

Ordinance 2021-25 Amending Chapter 73 of the Code of Ordinances Regulating Operation of Golf Carts on Town Streets

Ordinance 2021-26 Establishing 2022 Salaries for Officials and Employees

Ordinance 2021-27 Establishing Primary Elections as Large Town Under Ind Code 3-10-6 et. seq.

Ordinance 2021-29 to Amend Sections 1.11 and A.1, and add Section 4.19 Mixed Use District to the UDO (No. 2015-02)

Ordinance 2021-30 to Amend Section 5.3 Interstate Overlay District of the UDO (No 2015-02).

Ordinance 2021-31 Suspending 52.02 of Chapter 52 of the Pittsboro Code of Ordinances Regarding the Application of the Gas Adjustment Factor

Resolution 2021-09 Concerning Authorization for Execution of INDOT Agreement

**PITTSBORO TOWN COUNCIL MEETING  
TUESDAY, DECEMBER 7, 2021 @ 7:00 PM**

**QUORUM:**

Jarod Baker

Melodi Ingalls

William Majeske

Randy Price - ZOOM

Jay Thompson

Jim Buddenbaum, Attorney

Shari L. Ping, Clerk Treasurer

Police Chief Scott King

**OTHERS:** Jason Love, Town Manager; Steve Maple, Building Commissioner; Carl Carson, Asst Police Chief; Robin Swalley, Parks & Rec Superintendent; Bill Zeunik, Fire Chief; Eric Wathen, ELW Consulting; Jenny Roseboom, 320 Osborne Ave.

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

President Jarod Baker welcomed everyone and brought the Council Meeting to order by establishing a quorum. Four (4) of the five (5) members are present. Randy Price joined via ZOOM. 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 November 16, 2021, meeting. There being none, Bill Majeske made a motion to approve the minutes, Jay Thompson seconded. All ayes, motion passes 5-0.

**TOWN STAFF REPORTS**

**TOWN MANAGER:**

Jason Love gave an update on his purchases using the GO Bond monies – Vactron - \$47,735 and Reel Trailer - \$9500, both purchased from Ditch Witch.

Jason gave an update on the sale of the property located at 32 E Main St. Jarod Baker introduced Resolution 2021-08 Authorizing Jason to sign on behalf of the Town Council to sell the lot at 32 E Main in the amount of \$73,000. Bill Majeske seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jason gave an update on the generator for the new Water Treatment Plant.

Jason presented an invoice from Stewart Motors LLC for the installation of the mezzanine at the new Water Treatment Plant in the amount of \$22,250 to be paid from the water utility. Jarod Baker made a motion to approve, Melodi Ingalls seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jason gave an update on the gas rate and is asking for an ordinance revision to take the tracker back to 0 for the winter months, then put it back on in April when the consumption starts to go back down. Jarod Baker feels we should look at this annually and asked Jim Buddenbaum to make the revisions to the ordinance.

Jay Thompson asked Jason about the right of way off East Main Street with the woods on it. Jason gave an update and feels we should investigate vacating the right of way. Tabled until next month.

Jay also asked about leaf pick up since the leaves were late falling this year. Jason said to put them out by the curb and his guys would pick them up.

**POLICE CHIEF:**

Scott King had nothing to report

**CLERK TREASURER:**

Shari Ping had nothing to report

**BUILDING COMMISSIONER:**

Steve Maple went over the attached report.

Steve gave an update on several projects around town and reported there is interest from a business on the north side of 74. More details later.

**TOWN COMMITTEE REPORTS:**

**BOARD OF ZONING APPEALS:**

No meeting

**FIRE BOARD:**

Bill Zeunik went over the attached report.

**PARK AND RECREATION:**

Robin Swalley went over the attached report. She thanked everyone who helped with Christmas in the Park.

**ADVISORY PLAN COMMISSION:**

Steve Maple reported that their meeting included two (2) Public Hearings. The first being amendments to Sections 1.11 and A.1 and add Section 4.19 to the UDO and the second one being amendments to Section 5.3 Interstate Overlay District of the UDO (No. 2015-02). Both passed with a favorable vote.

**POLICE COMMISSION:**

Scott King reported that the Commission adopted a policy for the use of body cameras and lethal weapons. Scott reported on the purchase of three (3) new vehicles using the GO Bond monies.

**REDEVELOPMENT & ECONOMIC DEVELOPMENT COMMISSIONS:**

No meeting

**CONTRACTED BUSINESS:**

Eric Wathen gave a report on the Paving Asset Management Plan for Whispering Fields. Plans and documents for paving Wall Street, Waters Way and bank street to be paid from the Community Crossing Grant (CCG). Eric recommends applying for the CCG at the beginning of next year before closing this one out. Jason did not agree with him. Wall Street and Baldauf Drive are starting to alligator which proves failure. Jason will talk to the County about the water standing at Wall & Baldauf intersection.

**OLD BUSINESS**

*Golf Cart Ordinance 2010-01* – Jarod Baker explained the changes being made to Section 73.03 and Section 73.08 according to Ordinance 2021-25 Amending Chapter 73 of the Code of Ordinances Regulating Operation of Golf Carts on Town Streets. Jarod Baker made the motion to approve Ordinance 2021-25, Bill Majeske seconded. Roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes, motion passes 5-0.

*Ordinance 2021-28* – Jarod Baker reported that this ordinance was voted on in August but never signed. Signatures only needed tonight.

**NEW BUSINESS**

*Advisory Plan Commission* – UDO changes were discussed in Section 4.19 Mixed Use District (Apartment above and business below) and Section 5.3 Interstate Overlay District (dock doors along 74 and berm height changed). Jarod Baker made a motion to hear the first reading of Ordinance 2021-29 to Amend Sections 1.11 and A.1 and add Section 4.19 Mixed Use District to the UDO (No. 2015-02). Jay Thompson seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made a motion to hear the first reading of Ordinance 2021-30 to Amend Section 5.3 Interstate Overlay District of the UDO (No 2015-02). Melodi Ingalls seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

*Primary Election Changes* – Jarod Baker made a motion to introduce Ordinance 2021-27 Establishing Primary Elections as Large Town Under Ind Code 3-10-6 et. seq. Bill Majeske seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made a motion to consider Ordinance 2021-27 for passage, Jay Thompson seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes.

Jarod Baker made a motion to pass Ordinance 2021-27 for adoption, Jay Thompson seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

*2022 Salary Ordinance* – Jarod Baker read through the different sections and reminded the Council that the 2022 Budget approved a 3% raise. Jarod would like to review and discuss the current hourly employees and their tiers. He would like to call an Executive Session for December 21<sup>st</sup> at 7 pm to discuss and review only. Suggested changes were made to the ordinance by Jim Buddenbaum. Jarod Baker introduced Ordinance 2021-26 Establishing 2022 Salaries for Officials and Employees, Bill Majeske seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made the motion to consider Ordinance 2021-26 for passage, Melodi Ingalls seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made the motion to pass Ordinance 2021-26, Jay Thompson seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jason Love made a recommendation to change the percentages of the Wastewater Maintenance Employees to 75% Sewer and 25% Storm Water. Jarod Baker made a motion to rescind previous passage of Ordinance 2021-26, Melodi Ingalls seconded, roll call vote - Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made a motion to introduce the revised Ordinance 2021-26, Bill Majeske seconded, roll call vote - Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made the motion to consider Ordinance 2021-26 for passage, Jay Thompson seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made the motion to pass Ordinance 2021-26, Melodi Ingalls seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

*TRG Web Designs* – Jarod Baker went over the changes to improve our website. The cost is \$1,150 with 50% due up front and the remainder due before we go live. Jarod Baker asked for a motion to authorize Shari Ping to sign and allow TRG Web Designs to proceed. Bill Majeske made the motion, Jarod Baker seconded, roll call vote - Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

