

**Resolution 2024-01 Appropriation Transfer
Resolution 2024-02 Approving Shredding Service Quote**

**PITTSBORO TOWN COUNCIL MEETING
33 EAST MAIN STREET, PITTSBORO
TUESDAY, FEBRUARY 20, 2024 @ 7:00 PM**

QUORUM:

Jarod Baker
Terry Northern
William Majeske
Randy Price
Larry Compton

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

OTHERS: Steve Maple, Building Commissioner; Robin Swalley, Parks & Rec Superintendent; Carl Carson, Asst. Police Chief; Lynn Love, 35 W Main St; Gary & Lana Baldauf, 7225 S Co Rd 100 W, Lebanon; Ryan Tanselle, & Staci Hovermale, HCYAP; Eric Wathen, ELW Consulting; Jay & Linda Thompson, 7722 Quail Creek Trace; Dan Keers, Ark Park; Spring Deaton, 86 Woodview Drive; Jason Speckman; Alex Vulic, OPUS Development Co.; Brian Bilger, HCEDC; Jim Miller, Fire Dept. Division Chief

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 16, 2024, meeting. Bill Majeske made a motion to approve, Terry Northern seconded the motion. All ayes, Motion passes 5-0.

PRESENTATIONS:

- 1) President Jarod Baker introduced Staci Hovermale, Director, from Hendricks Co. Youth Assistance Program (HCYAP). Staci explained what the program does for at risk youth ages 3-17. Their goal is to have programs throughout Hendricks County. Judge Ryan Tanselle spoke about how each community would pick what is needed to meet their specific needs. Funded through donations. The Director's salary and benefits are paid by the County, other paid staff members would be split between the towns and the schools. Discussion followed. Jarod thanked Staci and Ryan for their time and asked them to come back to the Council after the conversations with the other towns in the county and the schools.
- 2) President Jarod Baker introduced Kristen Deutsch, NewFocus HR via Zoom. Kristin gave an overview of what her company does and how she could help the Town with updates to the Employee Handbook on an annual basis. See attached proposal. Discussion followed and several questions were asked. Jarod thanked Kristen for her time.
- 3) President Jarod Baker introduced Alex Vulic, VP, Real Estate Development, OPUS Development Co. Alex went over the attached drawing of the buildings for the Merritt & Baldauf property located north of the interstate. They would build to suit to attract high level businesses. Discussion followed and several questions were asked. Jarod thanked Alex for his time.

PUBLIC COMMENT:

None

STAFF REPORTS:

POLICE CHIEF (see attached report):

Chief Scott King sent the attached report.

TOWN MANAGER:

Jason Love reported that the second trash truck is here, and he is researching adding dumpster service to our utility. He has purchased 25 dumpsters which would cover the downtown businesses as well as the Town locations.

CLERK TREASURER:

Shari Ping went over the 30/60/90-day list. Discussion followed.

BUILDING COMMISSIONER:

Steve Maple reported there are possibly five (5) lots that would like to be annexed into the Town. Steve reported they held a TAC meeting to go over site plans.

WEB DEVELOPMENT UPDATE (see attached report):

Scott Smith sent the attached report.

TOWN COMMITTEE REPORTS:

BZA:

No meeting

FIRE BOARD (see attached report):

Jim Miller, Division Chief, sent the attached report.

PARK & RECREATION (see attached report):

Robin Drew Swalley, Parks & Rec Superintendent, sent the attached report.

ADVISORY PLANNING COMMISSION:

Steve Maple reported that several changes to the Unified Development Ordinance (UDO) were made after the work session that was held last month. They will hold a Public Hearing and vote on the changes. They will bring the changes to the March 6th meeting of the Town Council for their approval. Jarod Baker explained that the changes were made to clean up and give more detail. The changes will be sent out to the Council as soon as possible.

POLICE COMMISSION:

Scott King had nothing to report.

REDEVELOPMENT AND ECONOMIC DEVELOPMENT COMMISSIONS:

President Jarod Baker reported there was no RDC meeting.

President Jarod Baker reported there was no EDC meeting.

CONTRACTED BUSINESS:

Eric Wathen, ELW Consulting, reported that the lift station forced main will be advertised this Thursday. Holding a pre-bid conference on March 11th and opening bids on March 19th. We will be awarding the contract first part of April. The CCMG application was submitted at the end of January. Working on the design for the roads now. He had seen some traffic on the site of the new Police Station.

OLD BUSINESS:

NEW BUSINESS:

Police Commission Appointment – President Jarod Baker announced that Brian Gilley would not be returning this year. Steve Carder reached out and told Jarod that he would be interested in serving in some capacity. This is a Council appointment for a three (3) year term. Jarod Baker made a motion to appoint Steve Carder to the Police Commission, Randy Price seconded. All ayes, motion carried 5-0.

Appropriation Transfer Resolution – President Jarod Baker asked Shari Ping, Clerk Treasurer, to go over the reason for the transfer of appropriations. Jarod Baker made a motion to approve **Resolution 2024-01 Appropriation Transfer**, Bill Majeske seconded. All ayes, motion carried 5-0.

New Shred Truck Resolution – President Jarod Baker explained that Waste Management no longer provides a Shred It Truck on the weekend. Shari Ping reached out to several other companies. Eco Shred sent the attached proposal for 2 hours on a Saturday at a cost of \$500 plus a 14% fuel surcharge. Shred It wanted \$300/hour, minimum of 3 hours. Discussion followed. Jarod Baker made a motion to approve **Resolution 2024-02 Approving Shredding Service Quote** on April 13, Terry Northern seconded the motion. All ayes, motion carried 5-0.

Jarod Baker introduced Brian Bilger, Executive Director, HC Economic Development. Brian explained what a Tax Abatement agreement is for. It spells the project out and it has a reporting deadline for filing the CF1. Jarod wanted the Council to be aware that this will be brought to them at our March meeting. Discussion followed.

Review HR & Payroll Quotes – President Jarod Baker went over the costs received from NewFocus HR, which is HR only. Other proposals were received as follows:

- 1) Paylocity – referred by Kristen from NewFocus HR. Payroll needs similar to the other two (2). \$1500 start up fee plus \$5000 annual based off 30 employees.
- 2) Tillson HR – provides HR and Payroll. \$15000 set up fee plus \$36000 annual. They would require a two (2) year contract with a 4% increase annually after that.
- 3) APS – a lot like Paylocity and AccuPay. Referred to us by the Town of Brownsburg. Does not provide health benefits assistance. Their cost is \$1500 set up fee plus \$1112 month for a total of \$13344 annual. Can also provide several different add-on services.
- 4) AccuPay – provides payroll with some HR assistance. Their cost is \$5737 annually based on 30 employees. A one-time fee for W2s of \$208 and a one-time implementation fee of \$4100 which they are waiving and only charging \$138. Other additional services are available. There will also be a 3% annual increase.

Jarod explained that we need to narrow it down and have another representative come in at a future meeting. The Council gave their feedback. Terry Northern has experience with Tillson and gave his opinion about them. Jarod agreed with Terry and Tillson can meet all our needs. Discussion followed. Randy Price asked if these payroll companies provided time clocks. Jarod went over the pricing for time clocks from AccuPay. Terry Northern asked about the payroll companies being able to split out the different utilities. Jarod explained that most of them were not shocked about this. Randy Price asked about using an app on your phone for payroll. Jason Love explained that he is currently using an app. Jason Love would like to use an actual time clock that employees are responsible for clocking themselves in and out. Terry Northern suggests bringing in a rep from AccuPay and present it at our next meeting. Discussion followed.

Jason Love –

- Asked the Attorney if salary employees pay is based on a 40-hour week/80-hour pay. Jim Buddenbaum explained the difference between exempt and non-exempt. Jason gave an example of a salary employee plowing snow for six (6) hours without being compensated. Discussion followed.
- Jarod Baker made a motion to enter into an agreement with NewFocus HR, Terry Northern suggested testing her with this issue. Motion dies from lack of a second. Discussion followed. Randy Price made a motion to enter into an agreement with NewFocus HR based on the discussion, Jarod Baker seconded the motion. 4 ayes, 1 nay, motion carried 4-1.

COUNCIL COMMENT:

Jarod Baker –

- We need to look for a health vendor. Several employees were dropped, or coverage changed during the switch from the MEWA plan. One (1) employee was dropped completely, and she took her kids to doctors in January and February with meds being ordered with no coverage. Chris York had meds totaling \$583.51 out of pocket. Jarod recommended that we reimburse her the difference minus the co-pay. Discussion followed. Jarod Baker made a motion to reimburse Chris York, while we go after our broker for reimbursement an amount not to exceed \$583.51, Terry Northern seconded. All ayes, motion carried 5-0.

Terry Northern –

- Reported that in December 2023, Nippon bought US Steel. The top companies in the US are Nucor, US Steel, Cleveland Clif and SDI and they could be next. We have outstanding issues with SDI, such as open wells, sewer flows, sewer rates, and water consumption. These need to be addressed while still SDI. The town has exposure there, resolve issues while still our neighbors. Discussion followed.

ATTORNEY ITEMS:

Jim Buddenbaum received a notice of bankruptcy from Endo International. The Council does not recommend pursuing it.

DRAFTS & CLAIMS:

President Jarod Baker asked Shari Ping to read the dollar amounts from the Drafts & Claims for February 20th. Shari gave the totals from the Town and Sewer APVs. Jarod Baker made the motion to approve the drafts and claims, Bill Majeske seconded. All ayes, motion carried 5-0.

ADJOURNMENT:

President Jarod Baker reminded everyone the next meeting will be March 5th. Jarod Baker made a motion to adjourn, Bill Majeske seconded. All ayes, motion carried 5-0.

Respectfully submitted,

Shari L. Ping
Clerk Treasurer



Jarod Baker, President



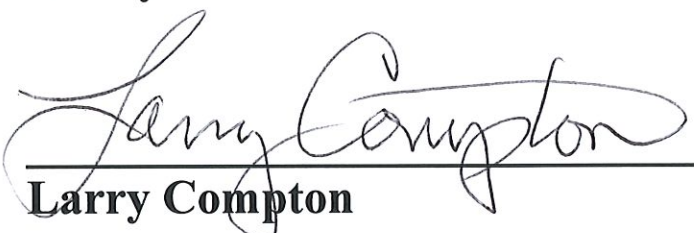
William Majeske



Terry Northern



Randy Price



Larry Compton

Attest:



Shari L. Ping, Clerk Treasurer