant Fire Chief, was discussed by the council in detail at their last meeting. Greg VanLaere motioned to approve the raise for the Assistant Police Chief to go into effect retroactively from the time he took the position at the beginning of the year. Chris Gearld seconded. Motion passed 5-0.
- g) **Ordinance 3-2020**—This ordinance, adjusting the salary ordinance such that the Wastewater Superintendent's salary is paid entirely out of his own budget. It was discussed in detail by the council at their last meeting. Greg VanLaere motioned to approve, Nancy Leavitt seconded. Motion passed 5-0.
- h) **Lobbying from Taft Law**—Taft Law Firm has two engagements of lobbying services being offered to the town. The first is a general engagement, while the second would engage their services specifically ensuring that revenue from the new food and beverage tax goes to Danville and is not lost in legal technicalities on its way to the town. Ann Cottongim, who would be lobbying for the town should the council accept, spoke briefly and emphasized the need to begin lobbying before the summer when candidates will be busy with their campaigns. Council President Tom Pado asked Jenny if the town had the money for these engagements and she confirmed that the money was available. Chris Gearld motioned to approve the first general engagement and Nancy Leavitt seconded. Motion passed 5-0. Nancy Leavitt motioned to approve the second engagement regarding the food and beverage tax, and David Winters seconded. Motion passed 5-0.
- i) **One Choice Contract**—Town Manager Mark Morgan said that he had originally signed this contract in the summer but then realized that the price, \$132,600, was too high for him to approve on his own authority. Legal counsel stepped up and said that he would like to be able to make some changes to the contract for the same reason that the MS Consulting would need some changes, just to be in compliance with the State Board of Accounts. Cory Caylor of One Choice Technology spoke before the council and said that in light of this he was okay with tabling the contract for now until those changes could be made. The council decided to table the contract at this time.

- j) **Baby Box**—Fire Chief Rob Roberts would like to install a baby box at the fire station for mothers who desire to surrender their infants. He brought Chanelle Cunningham from Safe Haven Baby Boxes, to speak about the organization and their work. It was made clear that the baby box would be funded with donations and not taxpayer money. Council President Tom Pado expressed a liking for the idea and only asked about the privacy of the mothers surrendering their children. Ms. Cunningham explained that the baby box system ensured anonymity for the mothers. The council in general expressed approval for the idea. Greg VanLaere asked for Rob to speak to the insurance liability, to which Rob responded that he had spoken with Kevin Hill about that and been told by Mr. Hill that there should be no insurance concerns. David Winters motioned to approve the installation of a baby box, Chris Gearld seconded. Motion passed 5-0.
- k) **Adoption of Master Plan**—Jerry Crisp came before the council, which had been educated as to the needs of a master plan to bring the town's wastewater infrastructure up to date. Jerry asked for the council to tell him what they would like for him to do. Legal Counsel stepped up and emphasized that some action needed to be taken in putting the plan into action; he mentioned that the penalties for overflows, which the plan will help to reduce, are substantial and that not taking action could lead to unnecessary expenditures in fines. He also emphasized that taking action before election season is important as bond rates are now quite low. David Winters, Greg VanLaere, and Nancy Leavitt all expressed their opinion that it is imperative that updates be made to the town's infrastructure, especially while the bond rates are low. Jenny told the council that the plan is financially sound. The council gave its consensus to allow Wastewater and the other utilities to develop the plan.
- l) **Capital Expenditure**—Jerry Crisp brought Kent Elliott, of Banning Engineering, to explain a capital expenditure for a floodplain study. Ken would like to start this study in the winter time as it would be cheaper than undertaking it in the summer. Greg asked if Jerry had budgeted for this and Jerry explained that this was unexpected and that the money would need to come from his cash fund. It would cost \$62,200, but the upside is that the town will own the map after the study is completed. Jerry recommended going forward with it as it will take a long time to accomplish. Legal counsel said that there would again need to be tweaks to the contract with Banning, but that the town could approve the scope of the study. Jenny confirmed for the council that the money is available. David Winters motioned to approve the \$62,200 request and Nancy Leavitt seconded. Motion passed 5-0.
- m) **Board Appointment**—The council needed to fill some empty spots on the Planning Commission and Park Board. Specifically, they needed to appoint a Democrat to each of those boards. Sue Rampart, a local Democrat, was approached and said she was open to either board. The Planning Commission's president told Mark that he was good with placing her on the commission. Greg VanLaere motioned to approve her appointment, which will run until December 2021 and Nancy Leavitt seconded. Motion passed 5-0. As to the Park Board, in the absence of a Democrat applying to serve on that board, they can appoint who they would like. The only other option would be Dave Glover, who had applied to the Park Board but was assigned to the Redevelopment Commission. Mark explained that since that board seat is not paid, he would be allowed to serve on the Park Board, as well. Legal counsel stepped in to point out that while it is not paid, it might count as a "lucrative" position according to the Attorney General, and he would need to get back with the council on whether or not this is the case and whether or not it would affect Mr. Glover's ability to serve on that board. The council decided to table his possible appointment until they got an answer.

V. **Department Head Reports**

Wastewater—Jerry Crisp reported that January was a wet month and the collection system was overloaded. He used this opportunity to get men in the sewer system to fix some problem areas

that were going to need to be fixed anyway. Jerry said that this was an expensive project and that he intended to adjust his future spending based upon that.

Water—Matt Ellison reported that he had hired a new employee, Robert Benjamin. Rob is working toward his CDL license. The department had to repair one minor service line leak. He sent a letter of intent to Camden Creek. Most recently he helped a church with some pressure testing. He has been training his employees on how to tap a water main and invited the council members to come and try it out. He also mentioned that the department would be doing meter reads soon.

Park—Will Lacey reported that he and several employees went to the IPRA conference recently. He reported that the design for the proposed amphitheater is being reviewed and that he is trying to get a lower price for it by removing some unnecessary components and he hopes to have the plans before the council meeting for their approval soon. He also mentioned that DAC would be going through renovation and expansion soon and that the first estimates had come in. Greg VanLaere asked him about the acoustics of the proposed amphitheater and Will said they were thinking of using windscreens in place of walls which would help. Will stated this would also allow them to sell sponsorships. Council President Pado asked about the possibility of a dog park and Will said he could do some research for him. He also mentioned going over the master plan would be the best time to discuss possibly building one.

Public Works—Ray Whitaker reported that he was a few men short recently. He reported that the department had been busy with patching, truck cleaning, repairing lights on the square, as well as with road inventory and repairing damage caused by snow plowing. He also mentioned that he is getting quotes on roof repair at the shop and that the department had been kept busy with snow plowing and laying down salt. Ray mentioned that they had been helping the stormwater department and that he would have a year-end report ready for the council at the next meeting. Greg VanLaere asked about a road closure he had seen recently and Ray said that it had been the Wastewater department, not Public works.

Fire—Rob Roberts reported 213 YTD runs. He mentioned that some of the department firefighters were involved in autism and leadership training as well as in hotel drills at the Indianapolis airport and surface ice training.

Planning—Lesa Ternet reported that her boards had been busy. She mentioned that a technical advisory committee had been formed to help the Planning Commission. They will also be engaging in preliminary consultation with companies and organizations that are interested in developing on a given property can sit in with the new committee and have any questions about utilities answered. She reported that she would be bringing the council an amendment to the Subdivision Control Ordinance at the next meeting as well as a rezoning request. She will also be updating some census maps in the near future.

Stormwater/Building—Barry Lofton spoke to the need for rate increases on utilities, especially in light of the fact that costs increase every year whereas the rates do not. He saw nine new single family dwellings come to the town in the past two weeks. He scheduled a meeting with Justus Companies about keeping the streets around their construction site clean. Some painting and floorcovering projects have been completed on the second story of the town hall. He recently completed a project by the park in which he received help from many of the other town departments and he thanked them. He will have a new stormwater project on Columbia St. He said that iworQ should go live March 6 and they are in the final stage of implementation.

Police—Chief Hilton reported to the council on recent activity, including 596 runs in January with 59 reports, 49 arrests, and 6 OWI arrests. The police teamed up with the fire department

on autism training. Supervisors within the department are also receiving supervisor training through an online course offered by Texas A&M. One of his goals for this year was to get all of his supervisors enrolled in supervisor training.

VI. **Staff Comments**

Mark reported that Vectren will be doing line rehab on March 2 and this will last through November 1. It will be on the north side of town. He met with Vectren to talk about cutting of the town's roads and Vectren was able to come up with a way to cut into the road without cutting all of the way across it, as some of these roads are freshly paved. He intends to advertise through social media any roads closures. They will be using the police training room for the council retreat on March 7. He has also seen two applications for the assistant Town Manager position.

Jenny reported that the *Republican* will be advertising for the reestablishment of the cumulative capital development fund, which is an annual event. The 2020 benefit guides are completed and distributed and she distributed to the council members.

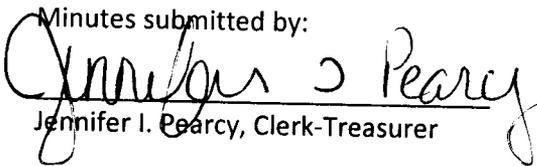
Greg reported that he had been to every meeting that he scheduled for himself at that last council. He met with Jeff Pitkin of the Hendricks County Economic Development, reviewed documents with Jenny, met with Public Works Superintendent Ray Whitaker, helped answer a question about the wheel tax for Police Chief Jim Hilton (he thanked Jenny for her help on this). His goals before the next meeting are to attend the county council meeting and the legislative breakfast.

Nancy said she liked the baby box idea.

VII. **Claim Docket** – Greg VanLaere motioned to approve the claim docket, David Winters seconded. The claim docket was approved 5-0.

VIII. **Adjourn** – David Winters made a motion to adjourn the meeting and Chris Gearld seconded. Motion passed 5-0. Meeting was adjourned at 8:48pm.

Minutes submitted by:


Jennifer I. Percy, Clerk-Treasurer

Approved by:


Tom Pado, President