

Resolution 2022-01 Approving Purchase of 108 – 110 W Main Street Properties

Resolution 2022-02 Amending the Town of Pittsboro Employee Handbook Regarding Employee Compensatory Time Off

Resolution 2022-03 Adopting Indiana Code 5-23 Et Seq

Ordinance 2022-03 Amending the Town COVID-19 Plan for the Town of Pittsboro

Ordinance 2022-04 amending Section 5.2 Jeff Gordon Blvd/CR 275 E Overlay District of the UDO (No 2015-02)

**PITTSBORO TOWN COUNCIL MEETING  
33 EAST MAIN STREET, PITTSBORO  
TUESDAY, MARCH 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; Cameron Cooper, Jones Dev.; Jack Grewe, Jones Dev.; Andy Kult, Comer Law; Zachary Buchanan, 102 Burlington Pkwy; Brian Estes, 130 Lakeside Dr.; Nate Schell, 40 E Main St.; Kent Elliott, Banning Engineering; Carl Starnes, Taft Law; Doug Joiner, 802 Penny Ct.; Jim Hill, 123 Lakeside Dr.; Bill Zeunik, Fire Chief; Darrin & Alexandra McMahon, 153 Warrington Dr., Linda Thompson, 7722 Quail Creek Trace; Jeanene Karn, 7722 Quail Creek Trace; Travis & Stacy Stonebraker, 150 Stamford Dr.; Herb Miller, 6257 N Co Rd 575 W, North Salem, Family Farm-1179 E Co Rd 800 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 February 15, 2022, meeting. There being none, Bill Majeske made a motion to approve the minutes, Randy Price seconded. All ayes, motion passes 5-0.

**PUBLIC HEARINGS:**

President Jarod Baker opened the Public Hearing -

- 1) Hiland Donner Alexander Consolidated Annexation Areas – This includes approximately 104 acres located north of I74. There being no questions or comments received, Jarod went on to the next one.
- 2) Dale Bunch Allen Property/C&J Well Company – This includes 34 acres west of Steel Dynamics. Andy Kult informed the council that C&J Well Company closed on the property, so Dale Bunch Allen Property needs to be removed. Herb Miller, 1179 E Co Rd 800 N, is located west of the property and drainage needs to be addressed. There being no further questions or comments, Jarod went on to the last one.
- 3) Town Park located in Brixton – This includes ½ acre and is in the northwest corner of Brixton off of Brooks Way. The proposed used is Open Space. There being no questions or comments, Jarod Closed the Public Hearing. The Fiscal Plans will be reviewed at the April 5<sup>th</sup> meeting.

**TOWN STAFF REPORTS**

**TOWN MANAGER:**

Jason Love thanked the Public for coming tonight.

Jason presented the purchase of 108-110 W Main Street to the Council. He explained how the Police Department would move into the front (108) house and the little (110) house would be torn down to allow for more parking spaces. Also, the property could be used for future growth of the Town Hall and Police Department. Jason asked for

approval to purchase the property for \$225,000. Jarod Baker made the motion to approve **Resolution 2022-01 Approving Purchase of 108 – 110 W Main Street Properties**, Bill Majeske seconded. All ayes, motion passes 5-0. Jason explained that someone outside of the town limits wants to hook up to our sewer. Collin Swopes, 4645 E US Hwy 136, is just east of Woodland Hills so the closest manhole is in front of Woodland Hills. Jarod Baker made the motion to explore the variance to connect to our sewer, Jay Thompson seconded. All ayes, motion passes 5-0.

Jay Thompson asked Jason for an update on the vehicles he purchased. Jason told the Council he purchased four (4) trucks and two (2) Equinoxes to update his fleet. The lease program is on hold until vehicles come available.

**POLICE CHIEF:**

Scott King gave an update on the purchase of the second K9 dog. The Department received a grant to purchase the second dog and Officer Jon Staton went to pick up the dog today.

Scott reported that he met several times with Enterprise and decided the lease program won't work for them.

Jay Thompson asked about the three (3) new vehicles. Scott informed the Council that they are still waiting on the equipment to put them in service.

**CLERK TREASURER:**

Shari Ping went over the 60/90-day report. The Council agreed to shut off those in the 90-day balances and send letters to the ones with a 60-day balance.

**BUILDING COMMISSIONER:**

Steve Maple reported that Jefferson Park is almost finished. They still have several things to complete before they can release the bond. Hidden Hills would like to break ground this spring but are having trouble finding contractors that are available. Hidden Hills will be bringing Section 2 to the Plan Commission later this month or next. Jay Thompson asked about the TAC meetings. Steve reported that nothing has been scheduled at this time.

Jason Love has received correspondence regarding the cars speeding on Scott Street. There is no posted speed limit on Scott Street. It should not be 30 mph. Would like to see a Speed Study done and incorporate all subdivisions into the study. Schedule a Public Hearing for April 19<sup>th</sup>.

**TOWN COMMITTEE REPORTS:**

**BOARD OF ZONING APPEALS:**

No meeting

**FIRE BOARD:**

Bill Zeunik sent the attached report. They made offers to hire five (5) full time fire fighters.

**PARK AND RECREATION:**

Robin Swalley sent the attached report. She informed everyone that the pickleball courts are open. Scott Smith has planned a Daddy Daughter Dance on March 18<sup>th</sup>. Park Clean up date is April 9<sup>th</sup> at 10 am. Phi Beta Psi Sorority sponsored Easter Egg Hunt is April 16<sup>th</sup> at 10 am. The sorority will be having their annual garage sale in the Scout Building on March 31 – April 2, 2022.

**ADVISORY PLAN COMMISSION:**

Steve Maple reported that the Plan Commission approved resolution to amend Section 5.2 Jeff Gordon Blvd/CR 275 E Overlay District of the UDO (No. 2015-01) and recommends to the Council for approval.

**REDEVELOPMENT & ECONOMIC DEVELOPMENT COMMISSIONS:**

No meeting

**CONTRACTED BUSINESS:**

Eric Wathen, ELW Contracting, reported the contract was signed with Midwest Paving and a PreCon meeting will be held the week of April 4<sup>th</sup>. The areas to be covered: Wall Street east to Quail Creek, North Park and Waters Way and Olsen Street next to the bank.

Eric reported he has submitted the documents for the Ready Grant to help with a lift station on the north side of I74 and a force main, and upgrades to the Wastewater Treatment Plant. Eric introduced Kent Elliott from Banning Engineering to go over the plans for the Wastewater Treatment Plant. Jason explained the whole process and the County liked our projects. We are taking the Master Plan to the next steps. Jason explained that our current debt is close to being paid off and we try hard to keep our rates down. Banning presented an agreement, Jarod Baker made the motion to give Jason authority to enter into this agreement, Randy Price seconded. All ayes, motion passes 5-0. Jay Thompson asked for an update on the second well.

## **OLD BUSINESS**

*Police Commission* – President Jarod Baker explained the issues with the delay in appointing Robert Saunders to the Police Commission for another three (3) year term. Brian Gilley will need to declare a party, if he does not, we will need to open it up to the public. After much discussion Jarod Baker made the motion to appoint Rob Saunders, Bill Majeske seconded. All ayes, motion carries.

*Handbook Amendment/Comp Time* – Jim Buddenbaum went over the Overtime versus Comp Time in summary format. Jay Thompson made a motion to approve **Resolution 2022-02 Amending the Town of Pittsboro Employee Handbook Regarding Employee Compensatory Time Off**, Randy Price seconded. All ayes, motion passes.

*COVID Protocol Ordinance 2022-01* – President Jarod Baker explained that we discussed in detail at last month's meeting and the Governor has lifted the Emergency Order. Jarod recommends removing all verbiage pertaining to the Governors Executive Orders. Jim Buddenbaum made the necessary changes to **Ordinance 2022-03 Amending the Town COVID-19 Plan for the Town of Pittsboro**. Jarod Baker made the motion to approve said ordinance, Bill Majeske seconded. 4 ayes, 1 no, Jay Thompson opposes the statement regarding the 65-age reference.

*Add June 19<sup>th</sup> Holiday to the Employee Handbook* – President Jarod Baker suggests we do not add as a paid holiday until the State or County recognize it, we should follow the State or County. All were in agreement.

## **NEW BUSINESS**

*Fiscal Plan Review & Vote:*

- 1) *Hiland Donner Alexander Consolidated Annexation Area* – Tabled until April 5, 2022
- 2) *Dale Bunch Allen Property/C&J Well Company* – Tabled until April 5, 2022
- 3) *Town Park Land in Brixton* – The ½ acre has an assessed value of \$4,800, will become park land, mowing added to the Town's since 32 E Main Street dropped off. Bill Majeske made the motion to approve the annexation, Randy Price seconded. All ayes, motion passes 5-0.

*Resolution 2022-APC-01 Amend Section 5.2 Jeff Gordon Blvd/CR 275 E Overlay District* – Main changes are allowing truck stop, car washes, remove building facades and parking lot changes. Jarod Baker made the motion to approve **Ordinance 2022-04 amending Section 5.2 Jeff Gordon Blvd/CR 275 E Overlay District of the UDO (No 2015-02)**, Jay Thompson seconded. All ayes, motion passes 5-0.

*Purchase AED for Town Properties* – President Jarod Baker explained that he is looking into purchasing AEDs for Town owned buildings. He is looking for any grant opportunities as well. He would like the Council's interest in pursuing. Jay Thompson, Bill Majeske, Randy Price, and Melodi Ingalls are all okay with pursuing. The Town will not be responsible for any Leagues...they should provide them. Jarod will report back next month.

*Website Vendors* – President Jarod Baker reported that he received three (3) quotes: 1) Civic Plus from Kansas - \$3,000/year, 2) See To It from Plainfield - \$4 – 7000/year, 3) Municipal Impact – Tier 3 - \$1522/year. Jay Thompson likes Municipal Impact and asked if we could receive a discount since the Police Dept. uses them? Jarod Baker would like to see a demo from Municipal Impact.

*Town Parcels* – President Jarod Baker would like to combine the different parcels within the Town owned properties. Shari Ping brought up the cost involved to do this since it is not included in our budget. Jarod will start with one (1) property and see what the costs would be.

*Build Operate Transfer Resolution for Police Station* – Resolution to build a Police Department, contractor and engineer cost laid all the money out on the line to build, once completed hand over the debt to the Town. Contractors

can negotiate costs with all vendors to get the best pricing. Cost estimates in the next 60 days. Jarod Baker made a motion to proceed with **Resolution 2022-03 Adopting Indiana Code 5-23 Et Seq.**, Randy Price seconded. All ayes, motion passes 5-0.

**PUBLIC COMMENT:**

Zachary Buchanan, 102 Burlington Pkwy., explained a troubling matter he has with Jay Thompson. He already challenged his wife Linda about her residency and won the legal proceedings. Zach went on in detail his discovery with using his mother in law's residence while in Indiana and owning a home in Arizona. He is asking for Jay's resignation and demanding he pay back the Town all monies paid to him.

Linda Thompson, 7722 Quail Creek Trace, explained the reason her husband is out of Town because he works for the Federal Government and travels to help during hurricane emergencies and other declared emergencies.

**COUNCIL COMMENT:**

Jay Thompson asked if the Inland Marine part of our insurance was finalized with the changes. Shari Ping and Jason Love both agreed the changes have been made and we should have policy soon.

Jay asked Jason Love about the heavy rain events we had in the last several weeks. Jason explained.

Jay asked Jason Love to explain the problem we had with the power outage between Poplar Dr and Maple St. Jason explained it was water between a U-guard on a utility pole.

Jay thanked Jason for fixing the water issue at Circle K and Scott Street. Jason explained he needed to get the water away from the gas pumps. Circle K will be working on building up their parking lot and with the Town to mill out the section of Scott Street and add black top as soon as it becomes available.

Jay asked about the longevity pay for non-emergency employees.

Jay mentioned the warning siren test statewide. Should start back up on Friday's at 11 am.

Jay asked Scott King regarding the pursuit on I74. Scott said the driver went to jail.

Jarod Baker read the attached letter he received from Kaitlyn Holmecki, Public Access Coordinator, State of Indiana. Linda Thompson filed a Formal Complaint against the Town Council – Open Door Law Violation, Executive Session held on March 1 with no notice of Executive Session posted. The meeting was held to discuss his resignation from the Council due to his residency. He is refusing to resign. Jarod explained it was a civil matter to move forward with and did not violate. Jay agreed to attend, chose to attend on free will.

**ATTORNEY:**

Jim Buddenbaum gave an update on the Ordinance to vacate Lee Drive of Eastwood Heights. He can't read the legal description. Will have something at the April meeting.

**ACKNOWLEDGMENT OF CORRESPONDENCE:**

**APPROVAL OF DRAFTS & CLAIMS**

President Jarod Baker asked Shari Ping to present the drafts and claims for March 15, 2022, which includes all payments made since our February 15<sup>th</sup> meeting. Jay Thompson asked about the charge for the firewall. Shari explained it was an issue with the Town Hall's firewall causing the internet to fail. Bill Majeske made a motion to approve drafts and claims as presented by Shari, Jarod Baker seconded. All ayes, motion passes 5-0.

**ADJOURNMENT**

President Jarod Baker reported the next meeting will be on April 5<sup>th</sup>. 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


  
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**Jarod Baker, President**

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**Terry Northern**

  
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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**