

Ordinance 2024-35 for Spending of American Rescue Plan Funds
Resolution 2024-28 Year End Transaction Authority

**PITTSBORO TOWN COUNCIL MEETING
33 EAST MAIN STREET, PITTSBORO
TUESDAY, DECEMBER 3, 2024 @ 7:00 PM**

QUORUM:

Jarod Baker
Terry Northern
William Majeske
Larry Compton
Randy Price

Jim Buddenbaum, Attorney

Jason Love, Town Manager
Scott King, Police Chief

OTHERS: Eric Wathen, ELW Consulting; Kathi Walters, New Focus HR; Bev Austin; Kevin Burger, 8114 N Co Rd 150 E; Jeff Hines, 3519 W Co Rd 950 N, Lizton

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.

PUBLIC HEARING: VOLUNTARY ANNEXATION OF LARRY & RANDY SUE BURGER PROPERTY

- President Jarod Baker opened the Public Hearing by going over the rules of the hearing. Notice was published in the October 31st edition of *The Republican*. Jarod explained the voluntary annexation of 46.043 acres located in Middle Township. There were no public comments. Jarod closed the Public Hearing. There were no Council Comments.
- Jarod Baker announced that at the December 17th meeting, the Council will go over the Fiscal Plan and ordinance for this annexation.

BILLS TO PAY FROM ERIC WATHEN:

- Brackney – lift station forced main – \$627,003. Jarod Baker made the motion to approve Jason Love authority to sign on behalf of the Town, Terry Northern seconded. All ayes, motion passes 5-0.
- 3 invoices from Calumet for the 10% retainage – 1) Community Crossing Paving Project - \$48,477.36, 2) Street paving in Scamahorn Park - \$8,173.53 and 3) Parking lot paving in Scamahorn Park - \$5,975.48. Jarod Baker made the motion to authorize Jason Love to sign on behalf of the Town., Larry Compton seconded. All ayes, motion passes 5-0.

OLD BUSINESS:

Employee Handbook – President Jarod Baker introduced Kathi from NewFocus HR and thanked her for her work on the Employee Handbook. Jarod invited Kathi to come before the Council to go over Section 302 of the handbook. Kathi went over the differences of the PTO and Sick Leave Benefits. Discussion followed. Kathi will make the recommended changes and get a final revised version of the Handbook before the December 17th meeting.

Ordinance 2024-35 – ARPA Spending Plan – President Jarod Baker went over the American Rescue Plan Act and the monies received for a total of \$819,030.40. Jason Love gave a total for the chain link fencing around the lift stations located at Quail Creek (\$5680), Brixton Woods (\$7780) and North Park (\$6980) and sewer plant repairs for a total of \$21,640.00. Jarod Baker made the motion to authorize Jason Love to sign on behalf of the Town the quotes from K & K Fence, Randy Price seconded. All ayes, motion passes 5-0.

Jason Love asked about our messaging system and use some of the money to put a marquee sign at Town Hall to put announcements on it. Jarod Baker asked that Jason get a quote and present before the Council at our next meeting.

Terry Northern made a motion to approve **Ordinance 2024-35 for Spending of American Rescue Plan Funds**, Bill Majeske seconded. All ayes, motion passes 5-0.

NEW BUSINESS:

Board of Zoning Appeals Appointments – President Jarod Baker appoints Brian Snyder to serve a term commencing immediately and ending December 31, 2025, as a citizen member.

President Jarod Baker appoints Noah White to serve a term commencing January 1, 2025, and ending December 31, 2028, as a citizen member.

President Jarod Baker appoints Mark Stratemeier to serve a term commencing immediately and ending December 31, 2026, as a citizen member, Bill Majeske seconded. All ayes, motion passes 5-0.

2025 Meeting Schedules – President Jarod Baker went over the 2025 boards and commissions meeting schedules. Jarod Baker made the motion to approve the meeting schedules for the Town Council, Advisory Plan Commission, Park Board and Police Commission for 2025, Randy Price seconded. All ayes, motion passes 5-0.

2025 Holiday Schedule – President Jarod Baker went over the 2025 Holiday Schedule. Jarod Baker made the motion to approve the 2025 Holiday Schedule, Bill Majeske seconded. All ayes, motion passes 5-0.