*Ordinance 2021-31 Suspending the Gas Tracker* – Jarod Baker made a motion to introduce Ordinance 2021-31 Suspending 52.02 of Chapter 52 of the Pittsboro Code of Ordinances Regarding the Application of the Gas Adjustment Factor, Bill Majeske seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made a motion to consider Ordinance 2021-31 for passage, Melodi Ingalls seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

Jarod Baker made a motion to pass Ordinance 2021-31, Jay Thompson seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

*INDOT Authorization* - Jarod Baker made a motion to pass Resolution 2021-09 Concerning Authorization for Execution of INDOT Agreement giving Steve Maple authority to execute any INDOT agreements, Bill Majeske seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

*Handbook/Comp Time* – Jarod Baker opened the floor for discussion of allowing employees to take Comp Time in lieu of Overtime pay. Jim Buddenbaum advised the Council to be specific with the wording. Discussion followed. Jim Buddenbaum would like to look at this in more detail. Jarod Baker tabled this until the January meeting and asked Jason Love to sit with Chris York and work out a description of how Comp Time will be used.

## **PUBLIC COMMENT**

**COUNCIL COMMENT**

Jarod Baker mentioned there is a large pothole in the parking lot across from the Mason Inn.  
Jarod Baker would like to start looking into changing our Wards and redistricting to allow for the growth in town.  
Jay Thompson was contacted by a homeowner on Fawn Court regarding low water pressure. Jay contacted Chris York to look at and assess.  
Jay Thompson said the Christmas lights around town looked nice.

**ATTORNEY**

Jim Buddenbaum reported that he will be sending email out to the Council members regarding the redistricting due to our growth.

**ACKNOWLEDGMENT OF CORRESPONDENCE: None**

**APPROVAL OF DRAFTS & CLAIMS**

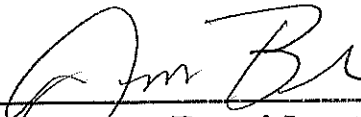
President Jarod Baker asked Shari Ping to present the drafts and claims for December 7, 2021, which includes all payments made since our November 16<sup>th</sup> meeting. Jarod Baker made a motion to approve drafts and claims as presented by Shari, Bill Majeske seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

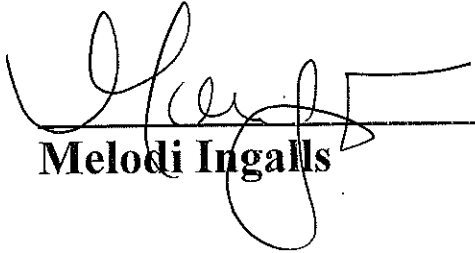
**ADJOURNMENT**

Jarod Baker reminded everyone about the Executive Session on December 21<sup>st</sup> and the January 4<sup>th</sup> meeting was cancelled. Bill Majeske made a motion to adjourn, Melodi Ingalls seconded, roll call vote – Randy-yes, Jay-yes, Jarod-yes, Melodi-yes, Bill-yes. Motion passes 5-0.

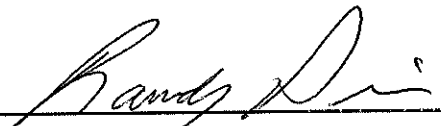
Respectfully submitted,

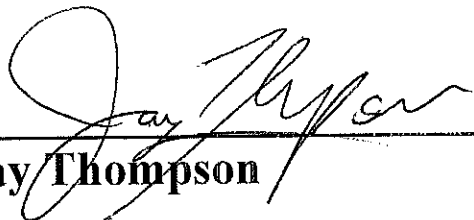
Shari L. Ping  
Clerk Treasurer

  
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**Jarod Baker, President**

  
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**Melodi Ingalls**

  
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**William Majeske**

  
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**Randy Price**

  
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**Jay Thompson**

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