

**TOWN OF PINEBLUFF
REGULAR MEETING
October 17, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, October 17, 2024 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Mike Thomas, Jerry Williams, Frank Wanko, and Guy McGraw. Commissioner Robbie Conley was absent. A Quorum was present.

Also, present were Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Chief, Pike Nordgren, Police Lieutenant, Daniel Thomas, Fire Chief, Jonathan Richardson, and Zoning Administrator, David Francis.

Citizens present were Jeffrey Wright and Associate, Mark McDuffie, Brett Dysart, Malcolm Mills, Kathleen Sykes White, Alan White, and Mike and Sherry Lucas.

CALL TO ORDER:

Mayor Ronald McDonald called the meeting to order at 6:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Police: Add "c" – Discussion of sending two officers and the drone to Black Mountain from Sunday to Thursday. Fire: Add "c" - Fund Raiser for John McKiver Public Safety Facility Sign; Add "d" – Approval to proceed with the purchase of new bay heaters; Add "e" – Christmas Dates. Streets: Add #2 – Official Hire – Jacquelyn Acha for Public Works Manager – Monday, October 21st. Water-Sewer: Add #5 – Agreement for Task Order 3 for 2023 Appropriations Act Directing Projects Grant Offer of \$5,122,000.00; Add #6 – Resolution No. 2024-13 Acceptance of the 2023 appropriations Act Directed Projects Grant Offer of \$5,122,000.00.

Commissioner Jerry Williams made a motion to accept the adjustments to the Consent Agenda. Commissioner Frank Wanko seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Jerry Williams made a motion to accept the Consent Agenda. Commissioner Frank Wanko seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald called the first Public Hearing to order: Conditional Use Permit Application to change the minimum lot reduced from 100' to 80' with 30' minimum at street line. The property is located on the west side of US Hwy #1 South between Park Avenue and Cardinal Park Drive. The applicator is Kathleen Sykes White.

Mayor McDonald told anyone if they wanted to speak, they would have to be sworn in.

Town Clerk, Betty McDuffie sworn in as Assistant Zoning Administrator.

Mayor McDonald asked Town Clerk McDuffie and Ms. Kathleen White a series of questions to establish whether certain requirements and standards outlined in the UDO have been or will be met.

With no further comments, Commissioner Frank Wanko made a motion to accept the Conditional Use Permit Application for Kathleen Sykes White. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Mayor McDonald called the second Public Hearing to order: Conditional Use Permit Application to change the minimum lot width from 100' to 85'. The property is located on the left side of Merle Road between US Hwy #1 South and Cherry Street Ext. The applicant is Jeffrey Wright with Southeastern Construction of Rockfish.

Once again, the Mayor asked if anyone wanted to speak to come up to be sworn in.

Mayor McDonald asked Town Clerk McDuffie and Mr. Jeffrey Wright a series of questions to establish whether certain requirements and standards outlined in the UDO have been or will be met.

With no further comments, Commissioner Williams made a motion to accept the Conditional Use Permit Application for Jeffrey Wright. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Town Clerk McDuffie informed the Board that Riley and Walker Development is requesting to annex their 51.62 acres (62 lots) into the town limits of Pinebluff. At this point you are to direct me to investigate the petition for annexation by a resolution.

After discussion, Commissioner Williams made a motion to accept Resolution No. 2024-11 – directing the Town Clerk to investigate the petition for annexation. Commissioner McGraw seconded. All ayes. Motion carried.

Mayor McDonald presented David Francis, Zoning Administrator a plaque and a check for his retirement after 14 years of working with the Town of Pinebluff as a Building Inspector and Zoning Administrator.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report for September.

Commissioner Jerry Williams made a motion to accept the Police Department's report. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that he and Lieutenant Daniel Thomas would like to go to a convention out of state to test new equipment for training. He informed the Board that the Lieutenant will be using his mileage to help with the cost and the funds are in the budget.

After discussion, Commissioner Guy McGraw made a motion to for the Chief and Lieutenant to attend the convention. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that with the damage in the Western part of the State different Police Departments have been going to help out to cover because of looters. We would like to send our Drone and two officers to stay from Sunday through Thursday. We would like to send two officers for safety reasons. They will provide a place to stay, food, and gas. We just have to provide our own vehicles and water. Lieutenant Daniel Thomas and Officer Matthew Reeder will be the officers that will be going. We will have coverage in place here to take their place. They will pull out Sunday afternoon.

After discussion, Williams made a motion allow Lieutenant Thomas and Officer Reeder to go To Black Mountain and take the Drone for four days. Commissioner Wanko seconded. All ayes. Motion carried.

Fire Department:

Fire Chief, Jonathan Richardson presented the Fire Department's monthly report for September.

In the absence of Commissioner Robbie Conley, Commissioner Jerry Williams made a motion to accept the Fire Department's report. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that Resolution No. R2024-10 was for items that were declared to be surplus and disposed by being donated to Fire Departments in the Western North Carolina affected by Hurricane Helene.

Commissioner McGraw made a motion to accept Resolution No. R2024-10. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the Department have exhausted the sales of the raffle tickets for the fund raiser for the John A. McKiver Public Safety Facility Sign. We have raised \$5,000.00 but wanted to raise \$8,000.00.

Commissioner McGraw asked how much the sign costed and if the Town could put some money in to help pay for it.

Fire Chief Richardson informed the Board that he had a revised purchase for the new Bay Heaters for the Fire Department. We have three (3) quotes – Raeford Oil, Colonial Gas& Temp Control, and Carolina Pro Gas. I would like to award the project to Carolina Pro Gas.

Commissioner McGraw made a motion to with the approval to proceed with the purchase of new Bay Heaters for the Fire Department and to award the project to Carolina Pro Gas. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he had two (2) Christmas time events: Santa touring the Pinebluff area: Sunday, December 15th starting around 1pm we will be using the Old Mac to ride Santa around; Fire Department Christmas Party: Friday, December 20th starting 6pm.

Streets:

Commissioner Frank Wanko presented the Street Department's monthly report for September.

Commissioner Wanko made a motion to accept the Street Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that we had interviewed a new hire for the Public Works Manager- Jacquelyn Acha.

Commissioner Guy McGraw made a motion to accept the new hire, Jacquelyn Acha. Commissioner Wanko seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Frank Wanko presented the Water-Sewer Department's monthly report for September.

Commissioner Wanko made a motion to accept the Water-Sewer Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Mike Thomas made a motion to give a water leak adjustment to Nanette Martin in the amount of \$90.97 for a leak between the meter and the house; a water leak adjustment for Rachel Lance in the amount of \$180.36 for a leak in the underground copper piping; water leak adjustment for Glen Phillips in the amount of \$82.98 for a leak in the bathroom. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the Board the Agreement for Task Order 3 for the Grant money for \$5,122,000.00 for the Pinebluff 2025-2026 Water System Improvements the work project with WithersRavenel and the Resolution No. 2024-13.

After discussion, Commissioner Williams made a motion to accept the grant. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to accept Resolution No. 2024-13. Commissioner Wanko seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board the Parks and the Cemetery were in great shape; Disc golf we are still waiting on the signage; They have cleared the area for the bathrooms at the Lake.

Commissioner Thomas made a motion accept the Parks, Recreation, and Cemetery Report. Commissioner Jerry Williams seconded. All ayes. Motion carried

Building Inspection:

Mayor Ronald McDonald presented the Building Inspection's monthly report for September.

Commissioner Jerry Williams made a motion to accept the Building Inspection Report. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Administration:

Commissioner Guy McGraw presented the monthly tax reports for September.

Commissioner McGraw made a motion to accept the monthly tax reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the monthly Administrator's report for September.

Commissioner Williams made a motion to accept the Administrator's report. Commissioner Mike Thomas seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

After discussion the Board decided to have the Open House Sunday, December 15th from 2 to 4 pm.

Commissioner Guy McGraw made a motion to make Rachel Dysart Office Manager with a 5% raise. She will be able to handle people with conflict or problems when the Town Administrator is not in because she knows how to talk to people. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Other Business:

None

Announcements:

None

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Meeting adjourned at 8:05 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk