

**TOWN OF PINEBLUFF
REGULAR MEETING
July 18, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, July 18, 2024 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Mike Thomas, Jerry Williams, Robbie Conley, and Frank Wanko. Commissioner Guy McGraw 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, Police Officer, Matthew Reeder, Police Officer, Brandon Mastrostefano, Fire Chief, Jonathan Richardson, and Public Works Manager, Andy Dick.

Citizens present were Brett Dysart, Malcolm Mills, Jeffrey Wright and Associate, Mark McDuffie, and Cathy Duncan. Also present were Director of Asset Management, Brandon Inscore, Senior Project Manager, Deepthi Kalyanam, with WithersRavenel, INC.

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 Department: Add "c" – Need to purchase a transmission for one of the Chevy Tahoes. Streets: Add#2 – Roberson Unique Sanitation Service Contract. Water-Sewer: Add 43 – Increase in Late Fees.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Ms. Cathy Duncan informed the Board that she received a water bill for \$347.67. It showed that she used 32,610 gallons of water for the month of June. She lives by herself and only waters her small garden a couple times a week. The Town checked and she does not have a leak. She informed the Board she checked the meter before she came and it has already used a lot since they read it last. Something has to be wrong.

After discussion, the Mayor asked Public Works Manager, Andy Dick to take out the meter and put in a new one and monitor the new one for ten days to see what the reading is. He also asked the Town Clerk to charge Ms. Duncan her average bill until we can figure out what is going on.

Ms. Deepthi Kalyanam presented the Board updates on the AIA Project: Items that have been completed and items that are ongoing and the proposed presentation date for the Board for the final product.

Mr. Brandon Inscore informed the Board that they had heard from the State about the Grant they had put in for the Town on behalf of the Lead and Copper Project and the State will be awarding the Town \$1,222,700.00 in monies to help with replacing the lead and copper piping.

The Board thank Mr. Inscore and Ms. Kalyanam for their presentation and their help with the Grant.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald stated next the agenda was a Petition for Zoning Amendment for Jeffrey Wright a recommendation made by the Planning Board.

Mr. Wright informed the Board that he would like to rezone his property from R-30 to R-20 because he would like to subdivide it to make smaller lots to build homes on. With R-20 it would go from approximately five (5) parcels to eight (8) parcels.

Town Clerk, Betty McDuffie informed the Board at this point they would need to set a Public Hearing for next month's meeting.

After discussion, Commissioner Jerry Williams made a motion to set a Public Hearing for Thursday, August 15th at 6:30 p.m. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Department:

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

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

Police Chief Nordgren introduced the Police Officer, Matthew A. Reeder.

Commissioner Williams made a motion to accept the new hire of Police Officer, Matthew A. Reeder. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that there was a police chase that involved two (2) of our officers, Mastrostefano and Reeder, that went up Batchelor Farm Road where the criminals were throwing baggies out the windows. turnout got them on 13 felonies.

Police Chief Nordgren informed the Board that he would like to also remind everyone about August 17th the Public Safety Event at the Ballfield. We are going to need volunteers. Also, I have spoken to Public Works Manager, Andy Dick, Commissioner Mike Thomas, and Town Administrator, Melissa Adams about fixing the driveway at the back of the ballfield.

After discussion, Commissioner Williams made a motion to fund the project at the ballfield to fix the driveway. Commissioner Mike Thomas seconded. All ayes. Motion carried.

We need to get a rebuilt transmission for one of the Chevy Tahoe, it only has 69,000 miles on it. If we put it in ourselves, it will cost \$3,149.00 and we will get \$600.00 back. The last one we did, Public Works Employee, Jerry Tillman put it but he

said we need a jack and a hoist. We could rent the tools or purchase the tools for approximately \$600.00.

Commissioner Conley made a motion to buy the equipment needed to put the transmission in the vehicle. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to purchase the transmission for the Chevy Tahoe. Commissioner Conley seconded. All ayes. Motion seconded

Fire Department:

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

Commissioner Jerry Williams made a motion to accept the Fire Department's report. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Fire Chief Richardson respectfully requested to add three (3) volunteer applicants to the Fire Department. One with previous experience and the other two are current Military members.

Commissioner Conley made a motion to accept the volunteer applicants. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson respectfully requested to purchase the bay heaters that were approved in the FY 24/25 Budget. We came in slightly above the \$20,000 budget by \$488.00. This will be through Carolina Pro Gas and will include everything needed to be operational with the exception of the Liquid Propane tank and the Liquid Propane.

Commissioner Conley made a motion to approve the purchase of the new Bay heaters for the Fire Department for \$20,488.00. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson respectfully requested to purchase the requested rescue struts that were approved in the FY 24/25 Budget. This request is for a two-strut system comes with a variety of accessories for use with the struts. The cost is \$9,499.99 (tax and shipping is not included).

Commissioner Conley made motion to approve the purchase of the two-strut system struts for \$9,499.99. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

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

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

Commissioner Wanko made motion to accept Roberson Unique Sanitation Service. I.J.C Contract for garbage pickup, for another three (3) years. Commissioner Williams seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Public Works Manager, Andy Dick informed the Board that every month there are anywhere from 85 to 120 late notices to handout. It takes two (2) of his guys a minimum of two hours each to hand these notices out a month. I checked with other Towns and they do not hand out notices and it states on the back of the water bills that no second notice will be given.

After discussion, Commissioner Robbie Conley made a motion that the Public Work employees would no longer give out late notices after this month. Commissioner Wanko seconded. All ayes. Motion carried.

Public Works Manager Dick informed the Board that the 2006 F-150 truck was sold for \$2,050.96 and we would like to take the money and purchase a new ice machine for the maintenance building.

Commissioner Conley made a motion to allow the \$2,050.96 to used to purchase a ice machine for the maintenance building. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Wanko informed the Board that since we have so many repeaters on the late list, we need to change the form of fees. First time - \$15.00, 2nd time - \$25.00, 3rd time - \$40.00, 4th time - \$55.00, 5th time 65.00, then we can start over again.

Commissioner Conley asked the Town Clerk how this would work for Administration.

Town Clerk, Betty McDuffie informed the Board that the \$15.00 is added by the computer, but these other totals would have to be done manually plus you would have to keep up with each customers accounts to know when they hit each level. Plus, I think this is excessive. Some of the same people are late but they still have a hard time paying.

Finance Officer, Rachel Dysart informed the Board that what they needed to look at is changing the hours of reconnection of service. Reconnection should not be done after hours and on the weekends: other towns don't do it.

After discussion, Commissioner Conley made a motion not to reconnect water after working hours and on the weekend. Commissioner Wanko seconded. All aye. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board the Parks and the Cemetery were in great shape: the guys were working on the Ballfield getting it ready for Public Safety Day in August; the disc golf is finished except the signage; we are now waiting for Bruce McFadden to get started on the bathrooms at the Lake.

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

Building Inspection:

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

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

Administration:

In the absence of Commissioner Guy McGraw, Commissioner Jerry Williams presented the monthly tax reports for June.

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

Town Administrator, Melissa Adams presented the monthly Administrator's report for June. She informed the Board that there was a hold on the \$5.2 million we got in the grant but it has been lifted so we should be getting our letter of intent soon. Also, our insurance carrier found a savings with insurance premium so we will use that to purchase a new server which we did not budget for. Also, she presented the Board a flyer that Finance Officer, Rachel Dysart had come up with for the Moore Chambers of Commerce highlighting Pinebluff especially the Parks and Recreation. The cost was \$499.00 for the Chamber to highlight this for the Town and this money will also come out of the savings from the insurance premium.

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

Mayor Ronald McDonald stated that next on the agenda is Closed Session per 143-318.11 for Personnel.

Commissioner Williams made a motion to go into Close Session per 143-318.11 for Personnel at 8:00 p.m. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into Regular Board meeting at 8:25 p.m. Commissioner Conley seconded. All ayes. Motion carried.

Town Administrator Adams stated that no action was made during Closed Session.

Town Clerk, Betty McDuffie informed the Board that the Town's Attorney stated that if the Board did have any changes to the Code of Ethics for the Town of Pinebluff Board of Commissioners you can go ahead and adopt it.

After discussion, Commissioner Thomas made a motion to accept the Code of Ethics for the Town of Pinebluff Board of Commissioners as written. Commissioner Conley seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

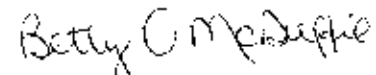
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Adjournment:

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

Meeting adjourned at 8:30 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
August 15, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, August 15, 2024 at 6:30 p.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Chief, Pike Nordgren, Assistant Fire Chief, Alan Holmes, and Public Works Manager, Andy Dick. Fire Chief, Jonathan Richardson was absent.

Citizens present were Jeffrey Wright and Associate, Keith Hinard, Mark McDuffie, Bonnie Thomas, Mr. and Mrs. Jimmie Garris, Mr. and Mrs. Tom Richards, Mike and Sherry Lucas, and Richard and Mary Wentland.

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: Zoning/Planning: Add #3 Discussion Kathleen White - Issue - Variance or Conditional Use Permit. Police Department: Add "d" - Closed Session for Personnel per G.S.143-318.11. Water-Sewer: Add #4 Water Leak Adjustment for Iris Rodriguez; Add #5 Water Leak Adjustment for Linnie Saunders; Add#6 Water Leak for Tamara Dixon. Administration: Add #3 - Tax Release -- 2023 & 2024 Personal - Taxes - Hupko

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Keith Hinard presented the Board a plan that he had for small heavy equipment shop at 105 South Walnut Street.

Town Clerk, Betty McDuffie informed the Board that it was not zoned for this. This area is CB - Central Business - which is for small businesses and not items outside, GB - General Business is from Chicago Avenue down, and the zoning is broader range, but it still did not allow large items outside.

After discussion the Board decided to have Mr. Hinard send the Town Clerk pictures of his equipment and the Town Clerk to ask the attorney what could be done to change the UDO.

Mr. Tom Richards informed the Board that the DOT stated that if the Board would write up a plan for why the speed on Currant Street and Fast New England should

be changed to 30 mph. they would do a study and they would look at through fare of the semi-trucks on these two streets as short cut to and from US Hwy #1. My calling and writing hold up baring. as it would from the Town Council.

After discussion, the Board informed Mr. Richards to get his information together and the Board would look it over and then they would make their decision.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald stated next on the agenda was the Public Hearing Petition for Zoning Amendment for Jeffrey Wright.

Mr. Wright informed the Board and the citizens that he would like to rezone his property 3.3 acres from R-30 to R-20. He would like to subdivide it to make smaller lots to build homes on. With R-20 it would go from approximately five (5) parcels to eight (8) parcels.

Mayor McDonald asked the citizens if they had any questions before the decision was made.

Ms. Bonnie Thomas informed the Board that she did not want it she wanted to keep it the way it was as R-30.

Mr. Jimmie Garris said he agreed with Thomas.

After discussion that the uses permitted R-30 will be the same as permitted in R-20. Commissioner Frank Wanko made a motion to change the zoning from R-30 to R-20. Commissioner Guy McGraw seconded. 4 ayes. 1 abstain. (Mike Thomas abstain because he is part owner of the property next to the property in question). Motion carried.

Commissioner McGraw made a motion to accept the Ordinance amending the Town of Pinebluff Zoning Map. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that Ms. Kathleen White got her property rezoned to R-20 and she asked to have the lot widths to be changed from 100' to 80' and when I asked the attorney to change the Town Ordinance - UDO he stated this could not be done without a Variance or Conditional Use Permit.

After discussion, Commissioner Guy McGraw asked Town Administrator, Melissa Adams to contact Ms. White to inform her that she will need to get a Variance or a Conditional Use Permit but the Town will pay half the cost.

Police Department:

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

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

Commissioner Williams made a motion to go into Closed Session for Personnel per G.S.143-318.11. at 7:23 p.m. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to come back into the Regular Board Meeting at 7:37 p.m. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Williams stated that no decisions were made in Closed Session.

Commissioner McGraw made a motion to accept the Resolution to sell the K-9 Dog for \$1.00. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to accept the resignation of Officer Branden Mastrostefano effective tonight. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Department:

In the absence of Fire Chief Jonathan Richardson, Assistant Fire Chief, Alan Holmes presented the Fire Department's monthly report for July.

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Streets:

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

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

Water-Sewer:

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

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

Commissioner Guy McGraw made a motion to give a water leak adjustment to Faye Ross in the amount of \$80.18 for a leak in the pipe by the street; a water leak adjustment for Iris Rodriguez in the amount of \$24.13 for a leak in the crawlspace; water leak adjustment for Linnie Saunders in the amount of \$902.39 for a leak in the main water line; a water leak adjustment for Tamara Dixon in the amount of \$133.63 for a leak near the meter. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator Melissa Adams informed the Board that we must have the easement surveyed to the sewer lift station at the Bluff Golf Course. We will be sharing the cost with Mr. O'Malley, although we will be paying more than half since a small portion of the surveying will be taking place on some else's property and we have to approve Resolution No. 2024-06 approving the surveying and the cost.

Commissioner McGraw made a motion accept Resolution No. 2024-06. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board the Parks and the Cemetery were in great shape; the guys have the Ballfield and Concession Stand ready for Public Safety Day (see Saturday); Disc golf we are still waiting on the signage; I have spoken to Bruce McFadden about getting started on the bathrooms at the Lake and asked if there was anything we could do to get started to help; the pickleball net was stolen. it cost approximately \$550.00, so we can either buy another one or buy a permanent standing

one but it would take up part of the basketball court; there will be another wrestling match at the Community Center Saturday, September 29th.

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 July.

Commissioner Guy McGraw 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 July.

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

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

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

Commissioner McGraw made a motion to accept the 2023 and 2024 Tax release for personal taxes. Commissioner Williams seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

Town Administrator, Melissa Adams informed the Board that former Commissioner Rachel Byrd called and said that she spoke to someone on the ABC Board and they would like to put a ABC store in Pinebluff if we were interested and if so we would need put it on the voting ballot.

After discussion, Commissioner Jerry Williams made a motion to put the ABC Store on the Ballot to have a store in Pinebluff. Four ayes. One nay. (Commissioner Guy McGraw voted no). 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 8:10 p.m.

Sincerely,

Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING**

August 22, 2024

The Mayor and the Board of Commissioners held a Special Meeting, Thursday, August, 22, 2024 at 3:30 p.m. at the Town Hall.

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

Also, present were Town Clerk, Betty O McDuffie and Public Works Manager, Andy Dick.

Mayor Ronald McDonald called the Special Meeting to order at 3:28 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor McDonald informed the Board that the Special Meeting was to discuss a Resolution requesting a Ballot Item for Fall 2024.

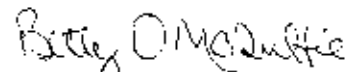
Mayor McDonald read the Resolution to the Board requesting the Moore County Board of Elections to submit to the NC State Board of Elections permitting that an ABC Store be located and operated within the Town's corporate limits.

Commissioner Frank Wanko made a motion to accept Resolution as written. Commissioner Jerry Williams seconded. All ayes. Motion carried.

With no further discussion, Commissioner Williams made a motion to adjourn. Commissioner Wanko seconded. All ayes. Motion carried.

Special Meeting adjourned at 3:34 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
September 19, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, September 19, 2024 at 6:30 p.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, and Firefighter Logan DeBerry. Public Works Manager, Andy Dick was absent.

Citizens present were Jeffrey Wright and Associate, Mark McDuffie, Mike and Sherry Lucas, Kathleen Sykes White, Alan White, Diane Witkowski, Aaron and Lisa Clark.

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:
Zoning/Planning: Add #2 – Discussion – Conditional Use Permit Application - Kathleen Sykes White; Add #3 – Discussion – Conditional Use Permit Application – Jeffrey Wright, Streets: Add #2 – Acceptance of Public Works Manager Resignation letter, Administration: Add #6 – Discussion of Central Pines Regional Council Membership.

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:

Ms. Lisa Clark informed the Board that she had not received her water bill for one of properties for the past three (3) months. She had talked to the Town and the Post Office and something needed to be done. I do not want to sign up for emails and I do not want to have my bills drafting out of my account. I want my bills.

Town Administrator, Melissa Adams informed Ms. Clark that she would print off her bills and email them to her every month.

Ms. Diane Witkowski informed the Board that her neighbor at 245 South Curreant had inherited over 30 chickens and five (5) roosters when he moved in and they are running loose onto my property. Something needs to be done.

The Board asked what was the Ordinance on chickens.

Town Clerk, Betty McDuffie stated that you are allowed to have five (5) chickens but no roosters and they have to be in a cage and you have to have a permit from the Town.

Mayor Ronald McDonald told Ms. Witkowski that we would check into it.

DEPARTMENTAL REPORTS

Zoning/Planning:

Town Clerk, Betty McDuffie informed the Board that the Town's attorney stated that the Board had to put it in a motion for him to do a Text Amendment to the Unified Development Ordinance (UDO) to allow different businesses in the Central Business area.

Commissioner Jerry Williams made a motion for the Town's attorney to do the Text Amendment to the Unified Development Ordinance (UDO). Commissioner Guy McGraw seconded. All ayes. Motion carried.

Mr. Alan White presented the Conditional Use Permit Application for Kathleen Sykes White. He stated that they were requesting a minimum lot width reduced from 100' to 80' with 35' minimum at the street line.

Town Clerk, Betty McDuffie informed the Board that it has went before the Planning Board and they have made the recommendation and this time if you agree you will need to set a Public Hearing for next month's meeting.

After discussion, Commissioner McGraw made a motion to set a Public Hearing for next month's meeting, Thursday, October 17th at 6:30 p.m. for the Conditional Use Permit Application for Kathleen Sykes White. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Mr. Jeffrey Wright informed the Board that he was requesting the same thing except he was asking for the minimum lot width be 85' instead of 100' road frontage.

After discussion, Commissioner McGraw made a motion to set a second Public for next month's meeting, Thursday, October 17th at 6:30 p.m. for the Conditional Use Permit Application for Jeffrey Wright. Commissioner Conley seconded. All ayes. Motion carried.

Police Department:

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

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

Police Chief Nordgren informed the Board that he had a new candidate for a Police Officer, Matthew Phillips, he has completed the interview and the State requirements.

Commissioner Williams made a motion to accept Matthew Phillips as the new Police Officer. Commissioner Conley seconded. All ayes. Motion carried.

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the Pinebluff Fire Department would be hosting a water shuttle training for multiple departments on Thursday, September 26th around 6:30 p.m. – 10 p.m. This will be hosted around the Pinebluff Lake as we have done before.

Fire Chief Richardson respectfully requested to accept a gift card that was sent by the Ohio Swift Water Team that was stationed here during Hurricane Debby, for their appreciation of our hospitality.

Commissioner Guy McGraw made a motion to accept the gift card. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to move Volunteer Firefighter Jennifer DeBerry to Part-time Firefighter once she completes her final class for Firefighter certification which should be on 09/26/24. This will help her gain more experience and also assist with coverage of the schedule.

Commissioner Williams made a motion move Jennifer DeBerry to Part-time Firefighter after she completes her final class. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he had spoken to Administrator Adams and Commissioner Conley about reclassifying our full-time Fire Lieutenant's positions to Fire Captains. This will not be a change in pay it will properly align with other agencies that are us.

Commissioner Conley made a motion to reclassify the positions from Lieutenants to Captains. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

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

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

After discussion, Commissioner Guy McGraw made motion to accept the resignation of Public Works Manager, Andy Dick. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Commissioner Guy McGraw made a motion to give a water leak adjustment to Sandi Abernathy in the amount of \$90.08 for a leak between the meter and the house; a water leak adjustment for Jerry Miller in the amount of \$48.95 for a leak in the guest bathroom toilet; water leak adjustment for Rosa Mason in the amount of \$60.97 for a leak in the hot water heater; a water leak adjustment for Connie Stephenson in the amount of \$34.55 for a leak near the meter; and a water leak adjustment for Joyce Kearn in the

amount of \$2,309.85 for water leak in the main line. Commissioner Jerry Williams 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: I have spoken to Bruce McFadden about getting started on the bathrooms at the Lake and he will get started after he finishes up this job he is working on: the pickleball net was found but was damaged but it is still useable.

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

Building Inspection:

Commissioner Guy McGraw presented the Building Inspection's monthly report for August.

Commissioner McGraw made a motion to accept the Building Inspection Report. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Administration:

Commissioner Guy McGraw presented the monthly tax reports for August.

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 August.

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

Commissioner McGraw made a motion to release the 2024 Personal Taxes for Carlos Leon. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator Adams presented the Board the Memorandum and the Resolution from the Brough Law Firm prohibiting viewing of pornography on Town networks and devices.

After discussion, Commissioner Williams made a motion to accept Resolution No: 2024-09. Commissioner Frank Wanko seconded. All ayes. Motion carried. All ayes.

Town Administrator Adams presented the Board Town of Pinebluff's Social Networking Policy to be added to the Personnel Policy Article V. Conditions of Employment – Section 13. Technology/Social Media Policy. She also informed the Board that the policy had been sent to the Town's attorney for approval.

After discussion, Commissioner McGraw made a motion to accept the Social Media Policy. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Mayor Ronald McDonald informed the Board that members from the Central Pines Regional Council met with him and spoke about the benefits of joining their council such as helping with assistance with grants. Membership is only \$600.00 per year and you would have a member on their council.

After discussion, Commissioner Williams made a motion to join the Central Pines Regional Council for \$600.00 per year. Commissioner Conley seconded. All ayes.

Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

Commissioner Guy McGraw wanted to remind everyone about the wrestling match that was going to take place Sunday, September 29th at the Community Center.

Adjournment:

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

Meeting adjourned at 7:40 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

**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 - Racford 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:

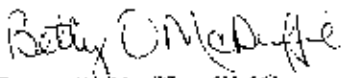
None

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

**TOWN OF PINEBLUFF
REGULAR MEETING
November 21, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, November 21, 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, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Public Works Manager, Jackie Acha, and Public Works Operator, Miguel Rodrigue. Town Administrator, Melissa Adams was absent.

Citizens present were Mark McDuffie, Malcolm Mills, and Keith Rhinard.

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:

Zoning/Planning: Add #2 Ordinance Approving an Annexation.

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 Guy McGraw made a motion to accept the Consent Agenda.

Commissioner Jerry Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Keith Rhinard informed the Board that he was there to get an update on the zoning update on the Zwiebel property on US Hwy #1 he wants to rent to put rental equipment.

Town Clerk, Betty McDuffie informed the Board that the Town's attorney was still working on it.

After discussion the Board decided to have the Town Clerk contact the attorney and get him to fast track this information and get it to the Planning Board and back to to them as soon as possible.

Town Clerk McDuffie informed the Board that Mayor McDonald had spoken to her about the December meeting and he would like to move up the date from December 19th to Thursday, December 12th at 6:30 p.m.

After discussion the Board decided that Thursday, December 12th will be the regular meeting for the month of December.

Commissioner Guy McGraw asked the Board if the Electrician Board could use the Community Center Building Thursday, December 12th for a class.

Commissioner Jerry Williams made a motion to allow the class to be held at the Community Center on the 12th. Commissioner McGraw seconded. All ayes. Motion carried.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald brought the Public Hearing to order to bring Riley and Walker Development 51.62 acres (62 lots) into the town limits of Pinebluff by annexation pursuant to North Carolina General Statutes Section 160A-58.2. At the public hearing, all those wishing to be heard with respect to the proposed annexation will be given an opportunity to speak.

There was no one.

Commissioner Guy McGraw made a motion to close the Public Hearing. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the Ordinance approving the Annexation. Commissioner Wanko seconded. All ayes. Motion carried.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report along with pictures of traffic stops for October.

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 Officer Jacob Sikes had put in his letter of resignation due to personal reasons. I have talked to the Administrator and Commissioner Williams about keeping him on part-time while I have the funds available.

After discussion, Commissioner Guy McGraw made a motion to keep Officer Jacob Sikes as part-time. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept Officer Jacob Sikes full-time letter of resignation. Commissioner Wanko seconded. All ayes. Motion carried.

Fire Department:

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

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

Fire Chief Richardson informed the Board that the Department the sales of the raffle tickets and challenge coin sales for the John A. McKiver Public Safety Facility Sign are still be totaled. J Signs & Graphics has confirmed pricing of \$17,155.00 for the sign. We should have about \$8,000.00. The Police Chief and I have been looking at our budget and have come up with some money we can add.

After discussion, Commissioner McGraw made a motion to take \$7,000.00 out of General Fund and helping pay for the sign. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that on October 16th that they received an email from FEMA that stated we were not selected for the FY 2023 AFG (Assistance to Firefighters Grant).

Fire Chief Richardson informed the Board that he would like to re-apply for the FY 2024 AFG (Assistance to Firefighters Grant) and apply for replacement Self Contained Breathing Apparatus and Rapid Intervention Team packs.

Commissioner Williams made a motion for Chief Richardson to re-apply for the FY2024 AFG and Self-Contained Breathing Apparatus and Rapid Intervention Team packs. Commissioner McGraw seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that all the Fire Department in Moore County have been requested to provide a 10-year plan to the County Commissioners. This plan is much like our CIP that we have been completing the past few years. This does not obligate us to do anything it's just for future budget planning purposes with the county funding.

Commissioner Williams made a motion for the Chief to send the 10-Year Plan requested by Moore County Commissioners. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson presented the letter of gratitude from the Town of Hoffman for our assistance involving structures and woods on fire Sunday, August 25th.

Streets:

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

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

Commissioner Wanko informed the Board that it had come to his attention that when the Public Works employees open the gate at the Maintenance Building in the morning it was left open through out the day. We now have three (3) quotes for gates that will have electric gates with remotes. The 3rd quotes give a quote to repair damage done to a citizen's residents by one of our lawnmowers and a repair at the park at the Community Center and it is the lowest cost for \$12,115.00.

Commissioner Guy McGraw stated to make sure his liability insurance is in place before we give him the job.

Commissioner Wanko made a motion to award the job to Quality Fence Company in the amount of \$12,115.00. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion for Finance Officer, Rachel Dysart and Town Administrator, Melissa Adams to figure out where the money will come out of for the fence. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Public Works Manager, Jackie Acha brought up buy a new Public Works vehicle. The Board discussed a new truck and decided to stick with the amount that was budgeted. They decided that if they could get a full size for that prize instead of a mid-size they could.

Water-Sewer:

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

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

Public Works Director, Jackie Acha informed the Board that it was hard to purchase the current meters we use because they are becoming obsolete. We can get the electric drive-by meters and manually read them at this time for the new areas. The cost will be approximately over \$200.00 per meter, were the old ones are approximately \$75.00 per meter.

Commissioner Guy McGraw stated that we could update by increasing our water tap fees with the new subdivision before we put the meters in.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board the Parks and the Cemetery were in great shape: They have done the footings for 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 October.

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for October.

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

In the absence of Town Administrator, Melissa Adams, Commissioner Guy McGraw presented the monthly Administrator's report for October.

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

Commissioner Williams made a motion to accept the Resolution ratifying, accepting, and approving the bylaws and charter resolution of the Central Pines Regional Council No. 2024-14. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Mayor Ronald McDonald stated that he would like to appoint Commissioner Jerry Williams as the Representative and Commissioner Robbie Conley as the Alternate Member to the Central Pines Regional Council.

Commissioner McGraw made a motion to appoint Commissioner Williams as the Representative and Commissioner Conley as the Alternate Member. Commissioner Wanko seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

Commissioner Mike Thomas recommended Ms. Ann Mills for "Citizen of the Year" for her always helping the elderly out at the church.

Commissioner Guy McGraw made a motion appoint Ms. Ann Mills as "Citizen of the Year". Commissioner Frank Wanko seconded. All ayes. Motion carried.

Other Business:

None

Announcements:

Mayor Ronald McDonald reminded everyone about the Open House – Sunday, December 15th 2 pm to 4 pm.

Fire Chief, Jonathan Richardson reminded everyone that Santa would be riding around Town Sunday, December 15th starting at 1pm on the Old Mac Fire Truck. Also, the Firemen's Christmas Dinner is Friday, December 20th at 6 pm.

Finance Officer, Rachel Dysart informed the Board that the employees luncheon is Friday, December 6th at 11:30 am.

Adjournment:

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

Meeting adjourned at 8:15 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING
November 21, 2024

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, November 21, 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, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Public Works Manager, Jackie Acha, and Public Works Operator, Miguel Rodrigue. Town Administrator, Melissa Adams was absent.

Citizens present were Mark McDuffie, Malcolm Mills, and Keith Rhinard.

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:
Zoning/Planning: Add #2 Ordinance Approving an Annexation.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Keith Rhinard informed the Board that he was there to get an update on the zoning update on the Zwiebel property on US Hwy #1 he wants to rent to put rental equipment.

Town Clerk, Betty McDuffie informed the Board that the Town's attorney was still working on it.

After discussion the Board decided to have the Town Clerk contact the attorney and get him to fast track this information and get it to the Planning Board and back to to them as soon as possible.

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DEPARTMENTAL REPORTS

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UNFINISHED BUSINESS:

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New Business:

Commissioner Mike Thomas recommended Ms. Ann Mills for "Citizen of the Year" for her always helping the elderly out at the church.

Commissioner Guy McGraw made a motion appoint Ms. Ann Mills as "Citizen of the Year". Commissioner Frank Wanko seconded. All ayes. Motion carried.

Other Business:

None

Announcements:

Mayor Ronald McDonald reminded everyone about the Open House – Sunday, December 15th 2 pm to 4 pm.

Fire Chief Jonathan Richardson reminded everyone that Santa would be riding around Town Sunday, December 15th starting at 1pm on the Old Mac Fire Truck. Also, the Firemen's Christmas Dinner is Friday, December 20th at 6 pm.

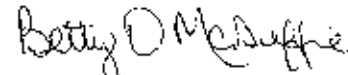
Finance Officer Rachel Dysart informed the Board that the employees luncheon is Friday, December 6th at 11:30 am.

Adjournment:

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

Meeting adjourned at 8:15 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
January 16, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, January 16, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, and Public Works Manager, Jackie Acha. Town Clerk, Betty McDuffie was absent.

Citizens presents were Priscilla Cox, Thomas Bridgham, Keith Rhinard, and Mike and Sherry Lucas.

CALL TO ORDER:

Mayor Ronald McDonald called the meeting to order at 6:29 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda:

Police Department: Add "b" – Accept Police Officer Jacob Sikes Resignation;
Add "c" – Allow \$18,888.85 go back to the Police Department Budget for the Chevrolet Tahoe that was totaled – we will need a Budget Amendment. Other Business: Add "A" – Closed Session – per G.S.143-318.11 for Personnel.

Commissioner Williams made a motion to accept the adjustments to the Consent Agenda. Commissioner Robbie Conley 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:

Mr. Thomas Brigham informed the Board that he was retired but was available for any tree cutting service if they needed any in the future.

Ms. Priscilla Cox informed the Board that she lived in the Oakwood Subdivision part of the year and had come to love the area and the people in it. The people that I have had the pleasure to meet so far that work for the Town have been very nice. The only department I have not met is the Police Department.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald open the Public Hearing for the Zoning Text Amendment.

After discussion, Guy McGraw made a motion to accept the recommendation and Consistency Statement from the Planning Board for the Zoning Text Amendment to allow the Small Power Equipment Business in Central and General Business.

Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to close the Public Hearing and continue with regular meeting. Commissioner Williams seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to approve the Resolution in opposition to a subpart 111-K of North State Senate Bill 382 Re-Zoning Authority of Local Governments. Commissioner Williams seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to approve the Ordinance approving the Annexation for Riley and Walker Development – Stage III of Spring Meadows Subdivision on Sandpit Road.

Police Department:

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

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

Police Chief Nordgren informed Board that Officer Jacob Sikes circumstances required him to resign.

After discussion, Commissioner Williams made a motion to accept the resignation of Police Officer Jacob Sikes. Commissioner Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that the \$18,888.85 that the Town received from the insurance for the totaled Chevy Tahoe he would like that to go into the Police Department to be used for the Department.

Commissioner Guy McGraw made a motion to for the \$18,888.85 to go to the Police Department from the totaled Chevy Tahoe insurance money using a Budget Amendment. Commissioner Williams seconded. All ayes. Motion carried.

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson presented the Board a name for a part-time firefighter position, Gregory Padgett.

After discussion, Commissioner Guy McGraw made a motion to accept Gregory Padgett as the part-time firefighter. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson asked the Board to approve a Budget Amendment to hire a full-time firefighter to have two (2) full-time personnel on each of the three (3) shifts we have now.

After discussion, Commissioner McGraw made a motion to approve a Budget Amendment for a full-time firefighter for the Fire Department. Commissioner Conley seconded. All ayes. Motion carried.

Streets:

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

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

Public Works Manager, Jackie Acha presented a monthly report for November and December.

Commissioner Guy McGraw made a motion to accept the Public Works Monthly Report for November and December. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Wanko presented the three (3) quotes for the transmission repair for the 2018 Ford F-150 Truck.

After discussion, McGraw made a motion to replace the 2018 F-150 transmission with Transmission Physician for \$8,443.35, half will come out of Water Contingency and half will come out of General Contingency. Commissioner Wanko seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Commissioner McGraw made a motion to accept the 2024 Water System Improvements Project – Capital Project Ordinance. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to accept the Water Leak Adjustment for Richard Girts in the amount of \$457.01 for a water leak in the main line. Commissioner Robbie Conley seconded. All ayes. Motion seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board the Parks and the Cemetery were in great shape; ballfield is starting to look good, but still needs a lot of work.

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

Building Inspection:

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

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 December.

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 December.

Commissioner McGraw made a motion to accept the Administrator's report. Commissioner Frank Wanko seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

Commissioner Jerry Williams made a motion to go into Closed Session at 7:55 p.m. per G.S.143-318.11 for Personnel. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into Regular Meeting at 8:10 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams stated that no decisions were made in Closed Session.

Commissioner Guy McGraw made a motion to discontinue our probationary period with the Public Works Manager, Jackie Acha.

Announcements:

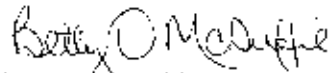
None

Adjournment:

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

Meeting adjourned at 8:14 p.m.

Sincerely,


Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
FEBRUARY 08, 2025**

The Mayor and Board of Commissioners of the Town of Pinebluff held a Special Meeting on Saturday, February 08, 2028 at 10:00 a.m. at the Public Safety Building at 580 South Walnut Street to discuss the 2025-2026 Proposed Budget and Capital Improvement Plan (CIP).

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

Also, present were Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Chief, Pike Nordgren, Deputy Chief, Daniel Thomas, Interim-Public Works Manager, David Thompson, and Public Works Employee, Miguel Rodrigue.

Mayor Ronald McDonald called the Special Meeting to order at 10:07 a.m.

Mayor McDonald informed the Board that we were here to discuss the 2025-2026 Proposed Budget and Capital Improvement Plan (CIP).

Each department presented their vehicles, equipment, and building upgrades they would like to see done over the next few years.

Police Chief, Pike Nordgren presented the Board Infinity System for badges for that would enter the employees in the doors of each department instead of keys. The cost for the app and material would be approximately \$3,199.00. We have the funds in this year's budget.

After discussion, Commissioner Jerry Williams made motion to accept the Infinity System for the ID badges for the app for \$3,199.00. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that the Police and Fire Department would like to purchase in this year's budget a mule and a trailer for a command center for approximately \$22,000.00.

After discussion, Commissioner Robbie Conley made a motion to purchase the mule and trailer for approximately \$22,000.00 to be split between both departments. Commissioner Guy McGraw seconded. All ayes. Motion carried.


Police Chief Nordgren informed the Board that he would like to used some of the insurance money from the totaled Chevy Tahoe to purchase in this budget year alien gear holsters to gear the whole department for \$2,000.00, two (2) fold air rifles to replace aging equipment \$2,300.00 (\$1,150.00 each), Da self-healing targets for \$500.00 (pack), trauma first aid kits for \$600.00, trailer, and equipment for the mule for \$4,088.00.

Commissioner McGraw made a motion to accept the total purchases for \$8,888.00. Commissioner Conley seconded. All ayes. Motion carried.

With no further discussion, Commissioner Jerry Williams made a motion to adjourn. Commissioner Guy McGraw seconded. All ayes. Motion carried.

The Special Meeting adjourned at 1:44 p.m.

Respectfully submitted,


Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
February 27, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, February 27, 2025 at 6:30 p.m. at the Town Hall instead of Thursday, February 20th.

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

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

Citizens presents were Priscilla Cox, Mark McDuffie, and Mr. and Mrs. Patrick Milcendeau.

Also present was Wade Greene with W Greene and Company.

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:

Consent Agenda: Add "c" – Regular Board Special Meeting Minutes – February 8, 2025. Public Address to the Board: Wade Green with W Green and Company. Fire: Add "c" – Replacement of Bay Door Motor; Add "d" – John A. McKiver, Sr. Public Safety Facility Sign; "e" – Donated equipment; "f" – Hiring of Full-time Firefighter. Streets: Add #2 – House Bill DR #40112-NF-47; Add #3 - Closed Session - per G.S.143-318.11 for Personnel. Water-Sewer: Add #5 – Water Leak Adjustment for Martin Venes; Add # 4 -- Water Leak Adjustment for Anthony Graham. Administration: Add to #5 – 2024 Personal Tax Release for David Leathers, Sr., 2024 Personal Tax Release for Sand T's Moore County; Add #6 – Approve Resolution 2025-02 – Authorizing the Disposition of Certain Property.

Commissioner 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 Mike Thomas seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Mr. Wade Greene presented the Audit Presentation for the Fiscal Year Ending June 30, 2024.

After discussion, Commissioner Jerry Williams made a motion to accept the audit as presented. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Citizens' Time:

Mr. Patrick Milcendeau asked the Board for a water and sewer leak adjustment for his property at Oakwood. He informed the Board he owns the three cottages in front

of the Hotel and he had an enormous water bill and he did not know anything about the leak until the payment came out of his account. It was over \$5,000.00.

Town Clerk, Betty McDuffie informed the Board that it was not coming before the Board as a regular leak adjustment because the Town's policy does not allow businesses to obtain an adjustment just home owners. Mr. Milcendeau has three cottages and about 10 or more RV'S hooked up to water and sewer.

After the discussion the Mayor told Mr. Milcendeau to come back with his bill where he fixed the leak and the Board will give him a water leak adjustment at next month's meeting but not the sewer, he could take that to Moore County Public Works in Carthage and see if they will give him an adjustment.

Ms. Priscilla Cox presented the Board a written spread sheet about things she would like seen for Pinebluff. She would like to see for example a Historical Area and a new Pinebluff sign. She stated that Pinebluff has so much charm and we need to enhance on that.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

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

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

Police Chief Nordgren informed the Board that Tuesday, March 11th at 10:00 a.m. at the Community Center there will be a demonstration of the smokeless driving range and he would like all the Board Members to attend. There will be other police departments in attendance.

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting to purchase a Rapid Intervention Team (RIT) Pack. This is used when a firefighter is down in an immediately dangerous to life of health atmosphere such as if they are trapped or running out of air. The cost is \$2,195.00 not including tax and shipping but we do have the money in the budget.

After discussion, Commissioner Mike Thomas made a motion to purchase the Rapid Intervention Team Pack. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson requested the Board to purchase a replacement motor for Bay Door #1 on the Fire Department side of Public Safety Facility. After diagnosing by

Marvin Allan Doors one of the boards in the motor is bad and the part needed cannot be ordered because of the age of the door. The cost of the replacement motor is \$1,961.31. we have the funds in line-item Maintenance & Repair of Building/Grounds.

After discussion, Commissioner Frank Wanko made a motion to approve the purchase of the bay door motor. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson requested to move forward with the purchase and installation of the John A. McKiver, Sr Public Safety Facility Sign. After a discussion with Police Nordgren we have decided to change the location of the sign where it will not interfere with DOT or Utilities rights-of-way(s). Because of the change in location of the sign I have worked with J Signs and Graphics to make the sign base higher so that it can be seen. This created a slightly higher cost than what we had been quoted before. It will now be estimated \$19,490.00.

After discussion, Commissioner Wanko made a motion to pay the difference for the sign for a total of \$19,490.00. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson requested to accept a donated backboard from Phillip Holmes.

Commissioner Conley made a motion to accept the backboard from Phillip Holmes. Commissioner Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that after the hiring process of the full-time firefighter we have completed we have selected to hire Isaiah McCaskill. He is a certified firefighter. He has 12 months to obtain his EMJ certification of being hired. If approved his first shift will start on-duty will be March 14th.

After discussion, Commissioner Conley made a motion to accept Isaiah McCaskill as the full-time firefighter. Commissioner Wanko seconded. All ayes. Motion carried.

Streets:

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

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

Commissioner Wanko informed the Board about House Bill DRH40112-NE-47 - a bill to be entitled to increase the fee performing a vehicle safety inspection. This is a substantial increase but we can send our General Assembly a Resolution if we are against it. This act becomes effective October 1st.

After discussion, Commissioner Wanko made a motion to accept a Resolution against House Bill DRH40112-NE-47. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Jerry Williams made a motion to go into Closed Session per G.S.143-318.11 for Personnel at 7:29 p.m. Commissioner Wanko seconded. All ayes. Motion seconded.

Commissioner Williams made a motion to come back into the Regular Meeting at 7:43 p.m. Commissioner Thomas seconded. All ayes. Motion carried.

Commissioner Williams stated that for Personnel there were no statements.

Commissioner Conley stated that David Thompson will take the position of Public Works Manager and Miguel Rodrigue will be Assistant Public Works Manager. Commissioner Williams seconded. All ayes. Motion seconded.

Water-Sewer:

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

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

Town Administrator, Melissa Adams presented the Board a bid from McFadden Homes Incorporated for \$205,508.00 for the Water Line Extension Project on Sandpit Road. She recommended that the Board accepts his bid.

Commissioner Jerry Williams made a motion to accept the bid from McFadden Homes Incorporated for \$205,508.00. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Mike Thomas made a motion to accept the water leak adjustment for Donald Thompson in the amount of \$72.54 for a water leak at the RPZ valve; water leak adjustment for Martin Venes in the amount of \$23.02 for a water leak near the meter; water leak adjustment for Anthony Graham in the amount of \$45.05 for a leak in the water heater. Commissioner Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that Saturday, March 8th there would be another Disc Golf Tournament on our course; the bathrooms at the Lake are on their way should be done by the summer; and lighting is done around the outside of the Maintenance Building.

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

Building Inspection:

Frank Wanko presented the Building Inspection's monthly report for January.

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

Administration:

Commissioner Frank Wanko presented the monthly tax reports for January.

Commissioner Wanko 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 January.

Commissioner Robbic Conley made a motion to accept the Administrator's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator Adams presented the Brough Law Firm upcoming increases to the rates for the next few years.

Commissioner Williams made a motion to accept the upcoming changes to the Brough Law Firm rate fees. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to appoint Commissioner Guy McGraw as Alternate Member to the SMPO Committee. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept the 2024 personal tax release for Aleksandra Moss in the amount of \$4.03 for a vehicle she sold in 2023; a release for David Leathers in the amount of \$25.35 for a utility trailer he sold and he does not live in Pinebluff; and Sand T's Moore County in the amount of \$2.20 for a trailer because it is an exemption-charitable. Commissioner Wanko seconded. All ayes. Motion carried.

Town Administrator informed the Board that now that Board has new chairs the old chairs may be declared surplus and sold by approving Resolution No.2025-02 – Authorizing the Disposition of Certain Property by Public Auction.

After discussion, Commissioner Williams made a motion to accept Resolution No.2025-02. Commissioner Wanko seconded. All ayes Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

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 8:07 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
March 20, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, March 20, 2025 at 6:30 p.m. at the Community Center at 110 North Pecan Street instead of the Town Hall due to renovations.

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

Also, present were, Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Public Works Director, David Thomas, and Town Clerk, Betty McDuffie.

Citizens presents were Priscilla Cox, Mark McDuffie, John O'Malley, Jeff Wright, Kat Tapie, Shane Sanders, Reno Dellacqua, Alexandria Rye, and Braden Riley.

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:

Consent Agenda: Public Address to the Board: Add before Citizens' Time – Spring Meadows Subdivision Water System. Streets: Add #3 – Resolution No. 4 – Authorizing the Disposition of Certain Property of Public Auction. Water-Sewer: Add #4 – Water Leak Adjustment for Phyllis Jones: Add # 4 – Water Leak Adjustment for Jason Livengood, Administration: Add to #5 – Discussion of Audit.

Commissioner 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:

Mr. Braden Riley informed the Board that in order for them to go forward with getting their water line permitted from the State they needed the Board to sign a waiver stating that the fire hydrant in the new subdivision extension flows will be ok to flow below 500 gpm @ 20 psi for the Spring Meadows Subdivision to be constructed.

Citizens' Time:

Ms. Priscilla Cox presented the Board information of the Historical Area and a Historical sign that could be put in their front yard. She stated that Pinebluff needed a Historical Committee with maybe five (5) members.

Mr. John O'Malley presented the Board a packet that he put together about the lawsuit then he read a letter that he had wrote.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mr. Jeff Wright informed the Board that he would like to rezone 3.21 acres from R-30 to R-20 to be able to subdivide the property into smaller lots and build more affordable homes. He stated to the Board that as you can see by the drawing the property

is off Cindy Road behind the property that we are building homes on Merle Road. Since Cindy Road is not open, as you can see by the drawing I will be making a road through my own property.

After discussion, Commissioner Mike Thomas made a motion to accept the Planning Board Recommendation and Consistency Statement Recommendation, and to set a Public Hearing for next month's meeting, Thursday, April 17th at 6:30 p.m. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to sign the waiver for the fire hydrant flows below 500 gpm @ 20 psi for the Spring Meadows Subdivision to be constructed. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Department:

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

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

Police Chief Nordgren informed the Board that they were already planning for the Public Safety Night Out in August and would still be asking for donations if the Board knew of anyone that wanted to donate.

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson was requesting to accept the pec gavel donated by Southern Products & Silica Company in Hoffman.

Commissioner Conley made a motion to accept the donated pec gavel. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson requested approval for Fleet Connect to install needed antenna and equipment to have better radio and paging reception at the Fire Department. The cost will be \$2,020.85 includes labor and equipment.

After discussion, Commissioner Guy McGraw made a motion to approve the purchase of the antenna and radio work. Commissioner Conley seconded. All ayes. Motion carried.

Streets:

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

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

Commissioner Robbie Conley made a motion to purchase six (6) Rapid Radios w/clips and chargers for \$899.00, five (5) for the Public Works Guys and one (1) for the Town Hall. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the Board Resolution No. 2025-04 Authorizing the Disposition of Certain Property by Public Auction for the Public Works Department.

After discussion, Commissioner Wanko made a motion to accept the Resolution. Commissioner Williams seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Commissioner Williams made a motion to accept the water leak adjustment for George Zwiebel in the amount of \$37.31 for a water leak in the water line; water leak adjustment for Patrick Milcendeau in the amount of \$1,601.30 for a water leak near the meter; water leak adjustment for Phyllis Jones in the amount of \$21.04 for a leak near the meter; water leak adjustment for Jason Livengood in the amount of \$95.96 for a leak under the house. Commissioner Wanko seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Disc Golf Tournament went well; the bathrooms at the Lake had a setback; and lighting is done around the outside of the Maintenance Building.

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

Building Inspection:

Commissioner Guy McGraw presented the Building Inspection's monthly report for February.

Commissioner McGraw 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 February.

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

Commissioner McGraw made a motion to approve the hiring of the part-time Administrative Assistant in the Administration Department. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Commissioner McGraw stated that before we advertise the delinquent tax list could we give the individuals a telephone call first.

Town Clerk, Betty McDuffie informed the Board that she had just sent out another letter, but she would call the ones she had telephone numbers for.

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

Commissioner McGraw made a motion to accept the Administrator's report. Commissioner Wanko seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

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 8:30 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
April 17, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, April 17, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Police Deputy Chief, Daniel Thomas, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, and Town Clerk, Betty McDuffie. Police Chief, Pike Nordgren was absent.

Citizens presents were Mark McDuffie, John O'Malley, Farrah Newman, Jeff Wright, Kai Tapic, Shane Sanders, Reno Dellacqua, Mike Lucas, Malcolm Mills, Joan Baggett, Aaron and Lisa Clark, and a couple of people from Ives Memorial Baptist Church.

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 Department: Add "b" – Closed Session per G.S. 143-318.11 for Personnel.

Water-Sewer: Add #3 – Water Leak Adjustment for William Wiberg, Parks, Recreation, and Cemetery: Add #2 – Closed Session per G.S. 143-318.11 for Personnel.

Commissioner 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 Robbie Conley seconded. All ayes, Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. John O'Malley presented the Board a packet that he put together about the lawsuit.

Ms. Farrah Newman presented the Board an invitation to a Home Dedication Friday, April 25th at 5:00 p.m. at 547 Freida May Lane in Addor.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald called the Public Hearing to order to discuss a Petition for a Zoning Amendment and asked if anyone was going to speak to come up and be sworn in.

Mr. Jeff Wright informed the Board that he would like to rezone 3.21 acres from R-30 to R-20 to be able to subdivide the property into smaller lots and build more affordable homes. He stated to the Board that as you can see by the drawing the property

is off Cindy Road behind the property that we are building homes on Merle Road. Since Cindy Road is not open, as you can see by the drawing I will be making a road through my own property.

Mayor McDonald asked a number of questions that were outlined in the Unified Development Ordinance (UDO) to ensure that the rezoning would be in compliance with the standards of the UDO. He asked those questions to Town Clerk/Zoning Administrator, Betty McDuffie and Jeff Wright with Southeastern Construction.

There were no more comments.

Commissioner Guy McGraw made a motion to close the Public Hearing. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to rezone the parcel to R-20. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Mayor McDonald stated next on the agenda was Planning Board's recommendation for a Conditional Use Permit Application for Southbury Development.

Town Clerk/Zoning Administrator, Betty McDuffie asked if she may speak. She informed the Board that they had in their packet's information about Cluster Subdivisions and that is what Southbury Development were asking for, instead of rezoning the lots. They will still be dividing them into 20,000 sq ft lots, but they will give up more Open Space.

Mr. Shane Sanders passed out plot plans of the subdivision for the Board to see and explained where the parcel was located. He also explained to the Board that they would like to be annexed into the Town limits.

After discussion, Commissioner McGraw made a motion to set a Public Hearing for the next regular Board meeting Thursday, May 15th at 6:30 p.m. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Mayor McDonald stated that next on the agenda was the discussion of the Town UDO – Section 152-495 – Retention and Protection of Large Trees.

Commissioner McGraw stated that he and Town Administrator, Melissa Adams had spoken about talking to the Town of Carthage about their UDO because they just updated theirs, and we need to look at doing an update on ours because we have a lot of items that are outdated.

Commissioner Conley made a motion to have the Town Administrator talk to the Town of Carthage about their updated UDO. Commissioner McGraw seconded. All ayes. Motion carried.

Police Department:

In the absence of Police Chief, Pike Nordgren, Police Deputy Chief, Daniel Thomas presented the Police Department's monthly report for March.

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

Town Administrator, Melissa Adams informed the Board that the Police Department would like to surplus certain personal property and exchange it in return for gun parts to Arms Unlimited. Commissioner Williams has approved the inventory list.

We have Resolution No. 2025-05 Authorizing the Disposition of Certain Personal Property by Exchange.

Commissioner Guy McGraw made a motion to accept Resolution No. 2025-05. Commissioner Conley seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that May 11th through May 17th is National Police Week and we are lucky to have the awesome Police Department that we have, and we should take this time to appreciate and celebrate them, by adopting this Proclamation.

Commissioner McGraw made a motion to adopt the National Police Week Proclamation for May 11th through May 17th. Commissioner Conley seconded. All ayes. Motion carried.

Police Deputy Chief Thomas informed the Board that the Tobacco and Vape Shop on US Hwy #1 has been a nuisance since they have first opened up. They have been selling items that are illegal and having someone living inside the shop. We would like the Board's permission to contact the Town's attorney to do a Nuisance and Abatement for the shop.

After discussion, Commissioner Conley made a motion for the Police Chief or Deputy Chief to contact the Town's attorney to a Nuisance and Abatement for the Tobacco and Vape Shop. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept the resignation letter for Police Officer Jakob McKenzie. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner Williams made a motion to authorize the hiring of the new Police Officer as long as all his paperwork goes through. Commissioner McGraw seconded. All ayes. Motion carried.

After looking over the HVAC quotes, Commissioner McGraw made a motion to go with 4 Seasons Heating & Air, Inc. Opt. 1 for \$20,963.00 and to add a warranty. Commissioner Conley seconded. 3 ayes. 2 Nays. Commissioners Williams and Wanko voted nay. Motion carried.

Commissioner Williams made motion to go into Closed Session per G.S. 143-318.11 for Personnel at 7:23 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into Regular Meeting at 7:35 p.m. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Williams stated that during Closed Session no decisions were made.

Commissioner Williams made a motion to promote the two (2) police officers to Sergeants. Commissioner McGraw seconded. All ayes. Motion carried.

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson introduced the full-time Firefighter Isaiah McCaskill to the Board.

Fire Chief Richardson requested to accept two (2) Dewalt power tool kits that have been donated by Woodman of the World to the Fire Department. One will go on Engine 713 and the other on Rescue 719.

Commissioner Conley made a motion to accept the donated equipment from Woodman of the World. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson requested to accept a \$200.00 non-matching grant from Harbor Freight. This will be used to purchase needed equipment/tools for the Fire Department.

Commissioner Conley made a motion to approve the \$200.00 non-matching grant from Harbor Freight. Commissioner Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson requested to hire part-time Firefighter/EMT, Bryon Dubois. he is available to fill in on the weekends.

Commissioner Conley asked if we had the funds available.

Finance Officer, Rachel Dysart stated that yes, the funds were available.

Commissioner Conley made a motion to hire the part-time Firefighter. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

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

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

Water-Sewer:

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

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 accept the water leak adjustment for Charles Ross in the amount of \$69.25 for a water leak in the water line; water leak adjustment for William Wiberg in the amount of \$40.47 for a water leak under the house a valve. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake should be done by summer; we are looking at doing some beautification at the Cemetery; We will have our summer picnic at the Lake. Saturday, May 31st.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Commissioner Jerry Williams made a motion to go into Closed Session per G.S.143-138.11 for Personnel at 8:09 p.m. Commissioner Conley seconded. All ayes. Motion Carried.

Commissioner Williams made a motion to come back into Regular Meeting at 8:19 p.m. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams stated that during Closed Session they made an agreement to hire part-time positions.

Building Inspection:

Commissioner Guy McGraw presented the Building Inspection's monthly report for March.

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

Town Clerk, Betty McDuffie informed the Board that we have had the Building Inspection software since 2021 – Kelly Software. The gentleman that owns the software developed Parkinson's and he said we could still use the software but he could no longer do any maintenance. We have been looking into different software and there are some expensive ones and then we found this one after talking to the Town of Aberdeen's Inspector and the price is reasonable. The cost is will be \$3,900.00 the first year then only \$2,400.00 annually. This is a one-time fee for all users.

After discussion, Commissioner Robbie Conley made a motion to purchase the IWORO Software for \$3,900.00 then \$2,400.00 annually. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Administration:

Commissioner Guy McGraw presented the monthly tax reports for March.

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

Finance Officer, Rachel Dysart presented the Board a letter that served as the required response to the Town's FY24 Financial Performance Indicator of Concern (FPIC). She explained everything to the Board and had them to sign along with herself, the Town Administrator, and the Town Clerk.

Commissioner Robbie Conley made a motion to approve the letter for the FY24 Financial Performance Indicator of Concern. Commissioner Frank Wanko seconded. All ayes. Motion carried.

The Board looked over the two proposals for audit services and after discussion, Commissioner Conley made a motion to go with Thompson, Price, Scott, Adams, & CO., P.A. for \$19,500.00 for the year June 30, 2025. Commissioner Wanko seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that Administrative Professionals Day was the last Wednesday of April and we would like to recognize and honor our wonderful staff with a Proclamation for Wednesday, April 23rd.

Commissioner McGraw made a motion to accept the Proclamation for Administrative Professionals Day. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator Adams asked the Board if they would approve to close the Town Hall from 11:00 a.m. until 1:30 p.m. to host a luncheon at the Community Center to celebrate and honor our wonderful staff.

Commissioner McGraw made a motion to approve the closing of the Town Hall for the Administrative Luncheon. Commissioner Williams seconded. All ayes. Motion carried.

After discussion for the scheduling of the Budget Meeting, the Board decided on Saturday, May 10th at 10:00 a.m. at the Town Hall.

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

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

UNFINISHED BUSINESS:

Commissioner Guy McGraw informed the Board that Bruce McFadden was working on putting in the water line extension on Sandpit Road.

New Business:

None

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 8:52 p.m.

Sincerely,


Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING
May 15, 2025

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, May 15, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Fire Firefighter, John White, Public Works Director, David Thompson, and Town Clerk, Betty McDuffie, Finance Officer, Rachel Dysart was absent.

Citizens presents were Mark McDuffie, Shane Sanders, Reno Dellacqua, Wesley and Medina James.

Also present were Deepthi Kalyanam and Shannon Moore with WithersRavenel.

CALL TO ORDER:

Mayor Ronald McDonald called the meeting to order at 6:29 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda:

Consent Agenda: Add "c" Special Board Meeting Minutes May 10, 2025,
Administration: Add #3 Public Hearing for Proposed 2025-2026 Budget; Add #4
Discussion of Closing Town Hall 1-2 days for front office and entry way flooring
installation.

Commissioner Williams made a motion to accept the adjustments to the Consent Agenda. Commissioner Robbie Conley 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:

Ms. Deepthi Kalyanam, Senior Project Manager with WithersRavenel presented the Asset Management Plan and the GIS Mapping they had done for the Town.

Ms. Shannon Moore, Director of Finance Service for WithersRavenel presented a Water and Sewer Fund Rate Study.

After discussion the Board decided, they would like to schedule a later date to discuss the water and sewer rates.

Commissioner Jerry Williams made a motion to accept Resolution No. 2025-05 – Water AIA-D-ARP-0112 Closeout. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald called the Public Hearing to order to discuss a Conditional Use Permit Application for Southbury Development and asked if anyone was there to speak to come up and be sworn in.

Mayor McDonald asked a number of questions that were outlined in the Unified Development Ordinance (UDO) to ensure that the Conditional Use Permit would be in compliance with the standards of the UDO. He asked those questions to Town Clerk/Zoning Administrator, Betty McDuffie and Shane Sanders and Reno Dell'Acqua with Southbury Development.

The Board wanted to take a look at the map again.

There were no more comments.

Commissioner Jerry Williams made a motion to close the Public Hearing. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept the Conditional Use Permit as presented. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to appoint Sara Watson to the Planning/Board of Adjustment ETJ Member. Commissioner Mike Thomas voted seconded. Two ayes. Three nays. Motion was a no.

The Board members stated they preferred not to have married couples on the Board.

Police Department:

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

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

Police Chief Nordgren informed the Board that Commissioner McGraw had donated \$500.00 for the Public Safety Night Out in August and he was asking if the Board was going to match it like last year.

Commissioner Guy McGraw made a motion to donate \$500.00 to the Public Safety Night Out in August. Commissioner Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that Deputy Chief, Daniel Thomas had put in for a grant and received 50 bike helmets. We will be holding a day that we will be handing them out to the Pinebluff and Addor area. Also, Public Safety Night Out will be Saturday, August 30th 6-9 p.m. We will have the Batmobile, a car show, Fire demo, K-9 demo, and a few other items.

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson presented the North Carolina Firefighters Advanced Professional Certificates Award to Firefighter/EMT John White.

The Board applauded Mr. White and most of the Board stood to take a picture with him.

Fire Chief Richardson presented the Board a volunteer applicant, Joseph McNeill.

Commissioner Conley made a motion to accept the volunteer applicant Joseph McNeill. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson requested to accept a non-matching grant from North Carolina Office of the State Fire Marshal for 36 smoke alarms. These will be used on June 7th for Smoke Alarm Saturday. Fire Departments and other agencies across the state will canvass across the state canvassing areas to increase fire safety and making sure residents have working smoke alarms.

Commissioner Conley made a motion to approve the acceptance of the non-matching grant from North Carolina Office of the State Fire Marshal for 36 smoke alarms. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

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

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

Water-Sewer:

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

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

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that he had received a letter from the gentleman that scheduled the Disc Golf Tournaments, he just wanted the Board and the Public Works Department know what how great the course looks; they have started on the roof at the bathrooms at the Lake and the electrical wiring has come in. I will be checking with Bruce McFadden about the septic system; we are looking at doing some beautification at the Cemetery; We will have our summer picnic at the Lake, Saturday, May 31st between 11:30 a.m. to 3:00 p.m.

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

Building Inspection:

Commissioner Guy McGraw presented the Building Inspection's monthly report for April.

Commissioner McGraw made a motion to accept the Building Inspection Report. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Administration:

Commissioner Guy McGraw presented the monthly tax reports for April.

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

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

Commissioner McGraw made a motion to accept the Town Administrator's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion schedule a Public Hearing Thursday, June 15th at 6:30 p.m. to discuss 2025-2026 proposed Budget. Commissioner Williams seconded. All ayes. Motion carried.

After discussion, Commissioner Wanko made a motion to close the Town Hall 1-2 days for the front office and entry way flooring installation. Commissioner Robbie Conley seconded. All ayes. Motion carried.

After discussion the Board decided to schedule a Special Meeting Tuesday, May 20th at 5:30 p.m. to discuss the water and sewer rates.

UNFINISHED BUSINESS:

New Business:

None

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 8:30 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
May 10, 2025**

The Mayor and the Board of Commissioners held a Special Meeting, Saturday, May 10, 2025 at 10:00 a.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Town Clerk, Betty O McDuffie, Public Works Manager, David Thompson, Fire Chief, Jonathan Richardson, Police Chief, Pike Nordgren, and Police Deputy Chief, Daniel Thomas.

Mayor Ronald McDonald called the Special Meeting to order at 10:04 a.m.

Everyone stood for the Pledge of Allegiance.

Mayor McDonald informed the Board that the Special Meeting was to discuss the 2025-2026 Proposed Budget.

Town Administrator, Melissa Adams presented the Board two (2) budgets one with employees' bonuses and one without.

After the Board discussed the budgets, Commissioner Frank Wanko made a motion to go with the Budget with the Bonuses. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator Adams informed the Town Clerk to add an adjustment to the agenda, for next week's meeting, discussing a Public Hearing for the Proposed Budget.

With no further discussion, Commissioner Williams made a motion to adjourn. Commissioner Wanko seconded. All ayes. Motion carried.

Special Meeting adjourned at 10:55 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
JUNE 19, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, June 19, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Fire Chief, Jonathan Richardson, Deputy Police Chief, Daniel Thomas, Public Works Director, David Thompson, Public Works Assistant Director, Miguel Rodrigue, and Town Clerk, Betty McDuffie. Police Chief, Pike Nordgren was absent.

Citizens presents were Jeffrey Wright and Kat Tapia.

Also present was David McKew with Veolia of North America of Municipal Water.

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:

Consent Agenda: Add David McKew under Public Address to the Board before Public Hearing. Water-Sewer: Add #2 – Water Leak Adjustment for Earl Martin; Add #3 - Water leak Adjustment for Emma Murphy.

Commissioner 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:

Mr. David McKew informed the Board that the Wells telemetry system had went dormant for 30 days. This is the phone lines that transfer to the wells when to shut off and when they do not shut off it builds up air in the line. Once we got the wells up and running, we had a storm to knock a transformer off on one the wells. Now we are back to having trouble with the telemetry system on all the wells but the telephone company say it should be up and running within a week. The water is safe we test it in our labs daily and sent it off on Tuesday to be tested in a State Lab and paper work is sent and recorded with DENR and we keep a copy and a copy is kept by the Town Clerk.

Commissioner Guy McGraw had to leave, he left at 7:00 p.m.

Citizens' Time:

Mayor Ronald McDonald called the Public Hearing to order to discuss the 2025-2026 Proposed Budget.

Town Administrator, Melissa Adams informed the Board that there was one change to the Budget and she asked Fire Chief, Jonathan Richardson if he wanted to explain the change.

Fire Chief Richardson informed the Board that the County did not give as much money as was thought so the Fire Department budget had to be changed to reflect the deference which was about \$15,000.00 less.

Town Administrator Adams also explained that they had before them were the new fee schedules for Building Inspection and Water and Sewer. With the help of the Town Clerk and the Assistant Public Works Manager they came up with new figures for tap fees for in-town and out-of-town for the Water-Sewer Fees.

Town Clerk, Betty McDuffie informed the Board that since we talked about changing our water fees the Town of Southern Pines has sent their new rate for bunk water rate they have increased their fee by \$.08 per 1000 gallons. Would you want Oakwood and the Pines to reflect that new fee of \$.08 per 1000 gallons.

The Board said yes to add the extra \$.08 to Oakwood and the Pines.

Mayor McDonald asked if there were any other comments or questions.

There were no more comments.

Commissioner Jerry Williams made a motion to close the Public Hearing.

Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept the 2025-2026 Proposed Budget as presented. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept both Fee Schedules.

Commissioner Wanko voted seconded. All ayes. Motion carried.

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald informed the Board that next on the agenda was a recommendation from the Planning Board for a Conditional Use Permit Application for Jeffrey Wright/Southeastern Construction of Rockfish.

Town Clerk/Zoning Administrator, Betty McDuffie informed the Board that Mr. Wright had come before the Board before about six (6) lots and now he is coming back with six (6) more lots to combine them to make a subdivision.

Mr. Wright informed the Board that he would also like to change the road frontage like the first six (6) lots from 100' to 85' wide. He presented a drawing of the lots.

After discussion, Commissioner Jerry Williams made a motion to set a Public Hearing for next month's meeting. Thursday, July 17th at 6:30 p.m. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Police Department:

In the absence of Police Chief, Pike Nordgren, Deputy Police Chief, Daniel Thomas presented the Police Department's monthly report for May.

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

Fire Department:

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

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Streets:

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

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

Commissioner Wanko informed the Board that we have a new Public Works employee and the Department Heads says that he is working out great so I would like to make a motion to hire him. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Commissioner Conley made a motion to accept a water leak adjustment for Willard Martin in the amount of \$143.35 for a leak under the house and in the bathtub and a water leak adjustment for Emma Murphy in the amount of \$95.70 for a leak under the house. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake were supposed to have had electrical and plumbing rough-in according to Bruce McFadden; we are still looking at doing some beautification at the Cemetery; it looks like the Lake is being utilized this summer.

Town Clerk, Betty McDuffie asked if she may speak to Commissioner Thomas. She informed him that no inspection had been called in for the bathroom at the Lake but if it was ready she could put it in for tomorrow to be inspected.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Frank Wanko presented the Building Inspection's monthly report for May.

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

Administration:

Commissioner Frank Wanko presented the monthly tax reports for May.

Commissioner Wanko 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 May.

Commissioner Robbie Confey made a motion to accept the Town Administrator's report. Commissioner Williams seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

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 7:35 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk