

**TOWN OF PINEBLUFF  
REGULAR MEETING  
March 16, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, March 16, 2023 at 6:30 p.m. at the Town Hall.

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

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

Citizens present were Mark McDuffie, Patrick Neligan, Robby Synder, Todd Aaron, and also present was the Town's Auditor, Wade Greene with W Greene PLLC.

**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: Water-Sewer – Take off #2 – Full-time employee for Water. Other Business: Add #1 – Mini-Pantry.

Commissioner Rachel 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 Rachel Byrd seconded. All ayes. Motion carried.

**PUBLIC ADDRESS TO THE BOARD:**

**Citizens' Time:**

The Town's Auditor, Wade Greene presented the Board with the Audit Presentation for the Fiscal Year Ending June 30, 2022. He informed the Board that in the General Fund – Fund Balance Available as a percentage of Expenditures the Town is at 119.52% down from 166.85% last year.

Commissioner Guy McGraw ask Mr. Greene what was his recommendation on keeping the funds above the budget.

Mr. Greene said he recommended at least 100%, I would not recommend below 75%. The LGC recommends at least 30-50%.

Mr. Greene informed the Board that the Water and Sewer Fund – Fund Balance Available as a percentage of Expenditures the Town is at 350.84%.

After further discussion, Commissioner Jerry Williams made a motion to accept the audit report as presented. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Mr. Robby Synder informed the Board that he would like to be able to use golf carts on Town streets. He would not used them on State maintained streets. He presented the Board information he had gotten from the Village of Pinehurst.

Police Chief, Pike Nordgren informed the Board that he did not have a problem with it as long as it is a license driver and they do not have small children hanging off the back and not crossing US Hwy #1.

After discussion the Board decided to have the Police Chief and Fire Chief to get together with the Village of Pinehurst and come up with some rules to have for golf carts being used on Town streets.

#### **DEPARTMENTAL REPORTS**

##### **Zoning/Planning:**

None

##### **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 Rachel Byrd seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that he has attended the BLET schools and other municipalities are offering cadets while they are still in school a job and paying them while they are in school. We have one that is interested and I will be interviewing him Saturday, March 18<sup>th</sup>.

After further discussion, Commissioner Guy McGraw made a motion to hire and pay a BLET Student but to leave the negotiations up to the Police Chief and the Town Administrator. Commissioner Williams seconded. All ayes. Motion carried.

##### **Fire Department:**

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

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 recently two (2) of our full-time Firefighter/EMT's have completed certifications which will give them the raises per the previously approved pay plan for firefighters. Matthew Black will get a \$500.00 raise for completing Technical Rescuer: Machinery & Agriculture Rescue. Joseph Kennerly will get a \$150.00 raise for completing NC Wildland Fire Suppression.

Fire Chief Richardson informed the Board that he was requesting \$40,000.00 to purchase needed equipment to meet the North Carolina Association of Rescue & Emergency Services Medium Rescue Standard. Also, Medium Rescue is recognized by Moore County Fire Commissioner which will potentially be more funding we can receive from the County once we are at the Standard. We would have the chance to get at least \$10,000.00 to \$16,000.00 more per year.

After discussion, Commissioner Jerry Williams made a motion to approve the purchase of needed equipment for Medium Rescue Standard in the amount \$40,000.00 and those funds can come out of ARP. Commissioner McGraw seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting to purchase a 2023 Chevrolet Silverado 1500 for \$50,577.13 (tax, tags, and fees included). The current Chevrolet Tahoe assigned to myself will be given to the Pinebluff Police Department to allow them to have a newer patrol vehicle. This will allow the Fire Department to have a truck for hauling items.

After discussion, Commissioner McGraw made a motion to approve the purchase of the truck by financing and to do a Budget Amendment to purchase the equipment for the truck for \$4,400.00. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that they had approved \$1,500.00 for Engineering cost for the fuel tanks but the estimate came in at \$2,880.00 a difference of \$1,452.32.

After discussion, Commissioner Williams made a motion to pay the Engineers the difference of \$1,452.32. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that quite a few Municipalities have Junior Firefighters ages 14 and older. They would not be fighting fires but they would get the training and help out where needed. This could possibly encourage young people to become future firefighters.

After discussion, Commissioner Williams made a motion for the Fire Chief to get more information and to start a Junior Fireman for the Town of Pinebluff. Commissioner McGraw seconded. All ayes. Motion carried.

**Streets:**

Commissioner Robbie Conley presented the Street Department's monthly report for February.

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

**Water-Sewer:**

Commissioner Robbie Conley presented the Water-Sewer Department's monthly report for February.

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

Commissioner Rachel Byrd made a motion to go into Closed Session per G.S.143-318.11 for Personnel at 7:44 p.m. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Byrd made a motion to return to the Regular Board meeting at 8:13 p.m. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner Byrd stated that no action was taken in Closed Session.

**Parks, Recreation, and Cemetery:**

Commissioner Mike Thomas informed the Board that the Friends of Pinebluff Committee said that sales at the Book Store is very slow so they wanted to know if they could turn the store into an Honor system.

After discussion the Board decided that no they would prefer to not have the Book Store on an honor system.

Commissioner Thomas informed the Board that the Public Works employees were working on getting the old play equipment out of the Cunningham Park and getting the trees cut down to accommodate the new play equipment. After they get the trees cut down, they will have to get all the roots out and level the ground.

Commissioner Thomas also informed the Board that he would still like to have a gathering for the opening of the Lake for Memorial Day weekend.

Commissioner Guy McGraw asked if we were still going to have the Lake pins.

Commissioner Thomas informed the Board that he would like to fix the old Schaffer sign on Pinebluff Cemetery Road.

After discussion the Board decided for Commissioner Thomas to fix the old Schaffer sign.

Commissioner Thomas informed the Board that the Friends of Pinebluff was supposed to get the new sign for the Lake, we need to go ahead and get this sign.

Commissioner Robbie Conley informed the Board that after talking to Public Works Manager, Andy Dick and Town Clerk, Betty McDuffie he had ordered four (4) signs to put at the Ballfield – “No Dogs Allowed”. People are allowing their dogs to run loose in the ballfield and not cleaning up behind them, even though we have a doggie poop station in all our parks. The Ballfield is being used more by baseball teams for practice.

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

**Building Inspection:**

Commissioner Rachel Byrd presented the Building Inspection’s monthly report for February.

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

**Administration:**

Commissioner Rachel Byrd presented the monthly tax reports for February.

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

Finance Officer, Beth Cowan informed the Board that she would like the Board to amend the employee leave sheets. The sheet requires the employee, Department Head, Commissioner, and Mayor to sign. By the time I receive the sheet the employee has already took the time off before everyone has signed. I get the sheet and have to have the Commissioner and Mayor to sign after the fact. I feel the employee and the Department Head should be the only one to sign.

After discussion, Commissioner Guy McGraw made a motion to amend the employee leave sheets to have Employee, Department Head, and Town Administrator to sign. Commissioner Byrd seconded. All ayes. Motion carried.

After discussion of the delinquent tax list to be posted in the Pilot newspaper, Commissioner Byrd made a motion to advertise the delinquent tax list in the newspaper April 12<sup>th</sup>. Commissioner Williams seconded. All ayes. Motion carried.

**Unfinished Business:**

None

**New Business:**

None

**Other Business:**

Town Clerk, Betty McDuffie presented the Board a drawing of the mini-pantry. The Moore County Leadership Institute, sponsored by the Moore County Chamber is exploring the provision of mini-pantries in areas of Moore County that have food deserts. They would invite people to place non-perishable food items and personal hygiene items in the pantry. Then people in need would be able to go in and get what they need.

After discussion the Board said they would like to see how the other areas work before making a decision, so they tabled until a later date.

**Announcements:**

Work Shop for proposed 2023-2024 Budget Wednesday, April 5<sup>th</sup> at 5:30 p.m.

**Adjournment:**

Commissioner Jerry Williams made a motion to adjourn. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Meeting adjourned at 8:55 p.m.

Sincerely,



Betty O. McDuffie, CMC  
Town Clerk