

**Ordinance 2020-01 Establishing Stop Signs in Jefferson Park Subdivision  
Resolution 2020-01 Appropriation Transfer**

**PITTSBORO TOWN COUNCIL MEETING  
TUESDAY, JANUARY 21, 2020 @ 7:00 PM**

**QUORUM:**

Shelby Smith  
Melodi Ingalls  
William Majeske  
Jim Hill  
Jay Thompson

Jim Buddenbaum, Attorney  
Shari L. Ping, Clerk Treasurer  
Police Chief Scott King  
Asst. Police Chief Carl Carson

**OTHERS:** Jason Love, Town Manager; Steve Maple, Building Comm; Jon Staton, Police Officer; Eric Wathen, RQAW; Linda Thompson, 7722 Quail Creek Trace; Mike Andreoli, Attorney for Keers; Adam Peaper, Rundell Ernstberger

**PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:**

President Shelby Smith brought the Council Meeting to order by establishing a quorum. All five (5) members are present. Shelby 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 Shelby Smith asked if there were any additions or corrections to the minutes from the December 17<sup>th</sup> meeting. Bill Majeske made a motion to approve the minutes, Melodi Ingalls seconded. Four (4) ayes and one (1) abstains, motion carries.

**ELECTION OF OFFICERS:**

*President* – Jim Hill made a motion to elect Shelby Smith as the President for the next year, Bill Majeske seconded. All ayes, motion carries.

*Vice President* – Bill Majeske made a motion to elect Jim Hill as the Vice President for the next year, Shelby Smith seconded. All ayes, motion carries.

**TOWN STAFF REPORTS**

**TOWN MANAGER:**

Jason Love reported that he would like to replace the small bucket truck and to sell the large bucket truck as well. If he can't sell them then he will take them to auction. We have been using a 40' bucket truck (demo from Altec) with only 640 PTO hours for the past several weeks. The cost is \$21,000. Jason would like permission to purchase the bucket truck from Altec.

Jason Love gave an update on the property behind Dollar General. He is going to tear down the north garage and has an estimate to build an addition onto the middle building and reskin it, remove garage doors and install entrance doors and windows. This building will be used for Steve Maple and his offices with a large meeting room in the middle. The prints can be kept in one place and they can hold their Advisory Plan Commission meetings there as well as the various TAC meetings. The cost is \$22,000 for the shell and Jason will do the inside work himself.

Shelby Smith wanted clarification from Jason, that he needs a motion to purchase the truck and a motion to proceed with the building behind Dollar General. Jason said yes. Jim Hill made a motion on both items, Shelby Smith seconded. All ayes, motion carries.

**POLICE CHIEF:**

Scott King sent the attached report. Shelby Smith asked if there were any questions for Scott. Jay Thompson asked about the \$400 repair bill to one of the cars. Scott explained that it was from the accident Jon Staton was involved in. The other party's insurance asked that we pay for the repairs and send them the paid invoice from the repair company. They will reimburse the town for the cost of the repairs.

Jay then asked Scott about radios and NIBERS to the FBI. Radios are good. Scott wasn't sure what the NIBERS stood for, but it is the way crime statistics will be reported to the FBI through our IDACs coordinator. The radios will be multi-key to encrypt better.

#### **CLERK TREASURER:**

Shari Ping gave each one of the Council members a list of those that have a 60 and/or 90 day balance. Shari informed the Council that the month after Christmas is tough. It seems the utilities are the last bills to get paid. Kate usually makes phone calls before today, but she was busy getting out the delinquent notices. Shelby Smith reminded the Council that we still have several open spots on various boards. He asked Shari to post the openings on Facebook and on our website.

#### **TOWN COMMITTEE REPORTS**

##### **BUILDING MANAGER:**

Steve Maple reported the income for 2019 building permits was \$528,147.82 (see attached report). He then told the Council that out of 49 lots in Jefferson Park Section 2, 46 permits have been issued, 21 have been completed. Jefferson Park Section 3 model home will be under roof tomorrow. He has three (3) more permits for Section 3, but he is waiting on bonds to be approved.

Steve then informed the Council that the annexation for the 20 acres south of 136 will be presented in February. There is a possibility of two (2) more annexation requests. Jim Hill asked about the 119 acres. Steve explained that the 20 acres to be annexed is the hold up.

Shelby Smith informed the Council that he has been in talks with the Hendricks County Economic Development regarding a parcel across from Steel Dynamics. It would require amendments from our current zoning. Someone is interested in putting a cold storage building, 150 feet tall. There were concerns about the fire department coverage.

Jay Thompson asked Jason and Steve about the USDI going back out to Arbor Homes with gas leaks. Jason and Steve both said it has slowed down once we started billing them.

Jason Love told everyone that he has chatted with the HC Economic Development and they would like some involvement from our Council. He is unable to attend. Shelby said he was going to address this issue later in the meeting.

##### **BOARD OF ZONING APPEALS:**

Larry Herring reported to Shelby that there has been no activity since the last meeting

##### **FIRE BOARD:**

Bill Majeske reported for Bill Zeunik, Fire Chief, who sent the attached report. Bill Majeske then said the tanker will be here in March. The new engine is finished with the striping and in service.

##### **PARK AND RECREATION:**

Jason Love reported he burned a large pile of limbs and brush today. Seasons Greeting sign is gone now.

##### **PLANNING COMMISSION:**

Steve Maple reported they cancelled the December meeting

##### **POLICE COMMISSION:**

Scott King reported it was a short meeting. Jim Hill asked for an explanation of the overtime spend. Scott said that he did include the report with the Police Commissions report (see attached).

##### **REDEVELOPMENT & ECONOMIC DEVELOPMENT:**

No meetings for either board. Shelby read a letter from John Adelsperger resigning from the Economic Development Commission. We also need to replace Jay Thompson on the Redevelopment Commission. Also received a letter from Cindy Griffith confirming the School Board of NW Hendricks School Corporation has recommended Dr. Scott Syverson to join the Redevelopment Commission. He is the interim superintendent. Shelby Smith appoints Dr. Scott Syverson to the Redevelopment Commission as a non-voting member.

## **CONTRACTED BUSINESS:**

Eric Wathen, RQAW, reported on the pay application from Sub-Surface of Indiana. The total is \$182,871.00 for the Drinking Water Improvement. Shelby asked for a motion to pay the Pay Application #6 for a total of \$182,871.00. Bill Majeske made the motion and Shelby Smith seconded. All ayes, motion carries. Jason is authorized to sign.

## **OLD BUSINESS:**

*2020 Comprehensive Plan Updates* – Shelby Smith introduced Adam Peaper from Rundell Ernstberger. Adam went over the attached Vision, Goals & Objectives. Shelby explained the 20 acres southwest of 136 will be discussed during the February meeting with IMPA representative speaking on solar energy. Shelby then asked about the trail head in Brixton. Jim Buddenbaum reported that this is not top priority with the county which only complicates things because it is not in Town. Adam asked everyone to look over the updates and give comments to Adam by end of day next Friday. Get this to the Plan Commission in February for their recommendation.

*Technology/Use of Email* – Shelby Smith reported on the meeting with Matt Philpott, Techno Advantage and Tom Greer, TRG Web Designs on January 17<sup>th</sup>. Shelby asked Jim Buddenbaum to come up with a records retention ordinance. We were told during this meeting that we can apply for a .gov website but not guaranteed to be approved. Bill, Jim, Melodi and Shelby would like to stay with the .org email addresses. Look at later if problems arise. It was also suggested we change our passwords every 90 days or have a 2-step authentication which will send a text with a code. Bill Majeske would like the 2-step authentication, Jim Hill, Melodi Ingalls and Jay Thompson doesn't matter which method. The 2-step is a more secure way. Matt recommended switching to the 2-step authentication. Shelby asked if he could send out a tutorial for everyone.

Shari Ping presented two (2) quotes from Techno Advantage. One is for a new server in the amount of \$2560.00. Current server was installed in 2014 and has a spinning hard drive. The other quote is for a desk top computer for Steve Maple in the amount of \$865.00. Matt will be sending another quote for a cabinet to house all the phone equipment and modem in Shari's office. Shelby Smith made a motion to approve the spend on both quotes, Bill Majeske seconded. All ayes, motion carries.

*Board Appointments* – discussed earlier

## **NEW BUSINESS:**

*Pay Application #6 – Drinking Water System Improvements Phase 2* – Approved above under Contracted Business

*Informal Review of Upcoming Project as part of the One West Business Park* – Shelby Smith introduced Mike Andreoli, 1393 W Oak St, Zionsville, Attorney representing Dan Keers and One West Business Park. Dan would like to present a multi-family development to get more roof tops for the commercial development to begin. There will be 100 units constructed of quality material market rate, much higher than units already in town. Dan doesn't want to spend a lot of money if the Town isn't interested. Shelby had the following comments: 1) residents now don't even know where his apartments are now. Basically quiet with no problems. 2) Change medium density to mixed density. The material will be brick on the bottom and hardy plank on top. Financial investment to our trails and sidewalks. Dan would rather help with the trails rather than put in a playground. Shelby asked how does the Council feel about this? Are you going to be willing to support this project? Shelby is in support and wants to see this parcel developed. Bill agrees with Shelby. Jim Hill is in favor of the project. Melodi Ingalls has some concern about fire and safety...are we ready to hire more police and fire? Jay Thompson asked if the fire department has a ladder that will reach to the 3<sup>rd</sup> floor? And what impact will this have on our sewer system? Jason informed he will be meeting on Thursday to ramp up the sewer system. Process once filed should be on our website to keep the public informed. Steve asked about rezoning. Jim Buddenbaum made a recommendation that changing the PUD is a lot of work in order to change the zoning.

*Email Retention Policy* – Jim Buddenbaum presented a resolution Regarding Town Record Retention to retain government docs forever. Shelby feels we don't need to adopt the retention policy.

*Stop Signs at Intersections Ordinance* – Shelby introduced **Ordinance 2020-01 Establishing Stop Signs in Jefferson Park Subdivision** (see attached). Discussion followed regarding the spacing of the stop signs within the subdivision. Bill Majeske made the motion to introduce Ordinance 2020-01, Melodi Ingalls seconded. All ayes, motion carries.

*Resolution for Transfer of Funds* – Shari Ping explained the reason for the appropriation transfers. Jay Thompson made a motion to approve **Resolution 2020-01 Appropriation Transfer**, Jim Hill seconded. All ayes, motion carries.

*Hendricks County Transportation Plan* – This is a County plan not a Town one. Call the Hendricks County Commissioners to let them know the Town will work with the County as far as maps.

**PUBLIC COMMENT:**

**COUNCIL COMMENT:**

Jim Hill recommends the dress code of wearing black polo shirts or pullover jackets provided by the Town to our meetings and or anytime we are representing the Town. Shelby, Bill and Melodi agree. Shelby asked for a vote...four ayes, 1 nay Jay Thompson does not want to wear the shirt.

Shelby Smith explained the Rural Development Hubs handout (see attached) which is a strategically and proactive way to plan for the next five (5) years down the road for growth. Shelby feels we need a better voice at the County level. Investments are coming to our area and no voice. Eric suggested making up a map for zoning with utilities marked.

Jay Thompson said this is his first time on this side of the table and he hopes he lives up to voter expectation. Public safety is more important than shirts for the Council. He would like to see a blog on our website to reach out to our voters. Crime stats from Scott on a monthly status. He would like to see more involvement from the Town. He would like to see the agenda posted on the website prior to the meeting. He reported he spent a couple hours with Chris York and wants to do a ride-a-long with a Police Officer.

**ATTORNEY:** Nothing at this time

**ACKNOWLEDGEMENT OF CORRESPONDENCE:** None

**REVIEW & APPROVE JANUARY DRAFTS AND CLAIMS:**

Shari Ping presented the drafts and claims for January 21, 2020. Jim Hill made a motion to approve the presented drafts and claims, Shelby Smith seconded. All ayes, motion carries.

**ADJOURNMENT:**

Shelby Smith reminded everyone that the February 4<sup>th</sup> meeting is cancelled.

He reminded everyone that the next meeting will be on February 24<sup>th</sup> instead of the 18<sup>th</sup> due to several Council members being out of town.

February topics – solar energy presentation from IMPA, Next Level Grant Update

Shelby Smith asked for a motion to adjourn. Jay Thompson made the motion, Melodi Ingalls seconded. All ayes, motion carries.

Respectfully submitted,

Shari L. Ping  
Clerk Treasurer

