

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

July 17, 2025

AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – June 19, 2025
 - B. Approval of Financial Statements – June 30, 2025
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Presentation of Life Saving Awards
 - B. Citizens' Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - 1. Public Hearing – Application for Conditional Use Permit for Southeastern Construction of Rockfish-Jeffrey Wright
 - 2. Recommendation from Planning Board for a Conditional Use Permit Application for A W Homes, INC
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for June
 - 2. Fire Department
 - a. Monthly Report for June
 - b. Maintenance of Gravel Driveways
 - C. Streets
 - 1. Street Department's Report for June
 - D. Water-Sewer
 - 1. Water Department's Report for June
 - 2. Water Leak Adjustment for James Ley
 - 3. Water Leak Adjustment for Teryl Dailey
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for June
 - 2. Lake Dock and Ladder and Marking Pier
 - 3. Damage to Dam and Spillway
 - F. Building Inspection
 - 1. Monthly Report for June
 - G. Administration
 - 1. Monthly Tax Reports for June
 - 2. Town Administrator's Report for June
 - 3. Property at 355 South Peach Street
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

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

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, July 17, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Finance Officer, Rachel Dysart, Fire Chief, Jonathan Richardson, Firefighters John White and Justin McCloud, Police Chief, Pike Nordgren, Public Works Director, David Thompson, Public Works Assistant Director, Miguel Rodrigue, and Town Clerk, Betty McDuffie.

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

Mayor Ronald McDonald called the meeting to order at 6:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda:

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

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

CONSENT AGENDA:

Approval of items A through G.

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

PUBLIC ADDRESS TO THE BOARD:

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

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

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

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

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

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

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

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

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

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

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

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

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

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

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

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

Mayor Ronald McDonald informed the Board that next on the agenda was a recommendation from the Planning Board for a Conditional Use Permit Application for A W Homes INC.

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

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

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

Police Department:

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

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

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

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

Fire Department:

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

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

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

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

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

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

Streets:

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

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

Water-Sewer:

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

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

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

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

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

Parks, Recreation, and Cemetery:

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

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

Building Inspection:

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

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for June.

Commissioner McGraw made a motion to accept the monthly tax reports. Commissioner Frank Wanko seconded. All ayes. Motion carried.

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

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

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

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

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July 17, 2025

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Meeting adjourned at 8:00 p.m.

Sincerely,

A handwritten signature in black ink that reads "Betty O. Duffie". The signature is written in a cursive, flowing style.

Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD
6:30 P.M.
August 21, 2025
AGENDA

“All items are for discussion and possible action”

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

**TOWN OF PINEBLUFF
REGULAR MEETING
AUGUST 21, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, August 21, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Deputy Police Chief, Daniel Thomas, Public Works Director, David Thompson. Finance Officer, Rachel Dysart, Police Chief, Pike Nordgren, and Town Clerk, Betty McDuffie were absent.

Citizens presents were Allen White, Kathleen White, and Lee Humphrey with D & L Engineering.

Mayor Ronald McDonald called the meeting to order at 6:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda:

Parks, Recreation, and Cemetery: Add #4 – Proposal from J.T. Grimes Engineering for Lake/Dam Repairs; Add #5 – Discussion of Loan for Dam Repairs.

Commissioner 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 Robbie Conley seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald informed the Board that next on the agenda was a Public Hearing for an Application for a Conditional Use Permit for A W Homes INC. Before we begin, we need to swear everyone in that is going to speak.

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

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

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

Commissioner McGraw made a motion to accept the Conditional Use Permit for A W Homes INC. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Police Department:

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

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

Deputy Police Chief Thomas informed the Board that after talking to Commissioner Robbie Conley about ways to help slow the traffic down on West Chicago Avenue and we discussed that maybe another three-way stop sign at North Vineland Street and West Chicago Avenue could help.

After discussion, Commissioner Guy McGraw made a motion to put rumble strips and white paint back at the stop sign on West Chicago Avenue and table discussion of the three way stop signs on West Chicago Avenue and North Vineland Avenue at this time. Commissioner Conley seconded. All ayes.

Fire Department:

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

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 add a new volunteer to the department pending a court case. He is a previous Marine and is currently in the Sandhills CC Fire Academy and a Town of Pinebluff resident.

After discussion, Commissioner Mike Thomas made the motion to accept the Volunteer Firefighter once the court case is resolved. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully requesting to accept the donations of give aways, food, drinks, and monetary donations for the Pinebluff Public Safety Night Out on August 30th.

Commissioner Williams made a motion to accept the donations for the Public Safety Night Out. Commissioner Wanko seconded. All ayes. Motion carried.

Streets:

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

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 July.

Commissioner Wanko 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 information that she and Commissioner Guy McGraw had received when they met with the Town of Carthage

about not providing water and/or sewer services to properties outside the Town's corporate limits unless the property is annexed into the town limits.

After discussion, Commissioner Guy McGraw made a motion to draft a policy regarding annexation into town limits to receive town water (new construction has to annex in, existing property on a case-to-case basis. Commissioner Wanko seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake were close to being finished; we got a new pickleball net; the Lake, Cemetery, and the Parks are looking good. The Public Works Department guys are doing a great job.

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

After discussion, Commissioner Frank Wanko made a motion to accept the annual Pine-straw Contract. Commissioner Williams seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams presented the Board, Grimes Engineering Analysis and Conceptual Design Phase for the Dam Repairs.

After discussion, Commissioner Guy McGraw made a motion to take out a loan for the repairs to the Dam and to accept the Grimes Engineering contract. Commissioner Williams seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Frank Wanko presented the Building Inspection's monthly report for July.

Commissioner Wanko 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 July.

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 July.

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

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

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August 21, 2025

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Meeting adjourned at 7:55 p.m.

Sincerely,

A handwritten signature in cursive script, appearing to read "Betty O. Duffie".

Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD
6:30 P.M.
SEPTEMBER 18, 2025
AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – August 21, 2025
 - B. Approval of Financial Statements – August 31, 2025
 - C. Water Leak Adjustments for August
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens’ Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for August
 - 2. Fire Department
 - a. Monthly Report for August
 - b. Request to Purchase Equipment
 - c. North Carolina Firefighters Advanced Professional Certificate Awarded
 - C. Streets
 - 1. Street Department’s Report for August
 - D. Water-Sewer
 - 1. Water Department’s Report for August
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for August
 - F. Building Inspection
 - 1. Monthly Report for August
 - 2. LGC – Procedures for the approval of Installment purchase Contracts – Set a Public Hearing
 - G. Administration
 - 1. Monthly Tax Reports for August
 - 2. Town Administrator’s Report for August
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
SEPTEMBER 18, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, September 18, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Deputy Police Chief, Daniel Thomas, Public Works Director, David Thompson, Assistant Public Works Director, Miguel Rodriguez, Finance Officer, Rachel Dysart, Police Chief, Pike Nordgren, Police Officers, Jakob McKenzie, Matthew Phillips, Jacob Sikes, and Matthew Reeder, Town Clerk, Betty McDuffie. There were also a number of firefighters in attendance.

Citizens presents were Mark McDuffie, Judy Allard, James Van Boskerck, Vicki Mayer, Elizabeth Witkowski, Sharon Fox, Tom Rindfleish, Moneka McDonald, Barbara McDonald, Michael and Sherry Lucas.

Also in attendance was Channel 11 News members and the Towns attorney, Lydia Lavelle, with Brough Law Firm.

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:

Consent Agenda: Water Leak Adjustment for Anthony Teague, Add - "D" – Resolution Adopting Public Comment Policies, Add - "E" – Move Under "F" move #2. Administration: Add #3 – Closed Session for Personnel per G.S. 143-318.11, Add #4 – New Appointments to the Board.

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

CONSENT AGENDA:

Approval of items A through G.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

The Town's attorney, Ms. Lydia Lavelle read the resolution adopting public comment polices for the September 18th meeting.

Ms. Judy Allard read from a letter that she had composed to the Mayor of how she did not agree with his views.

Mr. James Van Boskerck also did not agree with the Mayors views and he wanted the Mayor to give him evidence to prove his views.

Ms. Vicki Mayer stated that she was there for another mater but she agreed with Mr. Van Boskerck. She was there to talk about how the water was be tested. All these tests are done at the wells but are not done at individual homes. I now have cancer and something needs to be done about the water.

Ms. Elizabeth Witkowski stated that she was told by Betty, 20 years ago the water tank was hit by lightning and it caused the water to turn pink. But I am here about the ribbons around the trees in front of my house and across the street. When are they going to cut them down the ribbons have gotten faded and have become an eye sore.

Commissioner Frank Wanko informed Ms. Witkowski that the trees were marked to help with finding the water line not necessary to be cut down.

Ms. Witkowski asked if they could be taking down.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

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

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 August.

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

Fire Chief Richardson informed the Board that he was respectfully requesting to purchase needed equipment for enhancing water supply abilities – (1) AS4ST-ST /Task Force Tips/Jumbo Siamese 5.0" Storz x 5.0" Storz for \$1,232.41; (1) AA1ST-NJ/ Task Force Tips/Adapter 5.0" Storz x 2.5" NHF for \$303.24 for a total of \$1,535.65

After discussion, Commissioner Guy McGraw made the motion to accept the request for the purchase for the equipment. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully here to acknowledge and congratulate Firefighter/EMT Johnnie Lynch for the North Carolina Firefighters Advanced Professional Certificate Award.

The whole room stood for an ovation after the award was presented.

The Board stated that they would like to take pictures after the meeting.

Streets:

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

Commissioner Robbie Conley 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 August.

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

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake were close to being finished just waiting on the concrete to be poured, then we can get a final; the Ballfield stays busy it is rented out at least five days or more a week for practice, we need to get a replacement net for the batting cage, I will get a price and see if I have the money in my budget; the Lake, Cemetery, and the Parks are looking good. The Public Works Department guys are doing a great job.

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

Building Inspection:

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

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for August.

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 August.

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

Commissioner Williams made a motion to go into Closed Session for Personnel per G.S.143-318.11 at 7:05 p.m. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into the Regular Board Meeting at 7:20 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Williams stated that during the Closed Session no decisions were made.

Mayor Ronald McDonald informed the Board that there would be a change in line up of the Board. Commissioner Jerry Williams will take over the Fire Department, Commissioner Robbie Conley will take over the Police Department, and Commissioner Guy McGraw will be Mayor Pro Tem and continue as Commissioner over Administration.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

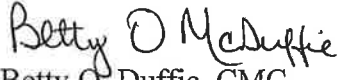
None

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September 18, 2025

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.
Meeting adjourned at 7:25 p.m.

Sincerely,


Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

OCTOBER 16, 2025

AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – September 18, 2025
 - B. Approval of Financial Statements – September 30, 2025
 - C. Water Leak Adjustments for September
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Public Hearing – The Purpose of the Public Hearing is an Installment purchase for five (5) years in the amount of \$400,000.00. The purpose of the installment purchase involves the repair of real property.
 - B. Citizens' Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for September
 - 2. Fire Department
 - a. Monthly Report for September
 - b. Request to Purchase Equipment
 - c. North Carolina Firefighters Advanced Professional Certificate Awarded
 - d. Request to add Volunteer Firefighter Applicant
 - C. Streets
 - 1. Street Department's Report for September
 - 2. An Ordinance Amending the Code of Pinebluff Ordinance – Section – 91.30 - Maintenance of Premises to add “any gravel or other similar material that is deposited into the public right-of-way, street, or onto adjacent or nearby property shall be removed promptly”
 - 3. October 24th – Class for David and Miguel through Chamber of Commerce at the Sandhills Community College 8am-12pm- How to Lead in Today's Workplace
 - D. Water-Sewer
 - 1. Water Department's Report for September
 - 2. Joree Sykes – Water Line on Apple Street
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for September
 - F. Building Inspection
 - 1. Monthly Report for September
 - G. Administration
 - 1. Monthly Tax Reports for September
 - 2. Town Administrator's Report for September
 - 3. Close of Town Hall October 29th from 12 to 3pm for an Excellence in Municipal Customer Service through NCLM
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS

- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
OCTOBER 16, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, October 16, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Finance Officer, Rachel Dysart, Administrative Assistant, Lisa Bowman, and Police Chief, Pike Nordgren. Town Clerk, Betty McDuffie was absent.

Citizens presents were Barbara McDonald, and Michael and Sherry Lucas.

There were no comments.

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 Guy McGraw presented the adjustments to the agenda:

Fire Department: Add - "e" – Request to Purchase, Add - "f" – Cape Fear Hazard Mitigation Plan Draft, Add - "g" – Hiring of new Firefighter.

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

PUBLIC ADDRESS TO THE BOARD:

Mayor Ronald McDonald open the Public Hearing.

Mayor McDonald stated that the purpose of the Public Hearing is an installment purchase for five (5) years in the amount of \$400,000.00. The purpose of the installment purchase involves the repair of real property.

Town Administrator, Melissa Adams informed the Board that the property in question was the Dam at the Lake. The cost of repairs will be \$500,000.00 or more. We are to meet with FEMA October 21st, but we are not sure if or any money we will get from them and we can take some out of General Fund. We are hoping to get a loan for \$400,000.00. We put out three (3) proposals which were required by the Local Government Commission (LGC) and we had one bid, so we put the proposals out again which was required by the LGC and still only had one bid from our bank, First Bank.

Finance Officer, Rachel Dysart informed the Board that the loan with First Bank would be for five (5) years at 4.95% interest and an annual payment.

Town Administrator Adams informed the Board that the J T Grimes is the Engineering firm and N Water Services will be doing the work on the Dam for the Lake.

Mayor McDonald asked if there were any comments from the public.

There were no comments.

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

Commissioner McGraw made a motion to approve borrowing \$400,000.00 for the Dam repairs at the Lake from First Bank. Commissioner Frank Wanko seconded. All ayes. Motion carried.

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 September.

Commissioner Robbie Conley 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 September.

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

Fire Chief Richardson informed the Board that he was respectfully requesting to purchase an Air Monitor that will be added to Engine 713 for a total of under \$1,000.00. We have the fund in budget code 10-4410-5203 to cover this purchase request.

After discussion, Commissioner Guy McGraw made the motion to accept the request for the purchase of the Air Monitor for Engine 713. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was respectfully here to acknowledge and congratulate Part-Time Firefighter/EMT Bryon DuBois for the Firefighters Advanced Professional Certificate Award, which is based on Training, Education, and Experience.

The whole room stood for an ovation after the award was presented.

The Board stated that they would like to take pictures after the meeting.

Fire Chief Richardson respectfully requesting to add Paul O'Conner to the Department as a Volunteer Firefighter.

Commissioner McGraw made a motion to approve adding Paul O'Conner as a Volunteer Firefighter to the Department. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the generator was serviced at the Public Safety Building and the Technician noted that the ATS needed to be repaired or replaced. We received a quote and after discussing it with Police Chief Nordgren it was agreed that replacement was better than repair of the current control board. The cost for

repair is \$2,227.00 with one year warranty and to replace it, is \$3,171.50 with a two-year warranty. The Departments would go 50/50 for the cost.

Commissioner McGraw made a motion to approve replacing the control board for the ATS for the generator at the Public Safety Building. To be split 50/50 between Police and Fire. Commissioner Conley seconded. All ayes. Motion carried.

Fire Chief Richardson presented the Board information from Cape Fear Hazard Mitigation Plan (Cape Fear HMP). I have the link here if you want to take a look, I have been involved the last few months.

Fire Chief Richardson respectfully requesting to hire Ryan Howard as a part-time Firefighter/EMT. He is certified and works for another department locally full-time.

Commissioner Williams made a motion to approve hiring Ryan Howard as a part-time Firefighter/EMT. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Streets:

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

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

Town Administrator, Melissa Adams informed the Board about the Ordinance – Section 91.30 – Maintenance of Premises to add “any gravel or similar material that is deposited into the right-of-way, street, or adjacent or nearby property shall be removed promptly”. You also have the list of addresses that have gravel driveways that have gravel in the streets.

Commissioner Wanko made a motion to add gravel to the nuisance ordinance (to adapt the ordinance) and to send out the letters. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that David Thompson and Miguel Rodgriuez would be attending a class through the Chamber of Commerce, Friday, October 24th from 8 am to 12 pm on How to Lead in Today's Workplace.

Water-Sewer:

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

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

After discussion, Commissioner Guy McGraw made a motion to table request for water line extension on Apple Street – would like for Joree Sykes to come in for next month's meeting to speak to the Board. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake were close to being finished just some small items need to be done, then we can get a final; the Ballfield stays busy it is rented out at least five days or more a week for

practice, we got a replacement net for the batting cage on order; the Lake, Cemetery, and the Parks are looking good. The Public Works Department guys are doing a great job.

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

Building Inspection:

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

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for September.

Commissioner McGraw 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 for September.

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

Town Administrator Adams informed the Board that the Town Hall would be closing for an Excellence in Municipal Customer Service Training through North Carolina League of Municipality.

After discussion, Commissioner McGraw made a motion to approve the closing of the Town Hall from 12 pm to 3 pm October 29th for the customer service training. Commissioner Conley seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

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

Meeting adjourned at 7:26 p.m.

Sincerely,



Betty O'Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
NOVEMBER 20, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, November 20, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Finance Officer, Rachel Dysart, Police Chief, Pike Nordgren, and Town Clerk, Betty McDuffie.

Citizens presents were Joree Sykes, Jimmy Carpenter, Nancy Ortega, Tom Rindfleisch, Michael Cross, and Gene Drechsel.

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:

There were no adjustments.

CONSENT AGENDA:

Approval of items A through G.

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

Commissioner Mike Thomas seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Joree Sykes informed the Board that he had come before the prior Board and asked to open up South Apple Street off Pinebluff Lake Road and now he had four (4) lots on South Apple Street and he would like to build houses but he needs water. There is water on Pinebluff Lake Road so he needs it ran approximately 362 feet on South Apple Street up to his lots.

Commissioner Guy McGraw informed Mr. Sykes that he would be responsible of putting in the water line himself and a fire hydrant would need to be put in and would have to pave the street.

Commissioner Frank Wanko informed Mr. Sykes that he would need to get an Engineer first before the project can begin and it would have to go more than 362 feet.

The Board then discussed having Town Clerk, Betty McDuffie check the Town Ordinance about the water line.

Mr. Jimmy Carpenter informed the Board that he was there on behalf of the Howe family. They wanted to know about the six (6) acres of Silver Springs property the Town own on Pinebluff Cemetery Road. They wanted to know what the Town plan own doing with it.

