

Resolution 2024-05 Preliminarily Designating an ERA and Approving Real Property Tax Deductions, Abatement Benefits and Setting Public Hearing and Supporting Findings of Fact and Order  
Resolution 2024-06 Preliminarily Designating an ERA and Approving Real Property Tax Deductions, Abatement Benefits and Setting Public Hearing and Supporting Findings of Fact and Order  
Resolution 2024-07 to Acquire the Real Property and Appointment of a Purchasing Agent

**PITTSBORO TOWN COUNCIL MEETING  
33 EAST MAIN STREET, PITTSBORO  
TUESDAY, MARCH 19, 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

Carl Carson, Asst. Police Chief

Jason Love, Town Manager

**OTHERS:** Steve Maple, Building Commissioner; Robin Swalley, Parks & Rec Superintendent; Lynn Love, 35 W Main St; Eric Wathen, ELW Consulting; Bill Zeunik, Fire Chief; Jay & Linda Thompson, 7722 Quail Creek Trace; Dan Keers, Ark Park; Spring Deaton, 86 Woodview Drive; Brian Bilger, HCEDC; Mitch Alexander, Alexander Contractors; Greg Conwell; Dee Walters, AccuPay; Ken Tocco, 307 Osborne Avenue

**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 20, 2024, meeting. Jarod Baker made a motion to approve, Terry Northern seconded the motion. All ayes, motion passes 5-0. President Jarod Baker asked if there were any additions or corrections to the minutes from the March 5, 2024, meeting. Jarod Baker made a motion to approve, Bill Majeske seconded. All ayes, motion passes 5-0.

**PRESENTATIONS:**

- 1) President Jarod Baker introduced Dee Walters from AccuPay. Dee passed out pens and brochures to the Council. She then went over all the services provided by AccuPay. They are working with Keystone to create a check detail file and a finance file through KeyFund to be able to import payroll into our system. They also offer HR services. Jarod Baker asked about the different time clocks and what other municipalities might be using. Dee Walters went over the flyer for the different clocks. Terry Northern asked about the geo tracking availability. Dee explained how the geo tracking works with the software. Terry asked about the training to be able to use the software. Dee said the training would be through AccuPay. Scott King asked about logging in manually without punching in and out of a clock. Dee said yes.

**PUBLIC COMMENT:**

Jay Thompson, 7722 Quail Creek Trace –

- Thanked Terry Northern for his involvement in the Advisory Plan Commission board meeting.
- Thanked Jason Love and his guys for replacing the streetlight in front of the Baptist Church.
- Asked about Town Hall Streams missing the December Police Commission meeting.
- Asked if Gary Golay was paid OT for plowing streets – Jason said yes OT was paid.
- The Police Commission meeting on 16<sup>th</sup> of last month, we showed up but no one was here.

Ken Tocco, 307 Osborne Avenue –

- Asked if the tax benefit from AccuPay would be extended to the employees for tax reports.

**STAFF REPORTS:**

**TOWN MANAGER:**

Jason Love reported they held a sewer plant meeting yesterday about the future of the sewer plant and a few other items to touch on what Terry Northern brought to light at the last Council meeting. There is a list of meeting dates with Steel Dynamics to go over Terry Northern's list.

**POLICE CHIEF:**

Chief Scott King had nothing to report.

**CLERK TREASURER:**

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

**BUILDING COMMISSIONER:**

Steve Maple reported on the following:

- There are 23 lots being built on in Hidden Hills and they will be starting Section 3 in May.
- Several interested businesses want to build on lots that need to be annexed into the town first.
- Activity on the farm ground south of 136 by Woodland Hills.

**WEB DEVELOPMENT UPDATE (see attached report):**

Scott Smith sent the attached report but was unable to attend.

Jarod Baker wanted to notify the Council that Keith Gurley will be holding another Color Run on May 4<sup>th</sup> at 2:00 pm. This is a fundraising effort for the Freedom Celebration.

**TOWN COMMITTEE REPORTS:**

**BZA:**

Meeting on March 25<sup>th</sup>.

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

Bill Zeunik, Fire Chief, sent the attached report.

**PARK & RECREATION (see attached report):**

Robin Drew Swalley, Parks & Rec Superintendent, sent the attached report. Jarod Baker wanted to commend Emilie and Robin on the Daddy Daughter Dance. It was well attended and a lot of fun. Terry Northern asked about the concession stand update. Robin explained that Jason Anderson would be serving his food and handling all concession food for the ball games. He has a 1-Year Contract, and the board will evaluate at the end of the summer.

**ADVISORY PLANNING COMMISSION:**

Steve Maple reported that they brought eight (8) changes to the UDO to the Council at the March 5<sup>th</sup> meeting which they all passed. An application for rezoning a piece of land was received and passed, however, there was a concern that it wasn't handled properly. Steve checked and everything was handled properly but the planner advertised for the next meeting. So, they will open the public hearing and then continue it for a future meeting.

**POLICE COMMISSION:**

Scott King reported the March meeting was cancelled.

**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 bids for the North Regional Lift Station were opened today, March 19<sup>th</sup> at 3 pm. There were three (3) bids received and Banning will review and bring a recommendation to the next meeting. He has been working with Chris York and Jason Love on the WWTP PER. He has been working on a design for the Community Crossing Grant.

## **OLD BUSINESS:**

### **NEW BUSINESS:**

*Preliminary Resolution: Abatement for 103 & 203 E Kam Drive* – President Jarod Baker explained the process for the abatements. Jarod Baker made a motion to approve **Resolution 2024-05 Preliminarily Designating an ERA and Approving Real Property Tax Deductions, Abatement Benefits and Setting Public Hearing and Supporting Findings of Fact and Order** for 103 E Kam Drive, Bill Majeske seconded the motion. 4 ayes, 1 nay. Motion passes 4-1.

Jarod Baker made a motion to approve **Resolution 2024-06 Preliminarily Designating an ERA and Approving Real Property Tax Deductions, Abatement Benefits and Setting Public Hearing and Supporting Findings of Fact and Order** for 203 E Kam Drive, Randy Price seconded the motion. 4 ayes, 1 nay. Motion passes 4-1.

Jarod explained that the paperwork will be handed off to the Economic Development Commission, and a Public Hearing will be held on April 16, 2024, at the Town Council meeting.

*Resolution: 318 E Main Street/Explore Possibility of Property and Appoint Purchasing Agent* – President Jarod Baker explained the reason for this resolution and went over the details. Jarod Baker made a motion to approve **Resolution 2024-07 to Acquire the Real Property and Appointment of a Purchasing Agent**, Terry Northern seconded the motion. All ayes, motion passes 5-0.

*Fleece Performance: Agreement on Interim Cost of Issuance Payment* – President Jarod Baker turned to Jason Love and asked him to explain. Jason explained that Fleece Performance has reached out to us and since so much time has elapsed and the building has changed, the cost of construction is bigger and more costly, they would like to start the process over. Jarod feels we can wait it out and discuss it at a later date. Terry Northern agrees.

*Voluntary Annexation: Accept Landowner Petition – Dayton Logistics* – Steve Maple reported that the formal acknowledgement has been received and explained that the Public Hearing will be held on April 16<sup>th</sup> and a vote will be done on May 7<sup>th</sup> for an effective date of June 7<sup>th</sup>.

*Voluntary Annexation: Accept Landowner Petition – Alexander Contractor* - Steve Maple reported that the formal acknowledgement has been received and explained that the Public Hearing will be held on April 16<sup>th</sup> and a vote will be done on May 7<sup>th</sup> for an effective date of June 7<sup>th</sup>.

Terry Northern asked about the zoning of these properties. Jim Buddenbaum gave an explanation of the process.

### **COUNCIL COMMENT:**

None

### **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 March 19<sup>th</sup>. Shari gave the totals from the Town, Sewer and GO Bond APVs. Terry Northern made the motion to approve the drafts and claims, Randy Price seconded. All ayes, motion carries 5-0.

### **ADJOURNMENT:**

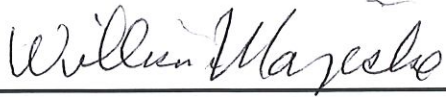
President Jarod Baker reminded everyone the next meeting will be April 2<sup>nd</sup>. Jarod Baker made a motion to adjourn, Bill Majeske seconded. All ayes, motion carries 5-0.

Respectfully submitted,

Shari L. Ping  
Clerk Treasurer



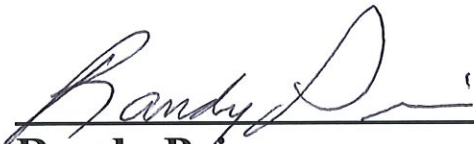
**Jarod Baker, President**



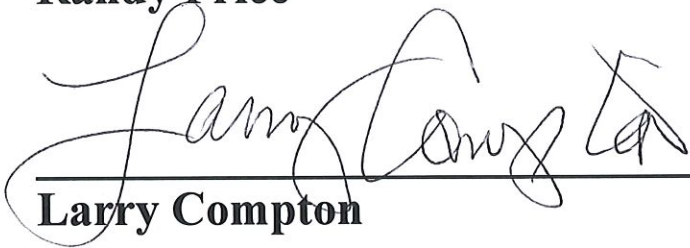
**William Majeske**



**Terry Northern**



**Randy Price**



**Larry Compton**

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