

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

August 21, 2025

AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – July 17, 2025
 - B. Approval of Financial Statements – July 31, 2025
 - C. Water Leak Adjustments for July
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens’ Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - 1. Public Hearing – Application for Conditional Use Permit Application for A W Homes, INC
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for July
 - b. 3 Way Stop Signs at North Vineland Street and West Chicago Avenue
 - 2. Fire Department
 - a. Monthly Report for July
 - b. Request to Add Volunteer
 - c. Request to accept donations for the Public Safety Night Out
 - C. Streets
 - 1. Street Department’s Report for July
 - D. Water-Sewer
 - 1. Water Department’s Report for July
 - 2. Annexation into Town Limits to receive Town Water
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for July
 - 2. Annual Pine-straw Contract
 - 3. Discussion of Next Steps for the Repair to the Lake Dam
 - F. Building Inspection
 - 1. Monthly Report for July
 - G. Administration
 - 1. Monthly Tax Reports for July
 - 2. Town Administrator’s Report for July
- VII. UNFINISHED BUSINESS
 - A. Maintenance of Gravel Driveways
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

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

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, July 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, Fire Chief, Jonathan Richardson, Firefighters John White and Justin McCloud, Police Chief, Pike Nordgren, Public Works Director, David Thompson, Public Works Assistant Director, Miguel Rodrigue, and Town Clerk, Betty McDuffie.

Citizens presents were Mark McDuffie, Jeffrey Wright, Kat Tapia, Jeremiah Scott and Friend, and Lee Humphrey with D & L Engineering.

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 "b" – Hiring of New Police Officer. Fire: Add "c" – Request to purchase an AED & Cabinet for Pinebluff Lake. Water-Sewer: Add #4 – Water Leak Adjustment for Kayla Fournier; Add #5 – Discussion of the Life Cycle Modeling Contract with WithersRavenal.

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:

Fire Chief, Jonathan Richardson informed the Board that one of the young men that help save the little girl's life on June 26th at the Lake to keep from drowning is here tonight and his brother could not make it but we have an award for each of them for their bravery and quick reaction.

Mr. Jeremiah Scott stood up and everyone stood and gave him a standing ovation for his heroism. He proceeded to tell the Board what happen that day, how he found the little girl in the water and pulled her onto the pier. His brother, Alex, then proceeded to do CPR until EMS got there.

Fire Chief Richardson proceeded in presenting Mr. Scott and his brother's plaques and pendants.

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald informed the Board that next on the agenda was a Public Hearing for an Application for a Conditional Use Permit for Southeastern

Construction of Rockfish- Jeffrey Wright. Before we begin, we need to swear everyone in that is going to speak.

Ms. Kat Tapia informed the Board that they were there to have their lots road fronts to be changed from 100' to 85' and to create a subdivision with the 12 lots by combining the six (6) lots from Merle Road and the six (6) lots from Cindy Road.

Mayor McDonald read a set of evidentiary questions for the Land Use Administrator and the Applicant. After all the questions were answered he asked if there were any other questions.

Commissioner Guy McGraw asked if the waterline that they were putting in was a 6" pipe like the Southberry Development. He asked the Town Clerk what were the requirements for water lines in the Town Ordinance for Subdivisions.

Town Clerk, Betty McDuffie stated that she did not know right off hand but she would check tomorrow.

Ms. Tapia stated that it was 2" line like they put in on Merle Road which was up to the State standards.

Mr. Lee Humphrey, Engineer with D & L Engineering informed the Board that subdivisions with 10 homes or less is only required to have 2" water line.

Mayor McDonald asked if there were any other questions if not, he would obtain a motion to close the Public Hearing.

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

Commissioner Conley made a motion to ok the use of the 2" water line for the 12 lots. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Conley made a motion to accept the Conditional Use Permit for Southeastern Construction of Rockfish. Commissioner Williams seconded. All ayes. Motion carried.

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 A W Homes INC.

Town Clerk/Zoning Administrator, Betty McDuffie informed the Board that the Whites wanted a Conditional Use Permit for a proposed 46 lot R-20 Subdivision with asphalt roadways and public water.

Mr. Lee Humphrey presented the preliminary plat of the subdivision. The Board looked over the plat and asked a number of questions.

After discussion, Commissioner Conley made a motion to set a Public Hearing for next month's meeting, Thursday, August 21st at 6:30 p.m. Commissioner Frank Wanko 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 Robbie Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that they had hired a new Police Officer, Darius Jones and he lives here in Pinebluff.

Commissioner Williams made a motion to the agreement of the hiring of Police Officer, Darius Jones. Commissioner Conley seconded. All ayes. Motion carried.

Fire Department:

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

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 respectfully requesting the Town to purchase an AED and cabinet to be mounted for public use at the Pinebluff Lake. This AED would be like the AED's already at the Town Hall and Community Center for public use. The cost is approximately \$837.00 plus taxes. The Chief was not sure where the funds would come from if it was approved.

After discussion, Commissioner Frank Wanko made the motion to purchase the AED and the funds would come out of each Department. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner Conley informed the Board that he had a list of gravel driveways that the gravel is in the streets and he would like to have something put in the Town Ordinance to require citizens to clean it off the streets because it is a hazard, but it has come to my attention that it will have to go to the Town's attorney for review and have him to write it into the Ordinance.

After discussion, Commissioner Conley made a motion to have the Town's attorney take a look at gravel driveways and put something in writing requiring them to clean up the streets from the gravel. 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 Robbie Conley 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 Robbie Conley seconded. All ayes. Motion carried.

Commissioner Jerry Williams made a motion to accept a water leak adjustment for James Ley in the amount of \$36.22 for a leak under the house in the crawlspace; a water leak adjustment for Teryl Dailey in the amount of \$63.86 for a leak under the house in the crawlspace, and a water leak adjustment for Kayla Fournier in the amount of \$293.98 for a leak between the meter and the house. Commissioner Wanko seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the Board an Agreement for Professional Services for Capital Predictor Lifecycle Modeling Managed Services the cost would be \$13,000.00.

After discussion, Commissioner Guy McGraw made a motion to table the Lifecycle Agreement. Commissioner Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake were coming along great; we need to get a ladder for the 2nd dock because while he was out at the lake when a lady slipped and fell and got scratched up; the pickleball net was damaged again and I don't think we cannot repair it this time, so should we just get a new net, I would like to see two (2) permanent pickleball courts eventually.

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 June.

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 June.

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 June.

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

Commissioner Robbie Conley informed the Board that the Carpenters were selling the property at 355 South Peach Street and it is right next to the Town's property which it is right next to the Lake and he wanted the Board to think about purchasing it for future use.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

Page 5
Regular Board Minutes
July 17, 2025

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.
Meeting adjourned at 8:00 p.m.

Sincerely,

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

Betty O. Duffie, CMC
Town Clerk

-LEGAL NOTICE-
NOTICE OF A PUBLIC HEARING
Town of Pinebluff

Notice is hereby given that a Public Hearing will be held by the Town Board of the Mayor and the Board of Commissioners at the Pinebluff Town Hall on the Thursday, 21st day of August, 2025 at 6:30 p.m. All interested citizens may be heard relative to the following:

To consider an application for a Conditional Use Permit for the foregoing property to create a Subdivision. The property is located on the West side of US HWY #1 South between Providence Road and Park Avenue. Address: Vacant Land – Pin #84500596206, 845800693646, 84500691155, and 845919602227. Total acres are 33.208. Road frontage is 4202.45 linear ft. The applicator is A W Homes, INC.

Further information regarding this matter is available in the office of the Town Clerk and may be reviewed by any interested party at any time Monday through Friday from 8:00 a.m. to 4:30 p.m. All interested parties are invited to attend the hearing.

Betty O. McDuffie, CMC
Town Clerk

Activity Log Event Summary (Totals)

Pinebluff Police Department

(07/01/2025 - 07/31/2025)

<No Event Type Specified>	9	911 EMS Call	4
911 Fire Call	3	911 Hang Up Call	5
911/ Call for service	59	Accident	2
Administrative Duties	30	Animal Complaint : Wildlife	1
Animal Complaint: Dog	2	Arrest	8
Assist Aberdeen P.D.	1	Assist Fire Dept.	2
Assist Fox Fire P.D.	3	Assist Highway Patrol	1
Assist other Agency	1	Assist Richmond Co. S/O	1
Assist Sheriff's Department	3	Business Check	1,619
Business Closing	91	Careless & Reckless Driving	4
Check of lake/parks	517	Citation	130
Citizen Assist	8	Citizen Complaint	1
Clear Debris from Roadway	3	Damage to Property	2
Disabled Vehicle	1	Domestic	1
Drug Paraphernalia	4	Drug-Felony	4
Drug-Misdemeanor	6	DWI	1
DWI/ Drug/ License Check Point	3	DWLR	11
Foot Patrol	39	K-9 Training	7
Larceny	1	Magistrates Office: Carthage	8
Meal in Town	59	Moore County Jail	8
Noise Complaint	1	Park/Lake Complaints	1
Process Evidence	4	Processing of Arrestee(s)	8
Public Service	3	Report of C&R Driver	1
Residence Check	4	Service of Warrant(s)	6
Speeding	38	State Wanted Person	2
Structure Fire	1	Suspicious Person	2
Suspicious Vehicle	2	Training	1
Warning Citation	3	Warning-Verbal	75
Warrant	2	Well-being check	3

Total Number Of Events: 2,820

POLICE MONTHLY CALL TOTALS-2025

JANUARY – 150

FEBRUARY – 117

MARCH – 113

APRIL – 153

MAY – 232

JUNE – 159

JULY – 173

AUGUST –

SEPTEMBER –

OCTOBER –

NOVEMBER –

DECEMBER –

FELONY ARRESTS:

FELONY POSSESSION OF COCAINE

FELONY POSSESSION OF COCAINE

FELONY POSSESSION OF METHAMPHETAMINE

FELONY OBTAIN PROPERTY BY FALSE PRETENSES

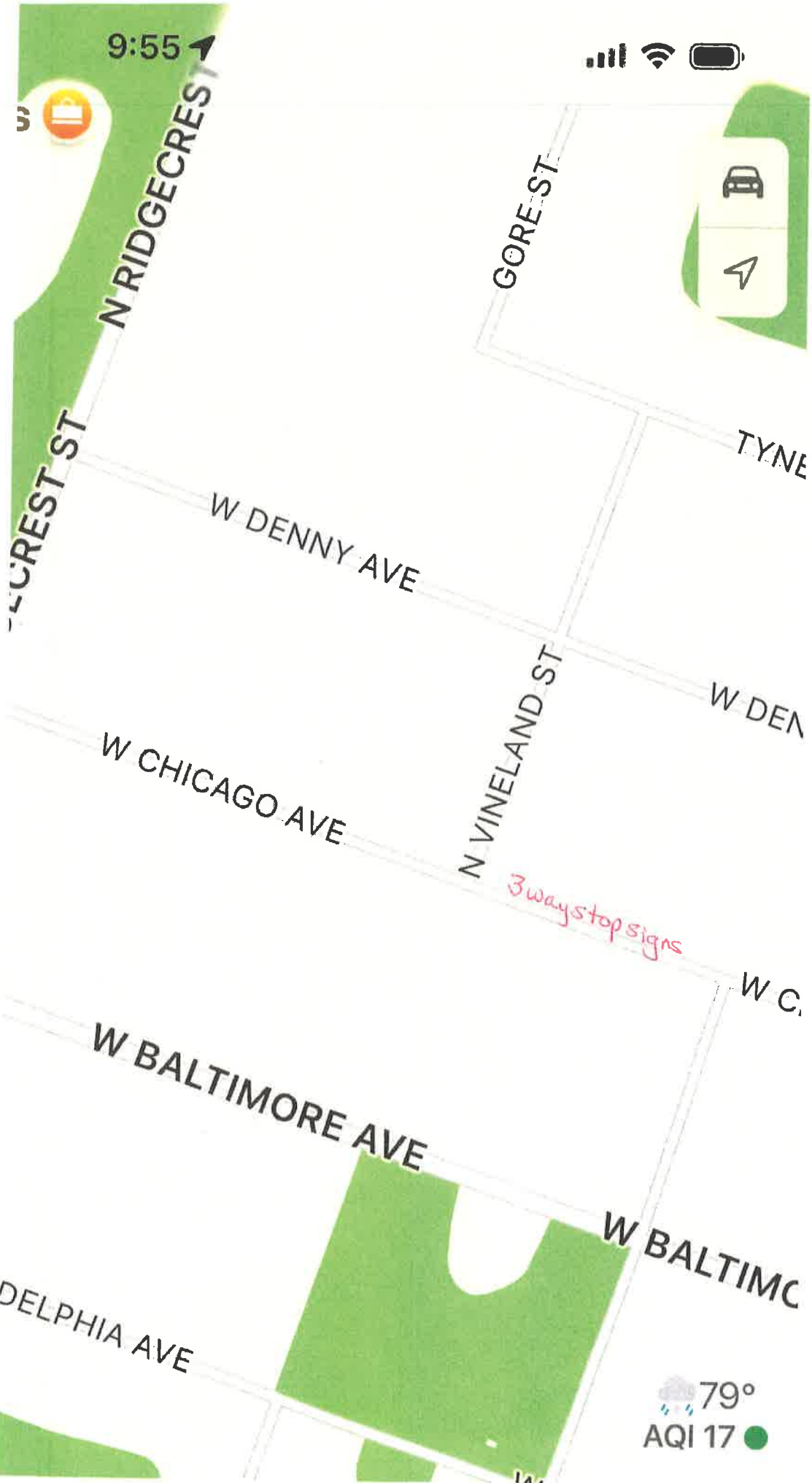
1 K9 DEPLOYMENT

TASK FORCE SPECIALS IN TOWN WITH GHSP CAMPAIGN REPORTS FOR JULY RESULTED IN 43 SPEEDING, 8 NO OPERATORS LICENSE, 10 DWLR, 2 FUGITIVES, 1 DRUG FELONY, 4 DRUG MISDEMEANORS, 1 DWI, AND 117 CITATIONS IN TOTAL.

SPECIAL EVENTS AUGUST 23RD TASK FORCE IN CARTHAGE

AUGUST 30TH – PUBLIC SAFETY NIGHT OUT

9:55



79°
AQI 17

July 2025

MONTHLY REPORT





July 2025

	<u>Number of Calls</u>	<u>Fire Calls</u>	<u>EMS Calls</u>	<u>Aid Given</u>	<u>Overlapping Calls:</u>
MONTH:	<u>46</u>	<u>27</u>	<u>19</u>	<u>7</u>	<u>5</u>
YTD:	<u>395</u>	<u>205</u>	<u>190</u>	<u>51</u>	<u>54</u>

*EMS calls include Motor Vehicle Accidents.

*So far this year we have over a 9.87% increase in call volume from the same time period as 2024.

Incidents by Area:

MONTH:	IN TOWN - <u>12</u>	OUT OF TOWN - <u>29</u>	Out of 71 First Due Area - <u>5</u>
YTD:	IN TOWN - <u>104</u>	OUT OF TOWN - <u>237</u>	Out of 71 First Due Area - <u>54</u>
YTD Fire Loss: <u>\$25,200.00</u>	Contents or property lost as a result of fire in our 1 st due district.		

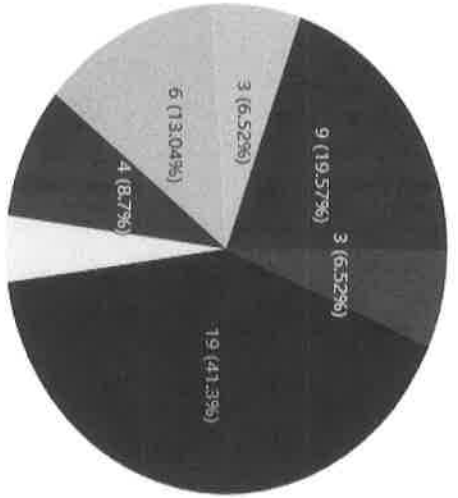
*No increase in property loss in July 2025.



July 2025

Incident Type Breakdown

Total (46)



Incident Type Series

- 1 - Fire
- 3 - Rescue & Emergency Medical Service Incident
- 4 - Hazardous Condition (No Fire)
- 5 - Service Call
- 6 - Good Intent Call
- 7 - False Alarm & False Call
- 8 - Severe Weather & Natural Disaster

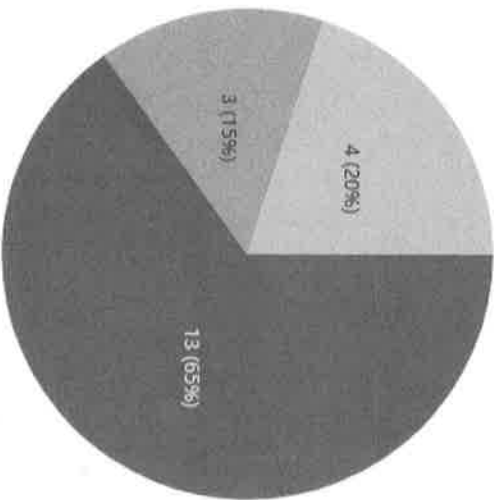
Rescue & EMS incidents include Motor Vehicle Accidents



July 2025

► Aid Given or Received

Total aid given and received (20)





July 2025

Training Hours:

July 2025: 216.5

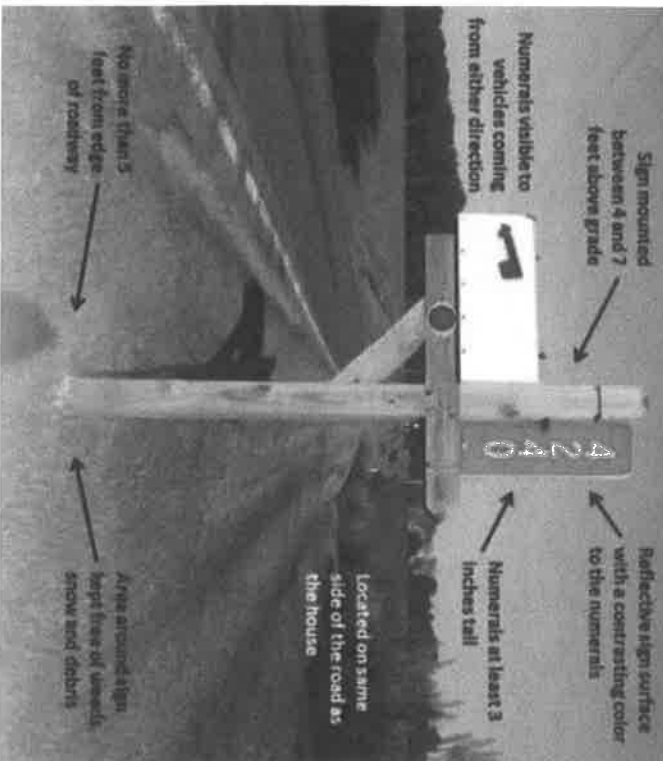
Year to Date: 2,308.2



July 2025

Fire & Life Safety Message

Your address sign is how emergency crews will find you when you call 9-1-1. Make sure it measures up!



10 Steps to Properly Display Your 9-1-1 Address

STEP ONE

REMOVE YOUR 9-1-1 ADDRESS
If you have an old 9-1-1 address sign, remove it. If you have a sign that is not a 9-1-1 address sign, remove it. If you have a sign that is not a 9-1-1 address sign, remove it. If you have a sign that is not a 9-1-1 address sign, remove it.

STEP TWO

BE VISIBLE FROM BOTH DIRECTIONS
Place your address number on both sides of the mailbox. Emergency crews may not know which direction your driveway is. The number on your driveway should also be visible from the street. The number on the road front your house.

STEP THREE

BE VISIBLE ON THE DRIVE
Remember, emergency crews may need to find you at night. Eliminate any obstructions that may block the view of your mailbox at night. The number on your driveway should be highly contrasting background to ensure they are easy to see at night.

STEP FOUR

LOCATE NEAR THE ROAD
If your mailbox is not visible from the road, post numbers on a sign, post, or pole so they can be clearly seen from the street. If you have a driveway, place the number on a sign or pole at the driveway entrance. These numbers aren't visible when the gate is open.

STEP FIVE

USE LARGE NUMBERS
When creating 9-1-1 address number signs, use numbers that are at least 3 inches high and reflective so they can be seen at night, as well as during the day.

STEP SIX

POST TWICE ON LONG OR SHARED DRIVEWAYS
If your driveway leads to more than one address, post all numbers at the end of the driveway. If you have a shared driveway, post on each house or building.

STEP SEVEN

UNCOVER THE NUMBERS
Remember to frequently trim any bushes, weeds, flowers, or grass away from your mailbox. If you have a mailbox, make sure the numbers are clearly visible. If you have a mailbox, make sure the numbers are clearly visible. If you have a mailbox, make sure the numbers are clearly visible.

STEP EIGHT

MAKING SHARED MAILBOX AREAS
If your mailbox is located on a commonly used area with other mailboxes, it is extremely important that you also post your address on the mailbox. If you have a mailbox, make sure the numbers are clearly visible. If you have a mailbox, make sure the numbers are clearly visible. If you have a mailbox, make sure the numbers are clearly visible.

STEP NINE

BUY OR MAKE YOUR SIGN
You can purchase street numbers and 9-1-1 address signs at most hardware stores. Some volunteer fire departments also have 9-1-1 address signs available for you to purchase.

STEP TEN

TEST IT OUT
If you have the road to your house in both directions during the day and at night and see how quickly you can spot your 9-1-1 address numbers, you know your sign is working. If you have the road to your house in both directions during the day and at night and see how quickly you can spot your 9-1-1 address numbers, you know your sign is working.

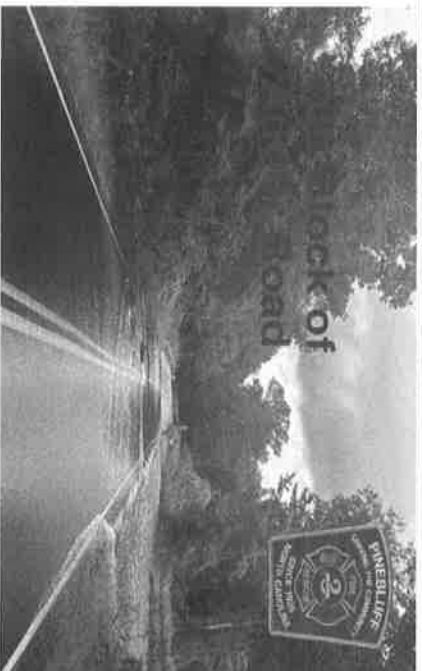
Address Signs

The signing and numbering is available at most hardware stores. Or, you may call Pinebluff Fire/Rescue at (910) 281-3053 and request one or more to be made. When ready, we will call you to pick-up. Price is \$15.00 each.

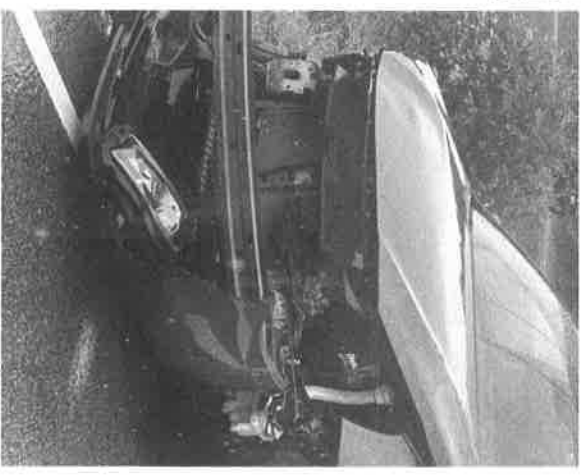




July 2025

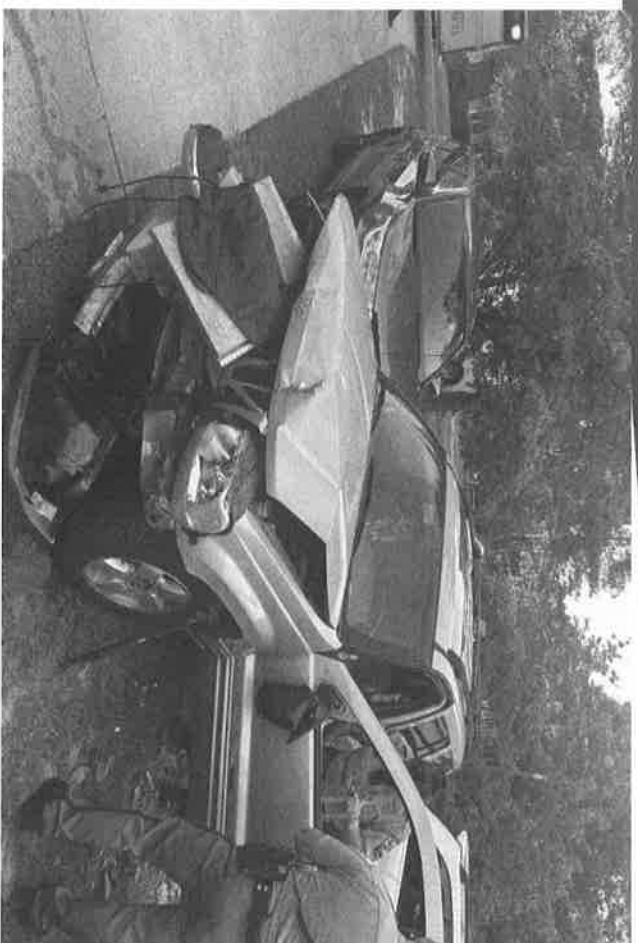


Tropical Storm Chantal – Flooding Event
July 6th





July 2025



Vehicle -vs- House
July 16th



July 2025



**A-Aid Training with Moore County Depts at SCC Training Center
July 22nd**



July 2025



**Dept Training on Rope Rescue
July 31st**



July 2025

In District Fire Loss

► **No fire loss in the month of July 2025.**



July 2025

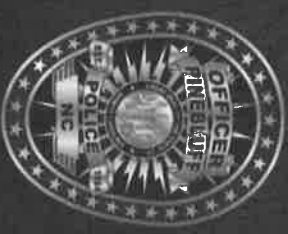
UP COMING EVENT

PINEBLUFF PUBLIC SAFETY NIGHT OUT AUGUST 30, 6P-9P

490 S. CURRANT ST / PINEBLUFF BASEBALL FIELD



FREE EVENT





Town of Pinebluff
Fire / Rescue
"Serving the Community since 1926"



580 South Walnut Street
Pinebluff, North Carolina 28373
Station: 910-281-3053

To: Honorable Mayor & Town Board of Commissioners

From: Jonathan K. Richardson, Fire Chief

Date: August 21, 2025

Subject: Request to Add Volunteer

Respectfully requesting to add a Volunteer to the department. He has a pending court case and if the outcome of the court case is well, we would like to add him to the department. He is a previous Marine and is currently in the Sandhills CC Fire Academy. He is a in town resident.

Action Needed:

Approval to add the volunteer applicant to the department pending his court case at the end of August.



Town of Pinebluff
Fire / Rescue
"Serving the Community since 1926"



580 South Walnut Street
Pinebluff, North Carolina 28373
Station: 910-281-3053

To: Honorable Mayor & Town Board of Commissioners

From: Jonathan K. Richardson, Fire Chief

Date: August 21, 2025

Subject: Request to accept donations for the Public Safety Night Out

Respectfully requesting to accept the donations of give aways, food, drinks and monetary donations for the Pinebluff Public Safety Night Out on August 30th.

- Code 3 Insurance: \$1,000, used to purchase 1st aid kits to give away.
- Mac's Breakfast Anytime: Food for the event.
- Several vendors in Moore County have donated items for giveaway/door prizes.

Action Needed:

Approval to accept the donations of give aways, food, drinks and monetary donations.

STREET REPORT FOR JULY 2025

TRUCK 196-8			TRUCK 196-9		
DATE	TONS	COST	DATE	TONS	COST
7/1/2025		\$ -	7/1/2025		\$ -
7/2/2025		\$ -	7/2/2025		\$ -
7/3/2025		\$ -	7/3/2025	0.37	\$ 22.90
7/7/2025		\$ -	7/7/2025		\$ -
7/8/2025	7.55	\$ 302.00	7/8/2025		\$ -
7/9/2025		\$ -	7/9/2025		\$ -
7/10/2025	6.82	\$ 272.80	7/10/2025		\$ -
7/11/2025	3.85	\$ 154.00	7/11/2025		\$ -
7/14/2025	12.43	\$ 497.20	7/14/2025		\$ -
7/15/2025	3.87	\$ 154.80	7/15/2025		\$ -
7/16/2025	3.74	\$ 149.60	7/16/2025		\$ -
7/17/2025	3.98	\$ 159.20	7/17/2025	0.66	\$ 42.90
7/18/2025	3.37	\$ 134.80	7/18/2025	0.32	\$ 21.55
7/21/2025		\$ -	7/21/2025		\$ -
7/22/2025		\$ -	7/22/2025		\$ -
7/23/2025		\$ -	7/23/2025		\$ -
7/24/2025		\$ -	7/24/2025	0.34	\$ 22.10
7/25/2025		\$ -	7/25/2025		\$ -
7/28/2025	2.95	\$ 118.00	7/28/2025		\$ -
7/29/2025	3.50	\$ 140.00	7/29/2025		\$ -
7/30/2025		\$ -	7/30/2025		\$ -
7/31/2025	2.89	\$ 115.60	7/31/2025		\$ -
TOTALS					
	52.06	\$ 2,198.00		1.69	\$ 109.45
GRAND TOTALS					
	53.75			\$ 2,307.45	

Water Report for JULY 2025

Water Taps and sewer	3	Dollar Amount Billed	\$6,644.00
New Deposits	11	Dollar Amount Billed	\$1,100.00
Refunded Deposits	0	Dollar Amount Refunded	\$0.00
Water # Gallons Billed Pinebluff System	4,137,525	Dollar Amount Billed	\$37,207.91
Water # Gallons Billed Oakwood Hills System	561,650	Dollar Amount Billed	\$6,081.60
Water # Gallons Not Billed (Town Use)	103,440	Not Billed	(\$2,017.52)
Sewer	478,713	Dollar Amount Billed	\$6,116.76
Late Notices Given	90	Dollar Amount Billed	\$1,350.00
Disconnection Processing Fee for Non-Payme	5	Dollar Amount Billed	\$125.00
Total Billed Amount			\$56,607.76

Gallons Billed	4,137,525
Unbilled Water Use	103,440
Water Leaks Estimated Loss	95,000
Gallons Pumped	5,023,400
Gallons Unaccounted For	687,435

	<u>JULY</u>	<u>JUNE</u>
Static Water Level Well #1	29 feet	27 feet
Static Water Level Well #2	55 feet	53 feet
Static Water Level Well #3	73.5 feet	72 feet
Static Water Level Well #4	34 feet	33 feet
Static Water Level Well #5	44 feet	43 feet

WATER LEAK ADJUSTMENTS GIVEN	JULY-JUNE	<u>JULY 2025 - JUNE 2026</u>
JULY	\$394.06	\$394.06



*Town of Pinebluff
325 East Baltimore Avenue
Pinebluff, N.C. 28373-8903
(910) 281-3124
Fax: (910) 281-4366*

Memorandum

To: Honorable Mayor and Board of Commissioners
From: Melissa P. Adams, Town Administrator 
Date: August 13, 2025
Subject: Discussion of Amendment to State that the Town will not provide water and /or sewer services to properties outside of the Town's corporate limits unless the property is annexed into the Town limits.

Commissioner McGraw and I met with the Town of Carthage on Friday July 18, 2025 about their Ordinances. One of the things that Commissioner McGraw wanted to propose immediately was an Amendment to State that the Town will not provide water and /or sewer services to properties outside of the Town's corporate limits unless the property is annexed into the Town limits. We sent the Ordinance Amendment to Town Attorney Kevin Hornik, and he would rather make it into a policy rather a ordinance amendment. If the Board votes to move forward, we can have him draft a Policy for Board approval. I have attached Town Attorney Hornik's email, along with the emails from the Town of Carthage for your review.

Action: Vote to approve or disapprove having the Town Attorney draft an Amendment/Policy include the above-mentioned language for water and sewer services.

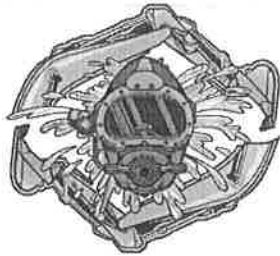


Town of Pinebluff
325 East Baltimore Avenue
Pinebluff, N.C. 28373-8903
(910) 281-3124
Fax: (910) 281-4366

Memorandum

To: Honorable Mayor and Board of Commissioners
From: Melissa P. Adams, Town Administrator 
Date: August 13, 2025
Subject: Discussion of Next Steps for the Repair to the Lake Dam

I have met with Engineer J.T. Grimes and he has indicated that the repair that Mike Brian with In Water Services has proposed is the correct way to repair the damage that was done to the dam during Tropical Storm Chantal. I have attached a copy of the quote for your review and discussion.



IN-WATER SERVICES

COMMERCIAL DIVING • EXCAVATION • DREDGING

336-272-5500

3683 SE School Rd
Greensboro, NC 27406

Phone: 336-272-5500

Quotation

To:

Pine Bluff
Attn: Melissa Adams

Quotation #: 2025-2804

Date: 7/14/2025

Customer ID:

Page: 1

Your Order #	Our Order #	Sales Rep.	Terms	
			Net 30	

Quantity	Description	Total
	<u>Washout Repair Item</u> Mitigation repair work outside of state and FEMA maintenance qualifications. Repairs to damaged area during the emergency event.	\$153,000.00
	<u>Additional Required Repairs</u> • Tree removal • Root ball grubbing • Overflow pipe extensions • Emergency spillway repairs • Increasing downstream slope to roughly 3:1 slope <i>Not included in price: seeding/planting of spillway. This is a good faith estimate.</i>	\$346,985.00
		\$499,985.00

Quotation valid for days. 30days

Quotation prepared by: Brandon Brush

This is a quotation on the goods named, subject to the conditions noted below:

Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.

To accept this quotation, sign here and return: _____



Permit Report

07/01/2025 - 07/31/2025

Permit #	Permit Type	Applicant Name	Est. Project Cost	Issued Date	Total Fees
					\$2,485.40
250090	Mechanical	PERRY BROWN	0	7/15/2025	\$100.00
250091	Building	RONALD A CLARK	0		\$100.00
250092	Mechanical	JOREE SYKES PROPERTIES LLC	0		\$105.00
250093	Fence	NANCY NUNEZ	0		\$80.00
250094	Building	DIANA WITKOWSKI	22250	7/18/2025	\$454.00
250095	Mechanical	BRADLEY WILSON	7885	7/21/2025	\$105.00
250096	Building	JAMES A STUBER	7800	7/21/2025	\$100.00
250097	Building	DONALD DRAVEN	12000	7/22/2025	\$100.00
250098	Mechanical	CHRISTOPHER BLUM	7268	7/25/2025	\$105.00
250099	Building	CHRISTINA W & REGINALD SMITH	328406	7/28/2025	\$1,066.40

Permit #	Permit Type	Applicant Name	Est. Project Cost	Issued Date	Total Fees
250100	Mechanical	DAVID THORNBERG	17643	7/30/2025	\$170.00

Showing 1 to 11 of 11 entries

07/31/2025

MONTHLY TAX REPORT

Month End	Amount Collected MTD	Amount Collected YTD	% Collected YTD	% Uncollected	Releases Refunds/Releases
31-Aug	75,116.85	75,116.85	10%	90%	1.32
30-Sep	124,217.81	199,334.66	27.00%	73.00%	3.85
31-Oct	19,502.12	218,836.78	30.00%	70.00%	0.00
30-Nov	300,213.09	519,049.87	71.00%	29.00%	0.00
31-Dec	81,753.55	600,803.42	82.00%	18.00%	0.00
31-Jan	99,327.23	700,130.65	96.00%	4.00%	0.00
28-Feb	9,115.46	709,246.11	97.00%	3.00%	31.58
31-Mar	4,104.00	713,350.00	98.00%	2.00%	0.00
30-Apr	825.17	714,175.17	98.00%	2.00%	0.00
31-May	0.00	714,175.17	98.00%	2.00%	0.00
30-Jun	6337.88	720,513.05	99.00%	1.00%	0.00
31-Jul	0.00	720,513.05	99.00%	1.00%	0.00
31-Aug					
Total					

2024 REAL AND PERSONAL TAXES

REAL VALUATION	170,263,240
PERSONAL VALUATION	13,990,713
LESS SENIOR CITIZEN & VETERAN EXEMPTION	-2,095,280
DEFER	-2,078,600
PERSONAL PROPERTY EXEMPTIONS	-6,181
UTILITY VALUATION	2,044,967
TOTAL TAX VALUATION	182,118,859
PENALTY	
TOTAL LEVY AMOUNT	728,475.44
BUDGET LEVY AMOUNT	707,728
DISCOVERIES	972.36
2024 RELEASES	-31.58

Monthly Tax Report						
MOTOR VEHICLE						
2024-2025						
Month	Amount	Interest	Total	Release	DMV	Total
End	Collected	Collected	Amount	Refunds	Fee	DMV
			Collected			Fee
July	7,147.94	42.25	7,190.19	37.73	222.53	222.53
Aug	7,044.86	80.93	14,315.98	6.02	212.68	435.21
Sept	5,109.07	41.34	19,466.39	290.22	171.13	606.34
Oct	6,130.70	69.77	25,666.86	83.41	193.65	799.99
Nov	5,111.37	74.09	30,852.32	285.64	186.51	986.50
Dec	6,590.66	82.00	37,524.98	180.80	228.96	1,215.46
Jan	6,193.07	59.23	43,777.28	12.34	199.27	1,414.73
Feb	6,463.12	44.72	50,285.12	0.00	226.08	1,640.81
Mar	7,267.12	68.58	57,620.82	173.21	240.33	1,881.14
Apr	6,563.27	43.34	64,227.43	152.32	234.00	2,115.14
May	6,345.65	61.47	70,634.55	120.17	220.61	2,335.75
June	6,598.73	98.73	77,332.01	225.37	200.01	2,535.76



*Town of Pinebluff
325 East Baltimore Avenue
Pinebluff, N.C. 28373-8903
(910) 281-3124
Fax: (910) 281-4366*

TOWN ADMINISTRATOR'S REPORT

To: Honorable Mayor and Board of Commissioners
From: Melissa P. Adams, Town Administrator 
Date: August 13, 2025

We still have the tilework in the ladies bathroom and the small bathroom in the hallway bathroom, and the new exterior doors to complete. We will schedule an Open House once all the work has been completed. We will bring back some dates when we are closer to completion.

Fire Chief Jonathan Richardson attended a Moore County Board of Commissioners Special Meeting regarding Commercial Air Services at the Moore County Airport & update on the Moore County Land Use Plan on Tuesday, August 5, 2025, at 1:00 p.m. at the Historic Courthouse in Carthage.

I met with Debra Ensminger, the Land Use/Plan Unified Development Ordinance Director and Laura Williams, Assistant County Manager, on Tuesday, July 22, 2025, regarding Inspection services. If the Town were to lose our ETJ at some point in the future, they assured me that they would work to have compatible zoning in any area that they would become responsible for. We also discussed the (what ifs) the Town ever needed them to take over the inspections. They would just keep all the Inspection fees, and we would have to work out a new contract.

A 60% Design Meeting was held on Tuesday, July 22, 2025, at 2:00 p.m. for the Water System Improvements Project. I have attached a copy of the Summary of the Meeting for your review.

The TCC meeting was Wednesday, August 6, 2025, at 10:00 a.m. the Pinehurst Village Hall in Pinehurst. Fire Chief Jonathan Richardson attended the meeting in my absence.

The SMPO (Sandhills Metropolitan Planning Organization) Regular Monthly Meeting is scheduled for Wednesday, August 20, 2025, at 10:00 a.m. at the Pinehurst Village Hall.

Damage to Lake/Dam during Tropical Storm Chantal: I have met with Engineer J.T. Grimes, and he is working on sending me a proposal which would go along with the work from Mike Brian with In Water Services. I also met with FEMA and went over everything with them down at the lake/dam.

Reminder: The Public Safety Night Out is Saturday, August 30, 2025, 6:00 p.m. – 9:00 p.m. at 490 S. Currant Street, Pinebluff Ball Field .

bettymcduffie325@gmail.com

From: Kevin Hornik <khornik@broughlawfirm.com>
Sent: Thursday, August 7, 2025 10:50 AM
To: bettymcduffie325@gmail.com
Subject: Re: Gravel or sand in road from driveways

Ms. McDuffie,

As I mentioned the other week, I do not believe that the Town can implement this program through the Town's UDO. This is something that is more appropriately addressed through the Town Code's nuisance ordinance. However, the Town can only enforce its nuisance ordinance within the Town's corporate limits and NOT in the ETJ. Is this still something that the BOC would like to consider?

Thanks for your time,



Phone 919-929-3905
Mobile 919-614-2835
Web www.broughlawfirm.com
Email khornik@broughlawfirm.com



Kevin R. Hornik
Partner
1526 E. Franklin St., Ste. 200
Chapel Hill, NC 27514

Confidentiality Notice: This message and its attachments may be an attorney-client communication and as such is privileged and confidential. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you received this document in error and that any review, dissemination, distribution or copying of this message is strictly prohibited. If you have received this communication in error, please notify me immediately by e-mail and delete the message.

Public Records: This message and its attachments, and any response you may provide, may be subject to North Carolina Public Records law.

From: bettymcduffie325@gmail.com <bettymcduffie325@gmail.com>
Sent: Wednesday, July 30, 2025 9:36 AM
To: Kevin Hornik <khornik@broughlawfirm.com>
Subject: RE: Gravel or sand in road from driveways

[EXTERNAL Sender]

Commissioner Robbie Conley want me to check with you to see if you had the chance to check into this yet.

Betty O McDuffie, CNC
Town Clerk

Below is the list of driveways that have gravel or sand coming out of them into the roadways.

Gravel or Sand in road from driveways:

405 W Craven Ave
310 W Craven Ave
130 Lakeview
560 W Denny
365 W Denny
514 W Chicago
185 S Vineland
340 W New England
315 W New England
194 Swaim Ave
205 Charles Ave
270 N Pear (Currant St Driveway)
645 E Chicago
255 N Peach St
150 N Peach St
130 N Peach St
145 N Peach St
155 N Pine St
380 E New England Ave (grape Driveway)
180 Grape
265 Cherry St
225 S Pear
260 S Pear
400 Block of E Boston Ave
540 Park Ave (Sand)
315 S Plum
605 N Currant Street
330 N Cherry Street
320 N Cherry Street
155 E Chicago
815 E New England
135 S Blueberry
155 S Blueberry
235 Pinebluff Lake Road
540 E New England
350 E New England

Out of Town:

404 Pinebluff Cemetery Road
Pinebluff Cemetery Road at the curve