Town Clerk, Betty McDuffie informed Mr. Carpenter that during Mayor Rachel Byrd's time she had research who actually owned the Silver Springs property. The Town does not own it; the Troutman's and the McLamb's own the property and the property was in a trust.

Mr. Carpenter stated that he would check with them.

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD
6:30 P.M.
NOVEMBER 20, 2025
AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – October 16, 2025
 - B. Approval of Financial Statements – October 30, 2025
 - C. Water Leak Adjustments for October
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens’ Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for October
 - 2. Fire Department
 - a. Monthly Report for October
 - C. Streets
 - 1. Street Department’s Report for October
 - 2. Central Security Systems - Security System Proposal for Maintenance Building
 - 3. Purchase New Traffic Cones
 - D. Water-Sewer
 - 1. Water Department’s Report for October
 - 2. Update on Joree Sykes – Water Line on Apple Street
 - 3. Discuss setting a date for Public Hearing to make Homeowners and the Public aware of Waterline Project
 - 4. Resolution and Policy to Provide Temporary Utility Relief for Residents Impacted by the Federal Government Shutdown – Update
 - 5. Discussion of Water System
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for October
 - 2. Resolution No. 2025-08 – Authorizing the filing of an application for approval of a financing agreement authorized by North Carolina General Statute 160A-20
 - 3. Attorney’s Opinion – Approval for Financing of Pinebluff Lake Dam Repair
 - F. Building Inspection
 - 1. Monthly Report for October
 - G. Administration
 - 1. Monthly Tax Reports for October
 - 2. Town Administrator’s Report for October
 - 3. 2025 Tax Release for Seth Yoder
 - 4. Conflict of Interest Policy – Applicable to Contracts and Subawards
 - 5. Close Town Hall Wednesday, November 26th from 12pm to 2pm for an Employees Thanksgiving’s Luncheon – Community Center
 - 6. Close Town Hall Tuesday, December 16th from 10am to 12pm for Town Administrator, Melissa Adam’s Retirement Party – Community Center
 - 7. Mayor and Commissioners, a \$25.00 raise per month

8. Schedule a Date and Time for Open House

9. Elect a Citizen of the Year

10. Appoint Finance Officer, Rachel Dysart as the TCC Representative as of January 2026

11. Appoint Finance Officer, Rachel Dysart as the Town Administrator as of December 31st

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

IX. OTHER BUSINESS

X. ANNOUNCEMENTS

XI. ADJOURNMENT

Mr. Gene Drechsel informed the Board he lived on East Boston Avenue and that he was hearing loud noises coming from East New England Avenue and Currant Street area during the day like popping noises, it was not Fort Bragg.

The Board members informed him that they were not sure what the noise was.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

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

In the absence of Commissioner Robbie Conley, 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 October.

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

Streets:

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

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

Commissioner Wanko informed the Board that we had gotten a quote from Central Security Systems for a security system for the Maintenance Building for \$3,465.20.

After discussion, Commissioner Guy McGraw made a motion to purchase the security system for the Maintenance Building. Commissioner Wanko seconded. All ayes. Motion carried.

Public Works Director, David Thompson informed the Board that Assistant Public Works Director, Miguel Rodriguez would like to purchase a 100 new traffic cones. They cost approximately \$22.00 a-piece.

Commissioner McGraw asked if he had the funds in his budget.

Town Administrator, Melissa Adams informed the Board that Powell Bill money could be used to buy the traffic cones.

Commissioner McGraw made a motion to purchase the 100 new traffic cones. Commissioner Thomas seconded. All ayes. Motion carried.

Water-Sewer:

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

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

Commissioner Guy McGraw made a motion to have Town Clerk, Betty McDuffie to check the Town Ordinance about the water line extension on Apple Street for Joree Sykes. Commissioner Frank Wanko seconded. All ayes. Motion carried.

After the discussion of the Public Hearing to make homeowners and the public aware of the waterline project, Commissioner McGraw made a motion to table until after the newly elected Board to schedule a work session. Commissioner Thomas seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that even though the Resolution and Policy to provide temporary utility relief for residents impacted by the Federal Government shutdown was voted for by call in votes it has to voted for in open meeting.

Commissioner McGraw made a motion to accept Resolution No. 2025-07 and Policy which was voted on October 31, 2025 by telephone. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Frank Wanko informed the Board that he and the Mayor had scheduled a time to talk to Moore County about taking over Pinebluff's water system, but at the last minute the Mayor changed his mind. He feels we need to do something, we have a subdivision of about 1000 homes that would like to be adding to our water system and as we are now, we cannot take them on. Our people are not certified and our system is old.

After discussion, Commissioner McGraw made a motion contact the Town of Aberdeen and the Town of Southern Pines about doing connections and doing a work session after the December meeting to decide on other ways to work on our water situation. Commissioner Wanko seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the bathrooms at the Lake were finished; the Ballfield stays busy it is rented out at least five days or more a week for practice, the Lake, Cemetery, and the Parks are looking good. There are quite a few large cracks in the driveway at the Cemetery, He was going to talk to TNT Asphalt Solutions about if they would be willing to donate some of their services and fill in the cracks. The Public Works Department guys are doing a great job on the Ballfield, Cemetery, and the Parks.

Commissioner Guy McGraw stated we really need to look at getting LED lights for the ballfield.

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

Town Administrator, Melissa Adams informed the Board that Resolution No. 2025-08 was the authorizing the filing of an application for approval of a financing agreement authorized by North Carolina General Statute 160A-20 and the attorney's opinion approval for financing of Pinebluff Lake Dam repair.

After discussion, Commissioner McGraw made a motion to accept Resolution No. 2025-08. Commissioner Thomas seconded. All ayes. Motion carried.

Commissioner Thomas made a motion to accept the attorney's Opinion Approval for Financing of Pinebluff Lake Dam Repair. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Building Inspection:

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

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 October.

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 October.

Commissioner McGraw made a motion to withdraw the application to FEMA for funds to repair the Pinebluff Lake Dam after their low-ball offer. Commissioner Mike Thomas seconded. All ayes. Motion carried.

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

Commissioner McGraw made a motion to accept the tax release for Seth Yoder in the amount of \$106.31. Commissioner Wanko seconded. All ayes. Motion carried.

Town Administrator Adams presented the Board the Conflict-of-Interest Policy – applicable to contracts and subawards of Town of Pinebluff supported by the Federal Financial Assistance. This is a policy that has to be accepted by the Board.

Commissioner McGraw made a motion to accept Conflict-of-Interest Policy. Commissioner Wanko seconded. All ayes. Motion carried.

Finance Officer, Rachel Dysart informed the Board that we would like to have the employees Thanksgiving Luncheon at the Committee Center Wednesday, November 26th and close the Town Hall from 12 pm to 2 pm.

Commissioner McGraw made a motion to approve the closing of the Town Hall Wednesday, November 26th from 12 pm to 2 pm for the employees' luncheon.

Commissioner Mike Thomas seconded. All ayes. Motion carried.

After discussion of Town Administrator Melissa Adams Retirement Party, Commissioner Wanko made a motion to approve the closing of the Town Hall from 10 am to 12 pm December 16th. Commissioner Thomas seconded. All ayes. Motion carried.

Commissioner McGraw informed the Board that we are asking for a \$25.00 per month raise for the Board members because we have not received an increase in the last four (4) years.

Commissioner Williams stated that for over 20 years of being a Commissioner, He had never received a pay so he did not think that the Boarded need a raise because it was not put in the budget.

Commissioner Williams made a motion to not give a raise. After no second the motion died on the table.

After further discussion, Commissioner McGraw made a motion for the Mayor and Commissioners to get a \$25.00 raise per month. Commissioner Thomas seconded. 2 ayes. 1 nay. (Commissioner Williams voted no). Commissioner Wanko abstain. Mayor Ronald McDonald voted yes. Motion carried.

After discussion, Commissioner McGraw made a motion to schedule the Annual Open House here at the Town Hall, Sunday, December 7th from 2pm to 4 pm. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner McGraw informed the Board that he recommended Commissioner Jerry Williams as "Citizen of the Year" because of all of his years he had given to the Town as a Commissioner.

Commissioner Wanko made a motion to elect Commissioner Jerry Williams as the "Citizen of the Year". Commissioner McGraw seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that since she was retiring, she recommends appointing Finance Officer, Rachel Dysart as the TCC Representative as of January 2026.

Commissioner McGraw made a motion to appoint Finance Officer Dysart as the TCC Representative as of January 2026. Commissioner Thomas seconded. All ayes. Motion carried.

Town Administrator Adams informed the Board that she recommends appointing Finance Officer, Rachel Dysart as the Town Administrator as of December 31st.

Commissioner Wanko made a motion to appoint Finance Officer Dysart as the Town Administrator as of December 31st. Commissioner McGraw seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

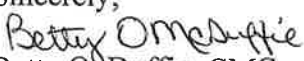
None

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Meeting adjourned at 8:30 p.m.

Sincerely,


Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

DECEMBER 18, 2025

AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – November 20, 2025
 - B. Approval of Financial Statements – November 30, 2025
 - C. Water Leak Adjustments for November
- V. UNFINISHED BUSINESS
 - A. Presentation Concerning 2025-2026 Water System Improvements Project
 - B. Joree Sykes – Paving Apple Street
- VI. ORGANIZATIONAL MEETING CALLED TO ORDER
 - A. Oath of Office of the Mayor
 - B. Oath of Office of the Commissioners
 - C. Selection of Mayor Pro-Tem
 - D. Selection of Departments of each Commissioners
 - E. Set date and time of the Board of Commissioners regularly scheduled Board meeting
 - F. Selection of Town’s Attorney
 - G. Meeting Recess
- VII. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens’ Time
- VIII. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for November
 - 2. Fire Department
 - a. Monthly Report for November
 - b. Resolution Adopting Cape Fear Regional Hazard Mitigation Plan
 - c. Request to Hire Full Time Firefighter
 - d. Surplus Equipment
 - C. Streets
 - 1. Street Department’s Report for November
 - D. Water-Sewer
 - 1. Water Department’s Report for November
 - 2. Automatic Banking Draft Use
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for November
 - F. Building Inspection
 - 1. Monthly Report for November
 - 2. McFadden Homes, INC - Quote for Repairs to Pinebluff Lake Dam
 - G. Administration
 - 1. Monthly Tax Reports for November
 - 2. Town Administrator’s Report for November
 - 3. Closed Session per G.S.143-318.11 for Personnel
- IX. NEW BUSINESS

- X. OTHER BUSINESS
- XII. ANNOUNCEMENTS
- XIII. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
DECEMBER 18, 2025**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, December 18, 2025 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Melissa Adams, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Finance Officer, Rachel Dysart, Police Chief, Pike Nordgren, and Town Clerk, Betty McDuffie.

Citizens presents were Joree Sykes, Nancy Ortega, Tom Rindfleisch, Michael Cross, Mark McDuffie, Gene Crabtree, Mike Wilker, Rae Williams, Jennilyn Williams, Bill Purser, Elizabeth Rehak, and Gene Drechsel.

Mayor Ronald McDonald called the meeting to order at 6:27 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Guy McGraw presented the adjustments to the agenda:

Police Department: Add "b" – Proposal for Town Hall Panic Buttons. Water-Sewer: Add #3 – Discussion of Public Meeting for Water Line Improvement Project.

Commissioner McGraw 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 Mike Thomas seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

Mayor Ronald McDonald stated next on the agenda was a presentation concerning the 2025-2026 Water System Improvement Project presented by Elizabeth Rehak with WithersRavenal.

Ms. Rehak presented the Board a copy of the final drawings of the maps of the lay of the work to be done; discussed the project purpose, project background, project status, schedule, easements, and trees on the right-of-way.

Commissioner Guy McGraw asked if the Public Works Employees could cut down the trees.

Ms. Rehak stated that is something that could be looked into.

Mr. Joree Sykes informed the Board that he was willing to put in the waterline and fire hydrant on Apple Street but the paving was a bit much. How about if he puts in crush and run first and after he builds two (2) houses he paves the street.

After discussion, the Mayor asked the Town Clerk to contact the Town's attorney about paving on Apple Street.

ORGANIZATIONAL MEETING CALLED TO ORDER:

Mayor Ronald McDonald called the Organizational meeting to order.

NC State Senator, Tom McInnis stood and administered the oath to the Mayor Ronald McDonald.

NC State Senator McInnis then administered the oath to Commissioner Robbie Conley and the newly elected Commissioner Thomas Rindfleisch.

Mayor McDonald appointed Commissioner Guy McGraw as Mayor Pro-Tem.

Mayor McDonald appointed Commissioner Robbie Conley over Public Safety – Police Department; Commissioner Guy McGraw over Public Safety – Fire Department; Commissioner Mike Thomas over Parks, Recreation, and Cemetery; Commissioner Frank Wanko over Water-Sewer; and Commissioner Thomas Rindfleisch over Administration.

Commissioner Wanko made a motion to keep the same date and time for the Board's meeting – the 3rd Thursday of the month at 6:30 p.m. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to continue using Brough Law Firm as the Town's attorneys. Commissioner Conley seconded. All ayes. Motion carried.

Mayor McDonald stated that next on the agenda was Meeting Recess.

Commissioner McGraw made a motion to go into Recess at 6:46 p.m. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to come by into Regular Board Meeting at 7:07 p.m. Commissioner Conley 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 Robbie Conley made a motion to accept the Police Department's report. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Police Chief Nordgren informed the Board that the Town of Aberdeen had an irate customer that broke Christmas ornaments that sounded like gun shot so they set off their panic buttons and the police was dispatched in less than a few minutes. We then call the ladies at the Town Hall to close up because we did not know then that it was just ornaments going off, we thought they may be going from Town Hall to Town Hall. We feel a panic button would be a quicker response than take the time to call for the safety of the ladies here at the Town Hall. You have a quote there for four (4) panic buttons and labor for a total of \$2,000.49.

After discussion, Commissioner McGraw made a motion to accept the quote for the panic buttons as long as the Finance Officer can find the funds. Commissioner Conley seconded. All ayes. Motion carried.

Fire Department:

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

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

Commissioner Guy McGraw made motion to adopt Resolution No. 2025-09 – Resolution Adopting Cape Fear Regional Hazard Mitigation Plan. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that the sheet he turned in was for one hire but he would be having another reason for a new hire by first of January.

After further discussion, Commissioner McGraw made a motion to hire two new firefighters if they pass all qualifications. Commissioner Conley seconded. All ayes. Motion carried.

Town Administrator, Melissa Adams informed the Board that the list of Surplus Equipment would have to be done in a Resolution and if the Board chooses to pass it, it will be Resolution No. 2025-10 and she will type it up Monday morning and the Mayor can sign it.

Commissioner Wanko made a motion to accept Resolution No. 2025-10 for Surplus Equipment to donate the listed equipment to West End Fire/Rescue. Commissioner McGraw seconded. All ayes. Motion carried.

Streets:

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

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

Water-Sewer:

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

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

Commissioner Frank Wanko read the information about the Bank draft for water bills and how it be effective January 1st.

Commissioner Tom Rindfleisch informed the Board should we not at least give the citizens 30 days' notice before we spring it on them.

After further discussion, Commissioner Wanko made a motion to follow through with the way automatic bank draft is done but to alert the citizens using automatic bank draft within 30 days first. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Wanko informed the Board that he knew this was not on the agenda but it dealt with the Water System Improvement Project. We have spoken to WithersRavenal about Phase II – Water System Modeled it would cost approximately \$50 - \$60 thousand for them to model our system.

Commissioner McGraw stated that we needed to talk to a Timber Company about selling the trees they are talking about cutting on the right-of-way for the Water System Improvement Project.

After discussion, Commission McGraw made a motion to invest in selling the trees to a Timber Company. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Wanko made a motion to add a Public Meeting at next month's meeting for the Water System Improvement Project. Commissioner McGraw seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that he would like to put permanent heaters in the bathrooms at the Ballfield somewhat like the what is at the Lake, so the guys do not have to keep putting small electric heaters inside to keep the pipes from freezing; the Ballfield stays busy it is rented out at least five days or more a week for practice, we would like to work on the dugouts, the Lake, Cemetery, and the Parks need enhancement.

Commissioner Guy McGraw made a motion to spend up to \$1500.00 to put in permanent heaters in the bathrooms at the Ballfield. Commissioner Frank Wanko seconded. All ayes. Motion carried.

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

Town Administrator, Melissa Adams presented the McFadden Homes, INC. quote for repairs to the Pinebluff Lake Dam.

After discussion, Commissioner McGraw made a motion to accept McFadden Homes, INC. quote for the repairs for the Dam at the Lake and finance it up \$135,000.00. Commissioner Robbie Conley 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 Robbie Conley 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 Frank Wanko seconded. All ayes. Motion carried.

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

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

Mayor Ronald McDonald made a motion to go into Closed Session per G.S.143-318.11 for Personnel.

Commissioner Rindfleisch made a motion to go into Closed Session at 8:17 p.m. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to return to the Regular Board meeting at 8:30 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner McGraw stated that no action was taken during the Closed Session.

Commissioner McGraw made a motion to approve Rachel Dysart as Town Administrator and Finance Officer. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to approve Lisa Bowman as Finance Officer Assistant. Commissioner Conley seconded. All ayes. Motion carried.

New Business:

None

Other Business:

None

Announcements:

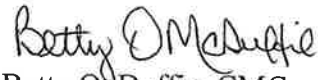
None

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Meeting adjourned at 8:40 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

JANUARY 15, 2025

AGENDA

"All items are for discussion and possible action"

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – December 18, 2025
 - B. Approval of Financial Statements – December 31, 2025
 - C. Water Leak Adjustments for December
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Auditors to present 2024-2025 Audit Findings
 - B. Public Meeting – Discussion of 2025-2026 Water System Improvement Project
 - C. Citizens' Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for December
 - 2. Fire Department
 - a. Monthly Report for December
 - b. 2025 Annual Report
 - C. Streets
 - 1. Street Department's Report for December
 - D. Water-Sewer
 - 1. Water Department's Report for December
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for December
 - F. Building Inspection
 - 1. Monthly Report for December
 - G. Administration
 - 1. Monthly Tax Reports for December
 - 2. 2025 Tax Refund - Cornell Duncan, Jr.
 - 3. Schedule Budget 2026-2027 Special Meetings
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
JANUARY 15, 2026**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, January 15, 2026 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Rachel Dysart, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Assistant Public Works Director, Miguel Rodriguez, Assistant Finance Officer, Lisa Bowman, Police Chief, Pike Nordgren, Police Deputy Chief, Daniel Thomas, and Town Clerk, Betty McDuffie.

Citizens presents were Michael Cross, Mark McDuffie, and Michael Ough.

Also, present was Alan Thompson with TPSA Certified Public Accountants, Consultants and Tax Advisors.

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:

Mayor Ronald McDonald presented the adjustments to the agenda:

Police Department: Add "b" – Flock Safety – Cameras - Grant. Fire Department: Add "c" – Request to Hire a Full-time Firefighter, Add "d" – Request to re-establish the Pinebluff Firefighters Association; Water-Sewer: Add #2 – Hiring of Public Works Employee, Add #3 – No Personal use of vehicle after hours; Parks, Recreation, and Cemetery: Add #2 – Disc Golf Donation – Eagle Scout Project; Administration: Add #4 - Hiring of new Administrative Assistant.

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 Frank Wanko seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Mr. Alan Thompson with TPSA Certified Public Accountants presented the Audit results for the Fiscal Year ended June 30, 2025 for the Town.

Mayor Ronald McDonald open the Public Meeting to discuss the 2025-2026 Water System Improvement Project. There were drawings for the citizens to take a look at and Commissioners Frank Wanko and Guy McGraw explained the project purpose.

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.

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

Police Chief Nordgren informed the Board that the Flock cameras are being used more and more. They picked up a lot information that the average police officer might miss. I am going to have Deputy Chief, Daniel Thomas explained a little more because he has been working on getting a grant for these cameras.

Deputy Chief Thomas explained that you have be under contract to put in for the grant.

After discussion, Commissioner McGraw made a motion to agree for the Chief go into a contract for the Flock Safety Grant for the cameras. Commissioner Rindfleisch seconded. All ayes. Motion carried.

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 Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting to hire Antonio Morris as a full-time Firefighter/EMT. He was selected as the top candidate during the hiring process that was completed on January 5th. We have one additional full-time Firefighter/EMT position to and we will be doing this in the coming weeks.

Commissioner Guy McGraw made motion to hire Antonio Morris as a full-time Firefighter/EMT. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting to re-establish the Pinebluff Firefighters Association. Re-establishing the Pinebluff Firefighters Association can have multiple benefits to the department, town and community as a whole.

After further discussion, Commissioner McGraw made a motion to re-establish the Pinebluff Firefighters Association. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

Streets:

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

Commissioner Wanko 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 December.

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

Commissioner Wanko stated that we had to let one of our Public Works Employee go so we need to advertise to hire a new one.

After discussion, Commission Wanko made a motion to advertise to hire a new Public Works employee and spend up to \$500.00 in advertisement. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Wanko informed the Board that the Public Works Employees have the option when they are on call to take the \$200.00 on call pay or take the town's vehicle. I feel they should not take the town's vehicle home it should not be used after hours unless for work use only.

The Board talked back and forward about this situation and talked about putting tracking devices on the vehicles and continue allowing the employees to take the vehicles home when they were on call.

Commissioner Wanko made a motion to put tracker devices on the Public Works vehicles. Commissioner McGraw seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that Public Works Manager and Assistant have worked up several plans on ways of sprucing up the Cemetery. He also waned ways of sprucing up the Veterans Park. Also, He would like any suggestions on things to do to get the citizens more involved in the Parks and Recreation Department.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report for December. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Thomas informed the Board that he was approached about a young Eagle Scout building a disc golf box and donating it and some disc for the disc golf course, for folks that come and do not have any disc. This would be the Eagle Scout's project.

After discussion, Commissioner Thomas made a motion to accept the donation of the disc golf box from the Eagle Scout. Commissioner Wanko 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 Tom Rindfleisch 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 Clerk, Betty McDuffie informed the Board that Mr. Duncan Cornell was requesting a 2025 partial tax refund because he had filed his VET application paper was not approved until October 30th according to Moore County Tax Department.

Commissioner McGraw made a motion to approve the tax refund for a \$180.00. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

The Board discussed scheduling the 2026-2027 Budget Meetings but no dates were scheduled.

Town Administrator, Rachel Dysart informed the Board that we would like to hire a full-time Administrative Assistant.

Commissioner McGraw made a motion to advertise for a full-time Administrative Assistant and to spend up to \$500 in advertisement. Commissioner Rindfleisch seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

Commissioner Frank Wanko informed the Board that he wanted to bring up about employees or members of the Board using Town's equipment for their personal use. He did not think that it was a good idea.

Commissioner Guy McGraw asked the Town Clerk if there was anything in the Ordinance regarding this.

Town Clerk, Betty McDuffie informed the Board that it states in the Personnel Policy that before any use of equipment for personal use has to go before the Board for permission.

Commissioner Wanko stated that was fine with him.

Announcements:

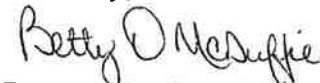
None

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

Meeting adjourned at 7:55 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

FEBRUARY 19, 2026

AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – January 15, 2026
 - B. Approval of Financial Statements – January 31, 2026
 - C. Water Leak Adjustments for January
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens’ Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for January
 - 2. Fire Department
 - a. Monthly Report for January
 - b. Request to Hire Full Time Firefighter
 - C. Streets
 - 1. Street Department’s Report for January
 - 2. New Public Works Employee Hire
 - 3. Update on sales of Surplus
 - D. Water-Sewer
 - 1. Water Department’s Report for January
 - 2. GPR (Ground Penetrating Radar) Cart
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for January
 - F. Building Inspection
 - 1. Monthly Report for January
 - G. Administration
 - 1. Monthly Tax Reports for January
 - 2. Council-Manager Form of Government
 - 3. Memorandum of Understanding – Brough Law Firm
 - 4. Schedule Budget 2026-2027 Special Meetings
- VII. UNFINISHED BUSINESS
 - A. Use of Town Property and Equipment – Personnel Policy
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
FEBRUARY 19, 2026**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, February 19, 2026 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Administrator, Rachel Dysart, Fire Chief, Jonathan Richardson, Firefighter, Antonie Morris, Public Works Director, David Thompson, and Police Chief, Pike Nordgren. Town Clerk, Betty McDuffie and Assistant Finance Officer, Lisa Bowman were absent.

Citizen present was Gene Dreschel.

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:

Mayor Ronald McDonald presented the adjustments to the agenda:

Administration: Add #5 – Municipal Road Naming Process for Moore County,
Add #6 – Amend Personnel Policy, Article 5, Section 5, p.20, Employment of Relatives,
Add #7 – Closed Session for Personnel per G.S.143-318.11.

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

PUBLIC ADDRESS TO THE BOARD:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

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

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

Fire Department:

Fire Chief Jonathan Richardson presented the Fire Department's monthly report for January and introduced the latest hire, Antonie Morris.

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

Fire Chief Richardson informed the Board that he was requesting to transition Austin Forro from part-time to full-time Firefighter/EMT. He completed the agility test

and interview on February 10th. He has served our department since my tenure with the department and is a great fit to our organization on a full-time basis.

Commissioner Frank Wanko made motion to hire Austin Forro as a full-time Firefighter/EMT. Commissioner Conley seconded. All ayes. Motion carried.

Streets:

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

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

Commissioner Wanko informed the Board that we have hired Kenneth Jones to replace one of the employees that have left.

Public Works Manager, David Thompson informed the Board of the items that that were sold on surplus.

Water-Sewer:

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

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

Public Works Manager, David Thompson presented the Board information about a GSSI UtilityScan Pro GPR. He informed the Board that the scanner was to scan underground water and sewer lines.

After discussion, Commissioner Conley made a motion to purchase the GPR cart for \$7500.00. Commissioner Wanko seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that due to the ballfield being used more and having trouble with getting the lights turned on and off on time we need to get a timer to set the lights go on and off for up to a week ahead. He informed the Board that he probably could get some parts from his job to offset the cost.

After discussion, Commissioner Robbie Conley made a motion budget up to \$2,500.00 to spend on getting the lights at the ballfield ready with a timer. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report for January. Commissioner Wanko seconded. All ayes. Motion carried.

Building Inspection:

Mayor Ronald McDonald presented the Building Inspection's monthly report for January.

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

Administration:

Commissioner Robbie Conley presented the monthly tax reports for January.

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

After discussion of Council-Manager form of Government, Commissioner Wanko made a motion to change the Town's Charter to reflect the change. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Wanko made a motion to change the title of Town Administrator to Town Manager. Commissioner Conley seconded. All ayes. Motion carried.

After discussion, Commissioner Thomas made a motion to continue using the Brough Law Firm as the Town's attorney. Commissioner Conley seconded. All ayes. Motion carried.

The Board discussed scheduling the 2026-2027 Budget Meetings and decided that the Town Administrator and the Part-time Finance Officer will get with the individual Departments and discuss their budgets. Then, an hour before next month's meeting the Board will discuss the findings.

Town Administrator, Rachel Dysart informed the Board that if we name the circle around the Town Hall and we present a Municipality Road Name Notification Form from the Moore County Review Board to be reviewed, then it could become a road, then we could get monies from Powell Bill to get it paved.

After discussion, Commissioner Tom Rindfleisch made a motion to name the circle around the Town Hall – Town Hall Circle Way. Commissioner Conley seconded. All ayes. Motion carried.

Town Administrator Dysart informed the Board that she had mention the amendment of Personnel Policy – Section 5. Employment of Relatives but we really need to take a look at amending the whole Personnel Policy. The NCLM stated they could update it for approximately \$5,000.00.

After discussion, Commissioner Wanko made a motion to table the amendment to the Personnel Policy until after Town Administrator Dysart talks to the League. Commissioner Rindfleisch seconded. All ayes. Motion carried.

Commissioner Wanko made a motion to go into Closed Session for Personnel per G.S.143-318.11 at 7:30 p.m. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner Rindfleisch made a motion to come back into the Regular Board meeting at 7:52 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

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

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

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Regular Board Minutes
February 19, 2026

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Meeting adjourned at 7:55 p.m.

Sincerely,

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

Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD
6:30 P.M.
March 19, 2026
AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – February 19, 2026
 - B. Approval of Financial Statements – February 28, 2026
 - C. Water Leak Adjustments for February
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens' Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - 1. Annexation Petition for Southeastern Construction of Rockfish
 - a. Resolution Directing the Clerk to Investigate
 - b. Resolution Setting the Public Hearing
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for February
 - 2. Fire Department
 - a. Monthly Report for February
 - b. Request to hire Part-Time Firefighter/EMT
 - C. Streets
 - 1. Street Department's Report for February
 - 2. Purchase 2026 Kawasaki Mule
 - D. Water-Sewer
 - 1. Water Department's Report for February
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for February
 - 2. Date for the Lake Opening
 - F. Building Inspection
 - 1. Monthly Report for February
 - G. Administration
 - 1. Monthly Tax Reports for February
 - 2. 2025 Delinquent Taxes to go into The Pilot
 - 3. Closed Session for Personnel per G.S.143-318.11
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
MARCH 19, 2026**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, March 19, 2026 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Manager, Rachel Dysart, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Police Chief, Pike Nordgren, Deputy Police Chief, Daniel Thomas, Town Clerk, Betty McDuffie and Assistant Finance Officer, Lisa Bowman.

Citizens present were Gene Dreschel, Ann Rothe, and Mr. and Mrs. Thomas Richards.

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:

Mayor Ronald McDonald presented the adjustments to the agenda:

Administration: Add #4 – Resolution of Intent to Implement the Council-Manager Form of Government; Add #5 – Public Notice Amending the Charter. Announcements: Add “A” – Street Name – Town Hall Way.

Commissioner Mike Thomas made a motion to accept the adjustments to the Consent Agenda. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Tom Rindfleisch made a motion to accept the Consent Agenda. Commissioner Frank Wanko seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Town Clerk/Zoning Administrator, Betty McDuffie informed the Board that Southeastern Construction of Rockfish was ready to be annexed into the town limits. They came to the Board last year to get a Conditional Use for a 12-house subdivision and said they would like to annex in the town limits. This is the paper work. You also have a resolution directing the Clerk to investigate to insure they have all the paperwork in order. Next is a resolution setting the Public Hearing for next month’s meeting.

After discussion, Commissioner Tom Rindfleisch made a motion to accept Resolution No. 2026-01 – Directing the Town Clerk to investigate a Petition for Annexation. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Rindfleisch made motion to accept Resolution No. 2026-02 setting a Public Hearing to consider a Petition for Annexation. Commissioner Wanko seconded. All ayes. Motion carried.

Police Department:

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

Commissioner Tom Rindfleisch 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 Officer Reeder and his K-9 were working with Moore County Sheriff's Officer and their K-9 when their K-9 was injured. Officer Reeder automatic went to the wound seal we have for K-9s, we have it for humans also. When you are bleeding it will seal the wound until you can get emergency help. This was able to save the K-9's life. We then contacted the company to let them know and they were so pleased that they gave us a K-9 kit free for our K-9. Also, I wanted to let you know that with the guns that we have been getting off the street, one was traced back to a shooting in Fayetteville.

Fire Department:

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

Commissioner Tom Rindfleisch made a motion to accept the Fire Department's report. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Fire Chief Richardson informed the Board that he was requesting to hire Savannah Hayes as a part-time Firefighter/EMT.

Commissioner Wanko made motion to hire Savannah Hayes as a part-time Firefighter/EMT. Commissioner Rindfleisch seconded. All ayes. Motion carried.

Streets:

Public Works Director, David Thompson presented the Street Department's monthly report for February.

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

Public Works Manager Thompson informed the Board that they would like to replace the oldest Gator with a 2026 Kawasaki Mule for \$12,913.55, we can use the funds from the surplus items and pay for it out right. We will put the oldest Gator on surplus and sale it on GovDeals.

After discussion, Commissioner Tom Rindfleisch made a motion to purchase the 2026 Kawasaki Mule for \$12,913.55 to replace the oldest Gator and use the money from the funds made from selling the surplus items. Commissioner Wanko seconded. All ayes. Motion carried.

Water-Sewer:

Public Works Director, David Thompson presented the Water-Sewer Department's monthly report for February.

Commissioner Frank Wanko made a motion to accept the Water-Sewer Department's report. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works Department was working on beautification of the Cemetery by put layers of concrete blocks around the flower bed replacing the cross-ties and are going to put in flowers and new bushes. We will also be working on the asphalt. He wanted to let the Board and the citizens there know that the ballfield was being used almost everyday now and we two (2) schools that are playing games there too.

Town Clerk, Betty McDuffie informed everyone that it was rented everyday now except Friday and we have it rented out until November of this year.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report for February. Commissioner Wanko seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Tom Rindfleisch presented the Building Inspection's monthly report for February.

Commissioner Tom Rindfleisch made a motion to accept the Building Inspection Report. Commissioner Mile Thomas seconded. All ayes. Motion carried.

Administration:

Commissioner Tom Rindfleisch presented the monthly tax reports for February.

Commissioner Rindfleisch made a motion to accept the monthly tax reports. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that when she made 2025 delinquent tax list for The Pilot, she also sent out letters and quite a few people have already come in and made payments.

After discussion, Commissioner Rindfleisch made a motion to advertise the 2025 delinquent tax list in The Pilot in April. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Rindfleisch made a motion to go into Closed Session for Personnel per G.S.143-318.11 at 7:10 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Rindfleisch made a motion to come back into Regular meeting at 7:42 p.m. Commissioner Wanko seconded. All ayes. Motion carried.

Commissioner Wanko stated that decisions were made during Closed Session:

Commissioner Wanko made a motion hire Lisa Bowman as Deputy Clerk and Samantha Forro as Finance Officer. Commissioner Rindfleisch seconded. All ayes. Motion carried.

After discussion of Council-Manager form of Government, Commissioner Wanko made a motion accept the Resolution of Intent to amend the Town of Pinebluff Charter to implement the Council-Manager form of Government. Commissioner Rindfleisch seconded. All ayes. Motion carried.

Page 4
Regular Board Minutes
March 19, 2026

Commissioner Rindfleisch made a motion set a Public Hearing on the Proposed Charter Amendment Ordinance. Commissioner Mike Thomas seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

Town Manager, Rachel Dysart informed the Board that Moore County approved the name for the street around the Town Hall – Town Hall Way.

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

Meeting adjourned at 7:50 p.m.

Sincerely,

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

Betty O. Duffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
APRIL 16, 2026**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, April 16, 2026 at 6:30 p.m. at the Town Hall.

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

Also, present were, Town Manager, Rachel Dysart, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Police Chief, Pike Nordgren, Town Clerk, Betty McDuffie and Deputy Clerk, Lisa Bowman. Finance Officer, Sam Forro was absent.

Citizens present were Mike Cross and Mark McDuffie.

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 Guy McGraw presented the adjustments to the agenda:

Streets: Add #3 – Announcement of New Employee. Administration: Add #5 – Closed Session for Personnel per G.S. 143-318.11(6).

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

PUBLIC ADDRESS TO THE BOARD:

Mayor Ronald McDonald called the Public Hearing to order on the Proposed Charter Amendment Ordinance.

Town Clerk, Betty McDuffie informed the Board that this Public Hearing was called for the public to come if they had any questions about this change before the Board accepts the Ordinance next month.

Mr. Mike Cross asked exactly what the change in the Charter was.

Town Clerk McDuffie informed Mr. Cross that the Board is currently a Mayor-Council form after the implementation of the Ordinance it will be a Council-Manager form.

Commissioner Guy McGraw stated that the Town Manager will then handle the day-to-day stuff.

After no other comments, Commissioner McGraw made a motion to close the Public Hearing. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Ronald McDonald called the Public Hearing for the Annexation Petition for Southeastern Construction of Rockfish to order.

Town Clerk/Zoning Administrator, Betty McDuffie informed the Board that Southeastern Construction of Rockfish was ready to be annexed into the town limits. They came to the Board last year to get a Conditional Use for a 12-house subdivision and said they have now come to us to annex in the town limits. It is Merle Road and Libby Lane. They have already built the six (6) houses on Merle Road. You have before you the Certificate of Sufficiency stating that I have certified that investigated the petition and found it to be valid and sufficient.

After discussion, Commissioner Guy McGraw made a motion to accept Ordinance No. 2026-01 – Approving an Annexation. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to Closed the Public Hearing. Commissioner Wanko seconded. All ayes. Motion carried.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report for March. He also informed the Board that all the street cameras were installed and functioning. The camera at the Lake was installed but not hooked up yet. He asked Commissioner Guy McGraw if his company was going to be able to donate \$500.00 to the Public Safety Night Out which was going to be Saturday, August 15th, and if the Town would match it as they have done in the past.

Commissioner McGraw stated that yes, he would be donating to the Public Safety Night Out.

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

Fire Department:

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

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

Streets:

Public Works Director, David Thompson presented the Street Department's monthly report for March.

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

Public Works Manager Thompson informed the Board that the quotes they had before them: one was to repair the motor pulley and shaft and the other is to replace the motor pulley and shaft for the overhead door at the Maintenance Building. With the repair because the motor pulley and shaft is so old, you can not get parts so if they pull it and we pay the \$721.29 and it still does not work we will just have lost the money and will have to do the replacement option for \$2,098.60.

Public Works Manager Thompson recommended the replacement option.

Commissioner Robbie Conley stated that he had a name of a company out of Sanford that might be cheaper.

After discussion, Commissioner Wanko made a motion to replace the motor pulley and shaft but to get another quote to see if it would be less than \$2,098.60. Commissioner McGraw seconded. All ayes. Motion carried.

Water-Sewer:

Public Works Director, David Thompson presented the Water-Sewer Department's monthly report for March.

Commissioner Robbie Wanko made a motion to accept the Water-Sewer Department's report. Commissioner Frank Wanko seconded. All ayes. Motion carried.

After discussion, Commissioner Wanko made a motion that the Town would replace/repair any concrete damage with the easement acquisition or water leaks. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Public Works Department did a beautiful job with the flower bed at the Cemetery and the pothole at the Cemetery has been filled in. He wanted to let the Board and the that the ballfield was being used almost everyday now and he was still working on how to put the lights on a timer.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery Report for March. Commissioner Frank Wanko seconded. All ayes. Motion carried.

The Board discussed having a Family Day and official opening of the Lake Saturday, May 16th.

After the discussion of the cost of lake pins, Commissioner Guy McGraw made a motion to increase the cost of lake pins to \$10.00 per pin. Commissioner Wanko seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Frank Wanko presented the Building Inspection's monthly report for March.

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

Administration:

Commissioner Guy McGraw presented the monthly tax reports for March.

Commissioner McGraw made a motion to accept the monthly tax reports. Commissioner Mike Thomas seconded. All ayes. Motion carried.

After discussion, Commissioner McGraw made a motion to accept the Proclamation for Administrative Professionals Day and to allow the administrative employees to close the Town Hall Wednesday for lunch and to spend up to \$250.00 for lunch. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Page 4
Regular Board Minutes
April 16, 2026

After discussion the Board decided to set the 2026-2027 Proposed Budget Meeting at Thursday, May 21st at 5:00 p.m. an hour and a half before the regular Board meeting.

After discussion of the quote from Bug Out for \$16,800.00 the Board decided to get two (2) more quotes.

Commissioner McGraw made a motion to go into Closed Session for Personnel per G.S.143-318.11(6) at 7:40 p.m. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to come back into Regular meeting at 8:15 p.m. Commissioner Thomas seconded. All ayes. Motion carried.

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

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

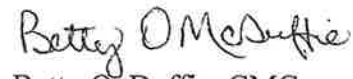
None

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Meeting adjourned at 8:20 p.m.

Sincerely,



Betty O. Duffie, CMC
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD

6:30 P.M.

May 21, 2026

AGENDA

“All items are for discussion and possible action”

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – April 16, 2026
 - B. Approval of Financial Statements – April 30, 2026
 - C. Water Leak Adjustments for April
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Citizens’ Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for April
 - 2. Fire Department
 - a. Monthly Report for April
 - C. Streets
 - 1. Street Department’s Report for April
 - D. Water-Sewer
 - 1. Water Department’s Report for April
 - 2. Renewal of Annual Service Agreement with Veolia
 - 3. Repair to Well Pumps
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for April
 - 2. Annual Pine-straw Contract
 - 3. Ballfield Rental Rates
 - 4. Lake Pavillion Rental Rates
 - F. Building Inspection
 - 1. Monthly Report for April
 - G. Administration
 - 1. Monthly Tax Reports for April
 - 2. Ordinance No. 2026-02 Amending the Town Charter to Council-Manager Form of Government
 - 3. Mold, Fungus and Rodent problem in basement of Town Hall
 - 4. Appointment of Lisa Bowman as Town Clerk
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
MAY 21, 2026**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, May 21, 2026 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Mike Thomas, Frank Wanko, Tom Rindfleisch, Guy McGraw, and Robbie Conley. A Quorum was present.

Also, present were Town Manager, Rachel Dysart, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Police Chief, Pike Nordgren, Deputy Clerk, Lisa Bowman and Finance Officer, Samantha Forro.

Citizens present were Ellis Domenech and Thomas Richards.

Mayor Ronald McDonald called the meeting to order at 6:31 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

There were no adjustments to the Agenda.

CONSENT AGENDA:

Approval of items A through C.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Ellis Domenech addressed the Board regarding the installation of the Flock Safety Cameras throughout Town. He provided a handout entitled "The Case Against Mass Surveillance in Pinebluff" to the Board. Mr. Domenech expressed his opposition to the installation of the cameras and concern over the invasion of privacy of citizens. He requested the data for what revenue the cameras had brought into the Town and requested that the Board reconsider the installation of the Flock Safety System. Mr. Domenech was informed that the Town is currently in a trial period with the Flock Safety System until the end of May and will have data regarding how many tickets were issued as a result of the installation of the system.

Thomas Richards addressed the Board regarding abandoned vehicles in Town. Mr. Richards was advised that the Town has a list of abandoned vehicles and that letters will be sent to the property owners.

DEPARTMENTAL REPORTS

Zoning/Planning:

There was no Zoning / Planning Report.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report for April. He also informed the Board that trial period for the Flock Safety Cameras expires at the end of the month of May and further data will be available at the end of the trial period to inform the Town on the impact of the cameras and any revenue raised as a result of their installation. The Police Chief also informed the Board that the new K-9 officer that recently joined the Town is doing very well.

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

Streets:

Public Works Director, David Thompson presented the Street Department's monthly report for April.

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

Water-Sewer:

Public Works Director, David Thompson presented the Water-Sewer Department's monthly report for April.

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

After discussion, Commissioner Tom Rindfleisch made a motion for the Town to renew the Annual Service Agreement with Veolia to continue to service the Town wells at a cost of \$94,666.11. Commissioner Guy McGraw seconded. All ayes. Motion carried.

After discussion as to whether the pumps on the Town's wells are equipped with surge protectors, Commissioner Robbie Conley indicated that he would call Veolia, specifically David McKew to inquire as to whether they were so equipped. Commissioner Frank Wanko then made a motion to proceed with the recommended repairs to the Town Wells at a cost of \$5557.18. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

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

The Board discussed the renewal of the Annual Pine Straw Contract. Commissioner Tom Rindfleisch indicated that the Contract does not contain a list of locations where the pine straw may be collected from. There was discussion that the pine straw is collected from Town properties. After this discussion, Commissioner Mike

Thomas made a motion to approve the Annual Pine Straw Contract. Commissioner Frank Wanko seconded. All ayes. Motion carried.

After a discussion of the rental fees charged for the baseball field, Commissioner Mike Thomas made a motion to table the discussion of the rental rates in order to gather more information. Commissioner Robbie Conley seconded. All ayes. Motion carried.

After a discussion of the rental rates charged for the lake pavilion and whether it should be available to rent to anyone instead of only Pinebluff residents, a motion was made by Commissioner Tom Rindfleisch to increase the rental rates to be the same as those for the Community Center (\$60.00 for four hours for in town residents, \$100.00 for eight hours for in town residents, \$120.00 for four hours for out of town residents, \$200.00 for eight hours for out of town residents, with a \$100.00 refundable deposit) and that the rental of the pavilion would include swimming for up to thirty people. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Frank Wanko presented the Building Inspection's monthly report for April.

Commissioner Guy 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 April.

Commissioner Guy McGraw made a motion to accept the monthly tax reports. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to accept Ordinance No. 2026-02 which changed the Town Charter to a council / manager form of government. Commissioner Robbie Conley seconded. All ayes. Motion carried.

After discussion regarding the repair of the mold, fungus and rodent problem in the basement of Town Hall, no action was taken. Commissioner Guy McGraw indicated that he would contact one of the contractors regarding his estimate of work to be done.

Commissioner Tom Rindfleisch made a motion to appoint Lisa Bowman as Town Clerk. Commissioner Robbie Conley seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

Commissioner Frank Wanko made a motion to adjourn. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

Meeting adjourned at 7:36 p.m.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa A. Bowman". The signature is fluid and cursive, with the first name "Lisa" being more prominent.

Lisa A. Bowman
Town Clerk

TOWN OF PINEBLUFF
REGULAR MEETING OF THE BOARD
6:30 P.M.
June 18, 2026
AGENDA

"All items are for discussion and possible action"

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. DISCUSSION/ADJUSTMENT TO AGENDA
- IV. CONSENT AGENDA
 - A. Regular Board Meeting Minutes – May 21, 2026
 - B. Special Board Meeting Minutes – May 21, 2026
 - C. Approval of Financial Statements – May 31, 2026
- V. PUBLIC ADDRESS TO THE BOARD
 - A. Public Hearing on the Proposed 2026-2027 Budget
 - B. Citizens' Time
- VI. DEPARTMENTAL REPORTS
 - A. Zoning/Planning
 - B. Public Safety
 - 1. Police Department
 - a. Monthly Report for May
 - 2. Fire Department
 - a. Monthly Report for May
 - C. Streets
 - 1. Street Department's Report for May
 - D. Water-Sewer
 - 1. Water Department's Report for May
 - E. Parks, Recreation, and Cemetery
 - 1. Monthly Report for May
 - 2. Ballfield Rental Rates
 - F. Building Inspection
 - 1. Monthly Report for May
 - G. Administration
 - 1. Monthly Tax Reports for May
 - 2. Parking layout for Town Hall back parking lot
 - 3. Approval of Auditor's Contract
 - 4. Resolution to approve enrollment in North Carolina Debt Setoff program
 - 5. Closed session for Personnel per G.S. §143-318.11
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. OTHER BUSINESS
- X. ANNOUNCEMENTS
- XI. ADJOURNMENT

**TOWN OF PINEBLUFF
REGULAR MEETING
June 18, 2026**

The Mayor and the Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, June 18, 2026 at 6:30 p.m. at the Town Hall.

Present were Mayor Ronald McDonald, Commissioners, Mike Thomas, Frank Wanko, Tom Rindfleisch, Guy McGraw, and Robbie Conley. A Quorum was present.

Also, present were Town Manager, Rachel Dysart, Fire Chief, Jonathan Richardson, Public Works Director, David Thompson, Police Chief, Pike Nordgren, Town Clerk, Lisa Bowman and Public Works employee Kenneth Jones.

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:

Mayor McDonald read the four proposed Agenda adjustments as follows: under Streets, item C #2, Approval of Contract with Roberson's Sanitation for debris pickup throughout Town; under Public Safety, Police, item B #1 b, Approval of Purchase of Vehicle for the Administration Department with Police funds; under Administration, removal of item G #5, Closed Session for Personnel and addition of item #6, setting meeting date for July on date other than the third Thursday.

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

CONSENT AGENDA:

Approval of items A through C.

Commissioner Frank Wanko made a motion to accept the Consent Agenda. Commissioner Tom Rindfleisch seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Public Hearing on the Proposed 2026-2027 Budget:

Commissioner Mike Thomas made a motion to open the Public Hearing. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Commissioner Guy McGraw addressed the increases in each Department. He first questioned the large increases in the Administration budget. Town Manager Rachel Dysart indicated that health insurance costs had increased by twenty percent (20%) due to increased costs and aging staff populations. She further indicated that state retirement contributions had increased, salaries had increased, postage costs had increased, Worker's Compensation insurance costs had increased, state auditor's fees had increased and the fees for Southern Software had increased. Town Manager Dysart also informed the Board that the Administration Department currently has a part time position that has not been filled and will likely not be filled as the staffing is not needed.

Commissioner Guy McGraw next addressed the Police Department budget increases. Chief Pike Nordgren indicated that they need one new vehicle and one used vehicle for the Department as well as to replace the cameras in all the vehicles. Commissioner McGraw then questioned whether there is currently twenty four hour

police coverage. Chief Nordgren indicated that there is currently twenty two to twenty three hour coverage. Commissioner McGraw noted that the Police Department budget did reflect cutting back on the annual training event which is held in Las Vegas to every other year. Chief Nordgren indicated that another factor in the increased budget costs was an increase in gas prices.

Commissioner McGraw next reviewed the Fire Department Budget. Fire Chief Richardson indicated that there were not many changes to their budget. He stated there was about a \$70,000.00 increase and that was to replace rescue tools.

Commissioner McGraw then called on Public Works Manager David Thompson to review his budget. The only increase noted in that budget was for travel and training. Commissioner McGraw questioned Town Manager Rachel Dysart regarding the amount of Powell Bill funds that the Town will be receiving for this year. Town Manager Rachel Dysart indicated that the amount has not yet been published.

Commissioner Thomas reviewed the budget for the Parks and Recreation Department and noted that there had been a \$10,000.00 decrease in that Department's budget. He indicated that several of the baseball field building and the dugouts need to be repaired. Town Manager Rachel Dysart indicated that the decrease in the budget was due to a decrease in insurance and bond costs for that Department, but that \$10,000.00 could be taken out of the General Fund to make up this difference. Commissioner Rindfleisch suggested looking into hiring a part time Parks and Recreation Director to manage the baseball field and lake. Town Manager Rachel Dysart recommended that a committee be formed to help raise funds for Town parks improvements and baseball field improvements. Commissioner Frank Wanko suggested looking into state grants for walking trails and parks.

Town Manager Rachel Dysart reported that there is no change to the library budget.

Commissioner Guy McGraw requested that any money left over from this budget year be used to pay down debt. Town Manager Rachel Dysart indicated that this would need to be voted on next month.

Commissioner Guy McGraw then made a motion to close the public hearing on the proposed 2026-2027 budget. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Commissioner Frank Wanko made a motion to accept the Proposed 2026-2027 Budget. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Citizens' Time:

There were no citizens who wished to address the Board.

DEPARTMENTAL REPORTS

Zoning/Planning:

Zoning Administrator Lisa Bowman reported that on June 10, 2026, she had met with the Developer and Engineer working on the River's Edge Subdivision located off of Cindy Road. Their preliminary plans are complete and they will begin the process of applying for the necessary permits with the State in the coming weeks.

Commissioner Thomas asked about the status of paving the roads in the subdivision that was completed by Southeastern Construction on Merle Road. Zoning

Administrator Lisa Bowman indicated that there is still a great deal of confusion regarding the layout of the roads in that subdivision, but that the status of the paving will be looked into and a letter sent to the developer if necessary.

Commissioner Guy McGraw made a motion to accept the Planning / Zoning report. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Police Department:

Police Chief, Pike Nordgren presented the Police Department's monthly report for May. Mayor Ronald McDonald informed the Board that Officer Matthew Reader has accepted a position as Police Chief with another Department and will be leaving the Department. Chief Pike Nordgren indicated that they have interviewed two applicants so far for the position.

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

Chief Pike Nordgren then requested permission to use excess funds from the Police Department 2025-2026 Budget to purchase a vehicle for use by the Administration Department.

Commissioner Guy McGraw made a motion to allow the Police Department to use their excess funds to purchase a vehicle for the Administration Department. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Fire Department:

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

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

Streets:

Public Works Director, David Thompson presented the Street Department's monthly report for May.

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

The Board then discussed entering into a contract with Roberson's Sanitation to pick up the debris in Town. Commissioner Guy McGraw questioned how much is spent on landfill fees each year and requested a twelve month analysis of the landfill fees, fuel costs and man hours put on our trucks. Public works employee Kenneth Jones informed the Board that the private contractor that was hired to clean up the debris had completed the east side of Town and would be starting on the West side of Town. Public Works Director David Thompson indicated that the Town had spent \$6000.00 to fix the grapple truck but that it was not yet fixed.

Commissioner Robbie Conley made a motion to table the discussion of whether to enter into a contract with Roberson's Sanitation to pick up debris until the August meeting. Commissioner McGraw seconded. All ayes. Motion carried.

Water-Sewer:

Public Works Director, David Thompson presented the Water-Sewer Department's monthly report for May.

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

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas presented the Parks and Recreation report for the month of May.

Commissioner Tom Rindfleisch made a motion to accept the Parks, Recreation, and Cemetery Report for April. Commissioner Frank Wanko seconded. All ayes. Motion carried.

After a discussion of the rental fees charged for the baseball field, which included a discussion of the expense of running the lights at the field, Commissioner Frank Wanko made a motion to raise the rental rates at the baseball field to \$25.00 per hour without lights and \$50.00 with lights. Commissioner Guy McGraw seconded. Four ayes and one nay. Motion carried.

Building Inspection:

Commissioner Tom Rindfleisch made a motion to accept the Building Inspection Report for the month of May. Commissioner Robbie Conley seconded. All ayes. Motion carried.

Administration:

Commissioner Tom Rindfleisch made a motion to accept the monthly tax reports for the month of May. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Frank Wanko reviewed the plans for the parking layout on Town Hall Way. Commissioner Frank Wanko made a motion to utilize parking layout #1, which contained a one way driveway around Town Hall and diagonal parking in back for staff. Commissioner Robbie Conley seconded. All ayes. Motion carried.

After discussion regarding the State Auditor's contract and that the fees had not changed from last year's contract, Commissioner Guy McGraw made a motion to accept the auditor's contract. Commissioner Robbie Conley seconded. All ayes. Motion carried.

After explanation of the North Carolina Debt Setoff program by Town Clerk Lisa Bowman, Commissioner Guy McGraw made a motion to accept Resolution No. 2026-04 authorizing the Town of Pinebluff to participate in the North Carolina Debt Setoff Program. Commissioner Conley seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to move the regular Board meeting for July to July 23, 2026 due to scheduling conflicts for several Board members. Commissioner Frank Wanko seconded. All ayes. Motion carried.

UNFINISHED BUSINESS:

None

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

Commissioner Tom Rindfleisch made a motion to adjourn. Commissioner Frank Wanko seconded. All ayes. Motion carried.

Meeting adjourned at 8:14 p.m.

Sincerely,

A handwritten signature in black ink, appearing to read "Lisa A. Bowman". The signature is fluid and cursive, with the first name "Lisa" being more prominent.

Lisa A. Bowman

Town Clerk