

**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 #3 – 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, LLC 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,

A handwritten signature in cursive script that reads "Betty O McDuffie".

Betty O. McDuffie, CMC
Town Clerk