

Ordinance 2025-05 Amending Chapter 111 of the Code of Ordinances of the Town of Pittsboro regarding  
Canvassers and Direct Sales.

Ordinance 2025-06 Amending Delinquency Penalty, Disconnection Notice and Reconnection Fees for  
Municipal Utility Services

**PITTSBORO TOWN COUNCIL MEETING  
33 EAST MAIN STREET, PITTSBORO  
TUESDAY, JULY 15, 2025 @ 7:00 PM**

**QUORUM:**

Jarod Baker  
Larry Compton  
William Majeske  
Terry Northern  
Randy Price

Jim Buddenbaum, Attorney  
Shari L. Ping, Clerk Treasurer  
Scott King, Police Chief  
Jason Love, Town Manager

OTHERS: Eric Wathen, ELW Consulting; Bill Zeunik, Fire Chief; Keith Gurley, Park Board President; Jay & Linda Thompson, 7722 Quail Creek Trace; Jeanene Karn, 7722 Quail Creek Trace

**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 June 17, 2025, meeting. Bill Majeske made the motion to approve the minutes as written, Terry Northern seconded. All ayes, motion passes 5-0.

**STAFF REPORTS:**

**TOWN MANAGER:**

- Jason Love reported that Abbey Hall passed the Wastewater Operator Class 1 Certification. Discussion followed regarding merit raises for Abbey and April Wrigley, noting the lack of specific guidelines in the current policy book for such raises.
- Jason reported that Greg, an engineer at SDI, passed away unexpectedly. The last wet test failed, though the first two (2) tests passed. Mike Brooks wants to schedule another meeting. Chris York has contacted IDEM for guidance on retesting or next steps for toxicity testing.

**POLICE CHIEF:**

- Scott King had nothing to report.

**CLERK TREASURER:**

- Shari Ping reported on the following:
  - Past due balances-Five (5) people were disconnected from non-payment, with three (3) subsequently making payments.
  - The discussion shifted to the potential installation of automatic electric meters to reduce the manpower and liability, with Jason tasked to investigate the technology.

**BUILDING & PLANNING:**

- April Wrigley – sent the following figures via email:
  - 5 new homes - \$1,644,598
  - 7 miscellaneous permits - \$143,475
  - 1 commercial building - \$1.6 million
  - Shane has completed 94 inspections since June 17<sup>th</sup>

**WEB DEVELOPMENT UPDATE:**

- Scott Smith – see attached report

**TOWN COMMITTEE REPORTS:**

**BZA:** no meeting

**FIRE BOARD: (see attached report)**

- Bill Zeunik, Fire Chief, sent the attached reports.

**PARK & RECREATION:**

- Hallie Wood sent the attached report.
- Jason Love asked Keith Gurley about the tree that fell on the new fence along the east entrance. The tree remains in place pending assessment by the insurance adjuster, as the fence cannot be repaired until the tree is removed.
- An issue with cleaning the debris from the fireworks on the soccer field was discussed. A meeting with Keith is scheduled for next week to address this, and a new sweeper is being considered.
- The idea of moving soccer fields to Hidden Hills was rejected due to high utility costs, potential traffic issues and negative impact on new neighborhood residents. The plan is for Fisher-Hill Park to be a green space park with a walking trail. Community input will be sought for future design.

**ADVISORY PLANNING COMMISSION:**

- Jarod Baker went over the following:
  - The APC met on June 24<sup>th</sup> for a discussion on the Comprehensive Plan. The next meeting has been rescheduled to July 29<sup>th</sup>.

**POLICE COMMISSION:**

- Scott King reported that the Police Commission meeting was cancelled. However, he is working with Jayson Marksberry on updating policies.

**ECONOMIC DEVELOPMENT COMMISSION:**

- No meeting.

**REDEVELOPMENT COMMISSION:**

- Jarod Baker reported they did not meet in June but will be meeting on July 17<sup>th</sup> at 6:00 pm.

**CONTRACTED BUSINESS:**

- Eric Wathen reported on the following:
  - The concrete crew is working on Wall Street for the new walking trail and adding curbs.
  - Update to the north lift station should be completed by the end of August with Hendricks Power Coop changing the electricity to a three-phase.
  - Community Crossing paving will start in August
  - Sewer will start in Section 5 of Hidden Hills next week.

