

**TOWN OF PINEBLUFF
REGULAR MEETING
June 15, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, June 15, 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 (came in at 6:35 p.m.). A Full Board was present.

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

Citizen present was Natalie Hawkins with Moore County Economic Development Partnership.

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: Fire Department: Add "F" – Resolution declaring Pinebluff Engine 712 to be Surplus. Water-Sewer: Add # 3- Grant Project Ordinance. Administration: Add #2 – New Hire.

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:

Commissioner Jerry Williams made a motion to open the Public Hearing at 6:33 p.m. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Mayor Ronald McDonald informed the Board the purpose of the Public Hearing was to discuss the proposed 2023-2024 fiscal year budget.

Mayor McDonald asked if there were any comments.

Ms. Natalie Hawkins with Moore County Economic Development Partnership presented the Board a budget request of \$1,000.00 to come out of the 2023-2024 General Fund Budget for economic development services. We have five (5) Municipalities in the County participating now and would like to see all eleven participate.

Ms. Hawkins then explained their services: Help bring businesses in the County, help businesses expand. We also help with affordable housing in Moore County.

Commissioner Guy McGraw stated that he would like them to work more toward affordable housing because there are so many people have to move out of Moore County due to housing cost.

Town Clerk, Betty McDuffie asked if it was a one-time fee or annually.

Ms. Hawkins stated that it would be an annual fee.

Commissioner McGraw stated that next year we would have a new Board and he did not feel committing to something another Board may not want.

After no more comments, Commissioner Byrd made a motion to close the Public Hearing at 6:50 p.m. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Byrd made a motion to accept the 2023-2024 proposed budget. Commissioner McGraw seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to make a one-time allocation of \$2,000.00 to Moore County Economic Development Partnership to cover the next two (2) years and the funds can come out of this year's Contingency Fund. Commissioner Robbie Conley seconded. Four ayes. One nay. Commissioner Jerry Williams voted against. Motion carried.

Town Administrator, Melissa Adams presented the Board a final draft of the Fiscal Policy Guidelines for the Town of Pinebluff. The guidelines were established for Capital Improvement Budget Policies, Debt Policies, Reserve Policies, Budget Development Policies, and Cash Management and Investment Policies. With the Reserve Policies: Available fund balances at the close of each fiscal year should be at least 55% of the Total Annual Operating Budget of the Town.

After further discussing, Commissioner McGraw made a motion to accept the Fiscal Policy Guidelines as presented. Commissioner Mike Thomas seconded. Four ayes. One nay. Commissioner Jerry Williams voted against. Motion carried.

Town Administrator Adams presented the Board the updated Capital Improvement Plan (CIP) for FY 2023-24. She informed the Board that the Fire Pickup truck was added to the FY 2023/24 budget, the Police K-9 was also added to the FY 2023/24 budget, and the soon to be built restrooms at the Lake was added to the FY 2023/24 budget. She explained the Board that next year at Budget time we will look at the CIP and see if we can afford to move anything up or if we can afford to move on the items, we have listed for 2024/25 budget.

After discussion, Commissioner Williams made a motion to accept the Capital Improvement Plan (CIP) for FY 2023-2024 budget. Commissioner Byrd seconded. All ayes. Motion carried.

DEPARTMENTAL REPORTS

Zoning/Planning:

Zoning Administrator, David Francis informed the Board that he sent a certified letter to the Ives family in regards to the property at 305 East Philadelphia Avenue. The mother has passed and the family is now willing to sell the property. He informed the Board he had given them 60 days to sell the property or they will have to make arrangements to get it cleaned up.

Police Department:

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

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

Police Chief Norgren invited the Board to attend the "Coffee with Public Safety Officials" Friday, June 25th at 5:30 p.m. at the Public Safety Building. The meeting will be for the public to meet with the Police Officers and Firefighters.

Fire Department:

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

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 the Board to accept the donation of a Cardiac Science G3 (AED) and a Medical Bag that has been donated to the Fire Department from Moore County Fire Chiefs Association.

Commissioner McGraw made a motion to accept the donation of the AED and Medical Bag from Moore County Fire Chiefs Association. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting respectfully the Board to accept the donation of a LED Emergency Light Bar for Brush Truck 717. On June 1st the light stopped working and Lieutenant Justin McLeod has graciously donated a used replacement light bar.

Commissioner McGraw made a motion to accept the LED Emergency Light Bar for Brush Truck 717. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting respectfully for the Board to accept the donations that have been received in memory/on behalf of Frankie Swaim-Butler. Approximately \$905.00 has been given but it could be more because I did not receive a copy of all the checks. Thank you, letters were sent to all parties, who submitted donations.

Commissioner McGraw made a motion to accept all donations on behalf of the late Frankie Swaim-Butler and the money to be spent at a later date. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting respectfully to declare Engine 712 (1994 Freightliner FL80) Surplus property and to be sold.

Commissioner McGraw made a motion to declare Engine 712 (1994 Freightliner FL80) Surplus property and to be sold. Commissioner Williams seconded. All ayes. Motion carried.

After discussion of the different methods that Engine 712 could be sold, Commissioner Mike Thomas made a motion to sell Engine 712 for \$29,999.99 to Montgomery Community College and accept Resolution #2023-02 – A Resolution declaring Pinebluff Engine 712 to be surplus property; declaring that Engine 712 is personal property valued at less than \$30,000.00; and directing the Town Staff to dispose of Engine 712 by private sale. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Streets:

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

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 May.

Commissioner Guy McGraw 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 Herman Probst a water leak adjustment of \$67.09 for a water leak in the water line running to the house. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the Grant Project Ordinance #2023-01- Town of Pinebluff FY22 Water Asset Inventory and Assessment Grant FY22 American Rescue Plan Act Grant Project #AIA-D-ARP-0112.

Commissioner McGraw made a motion to accept the Grant Project Ordinance #2023-01. Commissioner Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the annual cookout at the Lake was a success. There were quite a few people there but next year he hoped it would be even better. The Public Works guys did a great job getting the Lake ready for the cookout. The Parks, Lake, and Cemetery all look good.

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 May.

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 May.

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

Town Administrator, Melissa Adams informed the Board that the interviews for the new Admin. employee were finished and we have a candidate that we have offered the job, Rachel Dysart.

Commissioner Byrd made a motion to hire Rachel Dysart as the new full-time Admin. employee. Commissioner Williams seconded. All ayes. Motion carried.

Unfinished Business:

None

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New Business:

None

Other Business:

None

Announcements:

Town Clerk, Betty McDuffie informed the Board that she needed to know who would be attending the Planning Board Meeting, Tuesday, June 20th at 6:00 p.m. to discuss the new Zoning District. She also reminded the Board about the Public Hearing to discuss golf cart use, Wednesday, June 21st at 6:30 p.m.

Adjournment:

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

Meeting adjourned at 7:50 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk