

Ordinance 2025-07 Amending Title IX, Chapter 93, Amending Section 93.01 and Adding Section 93.03 of the Town of Pittsboro Code of Ordinances Prohibiting Motorized Vehicles on Recreational Trails
Ordinance 2025-08 Town of Pittsboro Fire Prevention and Protection Ordinance
Resolution 2025-10 Approving Town Government Economic Development Area
Resolution 2025-11 Approving Settlement Agreement of Rokusek v Pittsboro

**PITTSBORO TOWN COUNCIL MEETING
33 EAST MAIN STREET, PITTSBORO
TUESDAY, AUGUST 19, 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; Dan Smith, Fire Marshall; Keith Gurley, Park Board President; Jay & Linda Thompson, 7722 Quail Creek Trace; Jeanene Karn, 7722 Quail Creek Trace; Jim Miller, Asst. Fire Chief; Ray Walker, Sanitation Superintendent; Mary Rokusek, 9769 N Co Rd 550 E

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 and to honor to former employees of the Town of Pittsboro – Jack Swalley, Building Inspector, and Steve Maple, Building Commissioner for several years.

APPROVAL OF MINUTES:

President Jarod Baker asked if there were any additions or corrections to the minutes from the July 15, 2025, meeting. Terry Northern made the motion to approve the minutes as written, Bill Majeske seconded. All ayes, motion passes 5-0.

STAFF REPORTS:

TOWN MANAGER:

- Jason Love had nothing to report.

POLICE CHIEF:

- Scott King had nothing to report.

CLERK TREASURER:

- Shari Ping reported on the following:
 - Past due balances – Shut offs will be done tomorrow. Ricky's Pancake House was mentioned. Shari reported that they have had an ongoing leak for several years. Jason volunteered himself and Gary Golay to investigate this problem and see if there is a fix.
 - Terry Northern talked to Dirk from IMPA about the electronic shut off meters and add monitoring to the software would cost \$7.50 per month/per meter.
 - Golf Cart Ordinance needs to be amended if we are only issuing permits to those who live in the Town limits. Shari turned to Scott King to explain the reason behind not issuing permits to those who live outside the Town limits. It was suggested that we modify the Ordinance to say Town of Pittsboro residents only. Table to September meeting.

BUILDING & PLANNING:

- April Wrigley – is out on medical leave of absence. No report.

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.
- Keith Gurley reported that they hired a new Event Coordinator. She will be starting later this week.

ADVISORY PLANNING COMMISSION:

- Jarod Baker reported that the APC met on July 22nd and August 18th.

POLICE COMMISSION:

- Scott King sent the attached report

ECONOMIC DEVELOPMENT COMMISSION:

- No meeting.

REDEVELOPMENT COMMISSION:

- No meeting.

CONTRACTED BUSINESS:

- Eric Wathen reported on the following:
 - He received three (3) invoices from Midwest Paving – 1) \$84,246.84, 2) \$147,915.93, 3) \$194,391.48. He looked them over and everything looked good. He is asking the Council for approval to pay them. Jarod Baker made a motion to approve the three (3) invoices. Larry Compton seconded the motion. Randy Price wanted to discuss the project along Wall Street that has been a disaster and feels we should hold something back and not pay the invoices in full. Eric explained that they have until the end of September to finish the trail. The concrete will be finished this week. They have been asked to hold on finishing the Jefferson Park trail until Deer Meadows is finished.
 - Community Crossing – there have been several complaints and Jason has talked to them as well as me. Paving will be done on Maple Street on Thursday, Meridian Street on Friday, and Wall Street to Mitchell on Saturday. The curb ramps are all ADA compliant according to the ADA and Title 6.
 - Eric suggested we contact Financial Solutions Group and add a wheel tax going forward.
 - He reported that the State missed a few ramps and they will come back and finish them.
 - He reported that Hendricks Power installed new poles at the North Lift Station.
 - He reported that Hidden Hills will be putting the binder down in Section 5 in October, they will be putting the surface down in Section 2 and Section 3 next month.
 - He suggested using the extra money from the Trail Grant and paving the existing trail in Jefferson Park along the access road. It will definitely need signs on it.

OLD BUSINESS:

Nuisance Fee Schedule –

- Jarod Baker suggested we table this until September and after the Advisory Plan Commission meeting.

Utility Shut Off Ordinance –

- Jarod Baker went over Sections 50.03, 50.04, and 50.05 of Chapter 50 of the Code of Ordinances stated in **Ordinance 2025-06 Amending Delinquency Penalty, Disconnection Notice and Reconnection Fees for Municipal Utility Services**. Under Section 50.04 (A) it was discussed that there will be no partial payments accepted. The Ordinance states under Section 50.04 (B) there will be a \$75 disconnect fee and \$75 reconnect fee (\$150 total). Terry Northern suggested we should remove the line pertaining to “a new customer who would pay the fee for each utility connection”. Terry Northern suggested we remove Section 50.05 (B) Interest on Deposits. Section 50.05 (D) & (E) changed to remove the “plus accrued interest”. Shari Ping asked for an explanation of Section 50.05 (A) Deposit Requirements. Change it to \$100 per utility offered to the home. Jim Buddenbaum asked if we should hold a Public Hearing regarding changing fees. Jarod Baker announced that we will hold a Public Hearing at the September meeting along with the 2nd reading.

Ray Walker, Superintendent of Sanitation –

- He reported that we are 75% complete in handing out toters. He is asking if he can order another order of 580 toters. His records indicate that 508 will finish out the entire town with their first totter. Discussion followed regarding residents purchasing a second totter. And upon moving out, they leave one (1) totter with the resident. Jason Love went over when a new home is built, they are a new resident and should purchase a totter. Also, when someone moves out and takes the totter, then the new resident will have to pay for their utilities and a totter. Jarod Baker feels we need to amend the ordinance to create a stopping point and start charging for the totter. We need to increase the charge from \$65 to \$90, or he feels \$80 would be sufficient. Amend the ordinance during the September meeting. Jason Love also reminded the Town Council that in a couple of years we will need to purchase a new truck.
- He also would like to charge residents \$150 for excessive trash left out after moving out. Jarod Baker discussed adding to the Ordinance fees associated with nontraditional trash left out. Terry Northern asked about waste bags that can be picked up with a truck. Ray does not want to pick them up. He is running on a skeleton crew.
- He feels we should be charging a fee for heavy trash drop off. We will have four (4) dumpsters on October 10 & 11. They should provide proof of residency and sign a waiver to put a fee on the next utility bill. A fee of \$10 per truck and \$20 per trailer was suggested.
- Jarod Baker made a motion to approve Ray and Jason to purchase another round of 580 toters, Randy seconded the motion. All ayes, motion carried 5-0.

NEW BUSINESS:

Resolution for RDC Recommendation of the Economic Development Area –

- Jarod Baker reported we will come back to this. Jarod Baker read **Resolution 2025-10 Approving Town Government Economic Development Area**. This covers the purchase of the Porter Property for \$640,000 for the development of a Town Government area which borders the existing building. Jarod then turned to Jason Love for an explanation of the attached drawing. Jarod reported that the Advisory Plan Commission (APC) passed a resolution at last night's meeting. If the Town Council approves tonight, it goes back to the Redevelopment Commission (RDC). Terry Northern asked about two (2) years with Garmong – Jason said they have been put on hold. Discussion followed. Jason said we have three (3) different building plans, so we will go back to concept 1 with just the Police Department. Terry Northern asked about including the Town Hall in the master plan with the Police Dept. Terry Northern asked what the appraisal was for the property. Jarod said the middle price was \$598,000. The purchase price is \$42,000 over plus closing fees. Terry has concerns about the current owner having access to the building for 60 months. Jason wants to put up a wall so we can start utilizing the storage space. Discussion followed regarding performing Phase 1 and Phase 2 Environmental Study done on the property. Jason reported that the sale of cars will end on the day of closing. The Purchase Agreement will include terms and conditions. We will purchase the property with EDIT funds. Jason explained that if we use GO Bond, we will need to have hard numbers for Financial Solutions Group (FSG) to submit to DLGF. There are no more single years on GO Bond, only multiple years. We will reimburse EDIT funds with GO Bond monies. Linda Thompson asked about a 3-year GO Bond, Jason said no more single years, it will be a 15 year GO Bond. Senate Bill 1 (SB1) makes a lot of changes in 2027-2028. If we don't do it now, we will never build a Police Station. Jarod Baker made a motion to approve Resolution 2025-10, Bill Majeske seconded the motion. Motion carried 4-1.

Additional Appropriation – Move EDIT Money to Next Level Trails Fund –

- Jarod Baker reported that this is tabled until September due to needing to hold a Public Hearing

Water Rate Ordinance –

- Jarod Baker reported that this is tabled until September

Next Level Trail Signage –

- Jarod Baker introduced **Ordinance 2025-07 Amending Title IX, Chapter 93, Amending Section 93.01 and Adding Section 93.03 of the Town of Pittsboro Code of Ordinances Prohibiting Motorized Vehicles on Recreational Trails** as the first reading. Terry Northern asked that verbiage be changed to Class 1 or Class 2 for electric devices under Section 93.03 (B) (c). Jim Buddenbaum read the State Statute regarding Class 1 or Class 2 rated electric bikes. Under Multi-Use Trail – it was suggested we remove the list of trail names. Randy Price feels the \$100 fine is not harsh enough, raise it to \$250.

Fire Prevention & Protection Ordinance –

- Jarod Baker turned to Jim Buddenbaum to explain the need for this Ordinance. Jarod Baker introduced **Ordinance 2025-08 Town of Pittsboro Fire Prevention and Protection Ordinance**. Discussion followed regarding the colors of the hydrants on page 6. Dan Smith spoke on behalf of the Ordinance. Jim Buddenbaum asked about the State Fire Code?

Rokusek v Town of Pittsboro Settlement –

- Jim Buddenbaum read **Resolution 2025-11 Approving Settlement Agreement of Rokusek v Pittsboro**. This requests that the named Rokusek Group be given advance notice of any development of the Charles Smith Family Farm property. Jarod Baker made a motion to approve Resolution 2025-11, Terry Northern seconded the motion. All ayes, motion carried 5-0.

PUBLIC COMMENT:

- Jay Thompson, 7722 Quail Creek Trace, commented on the following:
 - We all owe the auditors a thank you for SDI appealing property taxes
 - Eric Wathen – wanted to thank him for the Council passed more money to the LIT/Public Safety for the Township Fire Dept.
 - Will there be barricades on the trails?
 - The website is still missing meeting minutes.
 - Talked to Scott Morgan and he would be willing to sell his lot for \$640,000. His purchase price was well above the appraisal price, and he wanted to trade property.
 - Now going to two (2) buildings we were estimating \$3 million dollars cost for this. That was with (1) building from last year. Jason said he is not including the Town Hall. The GO Bond will be used for the Police Station only.
 - Spoke with another consultant – BOT and CMC are a major concern to him. He thinks that cost is half a million dollars because they are just handing them the money to the construction manager, go build the building and don't bug us.
 - APC meeting gave some misinformation – brick building versus a pole barn. Jason said they are still working a lot of things out.

COUNCIL COMMENT:

- Terry Northern had a question about the nuisance ordinance that you tabled. He asked Jason if the HOA must give permission before issuing a permit. The HOA tends to be stricter than our UDO. Jarod gave his opinion as a past HOA board member. Discussion followed.
- Jarod Baker – he received a letter on August 11, 2025, Lesline Kamdem, 646 Albermarle, she is a nurse and is requesting the Town of Pittsboro support for senior and adult transportation. Terry asked about the Senior Services and if they provide those services.

ATTORNEY ITEMS:

Jim Buddenbaum had nothing to report.

DRAFTS & CLAIMS:

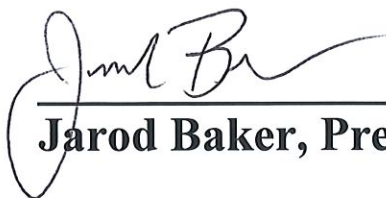
- President Jarod Baker asked Shari Ping to read the dollar amounts from the Drafts & Claims for August 19th. Shari Ping read the totals from the Town (\$795,073.28), Sewer (\$112,088.26) and GO Bond (\$22,945.36) APVs. Bill Majeske made the motion to approve the drafts and claims as presented, Jarod Baker seconded. All ayes, motion carried 5-0.

ADJOURNMENT:

- President Jarod Baker reminded everyone there will not be a meeting on September 2nd. The next meeting will be September 16th. Jarod Baker made a motion to adjourn, Terry Northern seconded. All ayes, motion carried 5-0.

Respectfully submitted,

Shari L. Ping
Clerk Treasurer



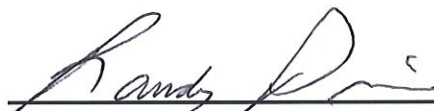
Jarod Baker, President



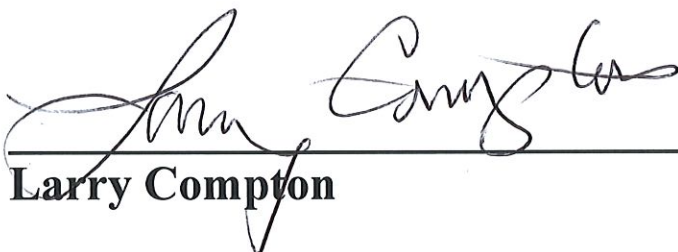
William Majeske



Terry Northern



Randy Price



Larry Compton

Attest: 

Shari L. Ping, Clerk Treasurer