**OLD BUSINESS:**

*Revisions to the Solicitation Ordinance –*

- Jarod Baker read **Ordinance 2025-05 Amending Chapter 111 of the Code of Ordinances of the Town of Pittsboro regarding Canvassers and Direct Sales.** Jarod Baker made a motion to approve Ordinance 2025-05; Larry Compton seconded the motion. All ayes, motion carried 5-0. Key provisions include allowing property owners within corporate limits to register their property on the Town's "Do Not Solicit" list by filling out a form online with the Clerk's office no later than December 1<sup>st</sup> annually. The Clerk's office will update and make the list available on the Town's website and on paper at the Town Hall by January 1<sup>st</sup> annually. It will be unlawful for any canvasser or direct seller to call any dwelling or business on this list, or to solicit without possessing a paper or electronic copy of the "Do Not Solicit" list.



- The distinction between direct sellers, described as individuals with a product (e.g. a fuller brush man), and canvassers, who might be exempt and primarily provide informational flyers or engage in indirect sales (e.g. a bug guy). The ordinance aims to regulate both categories.
- Discussion revolved around amending the registration fees. The proposal is to eliminate the current \$10 fee and replace it with a new tiered fee schedule based on the duration of the permit: one (1) day - \$50; one (1) week - \$300; one (1) month - \$1,000. These fees are per person. Bonding requirements and penalty fees are to remain unchanged from the original ordinance. The intent behind the higher fees is to deter excessive solicitation. It was confirmed that religious entities and political canvassers are exempt from the provisions of the ordinance, as noted in the existing regulations. Jarod made the motion to waive the second reading of Ordinance 2025-05; Bill Majeske seconded the motion. All ayes, motion carried 5-0. Jarod Baker made the motion to approve Ordinance 2025-05 as written with corrections noted; Larry Compton seconded the motion. All ayes, motion carried. Jarod amended his previous motion to include an effective date of July 15, 2025, Terry Northern seconded the motion. All ayes motion carried 5-0.

#### *Nuisance Fee Schedule added to Ordinance –*

- Discussion about the absence of a nuisance fee schedule and the need to create one. Review of the nuisance ordinance regarding grass over 12 inches/noxious weeds (suggesting HOA responsibility first if covenants apply) and trash cans left out for more than two (2) days. It was noted that the trash can rule needs to align with the trash ordinance and enforcement is paused due to lack of town-provided trash cans. Section 92.11 specifies a \$50 per day violation. Review of the noise ordinance, highlighting issues with the current definition of “continuous” noise and decibel measurement for enforcement. Discussion included aligning fireworks noise with state statutes, handling residential noise complaints (suggesting a two-call system leading to disorderly conduct), and clarifying exemptions for noise in public parks between 10 PM and 6 AM, especially concerning events like fireworks displays. Discussion on Section 92.03, Section B, which restricts business maintenance, trash pickup or delivery between 10 PM and 6 AM if adjacent or across the street from a residence. Concerns were raised about 24/7 businesses like SDI (potentially grandfathered from 2012), the lack of a clear distance definition for “across the street” and the need for special exceptions for businesses requiring night operations, especially with future growth.

#### *Utility Shut Off Ordinance –*

- Jarod Baker read **Ordinance 2025-06 Amending Delinquency Penalty, Disconnection Notice and Reconnection Fees for Municipal Utility Services**, for the first reading. This includes specific details on the bill due dates, late fees, disconnection notice timing, and reconnection fees. Detailed discussion on customer security deposits, including requirements for deposits based on payment history, installment options for deposits over \$70, interest on deposit held over 12 months, record keeping, and refund policies for continuing customers and upon disconnection. Terry Northern felt the ordinance was very complicated and who is calculating the interest? There was discussion over the current policy allowing partial payments for unpaid utility amounts. Concerns were raised that this practice enables customers to avoid full payment and creates additional work for the staff. Discussion regarding exceptions for customers enrolled in Energy Assistance Programs (EAP). A key question arose about how to manage accounts for individuals who have filed for assistance but are still awaiting determination, with a suggestion to allow a temporary period (e.g. 90 days) if paperwork is provided. Discussion about the current meter deposit system, particularly the \$25 water meter deposit for renters, and whether it should be increased or a new fee structure implemented. Questions were raised about why only renters are subject to meter deposits and the discrepancy with deposits for new homes or commercial properties. Reevaluation of the utility service deposit amount where the current cost is \$175 for all three (3) utilities (electric, gas, water) is deemed insufficient. A proposal was made for \$100 deposit per utility, totaling \$300 for all three (3), to better cover potential losses.

#### *Heavy Trash – Schedule a Fall Date –*

- A review of a recent heavy trash drop-off event indicated it was very successful, with users expressing appreciation. However, challenges include needing more dumpsters than anticipated, with some individuals bringing up to three (3) pickup loads. The need to verify Pittsboro residency was highlighted. Unlike taking trash to the dump (costing over \$200 per truckload) the heavy trash day is free to our residents. The event was a one-weekend occurrence. Metal recycling yielded only \$4. There was some confusion regarding acceptable



items, with some bringing tires and paint, which were not accepted. A brief discussion occurred regarding future shred events. There is only one (1) other scheduled date for shredding. The possibility of combining the two (2) events was raised. Additionally, shortening the heavy trash drop off to just Friday and Saturday was considered. It was suggested to limit loads to one (1) truckload or one visit per household and to implement a strict residency verification process requiring a valid ID and a recent utility bill. The next event is scheduled for October.

**NEW BUSINESS:**

*Additional Appropriation – Move EDIT money to Next Level Trails Fund –*

- Jarod Baker reported that this is being tabled until next month

**PUBLIC COMMENT:**

- Jay Thompson, 7722 Quail Creek Trace, commented on the following:
  - Thanked Jason Love and James Albright for the repair to a stop sign at 375 E and Maple St.
  - There is a tree on the right of way near Terrell Drive
  - Asked Bill Zeunik about open burns, specifically tree debris from storm damage on Terrell Drive.
  - Asked about moving the gas lines to allow another entrance into the park at Hidden Hills.
  - He is concerned about vehicles parked on Albermarle Dr and Coles Dr.
- Keith Gurley, 7533 N Waters Way:
  - Thanked Jason Love, Police Dept. & Fire Dept for all their help during the Freedom Celebration.
  - He has concerns about a fireworks warehouse operating in Danny Keers building, located near the entrance of North Park on Waters Way. The warehouse contains an estimated 100,000 to 200,000 pounds of fireworks, stored in a building that is not a proper H3 structure, despite the state sign-off. This raises major safety risks due to the potential for catastrophic explosion. This business is suspected of operating both retail and wholesale, which is illegal in Indiana for fireworks without separate permits. The town's limited jurisdiction due to state oversight and a loophole is business change inspections were highlighted. The company has a 3-year lease.

**COUNCIL COMMENT:**

- Jarod Baker asked those in attendance to attend the Advisory Plan Commission meeting on July 22<sup>nd</sup>
- Jarod Baker reminded everyone that the Budget 2026 open meeting will be held on Friday, August 8<sup>th</sup> at 8:30 am at the Admin Building

**ATTORNEY ITEMS:**

Jim Buddenbaum had nothing to report.

**DRAFTS & CLAIMS:**

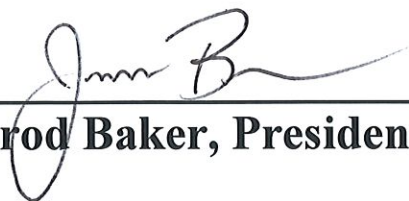
- President Jarod Baker asked Shari Ping to read the dollar amounts from the Drafts & Claims for July 15<sup>th</sup>. Shari Ping read the totals from the Town (\$583,686.33), Sewer (\$229,421.81) and GO Bond (\$34,345.00) APVs. Jarod Baker made the motion to approve the drafts and claims as presented, Randy Price seconded. All ayes, motion carried 5-0.

**ADJOURNMENT:**

- President Jarod Baker reminded everyone there will not be a meeting on August 5<sup>th</sup>. Next meeting will be August 19<sup>th</sup>. Jarod Baker made a motion to adjourn, Larry Compton seconded. All ayes, motion carried 5-0.

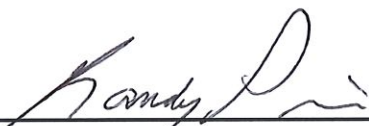
Respectfully submitted,

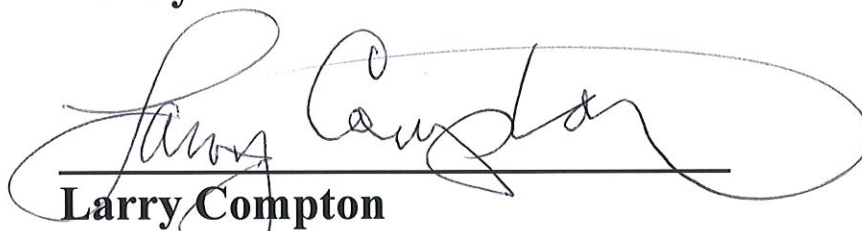
Shari L. Ping  
Clerk Treasurer

  
\_\_\_\_\_  
**Jarod Baker, President**

  
\_\_\_\_\_  
**William Majeske**

  
\_\_\_\_\_  
**Terry Northern**

  
\_\_\_\_\_  
**Randy Price**

  
\_\_\_\_\_  
**Larry Compton**

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