

- ✓ Ordinance 2024-22 Amending Chapter 70 of the Code of Ordinances of the Town of Pittsboro regarding Speed Limits
- ✓ Ordinance 2024-23 Amending Chapter 94 of the Code of Ordinances of the Town of Pittsboro regarding sidewalks
- ✓ Resolution 2024-19 Annexing to and Bringing within the Town Limits of Pittsboro, Indiana, and Amending Zoning Ordinance for Property Located within Middle Township, Contiguous Therewith
  - ✓ Resolution 2024-20 to Appeal for an Increase Above the Maximum Levy
  - ✓ Resolution 2024-21 Approving IWORQ Agreement
- ✓ Ordinance 2024-25 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Appendix A: Schedule of Uses
  - ✓ Ordinance 2024-26 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Chapter 7 Specific Use Conditions
  - ✓ Ordinance 2024-27 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Chapter 13 Definitions
  - ✓ Ordinance 2024-28 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Jeff Gordon Boulevard Amendment
  - ✓ Ordinance 2024-29 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Chapter 8 Development Standards, Section 5 Landscape Standards Amendment
  - ✓ Ordinance 2024-30 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – General Changes Amendment
  - ✓ Ordinance 2024-31 Amending 2024 Salaries and other Compensation for Officials and Employees

**PITTSBORO TOWN COUNCIL MEETING  
33 EAST MAIN STREET, PITTSBORO  
TUESDAY, SEPTEMBER 17, 2024 @ 7:00 PM**

**QUORUM:**

Jarod Baker  
Larry Compton  
William Majeske  
Randy Price  
Terry Northern - ZOOM

Jim Buddenbaum, Attorney  
Shari L. Ping, Clerk Treasurer  
Police Chief Scott King  
Jason Love, Town Manager

OTHERS: Robin Swalley, Parks & Rec Superintendent; Bev Austin, 2478 E US Hwy 136; Bob King, 295 S Woodridge Dr; Jay & Linda Thompson, 7722 Quail Creek Trace; Jeanene Karn, 7722 Quail Creek Trace; Andy Kult, Comer Law; Suzie Smith; Joe Ray; Jeff Hines

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

President Jarod Baker welcomed everyone and brought the Council Meeting to order by establishing a quorum. Four (4) of the five (5) members are present, Terry Northern was here via ZOOM. 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 August 20, 2024, meeting. Jarod Baker made the motion to approve the minutes, Larry Compton seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-abstain. Motion passes 4-0-1.

President Jarod Baker asked if there were any additions or corrections to the minutes from the September 3, 2024, meeting. Jarod Baker made the motion to approve the minutes, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes. Motion passes 5-0.

**PUBLIC HEARING: ANNEXATION OF ALEXANDER/BLANTON/WARREN/WATERS PROPERTY**

- President Jarod Baker opened the Public Hearing. A public hearing was held regarding the annexation of the Alexander, Blanton, Warren, and Waters property into the town of Pittsboro. The property is approximately 266.50 acres and currently zoned agricultural. The planning commission recommended proceeding with

agricultural zoning. There being no public comment, Jarod Baker closed the Public Hearing. A vote will be held at the October 1<sup>st</sup> meeting.

**PUBLIC HEARING: 1<sup>ST</sup> READING 2025 BUDGET**

- The first reading of the 2025 budget for the Town of Pittsboro was conducted. Citizens were invited to comment, and questions were raised about the budget's readability and specific allocations, such as water rate increases. Jarod Baker closed the Public Hearing. A vote to adopt the 2025 Budget will be held during the October 15<sup>th</sup> meeting.

**STAFF REPORTS:**

**TOWN MANAGER:**

1-Jason Love proposed purchasing 580 trash containers at \$59 each, totaling \$34,220. The containers are a bargain compared to market prices. Jarod Baker made a motion to approve the purchase of 580 trash containers, Larry Compton seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

2-Jason Love requested approval for a payment of \$42,102 to Brackney Incorporated for stored materials related to a sewer project. The payment is contingent on receiving a certificate of insurance. Jarod Baker made a motion to allow the payment of the invoice to Brackney Inc., Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

3-There is an issue with obtaining an easement from Whispering Fields HOA for a trail project. The HOA is concerned about increased foot traffic and wants to wait for their attorney's review. The town needs to resolve this before awarding the bid for the Next Level Trail.

**POLICE CHIEF:**

Chief Scott King had nothing to report.

**CLERK TREASURER:**

1-Shari Ping reported on utility shutoffs, stating that previous shutoffs have been paid. She plans to proceed with more shutoffs for unpaid accounts.

2- Shari Ping discussed the potential use of a transcription tool to aid in meeting documentation. Various tools like Fireflies and Plaud were mentioned as options to explore.

