

**TOWN OF PINEBLUFF
REGULAR MEETING
December 14, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, December 14, 2023 at 5:30 p.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Finance Officer, Rachel Dysart, Public Works Manager, Andy Dick, Public Works Employee, Miguel Rodrigue, Town Clerk, Betty McDuffie, and Deputy Clerk, Debbie Glisson.

Citizens present were Mark McDuffie and Frank and Inge Wanko. Patrick Neligan came in at 6:26 p.m.

CALL TO ORDER:

Mayor Ronald McDonald called the meeting to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Rachel Byrd presented the adjustments to the agenda: Unfinished Business: Add "B" – Closed Session per G.S 143-318.11(a)(3) attorney-client privilege. Police Department: Add "b" – CAD. Water-Sewer: Add #4 – Water Leak Adjustment for Cathy Duncan.

Commissioner Byrd made a motion to accept the adjustments to the Consent Agenda. Commissioner Jerry Williams 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.

UNFINISHED BUSINESS:

Town Administrator, Melissa Adams presented the Board the job title and job description for additional duties for Fire Chief Jonathan Richardson. She recommended the job title Fire Chief/Assistant Administrator.

After discussion, Commissioner Rachel Byrd made a motion to go with the job title Fire Chief/Assistant Administrator and accept the job description as written. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Byrd made a motion to go into Closed Session at 5:38 p.m. per G.S.143-318.11(a)(3) attorney-client privilege. Commissioner Williams seconded. All ayes. Motion carried. The Board invited Commissioner Elect Frank Wanko to attend the closed session.

Commissioner Byrd made a motion to return to the regular board meeting at 6:00 p.m. Commissioner Williams seconded. All ayes. Motion carried.

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

ORGANIZATIONAL MEETING CALLED TO ORDER:

Mayor Ronald McDonald sworn-in the newly elected Commissioners: Guy McGraw, Mike Thomas, and Frank Wanko.

Mayor McDonald stated that since we did not have a full Board to table the vote for the Mayor Pro-Tem until we have a full Board.

Commissioner McGraw made a motion to table the vote for Mayor Pro-Tem until next month's meeting. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Jerry Williams stated that he would continue being Mayor Pro-Tem until next month's meeting.

Town Administrator, Melissa Adams presented the Board illustrative tasks for the Commissioners and the Town Administrator.

Mayor McDonald informed the Board members that Mike Thomas would be Commissioner over Parks, Recreation, and Cemetery; Jerry Williams would be Commissioner over Police; Frank Wanko would be Commissioner over Streets and Water-Sewer; Guy McGraw would be Commissioner over Administration; Robbie Conley would be Commissioner over Fire.

After discussion, Commissioner Williams made a motion to schedule the Regular Board meeting the 3rd Thursday of the month at 6:30 p.m. Commissioner Thomas seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion continue using Brough Law Firm as the Town's attorneys. Commissioner Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

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

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 if he was going to get CAD, he would like to have ABL also. This will help with keeping up with the whereabouts of the officer at all times to ensure the safety of our officers. The cost would be approximately \$5,285.00 with Southern Software.

Commissioner Williams said to look at this at the next year's budget.

Commissioner Guy McGraw stated that we need to go ahead and look at it now for the safety of our officers.

Mayor Ronald McDonald asked Police Chief Nordgren to get the correct numbers and we will call and get a vote at that time.

Commissioner McGraw made a motion to table the purchase of CAD and ABL until we get true numbers of the cost for the software. Commissioner Williams seconded. All ayes. Motion carried.

Fire Department:

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

Commissioner Guy McGraw 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 respectfully requesting to name the Town of Pinebluff Public Safety Facility in memory of the late John A. McKiver, Fire Chief who passed away on May 29, 2021. He also presented a mock drawing of a new sign. The cost would be approximately \$20,000.00.

After discussion, Commissioner McGraw made a motion to name the Public Safety Facility after the late Fire Chief, John A. McKiver. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the Department had received a \$500.00 donation for personnel and he respectfully would like to accept it and use it to purchase gift/gift cards to be given out on the night of the Department Christmas Dinner.

Commissioner McGraw made a motion to accept the donation and to allow it to be spent to purchase gift/gift cards to be given out on the night of the Department Christmas Dinner. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

Commissioner Mike Thomas presented the Street Department's monthly report for November.

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

Water-Sewer:

Commissioner Mike Thomas presented the Water-Sewer Department's monthly report for November.

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

Commissioner Thomas made a motion to accept the water leak adjustment for Sarah Payton in the amount of \$131.78 for a leak near the hot water heater under the house; water leak adjustment for Akiele Kujichagulia in the amount of \$94.69 for a leak in a T-valve; water leak adjustment for Cathy Duncan in the amount of \$70.51 for a leak at the meter. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works guys will be working on building a shed at the Cunningham Park to cover the picnic tables. The Cemetery and the Parks are looking good. Also, they will be picking up the 18-hole Disc Golf Course material next week to go between the Lake and the Pinebluff Athletic Park.

Director of Public Works, Andy Dick is still collecting donations for the Disc Golf Baskets.

Commissioner Guy McGraw informed the Board that Bruce McFadden stated that he should have some information from Moore County Environmental Health about the septic systems for the bathroom to be built at the Lake by next week, if it does not pan out we can hookup to the sewer force main.

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

Building Inspection:

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

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for November.

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.

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

All ayes. Motion carried.

New Business:

None

Other Business:

None

Announcements:

Town Clerk, Betty McDuffie reminded everyone about the annual Open House Sunday, December 17th from 2pm to 4pm and to bring a finger food item.

Town Administrator, Melissa Adams reminded everyone about the employee dinner at the Public Safety Building Friday, December 15th at 6pm.

Adjournment:

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

Meeting adjourned at 7:10 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk