

Ordinance 2022-03 Amendment to COVID Protocol

**PITTSBORO TOWN COUNCIL MEETING  
TUESDAY, FEBRUARY 15, 2022 @ 7:00 PM**

**QUORUM:**

Jarod Baker  
Melodi Ingalls  
William Majeske  
Randy Price  
Jay Thompson

Jim Buddenbaum, Attorney  
Shari L. Ping, Clerk Treasurer  
Police Chief Scott King

**OTHERS:** Jason Love, Town Manager; Steve Maple, Building Commissioner; Robin Drew Swalley, Parks & Rec Superintendent; Carl Carson, Asst. Police Chief; Eric Wathen, ELW Consulting; Adam Peaper, Rundell Ernstberger; Cameron Cooper, Jones Dev.; Andy Kult, Comer Law; Dustin Ward, Hometown Ins.; Greg Guerrettaz, Financial Solutions Group; Charlie Joyce, Financial Solutions Group; Zachary Buchanan, Police Officer; Donna Stucker, 1792 E Co Rd 1025 N;

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:**

President Jarod Baker welcomed everyone and brought the Council Meeting to order by establishing a quorum. All five (5) members are present. Jarod then asked the Council, staff, and audience to stand for the Pledge of Allegiance and to follow with a Moment of Silence.

**APPROVAL OF MINUTES:**

President Jarod Baker asked if there were any additions or corrections to the minutes from the January 18, 2022, meeting. There being none, Bill Majeske made a motion to approve the minutes, Jay Thompson seconded. All ayes, motion passes 5-0.

President Jarod Baker asked if there were any additions or corrections to the minutes from the February 1, 2022, meeting. There being none, Jarod Baker made a motion to approve the minutes, Jay Thompson seconded. All ayes, motion passes 5-0.

**PROPOSALS:**

**FINANCIAL SOLUTIONS GROUP (FSG)** – President Jarod Baker turned the meeting over to Charlie Joyce and Greg Guerrettaz from FSG. Greg explained their business and take pride in representing a lot of the communities in Hendricks County. Next Charlie Joyce went over the attached presentation. They would have a maximum not to exceed amount for each service provided. They normally charge by the hour but are willing to charge based on the Town's preference. They propose to perform certain professional services in connection with the Budget, Sustainability/Revenue & Spending Plan, the Capital Improvements Plan (CIP), as well as general financial consulting services to the Town.

President Jarod Baker asked the Council if they had any questions. Jarod explained that FSG comes highly recommended by the County and Schools. He would like to start with paying by the hour for the first year and revisit later to see if this works best for our needs. Greg explained that certain projects would be capped. Jay Thompson likes the idea of planning out three (3) years, Randy Price likes the hourly pay and look at next year and include the not to exceed amounts. Steve Maple asked how the do our budget process. Greg explained their process.

Jarod Baker made a motion to accept the proposal from FSG set to expire March 31, 2023, Randy Price seconded. All ayes, motion passes 5-0. Jarod thanked Greg and Charlie for their presentation.

**HOMETOWN INSURANCE** – President Jarod Baker turned the meeting over to Dustin Ward. See attached proposal/quote. Dustin explained his agency and who he quoted the insurance through. Dustin went over the attached proposal/quote from Selective Insurance. Dustin went over the Cyber Security policy and recommended staying with Traveler's and send them an Agent of Record letter. Discussion followed regarding business and personal property coverage, Law Enforcement coverage, and Public Official coverage.

**HYLANT GROUP** – Shari Ping explained that she received the proposal from Hylant and forwarded to the Council earlier today. She also explained that the representative from Hylant could not be present.

President Jarod Baker made a motion to go with Hometown Insurance per the attached quote with changes indicated, Jay Thompson seconded. All ayes, motion passes 5-0.

President Jarod Baker explained that he wanted to move the three (3) annexations from New Business to Proposals.

## **NEW BUSINESS**

**JONES DEVELOPMENT PRESENTATION** – President Jarod Baker turned the meeting over to Cameron Cooper who then turned it over to Andi Metzel. Andi explained the voluntary annexation of 84 acres is approved by 100% of the owners and is located north of I74 to be used for commercial/industrial. She would like to see something special built on the north side of 174 and feels what Jones Development is proposing fits that idea.

**34 ACRES WEST OF SDI** – President Jarod Baker continued with the next annexation. Steve Maple asked Andy Kult, Comer Law, to do the presentation. Andy explained that the 34 acres west of Steel Dynamics to be developed by C & J Well Drilling Company. Andy explained that they will close on the property at the end of February and would like it annexed into the town. C & J will bring an office space and drilling rigs to the 34 acres. Jay Thompson asked Jason Love about the weight limit on County Road 150, Jason explained it was on the Community Crossing Grant plans this year but somehow it was omitted, so will repave next year. Discussion followed regarding what county roads they should use and issues with the railroad crossing.

**½ ACRE IN BRIXTON** – President Jarod Baker explained the annexation from the county to the Town. Discussion followed regarding mowing of the ½ acre. We should let the HOA know that this ½ acre will now be mowed by the Town contractor. The HOA and neighboring houses need to be made aware of this.

**HOUSE BILL 1002 – CHANGE IN PERSONAL PROPERTY TAXES** – President Jarod Baker gave a brief update on the House Bill. Changes won't take effect until 2037.

## **TOWN STAFF REPORTS**

### **TOWN MANAGER:**

Jason Love explained that the clarifier at the Sewer Plant is in need of repairs and has been taken offline. We are down to one (1) clarifier. We have an estimate from Zima Corp. for \$31,316 to fabricate the mechanism, deliver and install the new parts. Jason is looking for authority to spend the \$31,000+ to Zima Corp. Once this one is back up and running, we need to take the other one offline and do maintenance on it. The long-term fix is to build 3 and 4 Clarifier and then make repairs one at a time taking them out of service. Jay Thompson appreciates everything the guys are doing extra. Jarod Baker made a motion to authorize Jason Love to sign the bid from Zima Corp., Bill Majeske seconded. All ayes, motion passes 5-0.

Jay Thompson asked Jason about the right of way south of 136. Waiting on description.

### **POLICE CHIEF:**

Scott King gave an update on the purchase of the second K9 dog. Jay Thompson asked about the three (3) new vehicles. Scott reported the equipment is coming in slowly. Jay asked about the vet bills being paid from the donations, Scott said yes.

Jay Thompson asked about the radar speed sign.

### **CLERK TREASURER:**

Shari Ping went over the 60/90-day report. She explained about the residents that have applied for assistance, just waiting to hear from energy assistance. Shari gave an estimate to clean the carpet in the Town Hall.

Jay Thompson asked about the progress on the Police Station. Jason Love and Jarod Baker explained that the Council took the first step tonight in acquiring Financial Solutions Group to handle our financial services.

**BUILDING COMMISSIONER:**

Steve Maple reported that every lot in Jefferson Park has a house on it and every house that is finished has someone living in it, there are approximately eight (8) houses that are not closed on yet. Jarod Baker mentioned that he spoke with Officer Buchanan, and he is spending a lot of time doing security checks on homes in Jefferson Park that are not being closed up at night. Jarod asked Steve to mention that to the super at Jefferson Park. Steve reported that Pyatt Builders will begin digging as soon as they received the MS4 from Chris York. Eric Wathen asked to be included in all correspondence with revised plans. Randy Price asked about the white barn located in Hidden Hills. Robin Drew Swalley reported that the barn is in good condition and can be used. Discussion followed about the large tree being in the way of the road/turn lane.

**TOWN COMMITTEE REPORTS:****BOARD OF ZONING APPEALS:**

No meeting

**FIRE BOARD:**

Per Bill Majeske – Hiring new paramedic and fire fighters. Bill Zeunik has applied for two (2) grants - \$225,000 for a brush truck and \$855,000 for hiring fire fighters. Should hear something in May.

Town Hall Streams comments – Brian Estes would like to see paperwork that everyone is presenting. Jason Love explained that they are working on it. Discussion followed.

**PARK AND RECREATION:**

Robin Swalley reported there was no meeting in February. She had no updates to report on.

**ADVISORY PLAN COMMISSION:**

Steve Maple reported they will have a Public Hearing from Jones Development. Steve reported that the Jones Development was working with Dan Keers' property for 60/90 days with no agreement. Moved the Jones Dev. to the north side of I74. The Jeff Gordon overlay district needs some changes made to it, as well as the other 2 overlays.

**POLICE COMMISSION:**

Melodi Ingalls gave an update on the purchase of the second dog. She then reported that there was a change to the policy to allow Frazer, who is their Admin, to do community support while on duty during the day. Jay Thompson asked about the hiring process, Scott King gave an update. Scott King reported they received a grant for \$11,705 to be used to purchase the new K9 and a dog kennel. Melodi Ingalls reported that Rachel Miller is doing an outstanding job fund raising. The next planned event is a car show which should raise \$3,000-7,000. Melodi reported that the police officers are making a lot more runs this year than last year.