**BUILDING COMMISSIONER: (see attached report)**

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

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

**TOWN COMMITTEE REPORTS:**

**BZA:** no meeting

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

Bill Zeunik, Fire Chief, sent the attached reports.

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

Robin Swalley sent the attached report.

**ADVISORY PLANNING COMMISSION:**

Jarod Baker gave a report.

**POLICE COMMISSION:**

Scott King reported they discussed some policy changes.

**ECONOMIC DEVELOPMENT COMMISSION:**



## **REDEVELOPMENT COMMISSION:**

Meeting on September 19, 2024

## **CONTRACTED BUSINESS:**

Eric Wathen, ELW Consulting, reported they will be back next week to finish Smith Street and do some striping.

## **OLD BUSINESS:**

*REACH Alert System* – President Jarod Baker reported that he reached out to our contact at Reach Alert. This tool could be used for notifying residents about various issues, including utility shutoffs and community events. It allows for customizable notifications via text, email, or call. It was discussed about making it a requirement for consumers to sign up for utility notifications, including outages and bills. Concerns were raised about data management and privacy, particularly regarding third-party data sharing.

*Speed Limits* – **Ordinance 2024-22 Amending Chapter 70 of the Code of Ordinances of the Town of Pittsboro regarding Speed Limits.** The council reviewed the proposed speed limits for school zones and parks, with specific streets maintaining their current limits. The ordinance aims to standardize speed limits across the town. Jarod Baker made the motion to approve Ordinance 2024-22 as written, Randy Price seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*Completing Sidewalks in Neighborhoods* – **Ordinance 2024-23 Amending Chapter 94 of the Code of Ordinances of the Town of Pittsboro regarding sidewalks.** The council discussed completing sidewalks in neighborhoods, focusing on building, repairing, or replacing sidewalks within the town's corporate limits. Jarod Baker made the motion to approve said Ordinance as written, Larry Compton seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*Employee Handbook* – The council reviewed updates to the employee handbook, focusing on definitions of full-time and part-time employees, PTO benefits, and accrual rates. Concerns were raised about the impact on employee benefits and the need for clear definitions. Discussion followed regarding the PTO accrual policy, focusing on bi-weekly accruals and borrowing against future PTO. The conversation highlighted the need for clarity on anniversary years and how they affect PTO accruals. The discussion covered the range of voluntary benefits offered, including portable life insurance and other supplemental insurances. There was a need to clarify which benefits are offered by Liberty Mutual and AFLAC. The meeting addressed the personal appearance policy, questioning the necessity of certain restrictions like wearing hats and shorts. The focus was on simplifying the policy to include only essential guidelines.

## **NEW BUSINESS:**

*Pay Raises* – The discussion involved the salary ordinance, focusing on tier ranges for various positions. There was confusion about the current and proposed tiers and the need for a range within the salary ordinance.

*Fiscal Plan (Annexation of Alexander/Blanton/Warren/Water)* – The council reviewed a fiscal plan for the voluntary annexation of certain territories in Pittsboro. The plan was created by Financial Solutions Group and involved several tax parcels. Jarod Baker made the motion to approve **Resolution 2024-19 Annexing to and Bringing within the Town Limits of Pittsboro, Indiana, and Amending Zoning Ordinance for Property Located within Middle Township, Contiguous Therewith**, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-abstain, motion passes 4-0-1.

*Excess Levy Appeal* – The council discussed an excess levy appeal to increase the tax levy for funding the Pittsboro Police Department and Parks Department. The appeal aims to cover overtime, supplies, and facility upgrades. Jarod Baker made the motion to approve **Resolution 2024-20 to Appeal for an Increase Above the Maximum Levy**, Randy Price seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*IWORQ'S Agreement* – The council considered a contract with IWORQ'S for software to track collection systems and report permits for wastewater and stormwater. The software aids in compiling data for IDEM and EPA



submissions. Jarod Baker made the motion to approve **Resolution 2024-21 Approving IWORQ Agreement**, Larry Compton seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*APC Appointment* - The council discussed the resignation of Steve Maple from the Planning Commission and the appointment of April Wrigley as his replacement. April Wrigley, a town employee, agreed to serve on the Advisory Plan Commission. Jarod Baker made the motion to approve the appointment effective immediately, Randy Price seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*APC Ordinances* – Several ordinances amending the UDO were discussed, including changes to the Schedule of Uses, specific use conditions, definitions, the Jeff Gordon overlay district, and landscape standards.

