

**PITTSBORO TOWN COUNCIL MEETING
33 EAST MAIN STREET, PITTSBORO
TUESDAY, APRIL 4, 2023 @ 7:00 PM**

QUORUM:

Jarod Baker
Terry Northern
William Majeske
Randy Price
Jay Thompson - ZOOM

Shari L. Ping, Clerk Treasurer
Police Chief Scott King

OTHERS: Jason Love, Town Manager; Steve Maple, Building Inspector; Jack Swalley, Building Commissioner; Larry Compton, 7758 Quail Creek Trace; Eric Wathen, ELW Consulting; Zachary Buchanan, 102 Burlington Parkway; Brett Clark, Garmong Construction Services

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. Jay Thompson 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.

PUBLIC COMMENT:

OLD BUSINESS:

Salary Manual Review – President Jarod Baker explained the reason for the review. He gave a refresh on what needs to be changed according to the State Board of Accounts (SBOA). 1) Categorize pay scale in section 5.1 under Town Manager – positions need added, removed, or revised. In Section 8.1 we need to add the new Police Department pay scale and longevity. Under the Clerk Treasurers and Town Council positions, overall job description with noted hours and responsibilities. 2) SBOA finds the Salary Ordinance outlines the percentage only. The Salary Manual was created in 2014 and the last update was done in 2021. Terry Northern asked if this needs to be done on an annual basis. Jarod explained the manual will be the core piece and the ordinance will be changed to reflect the changes. 3) Establishing a formal travel policy including meals and travel. Jarod feels this should be added to our handbook as well. Jarod asked the Council to review the sections of the manual and will continue for several months. Jay Thompson commented that the SBOA just came out with their quarterly update and mentioned compensation salary is based on a normal pay year (26 weeks and not 27 weeks). Terry Northern asked about an end goal. Jarod said he would like to complete this by July. He would also like to look at our handbook. Randy Price asked if this would be effective immediately or first of year.

NEW BUSINESS:

Community Crossing Grant-Bid Approval – President Jarod Baker asked Eric Wathen to give an update. Eric said we received five (5) bids, and the bids are less than the estimate. Prices are down from last year. Bids ranged from our low bidder Howard Companies at \$430,928.50 and Calumet at \$569,135. He recommends we award the bid to Howard Companies. Jason Love would need to sign the award letter and sign the letter to INDOT. Jason added that with the low bid coming in has saved us \$80,000. Jarod Baker made a motion to award Howard Companies and authorize Jason to sign on our behalf. Bill Majeske seconded. Roll call vote: Bill-yes, Jarod-yes, Terry-yes, Randy-yes, Jay-yes. Motion passes 5-0.

Eric received a letter from a concerned citizen about the ponds in Hidden Hills. They were confused about whether they were wet or dry ponds. Eric explained his response to the concerned citizen.

Working on the Police Station RFQ with updated new budget numbers.

Reported on Banning working on the Lift Station and the PDR.

Jason also commented that he asked Eric to work on pricing for the mill and repair the north and south lanes at the interstate.

Eric has had meetings with future developers, and they are concerned with the interstate issue and with traffic. Eric contacted INDOT and it is nowhere on their radar. Eric is waiting on Representative Thompson and Steuerwald to finish with their current session to talk to them about getting it moved up on INDOTs priority list.

ACKNOWLEDGMENT OF CORRESPONDENCE:

COUNCIL COMMENT

Jarod Baker – gave an update on the Next Level Trails grant. Terry Northern would like to see a graphic layout highlighting the changes.

Jay Thompson – thanked Jack and Eric for responding to the Hussey family on Woodland Place and the retention pond

thanked Gary Golay and Dan Ball for their work in reducing the water loss rate to under 2.5%

APPROVAL OF DRAFTS & CLAIMS

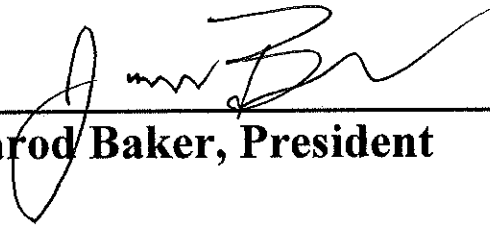
President Jarod Baker asked Shari Ping to present the drafts and claims for April 4, 2023, which includes all payments made since our March 21st meeting. Jarod Baker made a motion to approve drafts and claims as presented by Shari, Terry Northern seconded. Roll call vote: Bill-yes, Jarod-yes, Terry-yes, Randy-yes, Jay-yes, motion passes 5-0.

ADJOURNMENT


Jason Love wanted it noted that we were done at 7:23 pm. Jarod Baker made a motion to adjourn, Randy Price seconded. Roll call vote: Bill-yes, Jarod-yes, Terry-yes, Randy-yes, Jay-yes, motion passes 5-0.

Respectfully submitted,

Shari L. Ping
Clerk Treasurer



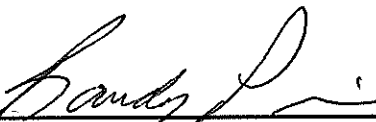
Jarod Baker, President




Terry Northern




William Majeske



Randy Price



Jay Thompson

Attest: 

Shari L. Ping, Clerk Treasurer