**REDEVELOPMENT & ECONOMIC DEVELOPMENT COMMISSIONS:**

No meeting

**CONTRACTED BUSINESS:**

Eric Wathen reported the advertisement went out for bids on the Community Crossing Grant. They opened three (3) bids on Monday, February 14<sup>th</sup> – Engineering estimates were \$297,502.60 1) Midwest - \$202,278.08; 2) Grady Brothers - \$270,364.25; 3) Baumgartner - \$348,861.75. Eric was concerned about Midwest being so low, so he went back through the bid and found their costs were a lot lower on some items. He then asked for references and gives approval for Jason to go with Midwest. Jarod Baker made the motion to authorize Jason Love to sign the bid from Midwest in the amount of \$202,278.08, Randy Price seconded. All ayes, motion passes 5-0. Eric gave an update on the Ready Grant.

**OLD BUSINESS**

*COVID Protocol Ordinance 2022-01* – President Jarod Baker recommends removing the mask mandate due to the decline in numbers. Jarod asked Jim Buddenbaum to work on the revisions. **Ordinance 2022-03 Amendment to COVID Protocol**

*Handbook Amendment/Comp Time* – Jarod Baker opened the floor for discussion on the comp time/call out time. Melodi Ingalls asked about maximum time for a call out. Jason Love explained that it could be all night. He is fine with the three (3) hours for a call out. Jim Buddenbaum asked for a digital copy of the recommendation for the comp time revision to the handbook. Jason will send it to him.

**PUBLIC COMMENT:** Spring Deaton asked if there was an update to the website design?

**COUNCIL COMMENT:**

Jarod Baker explained about the quotes for the new web design.

Jay Thompson for Spring Deaton – asked why we have two (2) different attorneys? Scott King explained there would be a conflict of interest to have just one.

**ATTORNEY:**

Jim Buddenbaum reported on the political party affiliation. He explained the Police Commission has a statutory scheme which explained in detail in the attached copy of email received.

Jarod Baker asked if the Police Commission has the authority to hire and fire officers. The Council gives the money in a budget, but the Commission handles the hiring, firing and discipline of the department. Scott King explained that the department has hired Jayson Marksberry to advise the commission and the police department. Every town/city goes to the Clerk Treasurer to be sworn in. Every town and city are doing it correctly. Discussion followed.

**ACKNOWLEDGMENT OF CORRESPONDENCE:**

**APPROVAL OF DRAFTS & CLAIMS**

President Jarod Baker asked Shari Ping to present the drafts and claims for February 15, 2022, which includes all payments made since our January 18<sup>th</sup> meeting. Jay Thompson asked about the charge from Archive Social. Shari explained it was for anything on social media, including Facebook. Jarod Baker made a motion to approve drafts and claims as presented by Shari, Melodi Ingalls seconded. All ayes, motion passes 5-0.

**ADJOURNMENT**

President Jarod Baker reported the March 1<sup>st</sup> meeting will be cancelled. He then asked for a motion to adjourn. Bill Majeske made the motion, Randy Price seconded. All ayes, motion passes 5-0.

Respectfully submitted,

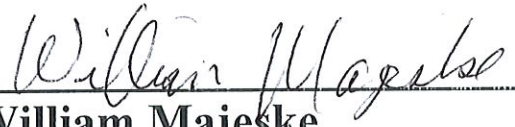
Shari L. Ping  
Clerk Treasurer



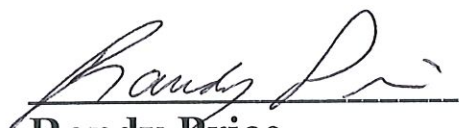
**Jarod Baker, President**



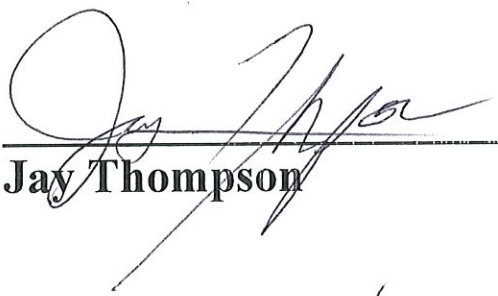
**Melodi Ingalls**



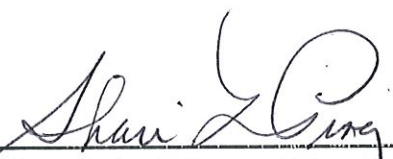
**William Majeske**



**Randy Price**



**Jay Thompson**

Attest:   
**Shari L. Ping, Clerk Treasurer**