

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
AND PLANNING BOARD
SPECIAL MEETING
PUBLIC HEARING**

July 18, 2023

The Mayor, the Board of Commissioners, and the Planning Board of the Town of Pinebluff held a Public Hearing, Tuesday, July 18, 2023 at 6:00 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Rachel Byrd, Jerry Williams, and Robbie Conley. Commissioners Mike Thomas and Guy McGraw were absent. A Quorum was present. Also present were Planning Board members, Chairperson, Frank McNeill, Michael Cunningham, Johnny Williamson, Malcolm Mills, and Cliff Brown. George Stone and Chuck Watson were absent.

Also, present were Town Clerk, Betty O McDuffie, Town Administrator, Melissa Adams, and Zoning Administrator, David Francis. Town's attorney, Kevin Hornik was also present.

Citizens presented were Aaron and Lisa Clark.

Mayor Ronald McDonald called the Public Hearing to order at 6:00 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor McDonald informed the Board that that the Special Meeting was to hold a Public Hearing to receive input from citizens on their opinions in favor or against the possible new R-7 Zoning in Town.

Zoning Administrator, David Francis presented the Board maps showing the corner lots in R-15 (the old section of Town) that the R-7 would affect.

Mr. Aaron Clark informed the Board that he did not see his property on the map and he had a lot on West Chicago Avenue that is not buildable as is.

Town's attorney, Kevin Hornik informed the Board that the R-7 district is established as a district in which the principal use of land is for high-density residential development on individual lots. The regulations are intended to discourage any use which, because of its character, would interfere with the residential nature of this district. Mr. Hornik also informed the Board that the individuals would have to come to the Board to ask for his or her lot to be rezoned R-7 and the Board would have the right to approve or decline, and it would be open to all areas, not just the corner lots in R-15.

Both Boards expressed their concern about someone being able to come in and take a large parcel and breaking it up to 7,000 sq ft lots. They asked if they could limit the area.

Mr. Hornik informed the Board that they could look at amending the non-conformity language instead of adding an R-7 zoning.

Mayor McDonald asked if there were any more questions or comments.

Commissioner Jerry Williams made a motion to adjourn. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Public Hearing adjourned at 7:00 p.m.

Chairperson Frank McNeill called the Planning Board to order at 7:05 p.m.

Cliff Brown made a motion to un-table the discussion of R-7 from last month's meeting. Malcolm Mills seconded. All ayes. Motion carried.

The Board began to discuss the affect of a R-7 zoning district.

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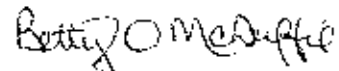
After further discussion, Cliff Brown made a motion to deny the recommendation of R-7 at this time. Malcolm Mills seconded. All ayes. Motion carried.

Cliff Brown made a motion to make a recommendation for the Board of Commissioners to appoint a committee to brainstorm and bring back further information on the R-7 zoning district.

Cliff Brown made a motion to adjourn. Malcolm Mills seconded. All ayes. Motion carried.

With no further information on the agenda, Chairperson Frank McNeill adjourned the Regular Board meeting at 8:04 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING
July 20, 2023

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, July 20, 2023 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Jerry Williams and Rachel Byrd were present. Commissioner Robbie Conley came in at 6:50 p.m. Commissioners Mike Thomas and Guy McGraw were absent. A Quorum was present.

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

Citizens present were Scott Walston and three other employees with NCDOT Transportation Planning Division.

CALL TO ORDER:

Mayor Ronald McDonald called the meeting to order at 6:50 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Rachel presented the adjustments to the agenda: Zoning/Planning: Add #1 – Recommendation from the Planning Board to form a committee, an individual, or Town's attorney to do further research on R-7 Zoning. Police Department: Add "b" Move 2014 Chevy Caprice Surplus and sell; Add "c" – Drone update. Fire Department: Delete "b" – LT Kennerly ICS 300 Certification Pay Rate Increase. Water-Sewer: Add # 3- Moore County Resolution. Administration: Move #2 – Resolution #2023-2 to Public Address A(a).

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:

Scott Walston with NCDOT presented a presentation about Pinebluff Sandhills Area MPO Introduction on behalf of the NCDOT Transportation Planning Division. The presentation was about Urban Areas and MPO (Metropolitan Planning Organization). He also presented a map of the areas in Moore County that are including in the MPO. He explained that an MPO is federally mandated and funded for Urbanized Areas (UAs) over 50,000 as determined by the U.S. Census; a transportation policy making organization; and made up of representatives from member governments and other governmental transportation authorities. He also explained that for the FY24 the funds are \$200,000.00 (160,000 FED PL. + 40,000 Local Match). At this point we are requesting Pinebluff to appoint a primary and alternate for the Transportation Advisory Committee (TAC) and a Town employee for a primary and an alternate for the Transportation Coordinating Committee (TCC). The next meeting will in Pinehurst, to be chosen at a later date.

The Board decided to wait until next month's meeting to appoint the primary and alternate members for the TAC and TCC committees when the full Board should be present.

Commissioner Jerry Williams made a motion to accept the Resolution adopting the Metropolitan Area (MPA) for the New Pinchurst-Southern Pines Urban Areas. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Citizens' Time:

There was no one.

Commissioner Rachel Byrd introduced the newest Administration full time employee, Rachel Dysart.

DEPARTMENTAL REPORTS

Zoning/Planning:

Commissioner Rachel Byrd informed the Board that after they left after the Public Hearing, the Planning Board met and made the recommendation to table the R-7 Zoning and have the Board of Commissioners to form a committee, individual, or have the town's attorney do further research on the lots to be used for R-7.

After further discussion, Commissioner Jerry Williams made a motion have Commissioner Byrd to assemble a committee at this time. Commissioner Byrd seconded. All ayes. Motion carried.

Police Department:

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

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

Police Chief Nordgren informed the Board that he would like to surplus the 2014 Chevy Caprice and sell it. There is a lot of work that needs to be done to it but a person buying it could use it for the motor. He informed the Board that we could get 5 to 6 thousand for it at least.

Commissioner Williams made a motion to surplus the Caprice and sell it with a minimum starting bid of \$5,000.00. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that he found a better drone built here in United States and not in China and the cost was \$13,000.00, but the gentleman said he would sell it to him for \$9,000.00. This is listed in our CIP Plan for this fiscal year.

Commissioner Williams made a motion to accept the purchase of the Drone for \$9,000.00 and to transfer the funds where needed. Commissioner Byrd seconded. All ayes. Motion carried.

Fire Department:

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

In the absence of Commissioner Guy McGraw, Commissioner Jerry Williams made a motion to accept the Fire Department's report. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting the approval to purchase two (2) Thermal Imaging Cameras, each camera cost \$2,650.00 for a total of \$5,300.00 without taxes and shipping included. The funds can come out of Capital Outlay-Equipment - 10-4410-5200.

Commissioner Byrd made a motion to accept the purchase of the two (2) Thermal Imaging Cameras for \$5,300.00. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting respectfully the Board to approve the purchase of needed PPE (boots and helmets) for \$9,999.99 and asking that the funds be used from the sale of Engine 712.

After discussion, Commissioner Byrd made a motion to accept the purchase of boots and helmets for \$9,999.99 and the funds will come from the sale of Engine 712. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting respectfully for the Board to set aside the \$20,000.00 from the sale of Engine 712 to be used for future apparatus purchasing, such as a downpayment on a new Brush/Squad vehicle in FY 23/24 which is approved in the CIP.

After discussion, Commissioner Conley made a motion to set aside the \$20,000.00 from the sale of Engine 712 for a later date for a down payment for a new Brush/Squad vehicle. Commissioner Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting respectfully to declare a used positive pressure ventilation (PPV) fan surplus property and to be donated. I would like to donate the PPV fan to 4 Hooves Large Animal Services which specializes in large animal rescue in our area and surrounding areas. They are a non-profit organization. LT. McLeod and his wife are owner/operators of 4 Hooves Large Animal Services.

Commissioner Byrd made a motion to declare the PPV fan surplus property and to donate to 4 Hooves Large Animal Services. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson presented the Board his apparatus replacement plan and funding. The Moore County Fire Commission approved to release a total of \$108,044.00 pending your approval of the plan below for apparatus replacement and funding. To pay off the Fire Chief vehicle and save the cost of interest of the loan. We will have to cover the cost of interest accrued so far beyond \$50,775.13 of the vehicle from town funds; make the annual payment of Tanker of \$33,072.07; and make the annual payment of the Brush/Squad truck that we are planning for \$23,987.93.

Streets:

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

Commissioner Rachel Byrd 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 June.

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

Town Clerk, Betty McDuffie informed the Board that the Town of Southern Pines is increasing their water rates from \$3.70 to \$3.85 per thousand gallons. We normally increase our rate by the amount that Town of Southern Pines increases theirs which is \$.15 per thousand gallons. This affects Oakwood and The Pines Subdivisions.

After discussion, Commissioner Byrd made a motion to increase Oakwood and The Pines Subdivisions by \$.15 per thousand gallons. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Clerk McDuffie informed the Board that the County of Moore has presented a Resolution requesting the Legislature to pass Legislation increasing Interbasin and Subbasin allowable transfers.

Commissioner Williams made a motion to accept the Resolution No: 2023-03. Commissioner Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

In the absence of Commissioner Mike Thomas, Commissioner Robbie Conley informed the Board that the Lake, Parks, and Cemetery all look good.

Commissioner Conley 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 June.

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

Administration:

Commissioner Rachel Byrd presented the monthly tax reports for June.

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

Unfinished Business:

None

New Business:

None

Other Business:

Town Administrator, Melissa Adams informed the Board that she had attended an Economic Development meeting through the Chamber of Commerce about a small business grant for small business. The grants will be anywhere from \$500.00 to \$5,000.00 to help make improvements to their businesses. I have the paperwork and the

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Police Chief is going to help deliver to the businesses here in Town. Also, sometime in August the rural town's Town Administrators are being interviewed in the County by Sandhills Magazine.

Announcements:

None

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Meeting adjourned at 8:20 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
August 17, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, August 17, 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, Town Clerk, Betty McDuffie, Administrative Assistant, Rachel Dysart, Public Works Manager, Andy Dick, and Public Works Operator, Miguel Rodrigue. Zoning Administrator, David Francis and Finance Officer, Beth Cowan were absent.

Citizens present were Mark McDuffie, Frank Wanko, Michael Lucas, Malcolm and Anna Mills, and Hermann and Ruth Probst.

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 Rachel presented the adjustments to the agenda: Police Department: Add "c" – Money from the sale of the police car. Fire Department: Add "c" – Approval of Donation: Add "d" – Condemned SCBA Bottle: Add "d" – Apparatus Replacement Plan Funding. Water-Sewer: Change # 3 – To G.S.143.318.11 (a) (1) and (3); Add Personnel to #3 – Closed Session; Add #4 – Water Leak Adjustment for Bonnie Hanham; Add #5 – On-Solve CodeRED. New Business: Add "A" – ATEX Technologies Water.

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 Rachel Byrd made a motion to accept the Consent Agenda. Commissioner Jerry Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Frank Wanko informed the Board he was there to discuss the town's inadequate waterlines. He informed the Board that they need to invest in replacing the current waterlines. There are grants and loans that the Board could check into.

The Board informed Mr. Wanko that they were in the process of checking into grants but it was going to take some time.

Mr. Hermann Probst informed the Board that he was there to discuss his water meter. He has a cutoff valve a few feet from the meter but when he turned the valve off and left Town there was a leak between the meter and the valve. He wanted to know if someone could take a look at the meter and fix the Town's cutoff valve.

Mayor Ronald McDonald informed Mr. Probst that he would have someone go out the next day to take a look.

DEPARTMENTAL REPORTS

Zoning/Planning:

Commissioner Guy McGraw asked the Board where we stood on the R-7 Zoning District.

Commissioner Rachel Byrd informed the Board that a committee was assembled and they have met once or twice.

Commissioner McGraw informed the Board that we needed to act on this R-7 Zoning before we are in a lawsuit, because the builder has been waiting quite a while.

After further discussion, Commissioner Byrd made a motion to have the committee have their results for next month's meeting. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report for July. He also informed the Board that the K-9 Police Dog was in and was going through training with K-Solutions and her handler.

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 the 2014 Caprice had sold on GOVDeals for \$9,600.00, and he would like the money go into the Police Department and to take that money and repair the Chevy Tahoe.

Commissioner Byrd made a motion that the sale of the 2014 Caprice go into the Police Department. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to take the funds from the sale of the 2014 Caprice and pay for the repairs to the Chevy Tahoe. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Fire Department:

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

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 approval of a donation of a \$50.00 gift card to Chick-Fil-A from a citizen for Fire personnel.

Commissioner McGraw made a motion to accept the \$50.00 gift card from a citizen to be used for personnel. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that on August 14th the Town had 19 SCBA Bottles to be hydrostatic tested which is required to be tested every five (5) years. All the bottles passed except one and it was condemned because of damage to the bottle.

Fire Chief Richardson informed the Board that he was requesting respectfully for the Board to approve the donation of 12 rescue pickets cut for rescue equipment inventory. Tri-Coast Mechanical out of Laurinburg did the work as a donation and just requested a letter for the donation (\$100.00 of work).

Commissioner McGraw made a motion to accept the donation of 12 rescue pickets cut and for the Fire Chief to do a donation letter for \$100.00 to Tri-Coast Mechanical. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that his apparatus replacement plan funding was brought up at last month's meeting, but there was no official vote made. The Moore County Fire Commission approved to release a total of \$108,044.00 pending your approval of the plan below for apparatus replacement and funding. To pay off the Fire Chief vehicle and save the cost of interest of the loan. We will have to cover the cost of interest accrued so far beyond \$50,775.13 of the vehicle from town funds; make the annual payment of Tanker of \$33,072.07; and make the annual payment of the Brush/Squad truck that we are planning for \$23,987.93.

Commissioner McGraw made a motion to accept the apparatus replacement plan funding. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Streets:

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

Commissioner Robbie Conley made a motion to accept the Street Department's report. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Commissioner Conley informed the Board that Richard Mabry did not have a water leak, he had a leak in his swimming pool and had to replace the liner so he had to refill his pool.

After discussion, Commissioner Conley made a motion to not accept the water leak adjustment for Richard Mabry. Commissioner Williams seconded. All ayes. Motion carried.

The Board decided to finish the agenda before going into Closed Session.

Commissioner Guy McGraw made a motion to give a water and sewer leak adjustment to Bonnie Hanham in the amount of \$327.47 for a leak in master bathroom. Commissioner Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the play equipment in Cunningham Park was in place, they did a great job along with the Public Works guys help. Last month someone left a petition with names requesting a pickleball court. I have checked into it and we can put a court at the Community Center beside the basketball

court for less than a \$1,000.00. We are still trying to get information for the bathrooms at the Lake. The Lake, the Cemetery, and the Parks look good.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report as presented. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Rachel Byrd presented the Building Inspection's monthly report for July.

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 July.

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 at the Regular Board Meeting July 20th the Board of Commissioners approved the Resolution Adopting the Metropolitan Planning Area (MPA) for the New Pinchurst-Southern Pines Urban Area. At the meeting Scott Walston, P.E., Transportation Engineer Supervisor, Transportation Planning Division, for NCDOT, advised the Board that we would need to designate a Transportation Advisory Committee (TAC) primary and an alternate representative; and we would need to designate a Transportation Coordination Committee (TCC) primary and an alternate. TAC primary and alternate are typically Board of Commissioner member(s); and the TCC primary and alternate normally are staff member(s).

After discussion, Commissioner Williams made a motion to appoint Mayor Ronald McDonald as primary and Commissioner Robbie Conley as the alternate for the TAC Committee. Town Administrator, Melissa Adams as primary and Fire Chief Jonathan Richardson as the alternate for the TCC Committee. Commissioner Byrd seconded. All ayes. Motion carried.

Unfinished Business:

None

New Business:

Town Administrator, Melissa Adams informed the Board that she had received a call from the Town of Southern Pines Manager about ATFX Technologies connecting to the Town of Southern Pines water instead of Pinebluff's water due to the major water leaks we have been having in the last couple of years.

Commissioner Rachel Byrd made a motion to go into Closed Session per G.S.143-318.11(a)(1) and (3) for Attorney-Client Privilege and Personnel at 8:15 p.m. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into the Regular Board meeting at 9:02 p.m. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Byrd stated that during Closed Session a number of items were discussed as followed:

Commissioner Byrd made a motion to accept the easement agreement for access to sewer lines in Oakwood Subdivision. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to move the Finance Officer to a full-time position. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to make an adjustment to the Assistant Administrator's hourly wage. Commissioner Byrd seconded. All ayes. Motion carried.

Other Business:

None

Announcements:

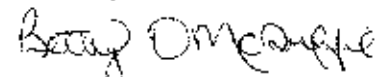
None

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Meeting adjourned at 9:05 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
September 21, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, September 21, 2023 at 6:30 p.m. at the Town Hall.

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

Also present were Town Administrator, Melissa Adams, Police Chief, Pike Nordgren, Fire Chief, Jonathan Richardson, Firefighters Logan Deberry and Justin McCloud, Town Clerk, Betty McDuffie, Finance Officer, Rachel Dysart, Public Works Manager, Andy Dick, Zoning Administrator, David Francis was absent.

Citizens present were Mark McDuffie, Jennifer Deberry, Patrick Neligan, James VanBoskerck, Angelia Cherry, Raquel Swenson, Richard and Mary Wentland, and Mr. and Mrs. Tom Richards.

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 Rachel Byrd presented the adjustments to the agenda: Police Department: Add "b" – Closed Session per G.S.143-318.11 for Personnel. Fire Department: Add "f" – Personnel; Add "g" – Budget Amendment. Administration: Add #2 – Citizen of the Year for 2022 and 2023; Add #3 – Employee of the Year for 2022 and 2023; Add #4 – Sandhills Area MPO – voting member number weighted votes. New Business: Add "A" – Use of Community Center for afterschool care.

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 Rachel Byrd made a motion to accept the Consent Agenda. Commissioner Jerry Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. James VanBoskerck informed the Board that he would like to commend the Street Department on the great job they did on US Hwy #1 cutting the grass and trimming the trees back on the turning lane on US Hwy #1 going into North Carrant Street. He also wanted to know why his taxes increased by 70%.

Commissioner Guy McGraw informed Mr. VanBoskerck that the taxes increased due to the reevaluation done by Moore County Tax Department. Our tax rate stayed the same.

Mayor Ronald McDonald informed Mr. VanBoskerck that we did not change our rate because we did not get the final information from the County until we had set our budget.

Mr. Richard Wendland informed the Board that he was there to question his tax increase also.

Mr. VanBoskerck asked where was all this extra money going to be spent.

Town Administrator, Melissa Adams informed Mr. VanBoskerck that we now have a CIP Plan and for this year we have purchased new vehicles, equipment and will be adding an extra police officer and an extra firefighter.

Ms. Angelia Cherry informed the Board that her water bill was high and she was the only one living there, she also wanted to know what benefits she receive from the Town, and she was also having trouble with her HOA. She informed the Board that she lived at 234D Persimmon Drive.

Mayor Ronald McDonald informed Ms. Cherry that we would send someone to check her meter out tomorrow.

Commissioner Rachel Byrd informed Ms. Cherry that she did not live within the Town limits, but she did get water and sewer service and fire protection from the Town. The Sheriff's Department would handle any other emergencies. As far as the HOA the Town have no control.

Ms. Raquel Swenson informed the Board that she was there about her water bill she was the one with \$9,937.89 water bill and she wanted to ask the Board to please give her an adjustment.

Commissioner Guy McGraw stated that we would talk about it when we got to the Water Department report.

DEPARTMENTAL REPORTS

Zoning/Planning:

Town Clerk, Betty McDuffie presented the Board the information from the Planning Board and from the Committee formed to research the proposed R-7 Zoning District.

The Board discussed the pros and cons presented from the Committee and the and the recommendation from the Planning Board to not add a R-7 Zoning District at this time.

After further discussion, Commissioner Guy McGraw made a motion send the proposed ordinance back to the attorney to add Old Town lots only and to set a Public Hearing for next month's meeting. Commissioner Mike Thomas seconded. 2 ayes (Commissioners McGraw and Thomas). 2 nays (Commissioners Jerry Williams and Rachel Byrd). Mayor Ronald McDonald broke the tie and voted aye. Motion carried.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report for August. He also informed the Board that the K-9 Police Dog and his handler have completed their training through K-Solutions.

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

Fire Chief Richardson informed the Board that he had advertised for a new full time Fire Lieutenant and a new full time Firefighter/EMT. His recommendation is to promote Kenneth Christopher from part-time firefighter to full time Fire Lieutenant, hiring of James Johnson as full time Firefighter/EMT, and hiring of Zyon Chavis as a volunteer Firefighter.

Commissioner McGraw made a motion to promote Kenneth Christopher as full time Fire Lieutenant, hiring James Johnson as full time Firefighter/EMT, and hiring Zyon Chavis as a volunteer Firefighter. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the funds to purchase PPE (boots and helmets) was done in July but there was not a Budget Amendment done to move the monies to the correct line item.

Commissioner McGraw made a motion for the Finance Officer to do a Budget Amendment to move \$9,999.99 from the sale of Engine 712 to the correct line item so the PPE items can be ordered. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

In the absence of Commissioner Robbie Conley, Commissioner Guy McGraw presented the Street Department's monthly report for August.

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

Commissioner McGraw informed the Board the cement mixer was purchased by getting three (3) votes from the Commissioners by phone calls, but we need to make it official by voting in a regular meeting.

Commissioner McGraw made a motion to accept the purchase of the cement mixer. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw presented the Board a recommendation for a riding blower for street cleanup. There is money left over from the ARP money because we did not spend the full \$120,000.00 for the mini excavator and trailer.

After discussion, Commissioner McGraw made a motion to purchase the Riding Blower and use ARP money. Commissioner Williams seconded. All ayes. Motion carried.

Water-Sewer:

In the absence of Commissioner Robbie Conley, Commissioner Guy McGraw presented the Water-Sewer Department's monthly report for August.

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

Commissioner McGraw informed the Board that the water leak for Chon Bryan even with the adjustment will still leave the bill over \$4,000.00. Maybe we can cap the amount to \$2,500.00 that the customer will have to pay.

After discussion, Commissioner McGraw made a motion to table the water leak adjustment for Mr. Chon and to check with the Town's attorney to see if we can put a

\$2,500.00 cap on the amount the customer would have to pay. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the water leak adjustment for Dave Zwiebel in the amount of \$126.90 for a water leak in his hot water heater; water leak adjustment for Deloris Corrado in the amount of \$48.82 for a leak in the front yard. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to move the Closed Session until the end of the agenda. Commissioner Thomas seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that Mr. Zach Martin would like the Town to extend the water line to his property at 185 Berry Street outside the town limits. The water line stops at West Philadelphia Avenue. Commissioner Robbie Conley measured it and he said it is approximately 368 feet from where the water line stops.

After discussion, Commissioner McGraw made a motion to extend the water line if Mr. Martin pays to run the 368 feet of line. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that the North Carolina General Assembly has voted to allocate funds through out the State for water and wastewater infrastructure. They have voted to allocate \$5,200,000 to the Town of Pinebluff. In February of this year, I sent a request for funding to our State Senators and Representatives asking for funding for Public Safety, Parks and Recreation, and the Water Department. I asked for \$5,211,400.00 to replace approximately 9.87 miles – 52,114 feet of water line at \$100.00 per foot.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works guys had run the water line to the Cunningham Park and sowed some grass seeds. We would like to have a ribbon cutting to commensurate the re-opening of Cunningham Park. The Cemetery and other Parks look good.

After discussion the Board decided to have the ribbon cutting Wednesday, October 18th at 5:30 p.m.

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 August.

Commissioner Guy McGraw 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 August.

Commissioner Guy McGraw 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 in 2022 we did not elect a Citizen of the Year or Employee of the Year. We also need to be thinking about someone for this year.

Commissioner McGraw made a motion to elect Commissioner Rachel Byrd for Citizen of the Year and Fire Chief, Jonathan Richardson as Employee of the Year for 2022. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that at the last Sandhill Area MPO meeting they discussed voting member number weighted votes. The larger areas will have more votes according to their size. We need to vote to accept this procedure.

After discussion, Commissioner McGraw made a motion to accept the MPO voting procedures. Commissioner Mike Thomas seconded. 3 ayes. 1 nay (Jerry Williams voted no). Motion carried.

Commissioner Byrd read Finance Officer, Beth Cowan's resignation letter.

Commissioner McGraw made a motion to accept Ms. Cowan's resignation. Commissioner Williams seconded. All ayes. Motion carried.

Unfinished Business:

Town Administrator, Melissa Adams informed the Board that we have purchased the Software for the OnSolve Code RED Community Alert System and we have created a Policy for approved Department Messaging and authorized Personnel. The users are: Town Clerk, Betty McDuffie, Finance Officer, Rachel Dysart, and Fire Chief, Jonathan Richardson. Before we can go live, they will have to have 10+ hours of required online training.

Town Clerk, Betty McDuffie presented the Board the proposed Ordinance amending Town Code of Ordinances establishing regulations for the Operation of Golf Carts on Town Public Streets. She also presented the Board a proposed application form, the stickers for the golf carts, and a map of Pinebluff with a list of the streets that the golf carts will be allowed.

Commissioner Guy McGraw made a motion to accept the golf cart ordinance. Commissioner Mike Thomas seconded. 3 ayes. 1 nay (Jerry Williams voted no). Motion carried.

The Board decided to go with Whistle Stop for stickers to go on the front and back of the golf cart.

Commissioner McGraw made a motion to take the Village of Pinelhurst application and revamp it for the Town of Pinebluff and the fee for the stickers will be an annual fee of \$25.00 for two stickers, one for the front and one for the rear of the golf cart. Commissioner Jerry Williams seconded. All ayes. Motion carried.

New Business:

Town Clerk, Betty McDuffie informed the Board that a lady from Rockingham called and asked if she could use the Community Center for an after-school care center, Monday through Friday.

After discussion, Commissioner Rachel Byrd made a motion to vote no for the use of the Community Center every day for an after-school care. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to go into Closed Session per G.S. 143-318.11(a)(1) and (3) for Attorney-Client Privilege at 8:50 p.m. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into the Regular Board meeting at 9:12 p.m. Commissioner Byrd seconded. All ayes. Motion carried.

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

Other Business:

None

Announcements:

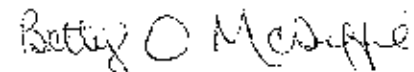
None

Adjournment:

Commissioner Guy McGraw made a motion to adjourn. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Meeting adjourned at 9:15 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
October 19, 2023**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, October 19, 2023 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Robbie Conley, Rachel Byrd, Mike Thomas, and Guy McGraw. Commissioner Jerry Williams 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, and Zoning Administrator, David Francis. Town Clerk, Betty McDuffie was absent.

Citizens present were Raquel Swenson, Tom Richards, Charles Davis, Sara Watson, Jimmy Carpenter, Cliff Brown, Ann Lane, Hermann and Ruth Probst, Frank McNeill, Jr., Mike Cunningham, and others.

CALL TO ORDER:

Mayor Ronald McDonald called the meeting to order at 6:37 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Rachel Byrd presented the adjustments to the agenda: Fire Department: Add "g" – Personnel; Add "g" – Fire Assistance Program – 50/50 Matching Funds Grant. Water-Sewer: Add #6 – Adoption of Resolution No. 2023-04 and Approval of MOU for the Sandhills Metropolitan Planning Organization; Add #7 – LKC – Discuss Letter of Agreement for Engineering Services; and Add #8 -- Resolution Exempting Engineering Services for Sandpit Road Water Main Extension.

Commissioner Byrd made a motion to accept the adjustments to the Consent Agenda. Commissioner Guy McGraw seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Mike Thomas made a motion to accept the Consent Agenda. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Hermann Probst informed the Board that he was there to complain about a stain in his toilets and his wife cleans them all the time, it has to have something to do with the water. He also informed the Board that he was there to complain about garbage his neighbors leave out. There are some that leave out more than others so are they charge a different fee. He wanted to let the Board know he was not happy about his tax increase.

DEPARTMENTAL REPORTS

Zoning/Planning:

The Mayor open the Public Hearing for R-7 Zoning.

Mr. Charles Davis informed the Board he wanted to speak to Board regarding R-7 Zoning. When you begin to build houses tighter together you ground begins to lose the

ability to absorb water. Will be an added expense for the Town because the rain and water will be pushed out into the road. In the Town of Southern Pines and the Town of Aberdeen in their congested zoning area for houses they are having to park in the streets, they have no yard space. He wanted to know who knew there was a committee made up for the Planning Board regarding the R-7 Zoning. He also let the Board know that he had spoken to someone at Environmental Health about building an 1800 sq. ft. home on a 7,000 sq. ft. lot and they would not recommend it. He gave the Mayor a copy of the information that was given to the Planning Board from the Committee. This Town is not ready for R-7 Zoning.

Some of the members on the Board said they did not know who was on the Committee.

Commissioner Rachel Byrd stated that they were given the information at last month's meeting, the names of Committee members were given out and Town Clerk, Betty McDuffie had the list along with their telephone numbers and email addresses.

Ms. Sarah Watson informed the Board that the Ordinance as written is a little vague. This could be any parcel in or out to Town.

Mr. Jimmy Carpenter asked the Board if he was understanding correctly you are trying to allow individuals to use their current smaller lots as is and not create any more. We have created something special here we are living in harmony here as we are. Money is not everything. It would be different if we had public sewer.

Mr. Cliff Brown informed the Board that he was on the Planning Board and the Planning Board had denied it at this time not forever but at this time.

Ms. Ann Lane informed the Board that she loved her community and she knew retirees loved it the way it is.

Mr. Tom Richards stated that to build on these smaller lots it should be based on data, there should be an Environmental Impact Study done, and should consider looking into the water runoff. Should have the builders that want to build should pay for this Environmental Impact Study instead of the Town footing the bill.

Mr. Frank McNeill, Jr. wanted to know if the R-7 Zoning had been passed. He felt that this is not a good idea because if you do for one then you will have to do for all. I know you have been concerned with being sued, but we have our ordinances in place so we will be okay.

Mr. Mike Cunningham informed the Board that if we are being concerned about being sued for two (2) lots for one builder then if we have an R-7 Zoning District we are opening ourselves up to being sued by a number of builders.

Commissioner Guy McGraw made a motion to defer/table the discussions/decisions until we speak with the Town's attorney. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams read a statement to the Board from the Town's attorney about the possible R-7 District.

Zoning Administrator, David Frances informed the Board this came about because of the two houses built on West New England Avenue behind the Family Dollar Store. The lots are over 10,000 sq ft but they still could meet the current setbacks.

Commissioner McGraw made a motion to accept the Zoning and Planning Report that has been presented and to close the Public Hearing and return to the regular board meeting. Commissioner Byrd seconded. All ayes. Motion carried.

Police Department:

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

Commissioner Mike Thomas made a motion to accept the Police Department's report. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Robbie Conley made a motion to accept Budget Amendment #16 to decrease line item 10-4310-2900 - Equipment Purchases <\$5,000.00 by \$9,600.00 from the sale of the 2014 Chevrolet Caprice and increase line item 10-3990-0000 - General Fund Balance by \$9,600.00 to repair the 2016 Chevrolet Tahoe. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Fire Department:

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

Commissioner Guy McGraw made a motion to accept the Fire Department's report. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting the payoff of the Fire Chief's 2023 Chevrolet Silverado from the funding received from Moore County for apparatus in the total of \$108,044.00 last month.

Commissioner Robbie Conley made a motion to pay off the Fire Chief's 2023 Chevrolet Silverado. Commissioner Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to purchase the listed equipment totaling \$4,185.70 for the apparatus we currently have and the new Tanker 716 that is near completion. We have the funding in line item 10-4410-2900 - Equipment Purchases.

Commissioner Conley made a motion to purchase the new equipment in the amount of \$4,185.70. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Byrd made a motion to accept Budget Amendment #14 to decrease line item 10-3990-0000 - General Fund Balance by \$108,044.00 funds received from Moore County and to increase line item 10-4410-5300 - Capital Outlay - Vehicles by \$108,044.00 for the purchase of New Squad 71, payoff the Fire Chief's vehicle, and annual payment for the 2023 Fouts Brothers 3,000-gallon Tanker that is currently on order. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Conley made a motion to accept Budget Amendment #15 to decrease line item 10-3990-0000 - General Fund Balance by \$20,000.00 these funds were received from the sale of Engine 712 and to increase line item 10-4410-533 -

Capital Outlay-Vehicles by \$20,000.00 for the purchase of a new Squad 71 and associated equipment. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Conley made a motion to accept Budget Amendment #17 to decrease line item 10-3990-0000 – General Fund Balance by \$116,000.00 the funds are from the First Bank loan for the purchase for a new Squad 71 and to increase 10-4410-5300 Capital Outlay -- Vehicles by \$116,000.00 for the purchase of Dodge Ram 5500, service body, skid unit, graphics, paint, emergency lights, and radio. Commissioner McGraw seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting permission to apply for the 2023-2024 Volunteer Fire Assistance Program 50/50 Matching Funds Grant. We will apply for water handling equipment, PPE, hand tools, and communications equipment which are the categories that are approved to apply for this grant program.

Commissioner Conley made a motion to for the approval for the Fire Chief to apply for the 50/50 Grant Funding to purchase equipment for the Fire Department. Commissioner Byrd seconded. All ayes. Motion carried.

Streets:

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

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

Water-Sewer:

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

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

Commissioner Thomas made a motion to put a cap in the amount to \$2,500.00 on all water leaks that a customer will have to pay – with the option to break down the payments up to 36 months. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to table the water leak adjustment for Mr. Chon and to check with the Town's attorney to see if we can put a \$2,500.00 cap on the amount the customer would have to pay. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the water leak adjustment for Chon Byran in the amount of \$2,500.00 for a water leak in service line behind the house; water leak adjustment for Erin Fox in the amount of \$54.39 for a leak in the front yard by the water meter. Commissioner Byrd seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the Resolution for Sandpit Road water line extension on the water main. Commissioner Thomas seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to allow the Town Administrator, Melissa Adams to negotiate terms and vendors for anything under \$50,000.00 for the water line extension on Sandpit Road. Commissioner Byrd seconded. All ayes. Motion carried.

Commissioner Conley informed the Board that the water rates for the different Municipalities was for information at this time.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that there was nice turnout for the ribbon cutting at Cunningham Park, Wednesday, October 18th at 5:30 p.m. The Public Works guys are keeping the Lake, the Parks, and the Cemetery cleaned.

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

After discussion, Commissioner McGraw made a motion to accept the Pinestraw Contract for another year. Commissioner Thomas seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Rachel Byrd presented the Building Inspection's monthly report for September.

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

Administration:

Commissioner Rachel Byrd presented the monthly tax reports for September.

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

Town Administrator, Melissa Adams presented the monthly Administrator's report.

Commissioner Mike Thomas made a motion to accept the Administrator's report. Commissioner Byrd seconded. All ayes. Motion carried.

After discussion, Commissioner Guy McGraw made a motion to nominate and approve Police Chief, Pike Nordgren for Employee of the Year for 2023. Commissioner Byrd seconded. All ayes. Motion carried.

The Board decided to have the employees and citizens to nominate someone for Citizen of the Year.

Town Administrator Adams informed the Board that in the new Personnel Policy – Article V, Section, Employee Training and Reimbursement was left out. In the previous Policy there was a provision should an employee leave the Town's employment before one year after receiving training they would have to reimburse the Town.

After discussion, Commissioner Byrd made a motion to amend the Personnel Policy: The employee pays for training should he/she quit within a 12-month timeframe it will be retro. Commissioner Conley seconded. All ayes. Motion carried.

Unfinished Business:

Town Administrator, Melissa Adams presented the Board Resolution No. 2023-04 in support of the Sandhills Metropolitan Planning Organization; the breakdown of the fees; and the Memorandum of Understanding for Cooperative, Comprehensive, and Continuing Transportation Planning.

After discussion, Commissioner Mike Thomas made a motion to adopt the Resolution and to approve the Memorandum of Understanding (MOU) for Cooperative, Comprehensive, and Continuing Transportation Planning. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

New Business:

None

Other Business:

None

Announcements:

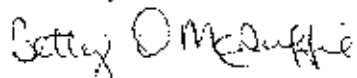
None

Adjournment:

Commissioner Guy McGraw made a motion to adjourn. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Meeting adjourned at 8:50 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING
November 16, 2023

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

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

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

Citizens present were Mr. and Mrs. Tom Richards, Mark McDuffie, Malcolm Mills, Barbara Saunders, Ava Campbell, and Mr. and Mrs. Sylvester Wright, Jr.

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 Rachel Byrd presented the adjustments to the agenda: Fire Department: Add "e" - Purchase of used SCBA Cylinders: Add "f" - Public Safety. Water-Sewer: Add #6 - Water Leak Adjustment for Samuel Tucker. Administration: Add #6 - December Regular Board Meeting.

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 Rachel Byrd seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Malcolm Mills informed the Board that he wanted to congratulate the Police Department on a job well done and the Police Chief has been doing a great leadership with his men. He also wanted to recommend to the Commissioners to do a ride along with the Police and Fire Department.

Commissioner Guy McGraw wanted to reiterate what Mr. Mills said and to bring up a comparison between citations from 2021, 2022, and now.

Commissioner Rachel Byrd stated that you have to remember we only had two (2) police officers at that time, we now have five (5).

Mr. Tom Richards wanted to inform the Board that there are a fleet of trucks and a couple of mustangs that have been speeding down Currant Street going 50 to 60 miles per hour. We need to place officers in discreet locations and petition the State to lower the speed limit since it is a State maintained street. Also, we need to do something about the 18 wheelers on East New England Avenue; we need to reduce the speed there too and have a weight restriction.

DEPARTMENTAL REPORTS

Zoning/Planning:

Zoning Administrator, David Francis informed the Board that after last month's meeting he wanted to withdraw his support for the R-7 Zoning. Also, he wanted to let the Board know that Andy Dick had only been able to take one trade class - Plumbing - he still needed to take his State exam and get his other classes as soon as possible.

Commissioner Guy McGraw stated that the County is still looking at taking over all Municipalities Building Inspection Departments.

Mr. Francis stated that would be the worst thing that the Town could allow to happen.

After discussion, Commissioner Jerry Williams made a motion to accept the Resolution No. 2023-09 denying a text amendment to the Town of Pinebluff Unified Development Ordinance creating a new R-7 Zoning District. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Police Department:

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

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

Commissioner Guy McGraw asked the Police Chief if he had any plans to purchase the MBIS software system from Southern Software for the police cars for \$5,285.00 and pay only an annual fee of \$510.00.

After discussion, Commissioner McGraw made a motion to purchase the Police MBIS software for police cars in the amount of \$5,285.00 from Southern Software and we will pay an annual fee of \$510.00 for support. Commissioner Robbie Conely seconded, 2 ayes. (Commissioners Robbie Conley and Guy McGraw) 3 nays. (Commissioners Jerry Williams, Mike Thomas, and Rachel Byrd). The motion was denied.

Fire Department:

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

Commissioner Guy McGraw made a motion to accept the Fire Department's report. Commissioner Rachel Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that since the last Board meeting we have received the new helmets for fire personnel that were requested to purchase. He was respectfully requesting permission to let fire personnel have their helmet that was assigned to them that has been replaced and has reached their end of service life.

Commissioner McGraw made a motion to accept the Resolution to surplus 12 fire helmets and dispose of by gifting them to fire personnel as a memento of their time in service to Pinebluff. Commissioner Byrd seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to declare surplus and dispose turnout gear.

Commissioner Jerry Williams made a motion to accept the Resolution to surplus turnout gear and contract with GovDeals to sale. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to declare the 2024 Ram 5500 Front Bumper surplus and dispose.

Commissioner Williams made a motion to accept the Resolution declaring the 2024 Ram 5500 Bumper surplus and to contract with GovDeals to sale. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that we currently have 25 SCBA cylinders that are reaching the end of their service life in December 2023 or January 2024. Crains Creek Fire/Rescue has been awarded a grant recently and they will be selling their SCBA cylinders which still have 9 to 12 years shelf life left. We have the fund available in budget lines 10-4410-5200 (\$6,285.00) and 10-4410-2900 (\$215.00) to purchase 16 SCBA cylinders from Crains Creek for \$6,500.00. This would be a savings of approximately \$10,000.00.

Commissioner McGraw made a motion to purchase the 16 SCBA cylinders for \$6,500.00. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner McGraw informed the Board that he would like to change the job title for Fire Chief, Jonathan Richardson because of all the extra he does to help all departments.

After discussion Director of Public Safety was decided and it was decided that Town Administrator, Melissa Adams would write the job description.

Streets:

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

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

Commissioner Guy McGraw wanted to commend the Public Works Guys on a job well done.

Commissioner Conley reiterated what Commissioner McGraw stated and wanted to add that Public Works Manager, Andy Dick is doing an outstanding job with his leadership and Public Works Operator, David Thompson has really stepped up and something should be done to recognize the work he does especially when Mr. Dick is absent.

Water-Sewer:

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

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

After discussion, Commissioner Guy McGraw made a motion to give a water leak adjustment to Yanin & Fines Pinacho in the amount of \$77.23 for a leak in the main line; water leak adjustment for Georgia Moulton in the amount of \$864.67 for a leak in the water heater under the house; water leak adjustment for Samuel Tucker in the amount of \$69.22 for a leak at the main water valve. Commissioner Williams seconded. All ayes. Motion carried.

After discussion, Commissioner Rachel Byrd made a motion to table the discussion of the late notices and reconnection fees for January 2024 meeting. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve the Budget Amendment #18 to decrease 60-4100-9700 – Contingency Surplus by \$23,800.00 and to increase 60-4100-3505 – Water Line Upgrade by \$23,800.00 for the funds needed for the Sandpit Road Waterline Upgrade Contract with ASM Engineering. Commissioner Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works guys have painted the parking lots at the Town Hall, Library, and the Cemetery. The Cemetery and the Parks are looking good. Also, we would like to install a permanent 18-hole Disc Golf Course between the Lake and the Pinebluff Athletic Park.

Director of Public Works, Andy Dick informed the Board we would partner with local businesses to provide a sponsorship opportunity for the course. The cost would be \$7,500.00 but we will charge \$500.00 per hole to pay for (2) custom tee signs with company name printed on each sign and (1) professional grade Innova Disc Golf Basket.

After discussion, Commissioner Guy McGraw made a motion purchase the 18-hole Innova Disc Golf Baskets and to get started on getting the donations for the baskets. Commissioner Thomas seconded. Four ayes. One nay (Jerry Williams voted no). Motion carried.

Building Inspection:

Commissioner Rachel Byrd presented the Building Inspection's monthly report for October.

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 October.

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

Town Administrator, Melissa Adams presented the monthly Administrator's report. She informed the Board that the Auditor just came this week to do the audit and it was due to LGC by October 31st, with your permission I would like to check into other auditors for next year's budget. Also wanted to let the Board that she would like someone from the Police, Fire, and Public Works Departments to attend the Job Fair at the High School this year. As a reminder the Town Christmas Luncheon is Thursday, December

14th at 11:30 a.m. at the Town Hall and the Town Christmas Dinner is Friday, December 15th at 6:00 p.m. at the Fire Station.

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

Finance Officer, Rachel Dysart presented the top two (2) nominations for Citizen of the Year: David Thompson and Mike Thomas.

After discussion, Commissioner Byrd made a motion to nominate David Thompson for Citizen of the Year. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief, Jonathan Richardson informed the Board that December 17th is the day that Santa will be able to ride on the truck and in the past, we have done the Open House and Santa on the Fire Truck the same day. Also, we hope to have the Mack Truck ready to ride Santa through Town.

After discussion, Commissioner Byrd made a motion to have the annual Open House Sunday, December 17th from 2:00 p.m. to 4:00 p.m.

Finance Officer Dysart presented the Board a new Town Logo that she had designed with a plain coloring and a patriotic coloring.

After discussion, Commissioner McGraw made a motion to accept the Patriotic Logo as the Town's new logo. Commissioner Byrd seconded. All ayes. Motion carried.

After discussion, Commissioner Byrd made a motion to change the regular scheduled meeting dated for December to Thursday, December 14th at 5:30 p.m.

Unfinished Business:

None

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

Commissioner Rachel Byrd made a motion to adjourn. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Meeting adjourned at 8:30 p.m.

Sincerely,


Betty O. McDuffie, CMC
Town Clerk

**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 Diek 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

**TOWN OF PINEBLUFF
REGULAR MEETING
January 18, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, January 18, 2024 at 6:30 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, and Town Clerk, Betty McDuffie.

Citizens present were Mark McDuffie and Patrick Neligan.

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:

Administration: Add #4- Ethics Training for Municipal Officials – On-Demand Course.
Fire Department: Add "e" – Part-Time FF/EMT.

Commissioner Guy McGraw 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 Guy McGraw made a motion to accept the Consent Agenda. Commissioner Jerry 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 December.

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

Police Chief Nordgren informed the Board that he had gotten the cost for the CAD and ABI, with a server. It would be approximately \$6,785.00.

Commissioner Guy McGraw made a motion to have the Town Administrator and the Finance Officer to take up to \$7,000.00 out from General Fund or Contingency to cover the cost of the CAD and ABI, with server. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw asked if we had any new candidates for the 6th officer.

Town Administrator, Melissa Adams stated that she had someone that she was going to talk to the Police Chief about. She also informed the Board that she was doing an update on the pay study and as it looks, we are comfortable with areas our size.

Fire Department:

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

Commissioner Guy McGraw made a motion to accept the Fire Department's report. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to authorize our local Motorola Solutions Dealer to Flash our portable radios. This would allow our radios to operate once the TDMA update occurs at the State level on the VPIER radio system. The cost would be approximately \$6,392.73

After discussion, Commissioner McGraw made a motion to approve the flashing of the portable radios. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the Department had received a donation of three (3) \$50.00 gift cards given to the three (3) shifts from the Elks Club on Christmas. This will be given to each shift Lieutenant to use as needed for food, drinks, and supplies needed at the station.

Commissioner Williams made a motion to accept the donation as received. Commissioner Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to apply for the Assistance to Firefighters Grant (AFG) this year and to apply for the Regional Grant for Radio Replacement.

After discussion, Commissioner McGraw made a motion for the Chief to put in for the AFG grant for Self-Contained Breathing Apparatus (SCBA) and radio replacement. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to hire Alex Troyer for a part-time FF/EMT position if his background checked out.

Mayor Ronald McDonald asked if he worked anywhere else.

Fire Chief Richardson said he worked part-time for the Town of Carthage.

Commissioner Williams made a motion to hire Mr. Troyer as a part-time FF/EMT employee. Commissioner McGraw seconded. All ayes. Motion carried.

Streets:

Commissioner Frank Wanko presented the Street Department's monthly report for December.

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

Commissioner McGraw made a motion to accept the Resolution to declare the 2006 Ford F-150 as surplus and place it on GovDeals for sale and have Town Administrator and Public Works Manager to set the minimum bid. Commissioner Williams seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Guy McGraw presented the Water-Sewer Department's monthly report for December.

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

Town Clerk, Betty McDuffie informed the Board that the water leak for Rebecca Miller was on the Town's side that bled on to her side. For her adjustment I did an average of her water bills and gave her an adjustment.

After discussion, Commissioner Williams made a motion to accept the water leak adjustment for Rebecca in the amount of \$461.46 for a leak in the setter on the meter; water leak adjustment for Collette Hutton in the amount of \$98.88 for a leak in a pipe under the crawlspace. Commissioner McGraw seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works guys and a Community Service Worker built the shed at the Cunningham Park to cover the picnic tables. all that is left to do is to put the metal on the roof. The Community Service Worker came out on a Saturday and brought some of the construction workers he worked with to finished it.

Commissioner Guy McGraw stated that he may have some new black tin to go on the roof of the shed at Cunningham Park.

Director of Public Works, Andy Dick stated that he had collected donations for all 18 holes of the Disc Golf Baskets and was now working on getting the sponsors for the concrete pads and the benches.

Commissioner Thomas made a motion 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 December.

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 December.

Commissioner McGraw 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.

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

Finance Officer, Rachel Dysart presented the Board Direct Deposit information for citizens for their water bills. She stated there would be no fee to the Town.

After discussion, Commissioner McGraw made a motion to agree to the bank draft for citizens water bills. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that the newly elected Commissioners would have to take a two-hour Ethics Training On-Demand Course for Municipal Officials. The Town Clerk will sign you up and you will take it at your convenience.

UNFINISHED BUSINESS:

None

New Business:

Town Administrator, Melissa Adams informed the Board that there was a committee formed of the Finance Officer, the Town Clerk, the Public Works Manager, myself, and the Mayor on RFQs and Scoring on Qualifications-Based Selection Process and Points System for determining an Engineering Firm for the 2023 Appropriations Act. First, we need a motion approving WithersRavenel as an on-call multi-disciplined Engineering Firm and approving LKC, and ASM Engineering Firm as on-call multi-disciplined Engineering Firms.

After discussion, Commissioner Guy McGraw made a motion to approve the companies as on-call multi-disciplined Engineering firms. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator Adams stated that second the Board needed to approve WithersRavenel as the Engineering Firm for the project known as; 2023 Appropriations Act, Session Law (S.L.2023-134) which allocated \$5,200,000.00 to the Town of Pinebluff for water improvements.

After discussion, Commissioner Frank Wanko made a motion award the project to WithersRavenel. Commissioner McGraw seconded. All ayes. Motion carried.

Town Administrator Adams presented a three (3) month calendar for the Board to take a look to see when they wanted to schedule a budget workshop.

After discussion the Board decided on Saturday, February 10th at 10:00 a.m. at the Public Safety Building for a budget workshop/retreat.

Other Business:

None

Announcements:

None

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Meeting adjourned at 8:10 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
February 15, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, February 15, 2024 at 6:30 p.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Finance Officer, Rachel Dysart, Public Works Manager, Andy Dick, Police Lieutenant, Daniel Thomas, Police Officer, Branden Mastrostefano, Zoning Administrator, David Francis, and Town Clerk, Betty McDuffie. Police Chief, Pike Nordgren was absent.

Citizens present were Mark McDuffie, Malcolm Mills, and Patrick Neligan.

Also present was Wade Greene, CPA with W Greene, P.L.L.C.

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:
Public Address to the Board: Add – Audit Presentation – Wade Greene. Fire Department: Add “b” – Insurance Agent change; Add “c” – Live Fire Training on February 24, 2024. Water – Add #4 – Water Leak Adjustment for Ellis Domenech; Add #5 – Water Leak Adjustment for Johanna McDaniel; Add #6 – On-Call Agreement with ASM Engineering Administration: Add #6– Tax Releases

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 except with Police Department Line Item #10-4310-3100 on the Financial Statements the funds are out of balance. Commissioner Frank Wanko seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Mr. Wade Greene pasted out the audit and then presented the Audit Presentation highlights for the Fiscal Year ending June 30, 2023.

After discussion, Commissioner Jerry Williams made a motion to accept the audit as presented. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Citizens’ Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

In the absence of Police Chief, Pike Nordgren, Police Lieutenant, Daniel Thomas presented the Police Department's monthly report for January.

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

Commissioner McGraw asked if any updates for the candidate for the 6th officer. Police Lieutenant Thomas stated that a few people filled out applications.

Fire Department:

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

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 to switch our insurance agent from FBIS, Bankers Insurance Company to Code 3. We wish to change because we need an agent more familiar with the functions and needs of the fire/rescue service. We also already have a relationship with Code 3 with other supplemental policies that we have with them which are paid through the Pinebluff Firefighters Relief Fund.

Commissioner Jerry Williams stated that he felt we need more information since this was a last-minute item on the agenda.

After discussion, Commissioner Guy McGraw made a motion to approve the change of the Insurance Agent to Code 3. Commissioner Frank Wanko seconded. Four ayes. One nay. (Commissioner Williams voted no) Motion carried.

Fire Chief Richardson informed the Board that the Department were planning a Live Fire Training at 110 West New England Avenue, Saturday, February 24, 2024. This training is contingent on receiving approvals back from two (2) state agencies. We plan to close off West New England Avenue access from South Walnut Street (US Hwy #1) on the date of training. This is for the safety of the personnel attending training and there will be proper signage and notification sent out to adjacent properties.

Streets:

Commissioner Frank Wanko presented the Street Department's monthly report for January.

Commissioner Guy McGraw made a motion to accept the Street Department's report. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Frank Wanko presented the Water-Sewer Department's monthly report for January.

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

Town Administrator, Melissa Adams informed the Board that we must first accept the On-call Agreement with WithersRavenal before we can negotiate a scope of services and contract with them for the 5.2-million-dollars water line replacement project. This is

their standard On-Call Agreement. It contains standard language that is set out in the RFQ that I put out. I have reviewed it and found no issues and sent it to the attorney to review.

After discussion, Commissioner Jerry Williams made a motion to approve the On-Call Agreement with WithersRavenel for three (3) years from the effective date of Agreement, with the option to extend an additional two (2) years for a total of five (5) years. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to give a water leak adjustment to Ellis Domenech in the amount of \$17.42 for a leak in the toilet; water leak adjustment to Johanna McDaniel in the amount of \$371.89 for a leak in her upstairs toilet. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Town Administrator Adams presented the Board the On-Call Agreement from ASM Engineering, PLLC.

Commissioner McGraw made a motion to accept the On-Call Agreement from ASM Engineering, PLLC. Commissioner Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works guys were removing the dead brush at Cemetery. He stated he would like to put in new landscaping and have a new sign put in. He stated that he had a number of people to approach me about putting a bathroom at the Cunningham Park. He also would like to sponsor some events at the Lake. There will be another wrestling event at the Community Center Saturday, March 9th but the Town is not sponsoring this one.

Commissioner Guy McGraw stated that for now perhaps we could put a port-a-john at Cunningham Park until we can make a decision about a bathroom.

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

After discussion, Commissioner McGraw made a motion to put a port-a-john at the Cunningham Park. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Building Inspection:

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

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 January.

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

Town Administrator Adams informed the Board that following a training class that Finance Officer, Rachel Dysart and I attended we became aware that other Towns were giving retention bonuses, as one of the ways to keep their employees from leaving. They give it to both full-time and part-time, but this year we would like to give \$600.00 to our full-time employees to be distributed in June. We have 15 full-time employees that would be a total cost of \$9,000.00. The retention bonus check would be taxable.

After discussion, Commissioner Williams made a motion to approve the retention bonuses for \$600.00 for the full-time employees. Commissioner Mike Thomas seconded. All ayes. Motion carried.

After discussion, Commissioner Williams made a motion to approve the annual Metermark LLC contract. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Mayor Ronald McDonald informed the Board since we have a full Board tonight, we can vote for the Mayor Pro Tem.

Commissioner Thomas made motion to vote for Commissioner Williams for Mayor Pro Tem. Commissioner Williams seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that the Moore County Tax Department had sent two (2) personal property tax releases because the customers do not live in Town.

Commissioner McGraw made a motion to release the taxes for Michael Carr in the amount of \$21.35 and Cody Nash in the amount of \$95.67. Commissioner Williams seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

The Board decided to schedule the next Budget Workshop for Tuesday, March 19th at 5:30 p.m. at the Town Hall, but if the Planning Board has a meeting that night, the Work Shop will be moved to the Community Center.

Town Administrator, Melissa Adams informed the Board that she and Finance Officer, Rachel Dysart had looked over salaries and if the Board would still like to hire Jerry Tyndall full-time the money is there for this budget year.

Commissioner Robbie Conley made a motion to hire Jerry Tyndall full-time starting tomorrow. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Announcements:

None

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February 15, 2024

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Mike Thomas seconded. All ayes. Motion carried.
Meeting adjourned at 8:05 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORKSHOP
March 19, 2024**

The Mayor and Board of Commissioners of the Town of Pinebluff held a Work Shop on Tuesday, March 10, 2024 at 5:30 p.m. at the Town Hall at 325 East Baltimore Avenue to discuss several items on the agenda.

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

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

Mayor Ronald McDonald called the Workshop to order at 5:31 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor McDonald informed the Board that we were here to discuss (1) Public Safety Pay Study; (2) Proposed Cost of Living Adjustment (COLA) Increase; (3) Setting a Date and Time for the Next Budget Workshop.

Commissioner Jerry Williams made motion to accept the consent agenda. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the Public Safety Pay Study research from different Municipalities and Counties around the area. She explained that with the study there are pay grades and pay rates.

Town Administrator Adams explained that the Finance Officer moved another \$1,000,000.00 into the Capital Management and we should be getting over \$200,000.00 in revenue in returns so we should be able to pay 4% in COLA and 3% in merit raises to the employees for the 2024-2025 Budget Year.

Town Administrator Adams presented the Police Department Pay Study. The Police Department would move up a grade but would not get a bump in pay except for the 4% in COLA because they were already being paid the mid-point with the 4% raise.

Town Administrator Adams presented the Public Works Pay Study and stated that the Public Works Manager will move up a grade but will not bump up in pay except for the 4% in COLA because he is at the mid-point plus, he will get 5% raise when he finishes either water classes or building inspection classes. Public Works Operator, David Thompson will be bump from a Public Utility Worker to Streets/Water Supervisor and will get an increase in money from \$42,452.80 per year to \$45,191.00 plus 4% COLA in July.

Town Administrator Adams presented the Administrator Pay Study plan. She recommended that Finance Officer, Rachel Dysart move up a grade but without a pay increase because she just got a 5% increase. She was recommending that Town Clerk, Betty McDuffie bump up a grade and be given an increase from \$47,255.26 to \$49,150.40.

Commissioner Guy McGraw stated that we may need to go into Closed Session to discuss Betty McDuffie's salary.

Commissioner Robbie Conley stated that he concurred.

The Board decided to table the Town Clerk's salary at this time.

Town Administrator Adams presented the Fire Department Pay Study.

TOWN OF PINEBLUFF
REGULAR MEETING
March 21, 2024

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, March 21, 2024 at 6:30 p.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Part-time Firefighter, Logan DeBerry, Finance Officer, Rachel Dysart, Public Works Manager, Andy Dick, Town Clerk, Betty McDuffie, and Police Chief, Pike Nordgren.

Citizens present were Mike and Sherry Lucas.

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: Delete "d" – Full Time Lieutenant(s) pay adjustment; Delete "e" – Full Time Firefighter Salary Grade & Pay Range Adjustment. Streets: Add #2 - Proposals for a new heating and air unit. Administration: Add #5- New pay grades for Administration and the increase for the Town Clerk to the mid-pay grade 11 effective next pay period.

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

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 February. He informed the Board that the Department along with Sheriff's Department would be doing quarterly traffic enforcement stops throughout Town.

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

After discussion, Commissioner Guy McGraw made a motion to approve the hiring of Police Officer, Jacob Sikes. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that as long as they do not find any thing else wrong the cost for the repairs will be \$2,656.13 for the Chevy Tahoe.

Commissioner McGraw made a motion to pay up to \$4,000.00 for the repairs and leave that up the Police Chief and the Town Administrator to finalize. Commissioner Williams seconded. All ayes. Motion carried.

Fire Department:

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

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 to hold a fund-raising raffle to raise funds for the LFD sign for the John A. McKiver Sr. Public Safety Facility. We will use the money we have received in donations in the past year to purchase a Fireman's leather helmet or \$1,000.00 cash give away to the grand prize winner of the raffle. We have received a craftsman tool set (\$300.00 value) and a gift certificate for a survival class (\$200.00 value) for the 2nd and 3rd prize winners.

Commissioner Frank Wanko asked if they were taking any more donations. The Chief stated that they would appreciate any ideas or any donations.

After discussion, Commissioner Mike Thomas made a motion to approve the Fund Raiser for the John A. McKiver Public Safety Facility Sign. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting approval for a Budget Amendment for \$6,392.72 for the Motorola radio flash for their portable radios. This was approved in January. The purchased was approved but no budget amendment was authorized. We did not have the funding in our budget specifically for this because we had applied for a grant for our radios to be replaced which was denied by FEMA in December 2023.

Commissioner Williams asked what line item the money would come from.

Commissioner McGraw made a motion for the funds for the Motorola Radio Flash - Budget Amendment to come out of Contingency or where ever the Finance Officer and the Administrator thinks best. Commissioner Wauko seconded. All ayes. Motion carried.

Town Administrator informed the Board that they would have to come back to the Board with the Budget Amendment for the \$6,392.72.

Fire Chief Richardson had a list of items to present to the Board for Surplus but he wanted to add 12 SRV Air Bottles along with the 17 pairs of boots, 24 turnout gear jackets, 13 turnout pants, and 16 turnout helmets.

Commissioner McGraw made a motion to put all the above items on surplus which are past their usable life span. Commissioner Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson respectfully notified the Board that Mayor McDonald signed the Memorandum of Agreement (MOA) for Medium Rescue Services with Moore County and it is now with the County Board of Commissioners for their approval at one of their April meetings.

Streets:

Commissioner Frank Wanko presented the Street Department's monthly report for February.

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

Water-Sewer:

Commissioner Frank Wanko presented the Water-Sewer Department's monthly report for February.

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

Town Administrator, Melissa Adams presented the Board the On-Call Agreement with I.K.C. Engineering. It contains standard language that is set out in the RFQ that I put out. I have reviewed it and did not find any issues and sent it to the attorney to review.

After discussion, Commissioner Jerry Williams made a motion to approve the On-Call Agreement with I.K.C. Engineering for three (3) years from the effective date of Agreement, with the option to extend an additional two (2) years for a total of five (5) years. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to give a water leak adjustment to Kevin McDowell in the amount of \$230.05 for a leak in an underground pvc pipe joint. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that he had spoken to Bruce McFadden about the bathrooms at the Lake and he was waiting to hear from the Environmental Health. He also informed the Board that he had received the colorful pinecones and have hidden them throughout Delano Park. The Public Works employees have cleared some dead bushes at the Cemetery. Commissioner Thomas also informed the Board that the Disc-Golf is being used on a regular basis and the Cunningham Park is being used regularly. also.

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

Building Inspection:

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

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 February.

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

Town Clerk, Betty McDuffie informed the Board that since she sent the packets one person has paid their taxes and a couple had made a partial tax payment after I spoke to them when they came in to pay their water bill.

Commissioner McGraw made a motion to advertise the delinquent tax list in The Pilot. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that the North Carolina Division of Archives and Records have a schedule of records of how long we are to keep our records and we are required to keep it on file and approved.

Commissioner McGraw made a motion to approve the last recommended 2021 Program Records Schedule for Local Government Agencies. Commissioner Williams seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie let the Board know that we had purged the attic and Town Administrator's office of any outdated records.

Town Administrator Adams informed the Board that there were new pay grades for administration and the increase for the Town Clerk to the mid pay grade 11 will be effective next pay period.

Commissioner McGraw made a motion that the grade and the pay increase will be effective next pay period. Commissioner Robbie Conley seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

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

Meeting adjourned at 7:16 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
April 18, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, April 18, 2024 at 6:30 p.m. at the Town Hall.

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

Also, present were Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Fire Captain, Stephen Mancos, and Police Chief, Pike Nordgren. Fire Chief, Jonathan Richardson and Public Works Manager, Andy Dick were absent.

Citizens present were Mark McDuffie and John Johnson.

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 "b" - Vehicle. Administration: Add #4- Resolution #2024-03.

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

PUBLIC ADDRESS TO THE BOARD:

Town Administrator, Melissa Adams informed the Board that Scott Matthews could not make meeting but he had emailed her his information, which I have presented to you. He feels the 6" piping would be fine and the cost comparison for 6" - \$36,722 compared to 8" - \$66,978. But, he would recommend going with the 8" line due to the fact that the subdivision we are tying into has a low fire flow based on the current flows to their hydrants. An 8" line would help to increase the fire flow. We could use this to have them to annex into the Town limits.

After discussion the Board decided for the Town Administrator to get in touch with Mr. Braden Riley about annexing into town limits.

Mr. John Johnson came in at that time to inform the Board that he was there to talk about the water line and fire hydrant pressure, he was hoping Scott Matthews was going to be there.

The Board members informed him that they were trying to get in touch with Mr. Braden Riley about annexing into the town limits.

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 March.

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

Police Chief Norgren presented the Board the Traffic Enforcement Special they did on April 10th, from 3 pm to 6 pm. -- areas of enforcement – West Chicago Avenue, North Ridgecrest Street, and US HWY #1. for a total of 26 citations.

Police Chief Nordgren informed the Board that after speaking to the Town Administrator and the Finance Officer about the budget, He had spoken to Shane English at First Bank about financing a new truck for the Police Department. They had one on the lot for \$52,090.00 and he had the funds to make the first year's payment this year in this year's budget.

Commissioner Guy McGraw made a motion for the Police Chief to get the Police truck and finance it through First Bank. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that this year in August the Police Department would like to have a free Public Safety Night Out at the Ballfield for the children if we can get enough donations and volunteers. There will be hotdogs, bounce houses, games, etc.

After discussion, Commissioner Guy McGraw made a motion to give a \$500.00 donation and the Town will give a matching \$500.00 donation for the August sponsorship for the Police Department. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Fire Department:

In the absence of Fire Chief, Jonathan Richardson, Fire Captain, Stephen Mancos presented the Fire Department's monthly report for March.

Commissioner Robbie Conley made a motion to accept the Fire Department's report. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to accept the Budget Amendment #19 by decreasing line item #60-4410-9700- Contingency Surplus by \$6,392.72 and increasing line item #10-4410-3501-Motorola Flash by \$6,392.72. These funds are needed for the Motorola Solutions Dealer to Flash the portable radios and allow TDMA updates to occur at the state level on the VIPER radio system. Commissioner Jerry Williams seconded.

Streets:

In the absence of Commissioner Frank Wanko. Commissioner Robbie Conley presented the Street Department's monthly report for March.

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

Commissioner Williams made a motion to accept the annual NC Department of Transportation Agreement Mowing with the Town of Pinebluff. Commissioner Guy McGraw seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to purchase and have Commissioner Thomas put in a HVAC system at the Town Maintenance Building for approximately \$3,800.00. Commissioner Williams seconded. All ayes. Motion carried.

Water-Sewer:

In the absence of Commissioner Frank Wanko, Commissioner Robbie Conley presented the Water-Sewer Department's monthly report for March.

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

Commissioner Conley informed the Board that he and the Mayor were approached by a customer that had not received his water bill so he was on the late list and it was his first time. We need to discuss possibly removing the late fee for first time customers on the late list.

Commissioner Guy McGraw asked if we could offer to email the water bills to our customers that have email access.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that he is looking into some landscaping at the Cunningham Park; painting the handrails at the ballfield; upgrading the mulch at the park at the Ballfield. We are still waiting to hear from Bruce McFadden and Environmental Health about the septic lines for the bathrooms at the Lake. There was an accident at the Lake during the Easter weekend. a boy fell through the pier and got cut and needed stitches. The next day the pier was repaired. We have talked about extending the beach area of the lake, but maybe not this year.

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

The Board discussed that people were already swimming in the lake and it was not Memorial Day. The Board decided that they could come in and get their pin and swim.

After discussion, Commissioner Guy McGraw made a motion to open the Lake up to all of Moore County residents at \$75.00 for the family plus \$5.00 per lake pin, it would still be \$50.00 for LTJ residents plus \$5.00 per lake pin. Commissioner Robbie Conley seconded. 2 ayes, 2 nays. (Commissioners Jerry Williams and Commissioner Mike Thomas voted no). Mayor Ronald McDonald broke the tie and voted aye. Motion carried.

Building Inspection:

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

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

Administration:

Town Clerk, Betty McDuffie presented the monthly tax reports for March.

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 for March.

Commissioner McGraw made a motion to accept the Administrator's report.

Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that at last month's meeting we had items declared surplus but we did not do a resolution and I have one now and I have added a few other items.

After discussion of the resolution, Commissioner McGraw made a motion that any of the firefighter items not donated to Sandhills CC Fire Academy or Associations can be sold for surplus. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve Resolution No. R2024-02 with the changes. Commissioner Conley seconded. All ayes. Motion carried.

After discussion of the Resolution No. R2024-03 Memorandum, Commissioner Conley made a motion to approve the Resolution. Commissioner McGraw seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that the Town's attorney, Kevin Hornik had called to say that ATTEX Technologies' attorney had contacted him to say that they were ready to hookup to the Town of Southern Pines but they are under impression they are going with the Town of Southern Pines for good. I have talked with the Town of Southern Pines Manager and explained to him that we were supposed to have something in writing and that it was only temporary until we get our old sections of water lines replaced and finish putting in water cutoff valves.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

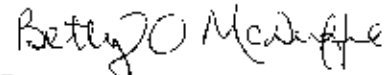
None

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April 18, 2024

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.
Meeting adjourned at 8:10 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING
May 16, 2024

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, May 16, 2024 at 6:30 p.m. at the Town Hall.

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

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

Citizens present were Brett Dysart, Annette Lopez and friend, Alan White, Kathleen White, Kayle Salter, and Gary Werner and son.

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:

Administration: Add #3– Schedule a Public Hearing for the proposed 2024-2025 Budget.

Commissioner Guy McGraw said before we go any further, he asked if two (2) Commissioners had asked to add the Lake Admissions on the agenda.

Town Administrator, Melissa Adams stated yes there were two (2) Commissioners that asked to have it put on the agenda.

Commissioner Jerry Williams made a motion to accept the adjustments to the Consent Agenda. Commissioner Frank Wanko seconded. All ayes. Motion carried.

CONSENT AGENDA:

Town Administrator, Melissa Adams presented the Board the Proclamation for National Police Week – May 12-18, 2024. Also, the Proclamation for National Public Works Week May 19 -25, 2024.

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:

Citizens' Time:

Ms. Kathleen White informed the Board that the Town of Pinebluff needed sidewalks. She stated that not all the streets needed sidewalks just the most traffic used ones.

The Board members informed her that is something they have discussing, but first they need to get the waterlines fixed before they can tackle paving the streets or putting in sidewalks.

DEPARTMENTAL REPORTS

Zoning/Planning:

Town Clerk, Betty McDuffie, acting as Assistant Zoning Administrator, informed the Board, that the Planning Board had made the recommendation for the Conditional Use Permit application for Annette Gonzalez. The application is for her personal lot she has at 165 Longleaf Estates Dr., Aberdeen. The property is located off Pinebluff Lake

Road, it is zoned R-30 which requires stick built or modular homes. Ms. Gonzalez would like to rezone to R-8 because she would like to put a mobile home that she already owns. There are some mobile homes already in the area, but they are grandfathered in. There are some empty lots also, that can be used for buildable lots. At this point if you choose to you will need to set a public hearing for your next month's meeting.

Commissioner Guy McGraw made a motion to set a Public Hearing for our next meeting, Thursday, June 20, 2024 at 6:30 p.m. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Clerk McDuffie informed the Board that the Planning Board had made the recommendation for the Petition for Zoning Amendment Application for Kathleen Sykes White, in which she is requesting to rezone 35.27 acres from R-30 to R-20. The property in question is 105 Providence Avenue, the East of US Hwy #1 South between Park Avenue and Cardinal Park Drive. She would like to develop it into a subdivision. She is also requesting minimum lot width be reduced to 80' and "35 minimum at street line" be added to the Unified Development Code at 152.282(B) Under R-20 Zone. At this point if you choose you will set a public hearing for your next month's meeting.

Commissioner McGraw made a motion to set a Public Hearing for our next meeting, Thursday, June 20, 2024 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 April.

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

Fire Department:

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

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 two part-time employees that work for Pinebluff are up for full-time employment. They are currently working full-time with the Town of Aberdeen but would like to work with the of Pinebluff full-time.

Commissioner Guy McGraw made a motion to accept the full-time employees, John H. White and Samantha S. Hinson. Commissioner Williams seconded. All ayes. Motion carried.

Fire Chief Richardson presented Lieutenant Kenneth (Paul) Christopher and Lieutenant Joseph (Joe) Kennerly Jr. the Firefighter Advanced Professional Certificates, which is awarded based on training, education, and experience.

The Board stood and applause and congratulated them on their certificates.

Fire Chief Richardson informed the Board that the current washing machine and dryer at the Fire Department is in need of replacement. It was in the old FD location. He

**TOWN OF PINEBLUFF
REGULAR MEETING
June 20, 2024**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, June 20, 2024 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Mike Thomas, Guy McGraw, Jerry Williams, and Frank Wanko. Commissioner Robbie Conley was absent. A quorum was present.

Also, present were Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Town Clerk, Betty McDuffie, Police Lieutenant, Daniel Thomas, Police Officer, Brandon Mastrostefano, Fire Chief, Jonathan Richardson, Zoning Administrator, David Francis, Public Works Employee, Miguel Rodrigue, and Public Works Manager, Andy Dick. Police Chief, Pike Nordgren was absent.

Citizens present were Brett Dysart, Annette Lopez and friend, Alan White, Rachel Byrd, Tom Rindfleisch, Kenny Washington, Patsy Bright, John Bright, Jenny Williams, William Strickland, and Gary Werner. Also present was Kevin Hornik with The Brough Law Firm, 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: Add #3 – Veolia Water Contract with the Town of Pinebluff.

Administration: Add #4 – The Brough Law Firm, PLLC Contract; #5 - Town of Pinebluff Code of Ethics Policy.

Commissioner Guy McGraw said before we go any further, he asked if two (2) Commissioners had asked to add the Lake Admissions on the agenda.

Town Administrator, Melissa Adams stated yes there were two (2) Commissioners that asked to have it put on the agenda.

Commissioner Jerry 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 Guy McGraw made a motion to accept the Consent Agenda. Commissioner Jerry Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Kenny Washington informed the Board that he was there coming as a neighbor from Addor asking if they could use the Town's Community Center every 1st and 3rd Thursday for the children for Addor for the Summer because they thought they would have the funding to remodel the Community Center in Addor but it did not come through. There would be adult supervising and it would be less than 20 children ranging from the ages 6 to 14.

Commissioner Guy McGraw made a motion to allow them to be able to use the Community Center every 1st and 3rd Thursday along with Parks, and the Lake of the

month. They are to get in touch with Town Clerk, Betty McDuffie. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Mayor Ronald McDonald stated that we will get one of the Public Workers or Police Officers to open the door when needed.

Mr. Tom Rindfleish informed the Board he wanted to begin by stated that the Board was doing a great job and that had been in their shoes so he knew it was not an easy task. Also, he wanted to say that the police were doing a great job but something still needed to be done about the speeding on West Chicago Avenue. On another note, he brought his granddaughter because they enjoy going to the Lake but this summer the young people cussing and smoking is getting out hand. They are diving off the sides of the gazebo, pulling and sitting on the ropes.

The Board informed Mr. Rindfleish that they would address the situation.

Mayor Ronald McDonald open 1st the Public Hearing for the 2024-2025 Proposed Budget. He asked if anyone had any questions or comments.

There was no one.

Commissioner McGraw made motion close the Public Hearing for the 2024-2025 Proposed Budget. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner McGraw made the motion to accept 2024-2025 Proposed Budget. Commissioner Jerry Williams seconded. All ayes. Motion carried.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald open the 2nd Public Hearing for Conditional Use Permit for Annette Gonzalez.

Zoning Administrator, David Francis informed the Board the Ms. Gonzalez was asking to for a Conditional Use Permit because she wanted to change the zoning for only one lot from R-30 to R-8 to put a mobile home on off Pinebluff Lake Road in the Town's ETL. There are mobile homes already in the area so it would be in harmony because they are grandfathered in.

The Town's attorney, Kevin Hornik asked Mr. Francis a number of questions if to help establish whether certain requirements and standards outlined in the UDO have been or will be met.

Mr. Francis answered that she was in compliance with the UDO.

Mayor McDonald asked if there were any comments.

Commissioner Guy McGraw made a motion to closed the Public Hearing for the Conditional Use Permit for Annette Gonzalez. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to accept the Conditional Use Permit for Annette Gonzalez. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Mayor Ronald McDonald open the 3rd Public Hearing for a Petition for Zoning Amendment for Kathleen Sykes White with AW Builders.

Zoning Administrator, David Francis informed the Board that Ms. White had 35.27 acres of land between Park Avenue and Cardinal Park Drive and she was petition to have it rezoned from R-30 to R-20.

Mr. William Strickland asked what was the plans with this property?

Mr. Hornik informed Mr. Strickland that at this time at this meeting we were only doing a rezoning not for any other purpose.

Mayor McDonald asked if there were any other comments.

Ms. Rachel Byrd stated that AW Builders have been building in this area for a long time and have always looked out for what is best for the people of Pinebluff.

Commissioner McGraw made a motion to close the Public Hearing for the Petition for Kathleen Sykes White. Commissioner Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made motion to accept the Ordinance amending the Town of Pinebluff Zoning Map for Moore County Pins 845919602227 "Tract one" & 845800963646 "Tract two" from R-30 to R-20. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to go into Closed Session per G.S.143-318.11 for attorney-client privilege at 7:18 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to come back into Regular Board Meeting at 7:45 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Mr. Hornik stated that no decisions were made in Closed Session.

Police Department:

In the absence of Police Chief, Pike Nordgren, Police Officer, Brandon Mastrostefano presented the Police Department's monthly report for May.

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

Commissioner Williams read the Board a letter that he had composed in which he explained that he did not say any racist terminology at any April meeting. I have listened to the recording and at no time there is a reference. I would like a public apology and the letter that you presented me be retracted.

Fire Department:

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

In the absence of Commissioner Robbie Conley, Commissioner Guy McGraw made a motion to accept the Fire Department's report. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Streets:

Commissioner Frank Wanko presented the Street Department's monthly report for May.

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

Water-Sewer:

Commissioner Frank Wanko presented the Water-Sewer Department's monthly report for May.

Commissioner Wanko 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 a water leak adjustment to William Klimack for \$298.20 for a water leak under the house. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to the agreement for operations, maintenance, and management services for Veolia Water Contract Operations USA, INC. Commissioner Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board they were getting someone to level the pitching mound for the ballfield; Cemetery and Parks looks good; We need to get together and have a Special Meeting to discuss the Lake in-depth; we need to get Bruce McFadden a deposit to get started on the bathrooms at the Lake.

Commissioner Thomas made a motion 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 May.

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for May.

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 for May.

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

Commissioner McGraw made a motion to give partial tax refund to Harry G. Hodges in the amount of \$180.00 for Veteran Exclusion. Commissioner Williams seconded. All ayes. Motion carried. All ayes, Motion carried.

Commissioner McGraw made a motion to accept the Memorandum of Understanding Contract with The Brough Law Firm, PLLC. Commissioner Frank Wanko seconded. All ayes. Motion carried. All ayes. Motion carried.

After discussion the Board decided to take the Town of Pinebluff Code of Ethics Policy home and read over and bring it back to the next meeting.

UNFINISHED BUSINESS:

None

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June 20, 2024

New Business:

None

Other Business:

None

Announcements:

Fire Chief, Jonathan Richardson reminded everyone that the Public Safety Night for the children would be Saturday, August 17th.

Special Meeting at the Lake Thursday, June 27th at 5:30 p.m. to discuss the Lake.

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Meeting adjourned at 8:50 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk