

**Memorandum of the Yorktown Town Council
Work Session
Monday, January 13, 2025, at 5:30 p.m.
Yorktown Town Hall**

In attendance:

Bryan Smith	Nicole Rector	Kyleigh Van Pelt
Carolyn Gant	Chris Greene	Maura Hoff
Nanci Perry	Chase Bruton	Staff and Community Members
Jason Gasaway	Erin Hurley	
Marta Guinn	Kristin Robinson	

The topics discussed included video and audio equipment for streaming minutes, parliamentary procedures for Town Meetings, the State requiring a local wheel tax in 2026, and the cumulative fire fund.

President

**Prepared by/Attest
Clerk Treasurer-Lance Turner**

**Minutes of the Yorktown Town Council
Regular Meeting
Monday, January 13, 2025, at 6:00 p.m.
Yorktown Town Hall**

Call to Order, Pledge of Allegiance, Roll Call:

Bryan Smith	Carolyn Gant	Nanci Perry	Jason Gasaway	Marta Guinn	Nicole Rector	Chris Greene
Present	Present	Present	Present	Present	Present	Present

Approval of Claims – Marta Guinn moved to approve claims totaling \$1,376,938.24. Nanci Perry seconded and the motion passed with no objections.

Approval of January 6, 2025, Organizational Meeting Minutes – Nanci Perry motioned to approve the meeting minutes. Carolyn Gant seconded and the motion passed without opposition.

Public comments were made from the Floor.

Unfinished Business: 1) Boards & Commission Appointments. Marta Guinn motioned to appoint and reappoint the following members: Planning Commission – Chris Greene and Dan MacDonald, Reappoint Jerry Hoffman and Nanci Perry; Redevelopment Commission – Mark Sturgis, Reappoint Michael Harless, Steve Moore, Rachel Nixon, and Jeff Tingler; Board of Zoning Appeals – Sarah Journey and Dan MacDonald;

Redevelopment Authority – Lon Fox; Economic Development Commission – Nanci Perry; Park Advisory Board – Kat Blankenbaker, Mark Darrall, Spencer Rutherford, and Jonathan Mize; Community Foundation-Yorktown Fund – Reappoint Carolyn Gant and Bryan Smith; ECI Regional Planning – Jason Gasaway or Nanci Perry; Del Co MPO Transportation Policy Committee – Jason Gasaway; JAA Board – Jason Gasaway. Carolyn Gant seconded and the motion passed with uncontested approval.

New Business: 1) Resolution 2025-01 Finance Fire Trucks – Marta Guinn moved to approve the resolution to finance two fire trucks through a lease with Huntington National Bank. Bryan Smith seconded and the motion passed 7-0.

2) Resolution 2025-02 Transfer of Funds – Nanci Perry motioned to approve the transfer of appropriations for December 2024. Bryan Smith seconded and the motion passed with no objections.

3) Renew Legal Counsel Engagement – Marta Guinn motioned to accept the legal engagement agreement with DeFur Voran. Nanci Perry seconded and the motion passed with uncontested approval.

4) Approve Police Radio Purchase – Marta Guinn moved to approve the purchase of two police radios from J&K Communications at a cost of \$5,524.96 to be paid from Marshal Machinery and Equipment. Bryan Smith seconded and the motion was unanimously approved.

5) Approve Fire Department Thermal Imagers Request – Marta Guinn motioned to approve the equipment purchase. Chris Greene seconded and the motion was unanimously approved.

6) Conflict of Interest Statements – Nanci Perry motioned to accept the Conflict-of-Interest Statements. Marta Guinn seconded and the motion was approved 6-0 with Jason Gasaway abstaining.

7) Approve Board & Commission Meeting Schedules – Marta Guinn motioned to approve the meeting schedules. Nanci Perry seconded and the motion passed without opposition.

Departmental Reports: Fire Chief David Boone reported that 15 new recruits passed the test and would soon officially join the department, new classes for ice and grain bin rescue would take place in February with other new classes to follow, Santa deliveries and the Fire & Ice 5K were successful, and thanked the council for the imagers and the truck finance resolution. Marshal Kurt Walthour thanked the council for the radios, updated the council on a new part time officer, discussed the radio purchase, and commented about a possible date change for the National Night Out. Town Manager Bruton talked about securing a quote for a safe surface for the playground at Morrow's Meadow and updated the progress of the construction at Daugherty Preserve. On behalf of Clerk Treasurer Lance Turner, Deputy Clerk Treasurer Kristin Robinson requested a motion to approve the cancellation of warrants/checks issued prior to December 2022 in the amount of \$2,338.70. Nanci Perry motioned to cancel the checks and receipt the amounts back into the charged funds. Marta Guinn seconded and the motion passed 7-0. Mrs. Robinson also requested the approval of a special claim from Milo Sutton of Taylor Made Technology in

the amount of \$1,182.98 to be split between all departments for monthly IT services. Marta Guinn motioned to approve the claim. Nanci Perry seconded and the motion passed with no objections.

Comments were made by Town Council Members.

Adjournment: 6:30 p.m.

President

**Prepared by/Attestation
Clerk Treasurer-Lance Turner**