2024 Year-End Accounting Transaction Authority – President Jarod Baker introduced **Resolution 2024-28 Year End Transaction Authority**. Jarod explained that this gives our Clerk Treasurer the authority to make accounting corrections so that each fund shall have a balance of at least \$1.00. The Clerk Treasurer will provide a report to the Council of accounting transactions that were made at the first meeting in 2025. Jarod Baker made the motion to approve Resolution 2024-28 as written, Terry Northern seconded. All ayes, motion passes 5-0.

2025 Insurance Quotes – President Jarod Baker went over the quotes from Exact Insure to cover our medical, dental, vision and life. Our current plan with Anthem is \$49,598.74/monthly which is an increase of \$6,000/month. Trustmark PPO quote is \$32,999.71/month. Trustmark HDHP HSA PPO is \$34,418.38. Jarod explained that he spoke with our agent Greg Peters, and he recommends offering both plans to the employees. Jarod wants this information circulated to all supervisors so they can reach out to their employees. Terry Northern asked if this was the same agent that got us in the mess we were in, Jarod said no. We are using a new agent/vendor. Terry also asked that since the Town pays the premiums, what difference does it make for the employees. Jarod explained the difference between the deductible options and the HSA plan. Jason asked about the amounts given to the HSA plans, if they would change. Jarod explained that they would remain the same. Discussion followed.

PUBLIC COMMENT:

COUNCIL COMMENTS:

- Jarod Baker went over the Water Cost-of-Service Study presented by FSG. They would like to proceed and enter into an agreement to go over a water rate increase. Terry Northern is all for moving ahead with the Cost-of-Service Study, he would like to do one (1) rate increase at the end of the 1st quarter. He is suggesting we approve this study and engage them, Bill Majeske seconded. All ayes, motion passes 5-0.
- Jarod Baker would like to try to avoid meeting the first Tuesday of the month during the first six months of 2025 and add the first Tuesday during the last half of the year. Jim Buddenbaum explained that zoning and annexations might require the first Tuesday meeting due to timing.
- Terry Northern asked if we made a formal introduction of the Burger property. Jarod said yes.
- Terry Northern asked about the number of ordinances for 2024, he feels we have been very productive for the year.

DISCUSSION ITEMS FOR JASON LOVE, TOWN MANAGER & SHARI PING, CLERK TREASURER

- Jason Love presented an invoice from Central States Consulting, Don Mosson, our surveyor that we use, he is finished with the project including the topography, survey, and staking in the amount of \$7530. Jarod Baker made the motion to authorize Jason to get with Shari Ping to get the invoice paid. Larry Compton seconded. All ayes, motion passes 5-0.

ATTORNEY ITEMS:

APPROVAL OF DRAFTS & CLAIMS:

Shari Ping was not able to attend the meeting therefore there were no drafts and claims for December 3, 2024.

ADJOURNMENT:

Jarod Baker reminded everyone of the meeting on December 17th. He made a motion to adjourn, Bill Majeske seconded. All ayes, motion passes 5-0.

Respectfully submitted,

Shari L. Ping, Clerk Treasurer



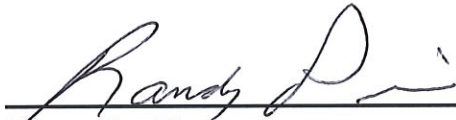
Jarod Baker, President



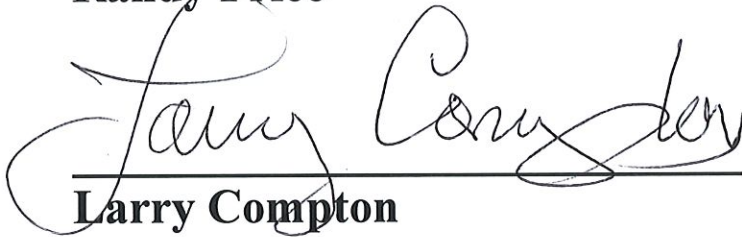
William Majeske



Terry Northern



Randy Price



Larry Compton

Attest: 
Shari L. Ping, Clerk Treasurer