

Ordinance 2020-01 Stop Signs in Jefferson Park
Ordinance 2020-02 Annexing Certain Territory to and Bringing within the Town Limits
Resolution 2020-03 Setting Forth the Re-opening Plan for the Town under the Coronavirus 2020 Pandemic
Resolution 2020-04 Approving and Adopting the Update of the Comprehensive Plan

**PITTSBORO TOWN COUNCIL MEETING
TUESDAY, MAY 19, 2020 @ 7:00 PM**

VIRTUAL QUORUM:

Jim Hill

Jarod Baker

Melodi Ingalls

William Majeske

Jay Thompson

Aleasha Boling, Attorney

Shari L. Ping, Clerk Treasurer

Police Chief Scott King

OTHERS: Jason Love, Town Manager; Steve Maple, Building Comm; Adam Peaper, Rundell Ernstberger; Bill Zeunik, Fire Chief; Andy Newton, Parks & Rec Rep; Andy Kult, Attorney for Sparks Annexation

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:

President Jim Hill brought the Council Meeting to order by establishing a quorum. All five (5) members are present. Jim then asked the Council, staff and audience to stand for the Pledge of Allegiance and to follow with a Moment of Silence.

ELECT VICE PRESIDENT:

President Jim Hill asked for nominations for Vice President. Jay Thompson nominated Bill Majeske, Melodi Ingalls seconded. Roll call vote: Melodi-aye, Bill-aye, Jay-aye, Jarod-aye, Jim-aye. Motion carries 5-0.

APPROVAL OF MINUTES:

President Jim Hill asked if there were any additions or corrections to the minutes from the April 21, 2020 meeting. Bill Majeske made a motion to approve the minutes, Jim Hill seconded. Roll call vote: Mel-aye, Bill-aye, Jay-aye, Jim-aye, Jarod-abstain. Jay asked that the minutes reflect the roll call votes. Motion carries 4-1 abstain.

TOWN STAFF REPORTS

TOWN MANAGER:

Jason Love reported on the trucks he took to Don Smock Auction. The two (2) bucket trucks and the vactron were sold and we should receive the check in about 10 days. We have purchased a new/used bucket truck.

Jim Hill asked about the new offices – Jason informed the Council that there has been no action. If the rain keeps up, he may put his guys inside to start the building of offices.

POLICE CHIEF:

Scott King went over the attached report. Comp time was decided years ago to accumulate up to 120 hours with help from the Overtime Budget line item. Field training for two (2) officers those officers receive overtime hours and since the 2020 budget was cut by \$5000 there is no way the overtime will carry thru the end of the year. He is requesting that the Comp time be raised to 216 hours thru the end of the year. Jim Hill asked the Council to think about it and be ready to vote on it at the June meeting.

Radio Upgrades: The Hendricks County Communication Center is requiring both fire and police to upgrade their radios to a multi-key encryption. This can be accomplished by purchasing new radios at \$44,000 plus or upgrade our current radios at \$4560. Without the multi-key encryption, the department would be limited to who they can talk to. There is no contingency in the budget to cover this cost. Jim Hill asked Jason and Shari if they had any ideas on how the department can cover this upgrade. Jason said we could bring Kevin from Baker Tilley into the discussion. Jason also said this will come from the General Fund. Jason Love brought it to everyone's attention that about every three (3) years something comes up that needs extra money for. Jim Hill asked if this could be held off until the next meeting. Scott said yes it could wait until June. Scott also mentioned that he would like to see a line item in the next year's budget to cover items like this. Scott said the comp issue is not approved by resolution or ordinance.

CLERK TREASURER:

Shari Ping reported on the delinquent accounts. We need to send out our delinquent notices this month even though no penalty is being added. Jim Hill asked about the furnace that needed replaced. Shari informed everyone that the furnace was replaced today. No more gas leak!!

BUILDING MANAGER:

Steve Maple reported he had nothing to report on. Building permits are coming in like crazy.

TOWN COMMITTEE REPORTS:**BOARD OF ZONING APPEALS**

No Report

FIRE BOARD

Bill Zeunik, Chief, went over the attached report. The new tanker has been inspected and should be in service tomorrow. Sold the old tanker to Amo. They gave an old suburban to Lizton Fire Department. They had several guys test positive for the COVID 19 and took out one shift for several weeks. They are all back and healthy. Jim Hill asked about the requests for birthday drive by. Bill said they have done several when they are available. Jim then asked about the Tri-West Graduation Parade. Fire had not been contacted. Melodi asked if the Police Department was going to be involved. Scott said yes they will be helping with traffic control at intersections.

PARKS & RECREATION

Andy Newton reported that the Farmer's Market is back on track with the first one being June 3rd. Our Director of Recreation Scott Smith has researched safety precautions to maintain social distancing during the Farmer's Market. Our first movie night will be June 13th as a drive in so that no one needs to get out of their cars. Planning on playing the movie Trolls. Possible do a double feature. Park Signs are being updated to show the new hours are from "dawn to dusk". Photo contest for the spring was won by Angie Jones. Summer contest on now. Due to the COVID 19, Ryan Ades has been able to update the baseball and softball fields. He is working hard on getting the fields done for the June 14th start date.

Request that communication between the Park Board and the Town be more prompt with notices as far as Town employees working in the parks and being charged to the Parks. Jim Hill requested that we need to communicate better with Rachel Miller and Andy Newton. Andy said an email can be sent to Briana and she will send onto the appropriate person. Jason Love, Town Manager, explained that when someone from the Parks request a piece of equipment be brought to the park, that he will be sending one of his employees to run the equipment, therefore the Parks will be charged for the employee's time. Jason asked Shari to put a copy of the employee's time sheet in the Parks mailbox.

PLANNING COMMISSION

No meeting

POLICE COMMISSION

No meeting

REDEVELOPMENT & ECONOMIC DEVELOPMENT

No meeting

CONTRACTED BUSINESS:

Eric Wathen, RQAW, not present.

Jim Hill mentioned that Eric has been working on the wastewater plant study and should have a report soon. Jason Love also mentioned that he has reached out to London Witte Group to handle the financial side.

Jim Hill presented Pay Application #10 from Sub-Surface of Indiana in the amount of \$414,428.00. He is looking for a motion on approve and allow Jason Love to sign. Bill Majeske made the motion, Jim Hill seconded. Roll call vote: Melodi-yes, Bill-yes, Jay-yes, Jarod-yes, Jim-yes. Motion carries 5-0. Jason mentioned that the pay applications should start winding down. Water Treatment Plant is almost finished.

OLD BUSINESS

Rezoning of Keers Property – Jim Hill made a motion to move this to the June meeting and possibly to a larger location. Bill Majeske seconded. Roll call vote – Melodi-yes, Bill-yes, Jay-yes, Jarod-yes, Jim-yes. Motion carries 5-0. Jim explained that a vote will be taken either virtual or in person.

Board appointments – Jim Hill made a motion to appoint Melodi Ingalls to the Police Commission. Jarod Baker seconded. Roll call vote – Bill-yes, Jay-yes, Jarod-yes, Jim-yes, Melodi-yes. Motion carries 5-0.

Stop Signs at Intersections Ordinance – Jim Hill brought **Ordinance 2020-01 Stop Signs in Jefferson Park** to the Council's attention for the 2nd reading. Jim Hill read a section of the Ordinance for Jefferson Park. Steve Maple asked about Eric Wathen's company coming up with the distance between stop signs. Jim Hill would like to table until the June meeting.

Next Level Grant – Jim Hill asked Steve Maple for an update. Steve said nothing will be decided until after the COVID 19 is over.

Comprehensive Plan Update – Jim Hill introduced **Resolution 2020-04 Approving and Adopting the Update of the Comprehensive Plan**. Jim Hill asked for a motion to approve said Resolution. Bill Majeske made a motion, Jay Thompson seconded. Roll call vote – Melodi-yes, Bill-yes, Jay-yes, Jarod-yes, Jim-yes. Motion carries 5-0.

NEW BUSINESS

Meter Deposits and Storm Water Fees – Shari Ping reported on the current amounts charged for meter deposits (\$25 water, \$50 electric, \$100 gas) and storm water fees (\$3.50). Jason Love feels we need to do more research and wait until the Utility Board is formed. Jarod Baker will reach out to several people and Jason Love has a name and he will reach out to them.

Sparks Annexation – The fiscal plan for the Sparks Family Annexation was introduced. Jim Hill made a motion to approve, Jay Thompson seconded. Roll call vote-Melodi-yes, Bill-yes, Jay-yes, Jarod-yes, Jim-yes. Motion carries 5-0.

Next Jim Hill introduced **Ordinance 2020-02 Annexing Certain Territory to and Bringing within the Town Limits**. Bill Majeske made a motion, Melodi Ingalls seconded. Roll call vote – Melodi-yes, Bill-yes, Jay-yes, Jarod-yes, Jim-yes. Motion carries 5-0. Andy Kult leaves the meeting.

Resolution for the Re-Opening of the Town – Jim Hill introduced **Resolution 2020-03 Setting Forth the Re-opening Plan for the Town under the Coronavirus 2020 Pandemic**. Jason Love mentioned that some revisions were done to Paragraph 4 regarding the parks. Jim Hill asked for a motion to approve Resolution 2020-03. Bill Majeske made a motion, Jarod Baker seconded. Roll call vote – Melodi-yes, Bill-yes, Jay-no, Jarod-yes, Jim-yes. Motion carries 4-1.

PUBLIC COMMENT:

COUNCIL COMMENT:

Bill Majeske spoke with Keith Gurley and he wants to continue with the plans for July 4th Freedom Celebration. He would like to speak to the Council in the June 16th meeting. Jarod Baker is glad to hear he is going ahead with the plans and looks forward to hearing his plans in June. Scott King is okay with keeping it on the books. Bill Zeunik is okay with it as well.

ATTORNEY:

Jim Hill asked Jason about the Farm Lease agreement. Jason has nothing from Jim and Aleasha Boling will follow up with Jim Buddenbaum.

Jim Hill asked Aleasha about the ½ acre parcel in Brixton. Jason Love said this is part of Brixton's common area. Aleasha explained the process of acquiring the parcel. More information in June.

ACKNOWLEDGEMENT OF CORRESPONDENCE:

REVIEW & APPROVE MAY DRAFTS AND CLAIMS:

Shari Ping reported she is out of the office due to being quarantined due to the COVID 19 pandemic. She will be in office tomorrow to do payroll and she can do the drafts and claims. Aleasha explained there might be a provision to allow us to go ahead with paying the drafts and claims. She will let us know. Jay Thompson asked if a special session to vote on drafts and claims can be done virtually. Aleasha explained the process to approve drafts and claims at a later date. We need to give 48 hour notice. Jason Love asked if this falls under the internal controls. Shari can prepare the drafts and claims and Jason puts a second set of eyes on and approves them. Then the Council can sign the drafts and claims at the next meeting.

ADJOURNMENT:

Adam Peaper will get the Resolution for the Comprehensive Plan to Jim tomorrow.

Jay Thompson asked Jason about the railroad crossings being repaired. Jason has asked John Ayres to go to CSX and request them to repair the crossings. We are not supposed to go into their right of way to make repairs.

Jay Thompson asked about doing a group purchase when we purchase the stop signs. Jason let him know that the new signs in Jefferson Park will be at a cost to the Town. Grant dollars were available to replace the street signs.

Jay Thompson asked about the two (2) Facebook pages. Jarod Baker explained that the meetings are being streamed on the Pittsboro Town Council page instead of the Pittsboro Indiana Town Council.

Jarod wanted to thank Steve for reaching out to Arbor Homes regarding the concrete wash out station ion Jefferson Park.

Jim asked for a motion to adjourn. Jay Thompson made the motion, Bill Majeske seconded. Roll call vote – Melodi-yes, Bill-yes, Jay-yes, Jarod-yes, Jim-yes. Motion carries 5-0.

Jim Hill hopes that the next meeting will not be done virtually on June 16th and we can all be in the same room to conduct business. Virtual meetings are harder to manage.

Respectfully submitted,

Shari L. Ping
Clerk Treasurer