- 1) **Ordinance 2024-25 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Appendix A: Schedule of Uses** – Jarod Baker made a motion to approve the ordinance, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.
- 2) **Ordinance 2024-26 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Chapter 7 Specific Use Conditions** - Jarod Baker made a motion to approve the ordinance, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.
- 3) **Ordinance 2024-27 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Chapter 13 Definitions** - Jarod Baker made a motion to approve the ordinance, Larry Compton seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.
- 4) **Ordinance 2024-28 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Jeff Gordon Boulevard Amendment** - Jarod Baker made a motion to approve the ordinance, Randy Price seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.
- 5) **Ordinance 2024-29 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – Chapter 8 Development Standards, Section 5 Landscape Standards Amendment** - Jarod Baker made a motion to approve the ordinance, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.
- 6) **Ordinance 2024-30 Amending the General Section of the UDO of the Town of Pittsboro, Indiana – General Changes Amendment** - Jarod Baker made a motion to approve the ordinance, Randy Price seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*2024 Salaries Amendment* - **Ordinance 2024-31 Amending 2024 Salaries and other Compensation for Officials and Employees** was introduced as a 1<sup>st</sup> Reading. Jarod Baker made a motion to suspend the rules and waive the 2<sup>nd</sup> Reading, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0. The ordinance includes tier adjustments for various positions, allowing for salary range flexibility. Jarod Baker made the motion to approve said Ordinance as written, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

*ARPA Spending Plan* - The council discussed creating a spending plan for ARPA funds, considering options like funding existing grants or purchasing property for the police department. They need to finalize the plan by the end of the year. The council will investigate options and aim to have a decision by October 1st, with an ordinance drafted by the end of October.

*Introduce Water Ordinance* – tabled

#### **PUBLIC COMMENT:**

Jay Thompson – 7722 Quail Creek Trace

- The county council passing an ordinance for extra education money and a personal property audit for Steel Dynamics.
- Jason mentioned the idea of a merit race for Steve Mabel's last meeting. There was a discussion about whether there is a standard for such an event, with suggestions to include it in the HR policy.
- A PVC pipe that had been underground for nearly 10 years broke on a hot day, causing inconvenience. The team was thanked for their efforts in addressing the issue.

- The county now streams council and commission meetings on YouTube. A link was sent to Shari to potentially add this feature to the town's website.

Joe Ray – 119 E Main St

- There was a request for the agenda to be available to the public 24 hours in advance. It was noted that agendas are posted 48 hours prior at Town Hall and outside the meeting room.
- Discussion on the cost and process for minor subdivisions, especially for minor property line adjustments. The current process requires formalities, and a previous proposal to simplify it was voted down.

Linda Thompson – 7722 Quail Creek Trace

- inquired about negotiating water rates with SDI for large users. It was clarified that negotiations are for users over 200,000 gallons per month.

Jodi Ensign – 5725 Tara Way

- asked about the Fiscal Plan that was approved tonight. Jarod Baker explained that there was a public hearing on the annexation of farmland. The fiscal plan was approved, and the annexation will be voted on October 1st. The landowners currently plan to keep the land as farmland.

**COUNCIL COMMENT:**

Jason Love gave an update on the Purchase Agreement for 41 E Main St.

**ATTORNEY ITEMS:**

Jim Buddenbaum – had nothing to report on.

**DRAFTS & CLAIMS:**

President Jarod Baker asked Shari Ping to read the dollar amounts from the Drafts & Claims for September 17th. Jason Love read them for Shari who has laryngitis. He gave the totals from the Town and Sewer APVs. Jarod Baker made the motion to approve the drafts and claims, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.


**ADJOURNMENT:**

President Jarod Baker reminded everyone there will be a meeting on October 1<sup>st</sup>. Jarod Baker made a motion to adjourn, Bill Majeske seconded. Roll call vote: Larry-yes, Jarod-yes, Bill-yes, Randy-yes, Terry-yes, motion passes 5-0.

Respectfully submitted,


Shari L. Ping  
Clerk Treasurer

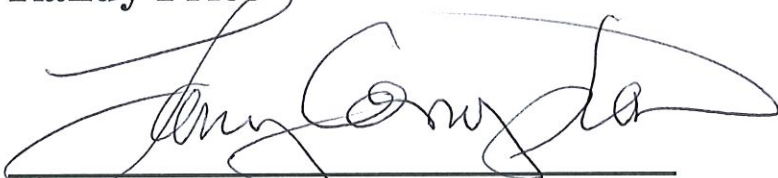


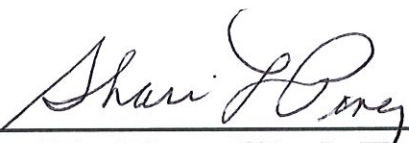
  
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**Jarod Baker, President**

  
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**William Majeske**

  
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**Terry Northern**

  
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**Randy Price**

  
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**Larry Compton**

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