

**TOWN OF PINEBLUFF
REGULAR MEETING
JUNE 18, 2020**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, June 18, 2020 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Jerry Williams, Guy McGraw, and Skip Ruedeman. Commissioner Mike Thomas was present by Zoom. Commissioner Gene Crabtree was absent. A Quorum was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Police Sergeant, Daniel Thomas. Street Supervisor, Mike Crabtree and Police Chief, Pike Nordgren were absent. Citizens present were Peter Carpenter and Jason Weaver. Also present by Zoom was the Town's attorney, Kevin Hornik with Brough Law Firm.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:40 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Water-Sewer: Add #3 Water leak adjustment for 130 North Plum Street. Add #4 Water leak adjustment for 765 West Philadelphia Avenue. Administration: Add #3 Closed Session per G.S.143-318.11 - #3 - attorney-client privilege. Unfinished Business: Add "E" Town Attorney Board Meeting attendance fee proposals.

Commissioner Skip Ruedeman added under Streets: #3 - Seasonal Worker and under Water-Sewer added #5 update on Moore County Well purchase.

Commissioner Ruedeman made a motion to accept the adjustments to the agenda. Commissioner Williams seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Skip Ruedeman made a motion to accept the Consent agenda.

Commissioner Guy McGraw seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Commissioner Jerry Williams read out loud the questions sent in by Vicki Mayer: (1) Where are Pinebluff Police Department Records stored and are they electronically accessible or hard copy only upon request? (2) Who does the metrics on incidents and arrest, whom, how, and where are they reported; are they audited for accuracy or arbitrary bits of information. (3) Does the PBPD work with county and state officials in ensuring the NC Sex Offender Registry is kept update and residents informed.

Commissioner Williams stated that police records are kept at the police department and they are not accessible electronically. The County keeps the NC Sex Offender Registry updated.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

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

Commissioner Jerry Williams made a motion to accept the Police Department's reports. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Fire Department:

Fire Chief, John McKiver presented the Fire Department's monthly report for May.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly report for May and informed the Board of other duties that the guys had done during the month of May.

Commissioner Ruedeman informed the Board that there was a complaint from OSHA about mowing on US Hwy #1 and no personal protective equipment for COVID-19 is being provided to employees. OSHA has dropped the complaint on the grounds that the alleged hazardous conditions have been corrected or no longer exist.

Commissioner Ruedeman also informed the Board that the Seasonal employee Grafton Creekmore could make up to \$18,000.00 and work up to 1,000 hours. If he does over 1,000 hours, he will be responsible of paying into retirement.

Finance Officer, Debbie Caulk informed the Board that as long as Mr. Creekmore did not work over 30 hours a week the Town would not have to pay into retirement.

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

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's report for May.

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

Commissioner Ruedeman presented three (3) requested water leak adjustments: (1) water leak adjustment for 130 Plum St for \$101.48 due to a break in the water line; (2) water leak adjustment for 103 Perkins Lane for \$143.47 due to a break in the water line; (3) water leak adjustment for 765 W Philadelphia Ave for \$75.69 due to a leak in the water line.

Commissioner McGraw made a motion to accept the water leak adjustments as presented. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Ruedeman informed the Board that Well #3 was up and running after the repairs from last month.

Commissioner Ruedeman informed the Board that Charles Underwood Company stated that the proposed well site for Well #6 has the capability to pump 35 gallons a minute. They have not heard anything from the State about the quality of the water.

Parks, Recreation, and Cemetery:

In the absence of Commissioner Mike Thomas, Commissioner Skip Ruedeman informed the Board they guys were cleaning up behind the Community Center and the park. Street Supervisor, Mike Crabtree has planted flowers and bushes at the Cemetery, Town Hall, Veteran's Memorial, and the Town signs.

Commissioner Ruedeman informed the Board that he, Commissioner Thomas, and Mr. Crabtree had taken a look at two (2) trail bridges on the far side of the Lake that needed to be reinforced because of rotten wood and enlarged to accommodate a lawn mower. The bridges also needed to be pressure washed because they were slippery.

After discussion the Board decided to have Commissioner Ruedeman to get estimates for the repairs to the bridges.

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for May. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Administration:

In the absence of Commissioner Gene Crabtree, Commissioner Jerry Williams made a motion to accept the monthly real and personal property and motor vehicle tax reports for May. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Finance Officer, Debbie Caulk presented the Board the quote for the Town's Liability Insurance. The cost will be approximately \$10,000.00 cheaper than last year.

After discussion, Commissioner Guy McGraw made a motion to purchase the liability insurance. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to go into Closed Session per G.S.143-318.11 - #3 - attorney-client privilege at 8:27 p.m. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner Ruedeman made a motion to return to the Regular Board Meeting at 8:40 p.m. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Williams stated that no actions were taken during Closed Session.

Unfinished Business:

Mayor Rachel Byrd informed the Board that the Grimes Engineering, for the repairs to the Dam at the Lake, stated that we could open the Lake for swimmers as long as there is someone to make sure the swimmers are a minimum of 100' from the spillway.

After discussion the Board decided to open the Lake to swimmers if we can get the lifeguards lined up first.

Mayor Byrd presented the Board the updated changes to the repairs to the Dam at the Lake presented by Grimes Engineering for In-Water Services Company for an increase of \$26,500.00 from their original bid of \$81,762.00 for a total of \$108,262.00.

After discussion, Commissioner Skip Ruedeman made a motion to accept the additional bid of \$26,500.00 for In-Water Services Company to repair the Dam and spillway at the Lake for a total of \$108,262.00. Commissioner Jerry Williams seconded. All ayes. Motion carried.

The Town's attorney Kevin Hornik informed the Board that due to the Public Hearing for the proposed 2020-2021 Budget was held by Zoom, the Statutes that we have to give the public a minimum of 24 hours to respond in writing before the budget can be adopted.

After discussion of the Special Meeting to adopt the proposed 2020-2021 Budget, Commissioner Guy McGraw ask that we give the citizens until Monday, June 22nd to respond.

Commissioner Williams made a motion to schedule a Special Meeting Wednesday, June 24th at 5:30 p.m. to go over any questions or comments from the citizens before adopting the proposed 2020-2021 Budget. Commissioner Ruedeman seconded. All ayes. Motion carried.

After discussion the Board decided to table the attorney meeting attendance fee proposals.

New Business:

None

Other Business:

None

Announcements:

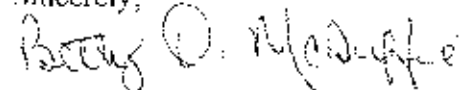
None

Adjournment:

Commissioner Skip Ruedeman made a motion to adjourn. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Meeting adjourned at 9:08 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
PUBLIC HEARING
June 18, 2020

The Board of Commissioners of the Town of Pinebluff held a Public Hearing on Thursday, June 18, 2020 at 7:30 p.m. at the Town Hall to discuss the proposed 2020-2021 Budget.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, and Guy McGraw. Commissioner Mike Thomas was present by Zoom. Commissioner Gene Crabtree was absent. A Quorum was present.

Also present were Town Clerk, Betty O. McDuffie, Police Sergeant, Daniel Thomas, Fire Chief, John McKiver, and Finance Officer, Debbie Caulk. Police Chief, Pike Nordgren and Street Supervisor, Mike Crabtree were absent. Citizens present were Peter Carpenter and Jason Weaver to help with the Zoom meeting. Also present by Zoom was the Town's attorney, Kevin Hornik with the Brough Law Firm.

Mayor Rachel Byrd called the Public Hearing to order at 7:35 p.m.

Mayor Byrd explained the purpose of the Public Hearing was to discuss the proposed 2020-2021 Budget.

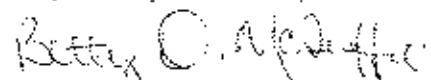
Mayor Byrd asked if the Board had any comments or questions.

There was no one.

Commissioner Jerry Williams made a motion to adjourn the Public Hearing
Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

The Public Hearing adjourned at 7:39 p.m.

Respectfully submitted,


Betty O McDuffie, CME
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING**

June 24, 2020

The Board of Commissioners of the Town of Pinebluff held a Special Meeting Wednesday, June 24th at 5:30 p.m. at the Town Hall to vote on the 2020-2021 proposed budget.

Present were Mayor Rachel Byrd, Commissioners, Skip Ruedeman, Jerry Williams, Gene Crabtree, Guy McGraw, and Michael Thomas. A Full Board was present.

Also present were Town Clerk, Betty McDuffie and Finance Officer, Debbie Caulk. Citizens present were Jason Weaver and John Warren.

Mayor Rachel Byrd called the meeting to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Byrd explained the purpose of the Special Meeting was to vote on the 2020-2021 proposed budget and need to add Budget Amendment #15.

Mayor Byrd asked if there were any questions or comments. Mayor Byrd informed the Board that there were not any questions or comments from the citizens.

There was no one.

Commissioner Jerry Williams made a motion to adopt the proposed 2020-2021 budget. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Mayor Byrd explained the purpose for Budget Amendment #15. We need to increase the Enterprise Fund Garbage Collection by \$6,233.09 and decrease the Contingency Surplus by \$6,233.09 because the cost for garbage collection was underestimated at budget preparation.

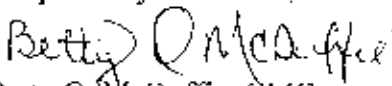
Commissioner Williams made a motion to accept Budget Amendment #15. Commissioner Crabtree seconded. All ayes. Motion carried.

With no further discussion, Commissioner Williams made a motion to adjourn.

Commissioner Crabtree seconded. All ayes. Motion carried.

The Special Meeting adjourned at 5:35 p.m.

Respectfully submitted,


Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SESSION
AUGUST 6, 2020**

The Board of Commissioners of the Town of Pinebluff held a Work Session on Thursday, August 6, 2020 at 5:45 p.m. at the Town Hall to discuss agenda items.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Mike Thomas, and Gene Crabtree. Commissioner Guy McGraw came in at 5:55 p.m. A Full Board was present.

Also present were Town Clerk, Betty O. McDuffie and Finance Officer, Debbie Caulk. Citizens present were Patrick Nelligan, Jason Weaver, Peter Carpenter, Reverend Virgil Dwyer, Jr., and Mr. and Mrs. Craig Baggett.

Mayor Rachel Byrd called the Work Session to order at 5:45 p.m.

Everyone stood for the Pledge of Allegiance.

The Board looked over and discussed the fence regulations from other municipalities.

Commissioner Guy McGraw informed the Board that he would compile a list from each municipality for the Board to address at the regular board meeting.

The Board reviewed the Town's Code of Ordinance Chapter 8 – Environment - Article III. Noise. They noticed a few items that were outdated. The biggest concern was Sec. 8-22. Loud or unnecessary noise prohibited. number (10) Construction or repair of buildings. The ordinance states the hours that construction can work between 7:00 a.m. to 6:00 p.m., but it does not state what days are allowed.

Commissioner McGraw stated that the section needed to state the days of the week that construction can take place. Sunday should be a day that no construction or repair of buildings take place.

After discussion the Board decided to have the attorney take a look at this section of the ordinance.

Commissioner Mike Thomas informed the Board that after an episode that took place at the Lake, we need to look at the rules as far as having guest, at this time it states only two (2) guest allowed per each adult pin holder.

The Board discussed changing the guest list to allow four (4) guest per adult pin holder and up to four (4) small children under 12 would not be considered as a parent's guest.

Commissioner McGraw informed the Board that there was water damage at the fire station side of the Public Safety building. The insurance company has sent an adjuster, but he did not take inconsideration of all the damage.

After discussion, the Board decided to have Finance Officer, Debbie Caulk to contact the adjuster and explain all of the damage.

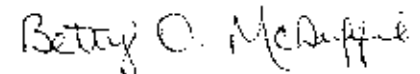
Commissioner Skip Ruedeman informed the Board that he would like to discuss the Town's Code of Ordinance - Chapter 15 – Municipal Utilities and Services at the next work session.

Town Clerk, Betty McDuffie informed Commissioner Ruedeman that for the agenda he would have to narrow it down because there were quite a few sections in this particular chapter.

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Special Meeting
Work Session
August 6, 2020

Commissioner Jerry Williams made a motion to adjourn the Work Session.
Commissioner Thomas seconded. All ayes. Motion carried.
The Work Session adjourned at 7:20 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
AUGUST 20, 2020**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, August 20, 2020 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Jerry Williams, Guy McGraw, and Skip Ruedeman, Mike Thomas, and Gene Crabtree. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Street Supervisor, Mike Crabtree. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, Peter Carpenter and Jason Weaver. Also present were Seth Robertson and Brandon Inscore with WithersRavenel.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Citizen time -- Add to "A" - Move O'Malley from Unfinished Business for a Closed Session per G.S. 143-318.11(a)(3) to consult with the Town's attorney. Public Safety - Fire Department: Add "c" - Cleaning of gutters and drain spouts; "d" - compressor for air condition. Water-Sewer: Add #2 - Water leak adjustment for Zedaker; Add #3 - Water leak adjustment for Guinane.

Commissioner Williams made a motion to accept the adjustments to the agenda. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Gene Crabtree made a motion to accept the Consent agenda.

Commissioner Jerry Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Commissioner Jerry Williams made a motion to go into Closed Session at 7:34 p.m. per G.S. 143-318.11(a)(3) to consult with the Town's attorney. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Skip Ruedeman made a motion to come back into regular session at 7:56 p.m. Commissioner Williams seconded. All ayes. Motion carried. All ayes. Motion carried.

Commissioner Williams stated that in Closed session a lawsuit was discussed but no action was taken.

Commissioner Ruedeman introduced Brandon Inscore and Seth Robertson with WithersRavenel Company.

Brandon Inscore handed out information packets to the Board that explained the type of work his company did. He informed the Board that he was the GIS Group Director, they do data acquisitions where they take your existing data do a field survey and map your system using professional surveyors.

Seth Robertson informed the Board that he was the Funding & Asset Management Manager. The purpose of Asset Management is to create a master plan for development of a program to provide for the short and long term proactive management of your utilities system. He also informed the Board that the State offered grants for up to \$150,000.00 to map your system and they would submit the application to the state on the Town's behalf. The fee to submit the application for the grant is a one-time fee \$5,000.00. The application needs to be submitted by the end of September. If you do not get the grant you can try again next year at no extra cost.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

In the absence of Police Chief, Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for July. He also informed the Board that the police car was being repaired.

Commissioner Williams made a motion to accept the Police Department's reports. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Fire Department:

Fire Chief, John McKiver presented the Fire Department's monthly report for July. He informed the Board that on the report under "In Town Limit" the number should be 9 instead 89.

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

Fire Chief McKiver informed the Board that he had purchased 30 new uniform pants for \$1,111.50. He had the money in the uniform line item.

Fire Chief McKiver informed the Board that after insurance company has agreed to pay for the water damage to the floor and wall, they recommended cleaning the gutters and drain spouts. We have spoke to three (3) companies but only got one in writing.

Finance Officer, Debbie Caulk informed the Board that estimate from Reynolds Landscape was for \$1,350.00 to clean the gutters and 15 drain spouts.

Fire Chief McKiver informed the Board that there were only two (2) drain spouts that needed to be cleaned and that would be approximately \$60.00 per spout.

After discussion, Commissioner Williams made a motion to have Reynolds Landscape to clean the gutters and two (2) drain spouts for approximately \$570.00 but not to pay more than a \$1,000.00. Commissioner Williams seconded. All ayes. Motion carried.

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly report for July and informed the Board of other duties that the guys had done during the month of July. He also informed the Board that they had to purchase three (3) tires for on dump truck and four (4) for the other dump truck for approximately \$2,131.86.

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

Commissioner Ruedeman made a motion to accept the ordinance amending the Town of Pinebluff's Code of Ordinances to clarify the Town's rubbish storage and disposal policy. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's report for July.

Commissioner Mike Thomas made a motion to accept the Water Department's reports. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Jerry Williams made a motion to accept the water leak adjustment for Jacob Zedaker for \$30.63 due to a leak from a frost proof yard hydrant spigot and a water and sewer leak adjustment for James Guinane in the amount \$99.23 for a leak in the temperature and pressure valve on the hot water heater. Commissioner Crabtree seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the street crew had rebuilt the second walking trail bridge and expanded the beach area at the Lake. He also informed the Board that he had did some pricing on replacing the fence at the Lake but would not be replacing until after the dam was repaired.

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

Commissioner Thomas made a motion to change the number of guest from two (2) guest per lake pin holder to four (4) guest per pin holder and up to four (4) children per pin holder. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Gene Crabtree made a motion to accept the Building Inspection Report for July. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree presented the real, personal property, and motor vehicle tax reports for July. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Unfinished Business:

The Board looked over the DOT information about the right-of-way for cutting grass and tree cutting.

New Business:

None

Other Business:

Commissioner Gene Crabtree made a motion to pay the \$5,000.00 to have WithersRavenal Company to submit a grant application to the State on the Town's behalf and the funds can come out of the water fine up grades line item. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

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Regular Board Minutes
August 20, 2020

Announcements:

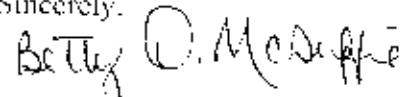
None

Adjournment:

Commissioner Gene Crabtree made a motion to adjourn. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Meeting adjourned at 9:30 p.m.

Sincerely,

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

Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
SEPTEMBER 17, 2020**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, September 17, 2020 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Jerry Williams, Guy McGraw, and Skip Ruedeman, Mike Thomas, and Gene Crabtree. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Police Officer, Gary Caulk. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, Bobby Penny, Jim Ley, John Warren, Jason Weaver, and Gary Caulk.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Public Safety – Police Department: Add “c” – 4 way stop at West Philadelphia Ave and South Ridgecrest Street; Make up sick days used for testing of the Covid-19 virus.

Commissioner Skip Ruedeman made a motion to accept the adjustments to the agenda. Commissioner Williams seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Jerry Williams made a motion to accept the Consent agenda.

Commissioner Mike Thomas seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens’ Time:

Bobby Penny informed the Board that he was there to inform the Board that he supports the Police and Fire Departments. He also supported the Board and he was outraged at the way the Police and the Board are being ridiculed on the internet such as Facebook.

Jim Ley informed the Board that he lived on West Philadelphia Ave and he was concerned with speeders going up and down the street (reddish color Crown Victoria), they are going approximately 60 mph and the speed limit is 25 mph. There are children living on this street and people out walking their dogs. Also, people need to be responsible and pick up their dog’s poop.

Commissioner Jerry Williams informed Mr. Ley that the speeding on West Philadelphia Ave was going to be discussed later in the meeting. After discussion with the Police Chief we feel that putting four (4) way Stop signs at West Philadelphia Ave, West Chicago Ave, South Bay St, and North Ridgecrest St.

John Warren informed the Board that he supports the Police Department, but we need to hire that fourth police officer. We have not had anyone in that position since 2014. Also, the citizens on Tyner Avenue will be taking the law into their own hands and stay up with guns to ensure that no one breaks into their homes or cars.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

In the absence of Police Chief, Pike Nordgren, Police Officer, Gary Caulk presented the Police Department's monthly report for August.

Commissioner Jerry Williams made a motion to accept the Police Department's reports. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Williams informed the Board that due to all the complaints of cars speeding on West Philadelphia, he and Police Chief Nordgren had discussed putting up 4-way stop signs and 3-way stop signs on corner of West Philadelphia Ave, West Chicago Ave, North Pine St, South Bay St, and South Ridgcrest St. Before the signs go up, we will put up temporary signs letting citizens know the stop signs will be coming.

Commissioner Guy McGraw asked about putting in rumble strips and flashing lights.

Town Clerk, Betty McDuffie informed the Board that the funds for the street signs could come out of the Powell Bill Fund.

After discussion, Commissioner Williams made a motion to purchase the stop signs and post for the 4-way and 3-way stops and signs prior to setup – stop ahead and rumble strips. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Fire Department:

Fire Chief, John McKiver presented the Fire Department's monthly report for August.

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

Fire Chief McKiver informed the Board that there was a leak from the A/C Unit into one of the bedrooms.

Finance Officer, Debbie Caulk informed the Board that she had received a bid of \$2,355.00 from Caulk Construction to remove a/c and remove the mold and mildew; and to replace the carpet and sheet rock.

After discussion, Commissioner McGraw made a motion to have the repairs done for less than \$2,500.00. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly report for August and informed the Board of other duties that the guys had done during the month of August.

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

After discussion of scheduling a Work Session and the agenda, Commissioner Ruedeman made a motion to schedule the Work Session for Thursday, October, 8th at

5:30 p.m. and add fence regulations and water ordinances to the agenda. Commissioner Williams seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's report for August. He also informed the Board that Tyler Harran from the NC Department of Agriculture and Consumer Services had come out because they had received a complaint that the Town was spraying pesticides without a license. This was proven to be incorrect. Mike Crabtree, Street Supervisor has been giving the paperwork to take the class to obtain his pesticide license.

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

Commissioner Guy McGraw made a motion to accept the water leak adjustment for Sirilo Estrada for \$178.06 due to a leak in the back yard. Commissioner Mike Thomas seconded. All ayes. Motion carried.

After discussion of the possible water line extensions on Roseland Road, Commissioner McGraw made a motion to table until next month's meeting in order for the Street Supervisor to take a look at the property. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner Ruedeman made a motion to accept the Resolution for State Grant from Assistance from Asset Inventory and Assessment Grants for Water. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that Robert Esselman a citizen here in Town would like to purchase 200 fish to restock the Lake. I would like to purchase 200 also to help restock the Lake.

After discussion, Commissioner Thomas made a motion to purchase 200 fish from Aberdeen Supply Co. for \$125.00. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Thomas presented the Board pictures of the water damage at the Community Center. We have one bid that came in from Caulk Construction for \$5,500.00 to repair and paint the bathroom and fix the roof.

After discussion the Board ask that we get a couple of more bids for the repairs including a roofer.

Commissioner Thomas informed the Board that Street Supervisor, Mike Crabtree had spoke to him about a possible dog park so the citizens would not use the ball field for a dog park.

Town Clerk, Betty McDuffie informed the Board that she had spoken to Joy Bennett about the annual Halloween Carnival, but due to the Covid-19 the Veteran's Memorial and Friends of the Lake Committees would not sponsor a carnival this year.

After discussion the Board decided to allow the citizens to hold trick-or-treating this year at their discretion.

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

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for August. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree made a motion to accept the real, personal property, and motor vehicle tax reports for August. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to release a portion of the personal taxes for Carlos Leon and Tim Ritter due to the value of the property decreased. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Williams informed the Board that we have employees that used their sick leave to be tested or someone in their family being tested for Covid-19. We required them to stay out until the results were reported.

After discussion, Commissioner Williams made a motion return the sick days back to the employees that were tested for Covid-19 or their family member tested. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Unfinished Business:

None

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

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

Meeting adjourned at 9:20 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SESSION
OCTOBER 08, 2020**

The Board of Commissioners of the Town of Pinebluff held a Work Session on Thursday, October 8, 2020 at 5:30 p.m. at the Town Hall to discuss agenda items.

Present were Mayor Rachel Byrd, Commissioners, Guy McGraw, Skip Ruedeman, and Mike Thomas. Commissioners Jerry Williams and Gene Crabtree were absent. A Quorum was present.

Also present were Town Clerk, Betty O. McDuffie and Finance Officer, Debbie Caulk. Citizen present was Mark McDuffie.

Mayor Rachel Byrd called the Work Session to order at 5:32 p.m.

Everyone stood for the Pledge of Allegiance.

Commissioner Guy McGraw presented the fence regulations from other municipalities that he had compiled.

After discussion the Board decided to add the possible Fence Ordinance on the regular board agenda for discussion.

Commissioner McGraw informed the Board that we might want to take a look at the Building Inspection Fees, they were lower than the other Municipalities in the area.

After discussion the Board decided to add to the regular board agenda.

Commissioner Skip Ruedeman presented the Board Sec.15-4(a)(c) Unauthorized tampering or altering the condition of the town water meters and Sec. 15-32(d) Complaints: adjustments of the Town Ordinance.

After discussion the Board decided under Sec.15-4(a) to take out anywhere within the city limits to anywhere within the Town of Pinebluff's water system except qualified individuals. The changes to (c) add after the cost of the water used between the initial cut off and the subsequent cut off- add - If the meter is damaged after tampering with it such person will be responsible for the cost of the repairs.

After discussion the Board decided to take out under Sec.15-32(d) If the seal of the meter is broken by other than the Town's representative or.

The Board decided to have the attorney take a look at the changes.

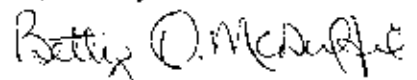
Commissioner Mike Thomas informed the Board that at the next Work Session he would like to discuss the Town's Water Leak Adjustment Policy. He began by informing the Board some of the changes he would like implemented, but he would like to have the full Board present.

After discussion the Board decided to set the next Work Shop at the regular board meeting.

Page 2
Special Meeting
Work Session
October 8, 2020

Commissioner Thomas made a motion to adjourn the Work Session.
Commissioner Ruedeman seconded. All ayes. Motion carried.
The Work Session adjourned at 7:30 p.m.

Respectfully submitted,


Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
OCTOBER 15, 2020**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, October 15, 2020 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Jerry Williams, Guy McGraw, Skip Ruedeman, Mike Thomas, and Gene Crabtree. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Police Officer, Gary Caulk. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, Gary Caulk, and John Warren.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:32 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: Add "C" Approval of Work Session Minutes – October 8th; Public Safety Fire Department: Add "b" – Quote for \$1,750 to repair damage in bedroom from A/C by Caulk Construction; Water – Sewer: Add #5 – Water Leak Adjustment for Stephen Craven; Add #6 – Cost for repairs from water leak in front of 225 S Cherry St Lee Ann Allen; Add #7 – Water adjustment for Darrell Simpkins.

Commissioner Jerry Williams made a motion to accept the adjustments to the agenda. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Gene Crabtree made a motion to accept the Consent agenda. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

None

Police Department:

In the absence of Police Chief, Pike Nordgren, Police Officer, Gary Caulk presented the Police Department's monthly report for September.

Commissioner Guy McGraw read out the duties on the police monthly report.

Commissioner Jerry Williams made a motion to accept the Police Department's reports. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that the stop, stop ahead, all way, 3 way, and posts have been ordered for approximately \$1,214.02 from Correction Enterprise. She also informed the Board that the rumble strips have not been ordered because needed to decide what type and how many they were going to need.

After discussion, Commissioner Williams made a motion to purchase a roll of rumble strips for under \$800.00 to test it out. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Fire Department:

Fire Chief John McKiver presented the Fire Department's monthly report for August.

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

Fire Chief McKiver informed the Board that he had an application for part-time firefighter, Trinity J. Hicks, all background checks have come back fine.

After discussion, Commissioner McGraw made a motion to hire Trinity J. Hicks for the part-time firefighter. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Mayor Rachel Byrd asked Fire Chief McKiver if the fire department was responsible for maintaining the ice machine at the Community Center.

Fire Chief McKiver stated their department used to clean the machine when they were housed there. He shared they use to cut it off during the winter months and clean it. He also shared he would cut the fans on in the bay during the hot months which is a necessity. He informed the Board that the fire department has not taken responsibility of the care of the machine since they moved.

After discussion, Commissioner Mike Thomas stated he would check the machine and ask Street Supervisor, Mike Crabtree to assist in the maintenance.

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly report for September and informed the Board of other duties that the guys had done during the month of September. He also shared that the street and water crew would like to return to the working hours of 8:00 a.m. to 5:00 p.m. beginning Monday, October 19, 2020.

After discussion the Board approved the work schedule for the street and water crew.

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

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's report for September.

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

Commissioner Guy McGraw made a motion to accept the water leak adjustment for Pinebluff Methodist Church Food Pantry for \$83.90 due to a running toilet. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to accept the water leak adjustment for William Schrum for \$32.95 due to a leaking toilet. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner Williams made a motion to give a water leak adjustment to Stephen Craven for \$19.13 due to small leak in the main line. Commissioner Thomas seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that Darrell Simpkins was asking for an adjustment on his rental property. His tenants have been moved out for five (5) months and the water bill has been going up since. The bill is currently \$150.08 and last month it was \$209.05.

After discussion, Commissioner Williams made a motion to not give an adjustment to Mr. Simpkins because his request does not meet the Town's water leak policy criteria. Commissioner Ruedeman seconded. All ayes. Motion carried.

After discussion, Commissioner Ruedeman made a motion to schedule a work session for Thursday, November 12th at 5:30 p.m., to discuss the water leak policy, storm drains, line items on the budget, and possibly the fence ordinance if the attorney has some questions. Commissioner Williams seconded. All ayes. Motion carried.

After discussion of the Town's water leak in front of Lee Ann Allen's home at 225 S Cherry St and the request for payment for the repairs from possible water damage; the Board decided to contact the Town's attorney for guidance and contact Ms. Allen for more information.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that he had spoken to JT Grimes about the repairs to the spillway at the Lake and they said it would next week or the last week of the month when they could come out and get started on the repairs.

Commissioner Thomas informed the Board that he would like to find out if the Town had a process in which they awarded contracts for jobs done here in Town and if not to create a scope of a work document for bidding jobs for the Town.

After discussion, Commissioner Thomas stated that he would draw up a sample for the Board to review.

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

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for September. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

After discussion the Board decided to table the building inspection fee schedule until next month after Commissioner Guy McGraw had a chance to compile a list from each of the other municipalities in the County.

After discussion, Commissioner Williams made a motion to send the fence ordinance information to the attorney to review before going into the Town's Ordinances. Commissioner McGraw seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree informed the Board that there were some changes to the ladies' work schedule. There is no change to the budget, we will just have two (2) ladies working at all times. He also informed the Board that he had talked to Elsie Thomas about filling in when someone was out sick to ensure we had two (2) ladies working. She agreed if she is available.

Commissioner Crabtree made a motion to accept the real, personal property, and motor vehicle tax reports for September. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Unfinished Business:

After discussion, Commissioner Guy McGraw made a motion to grant to water line extension for Mildred Medlin at 1260 Roseland Rd and James Robert Medlin at 1212 Roseland Rd. Commissioner Mike Thomas seconded. All ayes. Motion carried.

New Business:

None

Other Business:

None

Announcements:

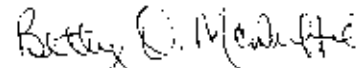
None

Adjournment:

Commissioner Gene Crabtree made a motion to adjourn. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Meeting adjourned at 9:20 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SESSION
NOVEMBER 12, 2020**

The Board of Commissioners of the Town of Pinebluff held a Work Session on Thursday, November 12, 2020 at 5:30 p.m. at the Town Hall to discuss agenda items.

Present were Mayor Pro Tem Jerry Williams, Commissioners, Guy McGraw, Skip Ruedeman, and Mike Thomas. Mayor Rachel Byrd and Commissioner Gene Crabtree were absent. A Quorum was present.

Also present were Town Clerk, Betty O. McDuffie and Finance Officer, Debbie Caulk. Citizen present was Mark McDuffie.

Mayor Pro Tem Jerry Williams called the Work Session to order at 5:35 p.m. Everyone stood for the Pledge of Allegiance.

Town Clerk, Betty McDuffie informed the Board that Mayor Byrd had wanted the Town's water supply for new customers on the agenda, but David McKew with Suez will be at the Regular Board's meeting to discuss the water availability.

Mayor Pro Tem Williams informed the Board that this question had come up because we have a builder that would like to build approximately 62 new homes outside the Town limits and we want to ensure that we have enough water to supply any new homes that may be built in the Town limits.

Commissioner Mike Thomas informed the Board that under #2 of the Town's Water Leak Adjustment Policy the wording is too strict; not allowing an adjustment if two houses or more on one meter; and under #7 – Adjustments for water leaks will be granted one time every three years. Also, I would like to put a cap on the fee charged for a water leak per 1000 gallons, such as up to 40,000 gallons charge \$4.80 per 1000 gallons for in-town and \$7.92 per 1000 gallons out of town.

The Board discussed changing #2 – leak adjustments will only be given for individual houses on one meter or with up to two houses on one meter, no adjustments for three houses or more on one meter.

The Board also discussed changing #7 – adjustments for water leaks will be granted one time every year - 12 months.

Commissioner Skip Ruedeman informed the Board that the storm drains throughout Town were a mess and probably have not every been cleaned and there were a number of them that needed repairs.

Town Clerk, Betty McDuffie informed Commissioner Ruedeman that when Steve Minks was working, he and his crew cleaned the storm drains at least once a year if not more. With all the pine trees we have it does not take long to fill the drains.

After discussion the Board discussed the street crew supervisor getting a list of storm drains that need to be repaired.

Commissioner Guy McGraw informed the Board that the Budget needed to show what the money from the fourth police officer line item was being used for such as it should show if it is used for over-time, there should be a line item for each officer.

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Special Meeting
Work Session
November 12, 2020

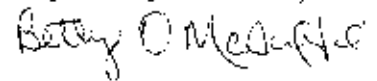
After further discussion, Mayor Pro Tem Williams informed the Board that if anyone wanted to see the budget for any of the officers, they could put it in writing to the Finance Officer, Debbie Caulk.

After discussion the Board decided to discuss at the next Work Session: Community Day, Facebook for the Town, and a dog park.

Commissioner Ruedeman made a motion to adjourn the Work Session.
Commissioner Thomas seconded. All ayes. Motion carried.

The Work Session adjourned at 6:30 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
NOVEMBER 19, 2020**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, November 19, 2020 at 7:30 p.m. at the Town Hall.

Present were, Commissioners Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. Mayor Rachel Byrd and Gene Crabree was absent due to sickness. A Quorum was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, Building Inspector, David Francis, and Police Sergeant, Daniel Thomas. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, Greg Jackson, Joe Kelso, and Fallon Brewington. Also present was David McKew with SUEZ.

CALL TO ORDER:

In the absence of Mayor Rachel Byrd, Mayor Pro Tem, Jerry Williams called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustment to the agenda: Water Sewer: Add #3 – Water Adjustment for Darrell Simpkins

Commissioner Skip Ruedeman made a motion to accept the adjustment to the agenda. Commissioner Jerry Williams seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Skip Ruedeman made a motion to accept the Consent agenda, however wanted to know where the money from line item 10-4310-0202 was going. Commissioner Mike Thomas seconded. 2 ayes, 2 nays. Motion died on the floor.

Town Clerk, Betty McDuffie informed Mr. Ruedeman that the Finance Officer did not have that information available at this time.

Mayor Pro Tem Jerry Williams informed Commissioner Ruedeman to contact the Finance Officer at a later date and she would be glad to give him this information.

Commissioner Guy McGraw stated that it was public record.

Finance Officer, Debbie Caulk stated that yes, she agreed but she did not have that information available at the moment.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Ms. Fallon Brewington with Affordable Housing (Habitat for Humanity) informed the Board that they were looking at a parcel on Addor Road and would like to change the zoning to R-20 (20,000 sq ft) instead of the current R-30 (30,000 sq ft) to be able to build a few more houses on the parcel of land.

With the Planning Board's recommendation, Commissioner Guy McGraw made a motion to set a Public Hearing for Thursday, December 17th at 7:30 p.m. for the rezoning from R-30 to R-20 for 8.83 acres. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

With the Planning Board's recommendation, Commissioner McGraw made a motion to set a public hearing to change the zoning of a parcel on US Hwy #1 North from R-30 to GB (General Business) for 1.5 acres. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Police Department:

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

Mayor Pro Tem Williams read out the duties on the police monthly report.

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

Fire Department:

Fire Chief, John McKiver presented the Fire Department's monthly report for October.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly report for October and informed the Board of other duties that the guys had done during the month of October.

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

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's report for October. He also informed the Board that he would like to purchase a trailer to put the sump pump on and keep it on so they would not need to keep taking it off and on when you need the trailer for something else. The cost would be approximately \$750.00.

Fire Chief, John McKiver informed the Board that he still had 47 fire hydrants to flush for his State ISO rating (for home insurance rates), right now we are at 4.0. If he could not finish flushing the fire hydrants, he would need to a letter from the Board stating this so he will have it for the State.

After discussion Commissioner Ruedeman informed the Fire Chief that he would get with him in a couple of days to discuss the matter.

David McKew with SUEZ informed the Board that we average 152 gallons a day per tap, our average daily production is currently approximately 123,342 gallons per day and would increase to approximately 138,588 gallons per day. The town's water usage is at 35%, with adding approximately a 100 more homes on the system would put us up to approximately 40% of our available production based on a 12-hour day.

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

Commissioner Guy McGraw made a motion to give water adjustment for Darrell Simpkins August bill for \$31.04 due to high bill for over three (3) months and no one lived in the house. Commissioner Ruedeman seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas presented the Board a bid sheet for jobs done for the Town.

After discussion the Board decided to implement the bid sheet.

Commissioner Thomas informed the Board the guys were still working on the Dam at the Lake. they still had the guard to put up. so they should be finishing up by next week. He wanted to thank Commissioner Skip Ruedeman for being available to assist the guys that are working on the Dam. Also, he had gotten a compliment about how nice the Cemetery looked.

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

Building Inspection:

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

Administration:

In the absence of Commissioner Gene Crabtree, Commissioner Jerry Williams made a motion to accept the real property, personal property, and motor vehicle tax reports for October. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that Moore County Solid Waste Department was asking that all the Municipalities to come together with a set of consistent guidelines to educate the public on which materials are acceptable for recycling. Even though the Town does not recycle (due to the cost) they still want us to educate our citizens that take their own recyclables over to the landfill.

After discussion, Commissioner Guy McGraw made a motion to accept the resolution to approve the county-wide recycling standards. Commissioner Thomas seconded. All ayes. Motion carried.

After discussion of the Resolution to adopt the Cape Fear Regional Hazard Mitigation Plan, Commissioner McGraw made a motion to accept the Resolution. Commissioner Thomas seconded. All ayes. Motion carried.

Town Clerk McDuffie informed the Board the Moore County Tax Department had sent a refund/release request form for John and Pamela Davis for a refund since one of them qualifies for a Veteran's Disability (VET) exemption for a portion of their 2020 tax bill.

After discussion, Commissioner Williams made a motion to accept the 2020 partial tax release. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Finance Officer, Debbie Caulk informed the Board that she had spoken to the finance officer for the Town of Aberdeen and she told her that she had went to a class on

Facebook at the Institute of Government and they told her you legally could not block citizens comments. She also said that 35% of her job was payroll 65% was keeping up with Facebook and answering the comments, this would take a full-time person.

After discussion, Commissioner McGraw made a motion to table implementing Facebook for the Town. Commissioner Williams seconded. All ayes. Motion carried.

Unfinished Business:

Commissioner Guy McGraw made a motion to table updating the building inspection fees. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that we had not heard from the Town's insurance company about the possible water leak damage done at 225 South Cherry Street.

Commissioner McGraw made a motion to table the possible water leak damage repairs. Commissioner Williams seconded. All ayes. Motion carried.

Town Clerk McDuffie informed the Board that the amending ordinances are the ones that were discussed in the workshops.

After discussion, Commissioner McGraw made a motion to accept all three (3) ordinance changes. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to table the water leak policy update. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to accept Budget Amendments #5 for \$3,605.00 to reimburse the town from the insurance company for water damages to the two bedrooms on the fire department side of the public safety building and #6 for \$1,276.26 to reimburse the town from the insurance company for damages to the 2014 Chevrolet Caprice police vehicle that does not include the original quote for the repairs. Commissioner McGraw seconded. All ayes. Motion carried.

David Francis had presented the Board with information regarding the proposed road to the lift-station on Green #17.

After discussion the Board decided that this needed to go to the Town's attorney as we are in ligation with Mr. John O'Malley.

New Business:

Commissioner McGraw made a motion to purchase a trailer for the water deparument for approximately \$750.00 and the funds will come out of 60-4100-2900 (Equipment purchases). Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Ruedeman informed the Board that the streets and water department would like to purchase a large gas and diesel tank to put at the maintenance building to pump gas and diesel into the equipment without going to the gas station.

Other Business:

None

Announcements:

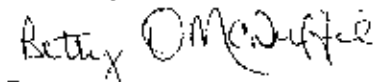
None

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Regular Board Minutes
November 19, 2020

Adjournment:

Commissioner Skip Ruedeman made a motion to adjourn. Commissioner Jerry Williams seconded. All ayes. Motion carried.
Meeting adjourned at 9:00 p.m.

Sincerely,

A handwritten signature in cursive script, reading "Betty O. McDuffie".

Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
REGULAR MEETING
DECEMBER 17, 2020**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, December 17, 2020 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Gene Crabtree, Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, and Police Sergeant, Daniel Thomas. Police Chief, Pike Nordgren and Fire Chief, John McKiver were absent. Citizens present were Mark McDuffie, Joe Kelso, and Roger Seago. Also present were Philip Holmes, Lee Humphrey. Tim Bill were there to discuss the Crumpler Funeral Home Crematorium, and John Garner and John Johnson was there to discuss the water availability for Phase III of the Spring Meadows Subdivision.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustment to the agenda:
Zoning/Planning: Add #3 -- Planning/Board of Adjustment new member.

Commissioner Skip Ruedeman added: Administration: Add #3 -- Scheduling a Work Shop.

Commissioner Williams made a motion to accept the adjustment to the agenda. Commissioner Ruedeman seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Skip Ruedeman made a motion to accept the Consent agenda for October and November. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mr. Philip Holmes presented the Board a drawing of the future Crematorium and Chapel at Crumpler Funeral Home at 40229 US Hwy #1. He asked the Board if they had any questions.

Mayor Rachel Byrd asked if there would be a smell when they are in the process of cremating a body.

Mr. Holmes replied that the system had two (2) exhaust systems that would contain any odor that would be released.

Commissioner Jerry Williams informed everyone that when Mr. Crumpler had originally come to the Town about putting in the funeral home they had wanted to put in a crematorium at that time, but we had citizens that believed people's souls were released into the surrounding area when cremation was done.

After further discussion, Commissioner Guy McGraw made a motion to schedule a Public Hearing, Thursday, January 21st at 7:30 p.m. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Williams made a motion to appoint Frank McNeill, Jr. for another three (3) years to the Planning/Board of Adjustments. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner McGraw asked in the future if he could get a "bio" of any members that are up for renewal for the Planning/Board of Adjustments.

Mayor Rachel Byrd informed the Board that George Stone was willing to be on the Planning/Board of Adjustments to take the place of Tom Mautino.

Commissioner Crabtree made a motion to appoint George Stone for a three (3) year term for the Planning/Board of Adjustments. Commissioner Ruedeman seconded. All ayes. Motion carried.

Police Department:

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

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

Commissioner Williams informed the Board that he would like to rescind the police department's over-time in January 2021, due to we have interviewed for the fourth police officer position and if everything goes well, he will start in January.

Commissioner Skip Ruedeman asked how we can rescind the over-time when we do not have it in writing to start the over-time.

Mayor Rachel Byrd read a letter from the Town's attorney stating that the Board could rescind the over-time.

Town Clerk, Betty McDuffie stated that Mayor Earlene McLamb did the vote by phone polling until she received at three (3) yes votes.

Commissioner McGraw wanted to know what would be the best way if a vote is done by telephone, we can get it on record.

Town Clerk McDuffie informed the Board that if a vote was done over the phone it is announced at the next Board meeting.

Commissioner Williams made a motion to rescind the over-time for the Police Department in January. Commissioner McGraw seconded. 4 ayes. 1nay (Commissioner Ruedeman voted no). Motion carried.

Fire Department:

In the absence of Fire Chief, John McKiver, Commissioner Guy McGraw presented the Fire Department's monthly report for November.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly reports for November and informed the Board of other duties that the guys had done during the month of November.

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

After discussion of the reimbursement from DOT for the Town to cut the grass on State maintain streets, Commissioner Ruedeman made a motion for the Town Clerk to schedule a meeting with DOT to discuss a contract. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for November.

Commissioner Ruedeman made a motion to accept the Water Department's reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Mr. John Johnson informed the Board that he was an engineer working for John Garner. He presented the Board drawings of the Phase III and Phase IV of Spring Meadows Subdivision for 62 homes. He also presented information on the water usage for the town now and what it would be to add the 62 homes, because they would like to be able to hookup to our water system. He told the Board that Phase I and II are already on the Town's water system.

Commissioner Williams informed Mr. Johnson and Mr. Garner that the Town had approximately 300 lots in the town limits that could be used for homes and those would be the Town's first priority. Also, he asked if they would be willing to annex into the Town's limits.

After further discussion, Commissioner Williams made a motion to table the water line extension until we have David McKew with SUEZ take a look over the information that Mr. Johnson had presented.

After discussion of the Town of Southern Pines water rate increase, Commissioner Williams made a motion to increase Oakwood and the Pines subdivisions by \$.05. Commissioner McGraw seconded. 4 ayes. 1 nay (Commissioner Gene Crabtree voted no). Motion carried.

The Board reviewed the information they had received from Charles R Underwood, Inc. about the well on Addor Road. The report stated that the well meets current drinking water standards and would be able to be rated at approximately 48 gpm (gallons per minute). They were waiting on the investigation of the site from Division of Water Quality to verify it can be reactivated for municipal use.

The Board ask the Town Clerk to contact Moore County Public Works Department to see what the cost of the well would be.

Town Clerk, Betty McDuffie presented the Board a letter from BB&T for Robert Brundrett informing the Board that his check for his November water bill was mailed out

November 9th but we never received it and a late fee was added, Mr. Brundrett was asking to be reimbursed the late fee of \$15.00.

After discussion, Commissioner Ruedeman made a motion to refund the late fee of \$15.00 to Mr. Brundrett. Commissioner McGraw seconded. All ayes. Motion carried.

The Board also discussed in the future all request for refunds would be considered by the Board individually.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Community Center building needed some work done, maybe we can get it used more. Also, the propane tank is at only 35%. The Cemetery looks great except the flower garden needed some work. We need to look at adding on to the deck at the Lake to cover the pillars and rebar.

Commissioner Thomas made a motion to accept the Parks, Recreation, and Cemetery report as presented and to order propane to make it 70% for the Community Center building. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for November. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree made a motion to accept the real property, personal property, and motor vehicle tax reports for November. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Williams made a motion to go into Closed Session per G.S.143-318.11 for personnel at 9:35 p.m. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Williams made a motion to return to Regular Board meeting at 9:48 p.m. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner Williams informed everyone that during Closed Session the Board decided that due to clerical error the Town would pay the \$489.89 instead of the employee if the attorney agrees it is not a violation.

After discussion, Commissioner Ruedeman made a motion to set a Workshop Thursday, January 14th at 5:30 p.m. to discuss the Community Center Building, Building Inspection Fees, Dog Park, and a Town Ordinance (Board's choice). Commissioner Williams seconded. All ayes. Motion carried.

Unfinished Business:

After discussion of the Water Leak Policy, Commissioner Mike Thomas made a motion to accept the changes to the policy as written. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Mayor Rachel Byrd informed the Board that the Town's insurance company had paid the water leak damage claim for 225 South Cherry Street.

New Business:

After discussion, Commissioner Gene Crabtree made a motion to pay for the Finance Officer and the Town Clerk's travel time for attending all meetings up to one (1) hour. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner McGraw informed the Board that he would like to recommend Reverend Virgil Dwyer of the Ives Memorial Baptist Church for "Citizen of the Year".

After discussion the Board decided to discuss the nominations for "Citizen of the Year" at the Workshop in January.

Other Business:

None

Announcements:

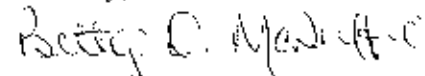
None

Adjournment:

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

Meeting adjourned at 10:10 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SHOP
JANUARY 14, 2021**

The Board of Commissioners of the Town of Pinebluff held a Work Shop on Thursday, January 14, 2021 at 5:30 p.m. at the Town Hall to discuss agenda items.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, and Mike Thomas. Commissioners Gene Crabtree and Guy McGraw were absent. A Quorum was present.

Also present were Town Clerk, Betty O. McDuffie and Finance Officer, Debbie Caulk. Mayor Rachel Byrd called the Work Session to order at 5:31 p.m.

Everyone stood for the Pledge of Allegiance.

Commissioner Mike Thomas informed the Board that he would like to look at ways to utilize the Community Center Building to get the citizens more involved.

The Board discussed the possibility of holding a Farmers Market, Flea Market, ping pong tournaments, and corn hole tournaments.

Commissioner Thomas also informed the Board that a gentleman from the Pinebluff Methodist Church Food Bank had requested if they could use the building in inclement weather to hand out food to the citizens.

The Board discussed the idea of allowing the Food Bank to use the Community Center Building in inclement weather at no cost, due to they were a nonprofit organization. They also discussed how this would be implemented.

Commissioner Thomas informed the Board that he was thinking that approximately an acre would be good for a dog park. He also would like the Board's input on how to get citizens input on a dog park.

Commissioner Jerry Williams stated that there should be a separate section for small dogs.

After discussion, Commissioner Thomas informed the Board that he would come up with a blue print of how the dog park should be laid out and get some estimates for fencing and the Board could think about where they would like the dog park to be located.

Due to the absence of Commissioner Guy McGraw the Board decided to table the discussion of the building inspection fees.

Commissioner Thomas informed the Board that he had looked over the Cemetery Ordinance in the Town of Pinebluff's Code of Ordinance. He did not see anything that he felt needed to be changed, but he would like for the Board to take a look.

After discussion the Board discussed (1) removing "opening and closing of graves" from Sec. 6-5(a); (2) removing Sec. 6-7 - Opening and closing of graves: charges; (3) adding "the amount of such fee shall be maintained on file of the office of the Town Clerk" to Sec. 6-8 - restriction of grave site sales; (4) add "less the Register of Deed's fee to Sec. 6-9 - reselling grave sites.

Commissioner Thomas informed the Board that the discussion about the Lake was done at a previous work shop.

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January 14, 2021

Commissioner Thomas informed the Board that the pavilion at the Lake needed to be painted, but he the Friends of the Lake were supposed to paint it and he would check to see if they were going to need help with the painting. He also informed the Board that the gentlemen working on the dam at the Lake would be back in approximately two (2) weeks to put in the trash guards.

Mayor Byrd asked the Board if they had anyone they wanted to consider for the "Citizen of the Year". She informed the Board that after last month's meeting Commissioner Gene Crabtree recommended Freddy Smith for his duties with the Pinebluff Methodist Church Food Bank and Commissioner Guy McGraw recommended Reverend Virgil Dwyer of Ives Memorial Baptist Church.

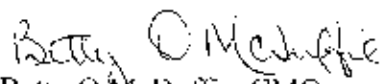
After discussion the Board decided to wait until everyone is present to decide who will be "Citizen of the Year".

At this time the Board did not have anything for the next work shop.

Commissioner Jerry Williams made a motion to adjourn the Work Session.
Commissioner Thomas seconded. All ayes. Motion carried.

The Work Session adjourned at 6:30 p.m.

Respectfully submitted,


Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
PUBLIC HEARING/REGULAR MEETING
JANUARY 21, 2021**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, January 21, 2021 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Gene Crabtree, Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Zoning Administrator, David Francis. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, Michael Kline, John Warren, and Mike Lucas. Also present were Philip Holmes, Lee Humphrey, and Tim Bill were there to discuss the Crumpler Funeral Home Crematorium and the Town's attorney, Kevin Hornik.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustment to the agenda: Add #3 Line item 10-3520-0001 – Coronavirus Relief Funding.

Commissioner Williams made a motion to accept the adjustment to the agenda. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

CONSENT AGENDA:

Approval of items A through G.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Rachel Byrd called the Public Hearing to order at 7:33 p.m.

Mayor Byrd informed the Board the purpose of the meeting was to consider the Conditional Use Permit for the construction and operation of a crematorium on the existing Crumpler Funeral Home site at 40229 US Hwy #1. She also informed the Board that all their decisions must be based on competent, material, and substantial evidence presented.

Town's attorney, Kevin Hornik informed the Board that this was a quasi-judicial hearing. A quasi-judicial hearing is like a court case. The Board of Commissioners acts like a judge, and we can only accept evidence that is competent, material, and substantial. By law only people qualified as expert witnesses may speak about whether this request will affect property values and whether the request will pose a danger to public safety. He also informed the Mayor that everyone that wanted to speak would have to sworn in before they speak.

Mayor Byrd swore in the Town's Zoning Administrator, David Francis.

Mr. Francis read the general information from the Unified Development Ordinance (UDO) about Conditional Use Permit requirements for the Board of Commissioners. He then asked how the smoke stack wind test would work. He also discussed wind patterns it seems from statistics it would go southwest which is down US Hwy #1 North. He also asked about mercury and lead being released in the air during cremation.

Mayor Byrd swore in the individuals that were in favor of the crematorium.

Mr. Philip Holmes informed the Board that he was the owner of the Crumpler Funeral home and he would like to address the questions from Mr. Francis. First the crematorium is heated up to 1600 degrees and there are two (2) chambers that the smoke goes through before it is released in the air, which keeps the odors and smoke contained. Second it will be regulated by EPA and North Carolina Board of Funeral Homes. Third he stated that as far as mercury and lead being released in the air if any it is minute.

Mr. Lee Humphrey informed the Board that he was the civil engineer working on the project. The project will only take up approximately $\frac{1}{4}$ of an acre and will only add approximately 10 to 12 parking spaces. Before any construction can begin it has to pass all state requirements.

Mr. Mike Lucas informed the Board that he had been doing cremations for over four years at the Raeford Funeral Home and have not had any problems or complaints.

Mayor Byrd swore in the individual who was opposed to the crematorium. She also informed the Board that there were two letters from individuals who also opposed the crematorium.

Mr. Michael Kline informed the Board that he was told by a realtor friend that the crematorium will make the value of his property go down. He stated that they had other crematoriums why build one here in Pinebluff. He also stated that he did not want ashes all over his porch.

Mayor Byrd read the letter from Holly Garrison-Roybal. Ms. Roybal's only concern was the emissions that the EPA does not regulate in the form of vaporized mercury that is released from some cremations due to she had a horse farm behind the funeral home.

Mayor Byrd read the letter from Don Rogers. Mr. Rogers stated that he had spoken to more than one realtor and they all stated that a crematorium would have a negative effect on the local community as well as the value of the possible development of surrounding property.

Town's attorney, Kevin Hornik informed the Board now that everyone has spoken the Board would need to vote on a motion on each of these topics. (1) Determine whether the requested conditional use is permitted in the zoning district. (2) Determine whether the conditional use permit application is complete. (3) Determine whether the proposed use complies with all applicable requirements of the UDO.

Commissioner Guy McGraw made a motion that the conditional use permit application is complete. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner McGraw made a motion that the requested conditional use permit is permitted in the zoning district. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Jerry Williams made a motion that the conditional use permit complies with all applicable requirements of the UDO. Commissioner Ruedeman seconded. All ayes. Motion carried.

Town's attorney, Kevin Hornik informed the Board that according to Section 175 Air Pollution – no conditional use permit may be issued with respect to any development covered by Subsection (a) (any use that emits any "air contaminant") until the North Carolina Department of Environmental Management Air Quality Section (EPA) has certified to the permit-issuing authority – Board of Commissioners.

Commissioner McGraw made a motion to approve the conditional use permit for Crumpler Funeral Home Crematorium on the condition that we get the approval from the EPA regarding the air quality. Commissioner Crabtree seconded. All ayes. Motion carried.

Commissioner Williams made a motion to set a Public Hearing for a Petition for Zoning Amendment for John Bright, Jr. to rezone 355 Addor Road – 8.83 acres from Residential – R30 to Residential – R20. Thursday, February, 18th at 7:30 p.m. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to set a Public Hearing for a Petition for Zoning Amendment for Greg Jackson to rezone 640 North Walnut Street (US Hwy #1) – 1.5 acres from Residential – R30 to General Business (GB). Thursday, February, 18th at 7:30 p.m.

Police Department:

In the absence of Police Chief Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for December. He also informed the Board that the applicant for police officer fell through.

Commissioner Williams made a motion to accept the Police Department's report. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Fire Department:

Fire Chief John McKiver presented the Fire Department's monthly report for December. He also informed the Board that he had hired a part-time firefighter but it would be a few weeks before he can begin because he has tested positive for the Covid-19 virus.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly reports for December and informed the Board of other duties that the guys had done during the month of December.

Commissioner Ruedeman made a motion to accept the Street Department's monthly reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Ruedeman informed the Board that he would like to order 15 stop signs for \$977.25 to replace some that are faded or damaged.

Commissioner McGraw made a motion to purchased the 15 stop signs for approximately \$1000.00. The funds will come out of Powell Bill Funds line item #10-4620-4718. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Ruedeman informed the Board that he would like to purchase at least four (4) sets of roll up signs to use when cutting grass on the streets. He said they would be approximately \$75.00 each.

After discussion the Board decided to table until next month's meeting.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for December. He informed the Board that the Town of Southern Pines had overcharged us and they refund the Town a little over \$9,000.00.

Commissioner Ruedeman made a motion to accept the Water Department's reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Cemetery looks good we just need to get some flowers or plants in the flower bed. The gentlemen working on the Dam at the Lake said they would be back in approximately two (2) weeks to put in the trash guards. He also informed the Board that the attorney was checking to see if we could legally allow the Pinebluff Methodist Church Food Bank use the Community Center Building in inclement weather.

Town's attorney, Kevin Hornik informed the Board that if they allow one non-profit use the building, they would have to allow anyone else that comes and request the use of the building.

After discussion Mr. Hornik stated that he would write up a resolution to allow certain non-profit use the building.

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

Building Inspection:

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

Administration:

Commissioner Gene Crabtree made a motion to accept the real property, personal property, and motor vehicle tax reports for December. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie informed the Board that Moore County Tax Department sent over a refund/release request form for Bobby and Bonnie Thomason for VET exempt portion of the 2020 taxes due to late application approval.

Commissioner Crabtree made a motion to refund \$180.00 to Mr. and Mrs. Thomason. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Skip Ruedeman asked the Finance Director and the Board what the line item 10-3520-0001 – Coronavirus Relief Funding was for.

Finance Director, Debbie Caulk informed Commissioner Ruedeman that the funds came from Moore County. The federal government distributed money to each state, which was distributed to each county. They in turn gave each municipality a portion after each municipality gather multiple information on money that was spent to combat the epidemic which including fire and police salaries. The reimbursement was giving for police and fire salaries.

Unfinished Business:

The Board went over the information that David McKew with SUEZ and Engineer Mark Lacy with LKC Engineering presented about the Town water supply for future homes.

The Board went over the information from Moore County Public Works Director, Randy Gould. He is not recommending that Moore County be compensated for the well site on Addor Road, he believes that it is appropriate for the Town to undertake the surveying of the site and preparation of the property transfer documents. Also, he stated that Moore County does not guarantee the condition of the existing well on the site or any facilities thereon.

After discussion, Commissioner Skip Ruedeman made a motion for the Town Clerk to call David McKew with Suez to have one of the engineers from LKC Engineering to map out the best way to hook the Town's water system to the well on Addor Road. Also give a quote of what the cost will be to run the water line. Commissioner Jerry Williams seconded. All ayes. Motion carried.

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

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

Meeting adjourned at 10:10 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
PUBLIC HEARING/REGULAR MEETING
FEBRUARY 18, 2021**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, February 18, 2021 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Gene Crabtree, Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. A Full Board was present.

Also present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Zoning Administrator, David Francis. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, John Warren, and Weber Howe. Also present were Amie Fralley, Executive Director and Farrah Pulliam, Construction and Finance Director for Sandhills Habitat for Humanity. The Town's attorney, Kevin Hornik was present by telephone conference during Public Hearing.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

None

CONSENT AGENDA:

Approval of items A through G.

Commissioner Jerry Williams made a motion to accept the Consent agenda for January. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

There was no one.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Rachel Byrd called the first Public Hearing to order at 7:32 p.m.

Mayor Byrd informed the Board the purpose of the meeting was to consider the Petition for Zoning Amendment for 355 Addor Road to rezone the property from Residential (R-30) to Residential (R-20).

She also informed the Board that all their decisions must be based on competent, material, and substantial evidence presented.

Mayor Byrd asked the Town's Zoning Administrator, David Francis to present to the Board any information that he may have regarding the request.

Mr. Francis informed the Board that the property in question was zoned for R-30 but on each side of the property it is zoned R-15, so this change to R-20 would be conduit to the surrounding area property.

Amie Fralley, Executive Director for Sandhills Habitat for Humanity, informed the Board that the property in question will be used to build affordable housing for low-income families in the County.

Farrah Pulliam, Construction and Finance Director for Sandhills Habitat for Humanity, informed the Board that the majority of the home owners are single moms.

They still are required to put in over 300 hours building their future home and helping others with theirs.

Commissioner Jerry Williams informed the Board that he was against changing the property to R-20 because the Town would be setting a precedent. There will be others that would be asking for spot rezoning.

Town's attorney, Kevin Hornik informed the Board that changing the zoning in a certain area did not mean that if someone else comes before the Board that you would not have to accommodate them, rezoning is a legislative policy.

Mr. Francis informed the Board that Habitat had a subdivision off Roseland Road that they had rezoned to R-20 and the rest of the property around it is R-30 and no one has asked to be rezoned.

Commissioner Mike Thomas informed the Board that he had spoken to Tommy Howe and his only concern is that he has livestock and he is concerned for small children.

Ms. Pulliam informed the Board that they would not have trouble putting up a fence around the property to keep children from getting into the surrounding properties with animals, because the children's safety always comes first.

Commissioner Skip Ruedeman made a motion to accept the Statement of Land Use Plan Consistency for 355 Addor Road from R-30 to R-20. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Ruedeman made a motion to accept the Ordinance amending the Town of Pinebluff's Zoning Map for 355 Addor Road from R-30 to R-20. Commissioner McGraw seconded. All ayes. Motion carried.

Mayor Byrd informed the Board the purpose of the second Public Hearing was to consider the Petition for Zoning Amendment for 640 North Walnut Street (US Hwy #1) to rezone the property from Residential (R-30) to General Business (GB).

Mayor Byrd asked the Town's Zoning Administrator, David Francis to present to the Board any information that he may have regarding the request.

Mr. Francis informed the Board that the property surrounding the property in question is zoned GB or LI (light industry).

John Warren asked the Board if Mr. Jackson was going to clean up the debris around property which has become a mini landfill. If the Town was not going to do anything, he was going to contact the State again. He has already contacted them earlier.

Mayor Byrd asked Mr. Francis if he would go and talk to Mr. Jackson.

Commissioner Gene Crabtree informed the Board that he had spoken to Mr. Jackson and he had stop putting any debris in the ditch.

Commissioner Crabtree made a motion to accept the Statement of Land Use Consistency for 640 North Walnut Street from R-30 to GB. Commissioner Williams seconded. All ayes. Motion carried.

Commissioner Ruedeman made a motion to accept the Ordinance amending the Town of Pinebluff's Zoning Map for 640 North Walnut Street from R-30 to GB. Commissioner Crabtree seconded. All ayes. Motion carried.

The Board went over the request from the Planning Board about the Fence Ordinance.

After discussion, Commissioner Williams made a motion to set a Public Hearing for the Fence Ordinance for March 18th at 7:30 p.m. Commissioner Ruedeman seconded. All ayes. Motion carried.

Police Department:

In the absence of Police Chief, Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for January. He also informed the Board that they had two (2) more applicants for the police officer position.

Commissioner Williams made a motion to accept the Police Department's report. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Fire Department:

Fire Chief, John McKiver presented the Fire Department's monthly report for January. He also informed Board that volunteer John Wilson was still in the hospital in critical condition from Covid-19 virus, and volunteer Johnny Lynch was out of the hospital but is still not doing well. Chief McKiver also informed the Board that Pinchurst Medical would be sponsoring a dinner for John Wilson's benefit to raise money.

Commissioner Guy McGraw informed the Board that Fire Chief McKiver has an opportunity to put in for a grant to get up to three (3) firefighters at no cost for three (3) years. The paper work has to be in by March 12th. At the end of the three years, we will have to have the money in place to cover them. The cost for the application is \$900.00.

Mayor Byrd asked Fire Chief McKiver how many volunteer firefighters did the Town have?

Fire Chief McKiver informed the Mayor that the Fire Department had four (4) volunteers but only one he could count on to be available when needed.

Commissioner McGraw made a motion to accept the Fire Department's report. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

After further discussion of the grant for the firefighters, Commissioner McGraw made a motion to have Chief McKiver put in for the grant for three (3) firefighters and to pay for the cost of the application. Commissioner Ruedeman seconded. (3) Ayes. (2) Nays. Commissioners Jerry Williams and Mike Thomas voted no due to not sure about the funds being available after the three years is up.

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly reports for January and informed the Board of other duties that the guys had done during the month of January.

Commissioner Jerry Williams made a motion to accept the Street Department's monthly reports. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner Ruedeman informed the Board that Moore County Landfill has required that the new dump have a tarp over the debris before they can accept the load. He informed the Board that he had called the Board members to get the okay to go ahead and order the tarp for the new dump truck.

The cost was approximately \$3,000.00 and we will install it ourselves. The tarp should be here in a couple of weeks.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for January. He informed the Board that there was a major water leak on the corner of East New England Avenue and South Walnut Street (US Hwy #1) on the 9th that caused the whole Town to lose water pressure until about 10:00 p.m. He also informed the Board that Withers Ravenal had stated that the Town did not qualify for the AIA Grant. They stated that they would try again in the Fall. They figured it would cost approximately \$150,000.00 if we went ahead and put in the valves without the grant, if we get started, we would not qualify for the grant.

Commissioner Jerry Williams made a motion to accept the Water Department's reports. Commissioner Ruedeman seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to accept the water leak adjustment for Willard Martin in the amount of \$46.59 and adjustment for Emily Perkins in the amount of \$32.18. Commissioner Jerry Williams seconded. All ayes. Motion carried.

After extensive discussion about the Metermark Contract for the meter readings. Commissioner Williams made a motion to accept the contract for one (1) year for a 5% increase making it \$1.15 per meter read. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Town Clerk, Betty McDuffie presented the Board the application from ATEX Technology for a water line extension for the installation of a sprinkler suppression system. The site is located on the north side of Highway US #1, 550 feet west of the intersection of Highway US #1 and West Monroe Avenue with the construction of 208 feet of buried 8" SDR-21 PVC, and running in a north direction.

After discussion, Commissioner Williams made a motion to have Mayor Byrd sign the water line extension application for ATEX Technology. Commissioner McGraw seconded. All ayes. Motion carried.

After discussion the Board decided to table the alert system notification and to bring it up at a Work Session.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas presented the Board pictures of a couple of brick walls that were damaged at the pavilion (shelter) at the Lake. he would like to tear down or repair.

After discussion the Board decided to have Commissioner Thomas get some prices for the repair.

Commissioner Thomas informed the Board that the Cemetery looks good but we still need to get some flowers or plants in the flower bed.

Commissioner Thomas also informed the Board that after taking his grandchildren to the park at the community center he felt that sometime in the future the Board needed to look at updating some of the playground equipment at all the parks.

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

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for January. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree presented the monthly tax reports for January.

Commissioner Crabtree made a motion to accept the real property, personal property, and motor vehicle tax reports for January. Commissioner Jerry Williams seconded. All ayes. Motion carried.

After discussion Commissioner Crabtree made a motion to appoint Commissioner Skip Ruedeman as the Surplus Commissioner. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Ruedeman presented the Board a Salvage (Surplus) Policy.

After discussion Commissioner Guy McGraw made a motion to accept the Salvage (Surplus) policy. Commissioner Ruedeman seconded. All ayes. Motion carried.

Unfinished Business:

Town Clerk, Betty McDuffie presented the Board prices for the roll-up signs, roll-up sign ribs and the stands. The cost would be approximately \$200-\$250 per sign.

After discussion, Commissioner Guy McGraw made a motion to purchase four (4) signs and spend no more than a \$1,000.00. The funds will be paid 50% water and 50% street. Commissioner Mike Thomas seconded. All ayes. Motion carried.

New Business:

None

Other Business:

None

Announcements:

None

Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Meeting adjourned at 9:40 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
PUBLIC HEARING/REGULAR MEETING
MARCH 25, 2021**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, March 18, 2021 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Gene Crabtree, Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie, Finance Officer, Debbie Caulk, Fire Chief, John McKiver, and Street Supervisor, Mike Crabtree. Police Chief, Pike Nordgren was absent. Citizens present were Mark McDuffie, John Warren, and Roger Seago, Verlyn Seago, and Brad Carfaro. Also present was Braden Riley with Riley and Walker Development, LLC, and the Town's auditor, Wade Greene with W Greene PLLC.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Public Safety: Police Department – Add #2 – Hiring of new Police Officer; Street: Add #3 – Mowing Contract with Department of Transportation (DOT); Water-Sewer: Water leak adjustment for Christina Podlucky; Administration: Add #5 – Meeting Venue, add #6 Work Session; Unfinished Business: Add “B” – Resolution – Community Center.

Commissioner Skip Ruedeman made a motion to accept the adjustments to the agenda. Commissioner Williams seconded.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Ruedeman made a motion to move Consent Agenda to the end of the meeting because he had some questions. Commissioner Guy McGraw seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Mr. Wade Greene presented the Board the 2019-2020 audit and informed the Board that it had been sent to and passed the LGC. He presented the Board that the financial highlights for the General Fund – revenues \$1,647,119.00 and expenditures \$1,466,986.00 leaving an excess (deficiency) of revenues over expenditures by \$180,133.00. The highlights for the Water and Sewer Fund – revenues \$451,857.00 and expenditures \$300,263.00 leaving the excess of revenues over expenditures by \$151,954.00.

Commissioner Gene Crabtree made a motion to accept the 2019-2020 audit as presented. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Mr. Roger Seago informed the Board that he lived at 315 North Cherry Street, he come before the Board about his neighbor on East Chicago Avenue and the noise from his dirt bikes running in his yard. Now his neighbor had put up derogatory signs about him in his yard.

Mrs. Verlyn Seago informed the Board that the noise did not bother her as bad as the signs in the yard. She wanted the Board to know that she and her husband was not communist. She stated that she was part native American and where she came from, they would burn your house down for those words. They should be removed.

Mr. Brad Carfaro of 170 East Chicago Avenue informed the Board that the signs the Seagos were talking about were not on his property and he did not appreciate being threatening to burning his house down. He had his son stand up show his size because his dirt bikes were the small ones and they did have mufflers on and the sound was like a weed eater. He presented the Board a copy of the Town's "Noise Ordinance", it does not say anything about dirt bikes.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Rachel Byrd called the Public Hearing to order at 7:50 p.m.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the amendment to the Unified Development Ordinance (UDO). Section 191 - Fences and Walls.

There were no comments.

Commissioner Guy McGraw made a motion to accept the Consistency Statement amending Section 191 of the UDO. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to accept the Ordinance amending the UDO to regulate fences and walls. Commissioner Williams seconded. All ayes. Motion carried.

Mayor Byrd informed the Board that the Planning/Board of Adjustment had made a recommendation to set a Public Hearing for the Conditional Use Permit Application for Riley & Walker Development, LLC for Phase II of Spring Meadows Subdivision.

Mr. Braden Riley informed the Board that it was actually Phase III, IV, and V, because Phase I and II has already been built.

After discussion, Commissioner McGraw made a motion to set a Public Hearing for the Conditional Use Permit Application for Thursday, April 15th at 7:30 p.m. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Police Department:

In the absence of Police Chief, Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for February.

Commissioner Williams made a motion to accept the Police Department's report. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Williams informed the Board that they had offered the job opening for the police officer to Jonathan Williams. he has five (5) years' experience and he accepted.

After discussion, Commissioner Williams made a motion to accept the new applicant for the police officer opening. Commissioner Crabtree seconded. All ayes. Motion carried.

Fire Department:

Fire Chief, John McKiver presented the Fire Department's monthly report for February. He informed Board that volunteer John Wilson was out of the hospital but is still weak. He also informed the Board that he had put in for the grant for the three (3) full-time firefighters.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly reports for February and informed the Board of other duties that the guys had done during the month of February. He also informed the Board that the tarp came in for the dump truck and the guys put it on themselves.

Commissioner Jerry Williams made a motion to accept the Street Department's monthly reports. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Ruedeman stated that he would like to table the employees job descriptions until our next work session.

Commissioner Williams made a motion to table the employees job description until the next work session. Commissioner Crabtree seconded. All ayes. Motion carried.

The Board looked over the contracts for Town mowing grass on state-maintained streets.

After discussion, Commissioner Ruedeman made a motion to accept and have the Mayor sign the contract from NCDOT (North Carolina Department of Transportation). Commissioner Crabtree seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for February. He informed the Board that the guys had extended the water on North Pecan Street with a 2" water line. He also informed the Board that he would be meeting with David McKew with SUEZ and an engineer from LKC to get a quote for the cost to run the water line from the well house on Addor Road to the Town's water system and the cost to upgrade the well house.

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

Commissioner Gene Crabtree made a motion to accept the water leak adjustment for Mark Richey, Sr. in the amount of \$759.02 for a leak in the sprinkling system on the side of his house. Also, a water leak adjustment for Christina Podlucky in the amount of \$206.75 for a break in the main line. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Street Supervisor, Mike Crabtree informed the Board that he forgot to mention under Street Department the he had four (4) dead trees that needed to be removed. He had two (2) quotes, one for \$3,000.00 and the other one for \$1,200.00. He also informed the Board that if he had bucket truck, he could cut the dead trees himself since he cut trees

for Duke Energy. The bucket truck could also be used to put up Christmas lights on US Hwy #1 (Walnut Street).

Mayor Rachel Byrd informed Mr. Crabtree that would be something discussed at budget meetings.

Finance Officer, Debbie Caulk informed the Board that the companies for cutting the trees did have liability insurance.

Commissioner Guy McGraw made a motion to go with Vincent Handy Man Services for \$1,200.00 to cut down four (4) dead trees. Commissioner Ruedeman seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

Street Supervisor, Mike Crabtree informed the Board that the Friends of the Lake Committee would like to put a small fence around the Dam at the Lake. They also would like to put a split rail fence along the Dam and put in two (2) benches. He also informed the Board that he would like to put in a water fountain in the middle of the Lake, this would help irrigate the fish.

Commissioner Guy McGraw made a motion to allow the Friends of the Lake to pay to put in a split rail fence and two benches along the Dam and to put in a fence around the Dam. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Mike Thomas informed the Board that the Cemetery and Veteran's Memorial look good but we still need to get some flowers or plants in the flower beds. He also asked what the deal was with the big blue feeder in the middle of the Lake, why did it have to be blue.

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

Building Inspection:

Commissioner Gene Crabtree made a motion to accept the Building Inspection Report for February. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree presented the monthly tax reports for February.

Commissioner Crabtree made a motion to accept the real property, personal property, and motor vehicle tax reports for February. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Mayor Rachel Byrd informed the Board that she had someone questioned when she rented the Town truck to use at her mother's house if she had paid to rent it. She wanted the Board to know that she had followed protocol and that there was a section in the Town policy about the use of Town owned equipment.

Town Clerk, Betty McDuffie informed the Board that the policy states that "The Board of Commissioners specifically forbids the personal use of any Town owned equipment or supplies by any employee, official or individual unless authorized by the Board of Commissioners. Should authorization be granted, use will be limited to the use in the authorization."

After discussion, Commissioner Williams made a motion to advertise the 2020 delinquent taxes in The Pilot. Commissioner Crabtree seconded. All ayes. Motion carried.

Finance Officer, Debbie Caulk presented the Board some dates and a time for the 2021-2022 budget meetings: The time will be 5:30 p.m. each date. Dates will be Monday, April 19th, Wednesday, April 28th, Monday, May 3rd, Wednesday, May 12th, Monday, May 17th, Wednesday, May 26th, Wednesday, June 3rd.

Commissioner Williams made a motion to set a Work Session for Tuesday, March 30th at 5:30 p.m., the agenda: Noise Ordinance, Community Center Building, Parks, Building Permit Fees, and Street workers job description. Commissioner Crabtree seconded. All ayes. Motion carried.

Unfinished Business:

Commissioner Guy McGraw made a motion to accept the Conditional Use Permit findings for Crumpler Funeral Home that the Town's attorney has typed up from the evidence presented at the Public Hearing. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

New Business:

Commissioner Mike Thomas informed the Board that the breakers for the lights at the ballfield needed to be replaced. He and Commissioner Guy McGraw will do the work so the Town will only have to pay for the part which will cost \$338.88.

After discussion, Commissioner Thomas made a motion to purchase the breaker for the ballfield lights. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Other Business:

Commissioner Skip Ruedeman informed the Board that in the minutes it should be Salvage Policy not Surplus Policy.

Commissioner Jerry Williams explained that it is surplus because it is a resource that is no longer utilized.

After discussion the Board decided to changed the Policy from last month's meeting to surplus not salvage.

Commissioner Ruedeman informed the Board that he was concerned about Budget Amendment #8. Why is the Coronavirus Relief Funding going to police salaries?

Finance Officer, Debbie Caulk informed Commissioner Ruedeman that the money is going to be in its own line item to be used for expenses due to covid such as salaries if someone is out due to or being tested. It will also be used for general supplies purchase to combat the virus.

Commissioner Jerry Williams made a motion to accept the Consent agenda for February. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Announcements:

None

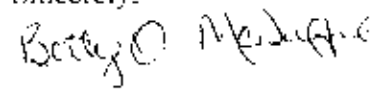
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Adjournment:

Commissioner Jerry Williams made a motion to adjourn. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Meeting adjourned at 9:30 p.m.

Sincerely,

A handwritten signature in cursive script, reading "Betty O. McDuffie".

Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SESSION
MARCH 30, 2021**

The Board of Commissioners of the Town of Pinebluff held a Work Shop on Tuesday, March 30, 2021 at 5:30 p.m. at the Town Hall to discuss agenda items.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Mike Thomas, Gene Crabtree, and Guy McGraw. A Full Board was present.

Also present was Finance Officer, Debbie Caulk. Town Clerk, Betty O. McDuffie was absent.

Mayor Rachel Byrd called the Work Session to order at 5:35 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Byrd informed the Board we will deviate from the agenda to go into Closed Session.

Commissioner Jerry Williams made a motion to go into Closed Session per G.S. 143-318.11 for Personnel at 5:40 p.m. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Williams made a motion to come back into regular session at 5:50 p.m. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioner Williams stated that during Closed Session personnel was discussed but no action taken.

Commissioner Mike Thomas informed the Board that the Community Center had been broken into, they came in through the back door and busted in a couple of the office doors and emptied the fire extinguishers throughout the building.

The Board discussed ways to utilize the Community Center Building to get the citizens more involved.

Commissioner Skip Ruedeman stated that since the girls clean the Town Hall a couple of times a month then they could clean the Community Center a couple of times a month.

Mayor Byrd stated that the Library needs to be clean on a regular basis also, because the County does not clean it, but the problem with that is we need to keep at least two (2) ladies in the office at all times. We can budget to hire a company (Brenda and Doug McCaskill) to do it or the ladies can come in on their days off to clean if they would like to do it.

The Board discussed the need to put up security cameras at the Town Hall and the Community Center Building.

Commissioner Thomas informed the Board that in each of the Town's parks the equipment needed to be updated, but he knows we cannot do it all because the equipment runs anywhere between \$12,000.00 to \$25,000.00.

The Board discussed possible grants for park equipment.

Commissioner Ruedeman presented the Board job descriptions for the general maintenance employees.

Commissioner Williams informed the Board to table the Noise Ordinance due to an ongoing investigation.

Commissioner Guy McGraw informed the Board that he had copies of building inspection fees from the Town of Aberdeen, Pinchurst, and Southern Pines. He had gone through and would like to change the Town's to be compatible with the other municipalities.

Commissioner McGraw went over his changes with the Board.

At this time the Board did not have anything for the next work shop.

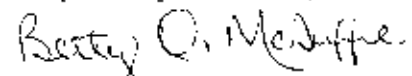
Mayor Rachel Byrd informed the Board that she had spoken to NC Representative Jamie Botes about the \$470,000.00 that the Town is eligible to receive. He said that there are a lot of stipulations of what the money can be spent on.

Commissioner Jerry Williams made a motion to adjourn the Work Session.

Commissioner Gene Crabtree seconded. All ayes. Motion carried.

The Work Session adjourned at 6:30 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

TOWN OF PINEBLUFF
PUBLIC HEARING/REGULAR MEETING
April 15, 2021

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, April 15, 2021 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Gene Crabtree, Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie and Zoning Administrator, David Francis, and Finance Officer, Debbie Caulk. Fire Chief, John McKiver and Police Chief, Pike Nordgren were absent. Citizens present were Mark McDuffie, Tim Combs, Frank McNeill, Jr., and Robbie Conley. Also present was Braden Riley with Riley and Walker Development, LLC, and the Town's attorney, Kevin Hornik with Brough Law Firm.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 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 – Add “D” – Budget Amendment #9; add “E” – Budget Amendment #10.

Commissioner Jerry Williams made a motion to accept the adjustments to the agenda. Commissioner Gene Crabtree seconded.

CONSENT AGENDA:

Approval of items A through G.

Commissioner Skip Ruedeman made a motion to accept the Consent Agenda.

Commissioner Jerry Williams seconded. All ayes. Motion carried.

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Commissioner Skip Ruedeman wanted to thank the Board and the Town's employees on behalf of his family for the Dogwood Tree in honor of his mother, that passed away at the age of 101.

DEPARTMENTAL REPORTS

Zoning/Planning:

Mayor Rachel Byrd called the Public Hearing to order at 7:35 p.m.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the Conditional Use Permit application for Riley and Walker Development, LLC to finish Phase III, IV, and V of Spring Meadows Subdivision.

Mayor Byrd proceeded in reading the conditional use permit hearing outline.

Mayor Byrd swore in each speaker before they spoke.

Zoning Administrator, David Francis informed the Board that there were 62 lots already plotted from Phase I and II. He supported this plan because Fort Bragg employees were always looking for new homes close to the base. The only issue I have is the playground in Phase I and II needed to be brought up to standard.

Tim Combs asked how many bedrooms would the homes have and would there be a fire hydrant located at the corner of Sandpit Road and the street leading into the subdivision.

Commissioner Skip Ruedeman asked what size the homes would be.

Robbie Conley asked if they would be at least 1800 sq ft.

Town's attorney, Kevin Hornik asked Zoning Administrator Francis if the plans comply with the zoning format for minimum dimensions in the Unified Development Ordinance (UDO).

Zoning Administrator Francis informed the Board that yes, the lot sizes comply with the UDO.

Mayor Byrd read the questions from the public hearing format.

Mr. Braden Riley informed the Board that the application was a renewal of the original conditional use permit for Phase I and II. The houses will be three (3) to four (4) bedrooms. The single-story homes will be 1600 to 1800 sq ft and two (2) story homes will be 1800 to 1900 sq ft. The price for the homes will range between \$260,000 to \$280,000. He also informed the Board that he would be cleaning the park in Phase I and II and put in some picnic tables at this time and will put in playground equipment at a later date if he has to. The homeowners will need to pay their dues to the Homeowners Association for the upkeep of the park.

Frank McNeill, Jr informed the Board that the playground area in Phase I and II was a disappointment and was glad that it was going to be addressed.

Town Clerk, Betty McDuffie informed the Board that in the UDO we did offer a payment in-lieu fees instead of a park.

Commissioner Ruedeman asked if Phase I and Phase II could be annexed into town limits with Phase II, IV, and V.

Town's attorney, Kevin Hornik informed Commissioner Ruedeman that at this time we were here to discuss the conditional use permit and could not discuss annexation.

After discussion, Commissioner McGraw made a motion to accept the Conditional Use Permit for Riley and Walker Development, LLC with no stipulations. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Mr. Hornik informed the Board that he would draw up the conditional use permit findings and it could be brought back to the Board for a vote and signature.

Mr. Riley asked if there was anyway this could be sooner.

After discussion, Commissioner Williams made a motion for Mayor Byrd to sign the conditional use permit findings as soon as the attorney had a chance to do the paper work. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

The Board adjourned the Public Hearing and returned to the regular meeting.

Police Department:

In the absence of Police Chief Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for March and informed the Board that the new police officer will start tomorrow.

Commissioner Williams made a motion to accept the Police Department's report. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Fire Department:

In the absence of Fire Chief John McKiver, Commissioner Guy McGraw presented the Fire Department's monthly report for March.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly reports for March and informed the Board of other duties that the guys had done during the month of March.

Commissioner Jerry Williams made a motion to accept the Street Department's monthly reports. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for March. He informed the Board that over the weekend there was a water leak on Laurel Oak Lane in The Pines and he described the leak and how it was fixed.

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

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that the Community Center Building had been broken into and they emptied three (3) fire extinguishers all over the floors, walls and furniture. They also damaged a few of the office doors. We have decided to do the repairs in-house since the cost would be less than the insurance deductible. He informed the Board that Street Supervisor Mike Crabtree had spoken to him about having a fishing tournament at the lake for children in May. Commissioner Thomas reminded the Board that he would like to have a community day and movie night at the lake. He also informed the Board that he and members of the Ives Memorial Baptist Church would be painting the shelter at the lake.

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

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for March. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

After discussion of the building inspection fees, Commissioner Guy McGraw made a motion to set a public hearing to discuss the fees Thursday, May 20th at 7:30 p.m. Commissioner Williams seconded. All ayes. Motion carried.

Administration:

Commissioner Gene Crabtree presented the monthly tax reports for March.

Commissioner Skip Ruedeman asked Commissioner Crabtree if he had check with some cleaning companies for the Town Hall, Library, and Community Center Building.

Commissioner Crabtree made a motion to accept the real property, personal property, and motor vehicle tax reports for March. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Mayor Rachel Byrd stated in the meeting that the Board was contacted over the telephone and voted to purchase a new heat and a/c unit for the Town Hall because the compressor had gone out. The cost of the unit was \$7,360.00 and to replace the compressor was approximately \$4,000.00.

Commissioner Williams made a motion to go into Closed Session per G.S. 143-318.11 for Personnel at 8:42 p.m. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Williams made a motion to return to the regular board meeting at 9:02 p.m. Commissioner McGraw seconded. All ayes. Motion carried.

Commissioner Williams stated that no decisions were made.

Unfinished Business:

None

New Business:

Zoning Administrator, David Francis informed the Board that North Carolina Legislators will be making changings in the General Statute Chapter 160-D that would change municipal zoning throughout the state July 01, 2021. It is quite long and we will need to have it combined into our UDO. He stated that he could do it if the Board would like for him to do it.

Town's attorney, Kevin Hornik informed the Board that they would have to comply. He stated that his office could do it but cost wise it would be better for Mr. Francis to do it and he could review it. Once the changes had been done it will need to go to the Planning Board then the Board of Commissioners for a Public Hearing.

Other Business:

Mayor Rachel Byrd informed the Board that they were sent the email from Lauren Brock she would just read the highlights about West Baltimore Avenue: (1) Speeding, (2) Noise, (3) Road Conditions, (4) Drainage, and (5) Traffic. Mayor Byrd asked the Board if they had any suggestions because this is a NC State DOT maintained street.

Commissioner Guy McGraw informed the Board that he had drove down West Baltimore Avenue slowly and he did not see that much damage.

Commissioner Mike Thomas said he went and talked to Mr. and Mrs. Brock. They were nice, their biggest concern was the drainage between her and her neighbor's house. He told her that maybe the guys could go and take a look to see if they could fix it. Street Supervisor, Mike Crabtree had cleaned out the one by his neighbor's house.

Town's attorney, Kevin Hornik informed the Board that the Towns employees cannot work on private property.

After discussion the Board asked the Town Clerk to call DOT to see if they got the message from Mrs. Brock and see if they can give any insight. Call Mrs. Brock to give her an update.

Commissioner McGraw informed the Board that Mark Richey had called him about the power surge damage done to his house after the Vincent Handy Man Services cut the dead tree down for the Town on the Town's right-of-way. Mr. Richey stated that after speaking to Mr. Vincent's insurance company, they stated that they did not renew his liability policy.

Town Clerk, Betty McDuffie informed the Board that the Finance Director called and was told he did have insurance.

Announcements:

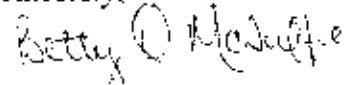
None

Adjournment:

Commissioner Gene Crabtree made a motion to adjourn. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Meeting adjourned at 9:30 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
APRIL 19, 2021**

The Board of Commissioners of the Town of Pinebluff held a Special Meeting on Monday, April 19, 2021 at 5:30 p.m. at the Town Hall to discuss the proposed 2021-2022 Budget.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Mike Thomas, Gene Crabtree, and Guy McGraw. A Full Board was present.

Also present were Finance Officer, Debbie Caulk, Town Clerk, Betty O. McDuffie, and Fire Chief, John McKiver. Police Chief, Pike Nordgren was absent.

Citizen present was Mark McDuffie.

Mayor Rachel Byrd called the Special Meeting to order at 5:35 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the proposed 2021-2022 Budget.

The Board went over each line item on the budget preparation transactions for each department.

Finance Officer, Debbie Caulk informed the Board that she had included a 3% raise on everyone's salary.

Under Administration Commissioner Gene Crabtree stated that The Aberdeen Lock Shop was coming out to give a quote to change the locks at the Town Hall. Town Clerk, Betty McDuffie is going to call a few cleaning companies or persons about cleaning the town hall, library, and the community center building.

After discussion the Board decide to get a quote to change the locks for the town hall, community center building, and maintenance building.

The Board discussed getting a new telephone system for the town hall.

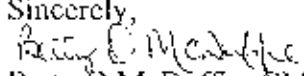
As the Board got to the police department, Commissioner Guy McGraw informed the Board that we need to start budgeting for a fifth officer.

When the Board got to the fire department, Commissioner McGraw informed the Board that the Fire Chief had put in for the for three (3) firefighters. We need to budget now to hiring three (3) firefighters for approximately \$48,000.00 plus and not count a grant. We have been putting it off for years. We do not have the volunteers and the part-time are full-time at other fire departments and if an emergency happen, they may be called back to their full-time position.

Commissioner Skip Ruedeman informed the Board when they got to the street department that he would like to give the Street Supervisor more than 3% raise. Also, he would like to hire another full-time person that is qualified to work in the street and water department.

Commissioner Jerry Williams made a motion to adjourn the Special Meeting. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

The Special Meeting adjourned at 6:30 p.m.

Sincerely,

Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
APRIL 28, 2021**

The Board of Commissioners of the Town of Pinebluff held a Special Meeting on Tuesday, April 28, 2021 at 5:30 p.m. at the Town Hall to discuss the proposed 2021-2022 Budget.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Mike Thomas, and Gene Crabtree. Commissioner Guy McGraw was present by Zoom. A Quorum was present.

Also present were Finance Officer, Debbie Caulk and Town Clerk, Betty O. McDuffie. Fire Chief, John McKiver and Police Chief, Pike Nordgren were absent.

Citizen present was Mark McDuffie.

Mayor Rachel Byrd called the Special Meeting to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the proposed 2021-2022 Budget.

Mayor Byrd asked the Board if they had any comments before the Finance Officer gave her updates on the proposed budget.

Finance Officer, Debbie Caulk presented the Board the revenues totaling \$2,187,685.95. She informed the Board that the revenues totaled \$2,187,685.95 which include three (3) full time firefighters. She did not include a full-time person for the street department. She also informed the Board that after checking with Blue Cross and Blue Shields and our current insurance company United Health Care the cost for employee insurance would be approximately \$704.00 per employee.

Commissioner Skip Ruedeman informed the Board that he would like to hire fourth employee that would split between streets and parks and recreation. Their main responsibility would be to keep up the parks and the lake. They would work for streets as needed.

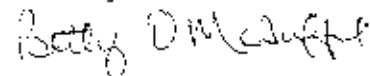
After discussion the Board decided to hire someone as part-time with no benefits for six (6) months, the funds will come out of street department budget. If after six (6) months we will look at hiring them full-time and do a budget amendment.

The next 2021-2022 proposed budget meeting will Tuesday, May 4th at 5:30 p.m.

Commissioner Jerry Williams made a motion to adjourn the Special Meeting.
Commissioner Gene Crabtree seconded. All ayes. Motion carried.

The Special Meeting adjourned at 6:30 p.m.

Sincerely,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
MAY 03, 2021**

The Board of Commissioners of the Town of Pinebluff held a Special Meeting on Monday, May 03, 2021 at 5:30 p.m. at the Town Hall to discuss the proposed 2021-2022 Budget.

Present were Commissioners, Jerry Williams, Skip Ruedeman, and Guy McGraw. Mayor Rachel Byrd. Commissioners Mike Thomas and Gene Crabtree were absent. A Quorum was present.

Also present were Finance Officer, Debbie Caulk and Town Clerk, Betty O. McDuffie. Fire Chief, John McKiver and Police Chief, Pike Nordgren were absent.

Citizen present was Mark McDuffie.

Mayor Pro Tem Jerry Williams called the Special Meeting to order at 5:33 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Pro Tem Williams informed the Board the purpose of the meeting was to discuss the proposed 2021-2022 Budget.

Mayor Pro Tem Williams asked the Board if they had any comments before the Finance Officer gave her updates on the proposed budget.

Town Clerk, Betty McDuffie informed the Board she had two (2) quotes for cleaning the Town Hall, Library, and Community Center: (1) Joyce Bennett - \$125.00 to clean the Town Hall and Library once a month and \$75.00 or less for the Community Center as needed after a one-time fee of a \$100.00 for an intensive deep cleaning. (2) Lil Helpers - \$250.00 to clean the Town Hall and Library once a month or \$400.00 to clean twice a month after a one-time fee of \$210.00 for a deep cleaning of the Library. They did not give a quote for the Community Center since it was an as needed job.

After discussion the Board decided that if they hire a new street/parks and recreation employee they could clean the Library and Community Center and the part-time clerk assistants could continue cleaning the Library.

Finance Officer, Debbie Caulk presented the Board the figures for a seasonal employee at \$11.50 per hour for 80 hours a pay period and for six (6) months, the cost would be \$11,984.56. If it is decided to change the employee to full time with benefits with a pay increase to \$13.50, the additional cost would be \$17,534.12. The total that would be needed for 2021-2022 would be \$29,518.68.

Finance Officer Caulk also presented the Board quotes for tax increases with a \$.01 tax increase it would generate \$12,012 and a \$.02 tax increase would generate \$24,024.00.

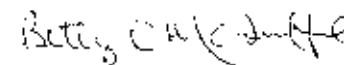
After discussion the Board decided to wait until there was a full Board to make a decision.

The Board discussed increasing the water rates by 5% or 10% to accommodate purchasing a telephone message alert system.

The next 2021-2022 proposed budget meeting will be Wednesday, May 12th at 5:30 p.m.

Commissioner Jerry Williams made a motion to adjourn the Special Meeting. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

The Special Meeting adjourned at 6:30 p.m.

Sincerely, 
Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
MAY 12, 2021**

The Board of Commissioners of the Town of Pinebluff held a Special Meeting on Wednesday, May 12, 2021 at 5:30 p.m. at the Town Hall to discuss the proposed 2021-2022 Budget.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Mike Thomas, Gene Crabtree, and Guy McGraw. A Full Board was present.

Also present were Finance Officer, Debbie Caulk and Town Clerk, Betty O. McDuffie. Fire Chief, John McKiver and Police Chief, Pike Nordgren were absent.

Citizen present was Mark McDuffie.

Mayor Rachel Byrd called the Special Meeting to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

Commissioner Jerry Williams stated that there was an adjustment to the agenda to go into Closed Session for Personnel and to add it before discussion of the 2021-2022 proposed budget.

Commissioner Williams made a motion to go into Closed Session per G.S. 143-318.11 for Personnel at 5:32 p.m. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Williams made a motion to return to the Regular Board meeting at 5:50 p.m. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Williams stated that Personnel was discussed but no decisions were made.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the proposed 2021-2022 Budget.

Mayor Byrd asked the Board if they had any comments before the Finance Officer gave her updates on the proposed budget.

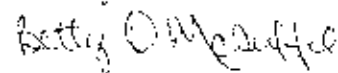
Finance Officer, Debbie Caulk informed the Board that she had added 10% to the water charges which will be a \$36,000.00 increase.

The Board discussed the current water and sewer rates.

Commissioner Jerry Williams made a motion to adjourn the Special Meeting. Commissioner Gene Williams seconded. All ayes. Motion carried.

The Special Meeting adjourned at 6:30 p.m.

Sincerely,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
PUBLIC HEARING/REGULAR MEETING
May 20, 2021**

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, May 20, 2021 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Gene Crabtree, Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. A Full Board was present.

Also, present were Town Clerk, Betty O. McDuffie and Zoning Administrator, David Francis, and Finance Officer, Debbie Caulk. Fire Chief, John McKiver and Police Chief, Pike Nordgren were absent. Citizens present were Mark McDuffie and Joree Sykes. Also present were Pinebluff Firefighters David Alston and Alan Holmes.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Public Address to the Board: Add "C" – Move Closed Session from Administration – per G.S. 143-318.11 for possible litigation. Public Safety – Fire Department: Add "b" – Personnel. Water-Sewer: Add #4 – Crumpler Funeral Home water-line.

Commissioner Guy McGraw made a motion to accept the adjustments to the agenda. Commissioner Jerry Williams seconded.

CONSENT AGENDA:

Approval of items A through G.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Joree Sykes informed the Board that he owned property (four (4) parcels) on South Apple Street but the street was not open all the way through. He wanted to know if the Town would be willing to help him pay to open this street up.

After discussion the Board informed Mr. Sykes they would get in touch with the Town's attorney and get back with him.

Commissioner Jerry Williams made a motion to go into Closed Session at 7:39 p.m. per G.S.143-318.11 for possible litigation and personnel. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to return to regular board meeting at 8:40 p.m. Commissioner Mike Thomas seconded. All ayes. Motion carried.

Commissioners Williams stated that no decisions were made.

Commissioner McGraw asked the Board if he could move up the Fire Department report before Zoning/Planning so the fire fighters could leave.

DEPARTMENTAL REPORTS

Fire Department:

In the absence of Fire Chief, John McKiver, Firefighter Alan Holmes presented the Fire Department's monthly report for April.

Commissioner Guy McGraw made a motion to pay for six (6) weeks of sick leave for Fire Chief, John McKiver. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to appoint Alan Holmes as Deputy Fire Chief and David Alston as Assistant Fire Chief with an increase in pay \$13.50 an hour. Commissioner Williams seconded. All ayes. Motion carried.

Assistant Fire Chief Alston informed the Board that he had spoke to Fire Chief McKiver's daughters and they said he was in Hospice and the rest of the family would be in this coming weekend.

Commissioner Williams made a motion to accept the Fire Department's report. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Zoning/Planning:

Mayor Rachel Byrd called the Public Hearing to order at 8:50 p.m.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the increase in Building Inspection Fees.

There was no discussion.

Commissioner Mike Thomas made a motion to increase the Building Inspections Fee. Commissioner Jerry Williams seconded. All ayes. Motion carried.

The Board adjourned the Public Hearing and returned to the regular meeting.

Zoning Administrator, David Francis presented the Board the changes to the North Carolina General Statues - Chapter 160D to be implemented in municipalities UDO's by July 2021.

Police Department:

In the absence of Police Chief, Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for April.

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

Streets:

Commissioner Skip Ruedeman presented the Street Department's monthly reports for April and informed the Board of other duties that the guys had done during the month of April.

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

The Board decided to table job description for utility workers.

Commissioner Ruedeman informed the Board that there were approximately ten (10) pot holes that need filling throughout town.

Mayor Rachel Byrd informed Commissioner Ruedeman that Gilbert Horner Paving filled in the last set of pot holes.

Commissioner Ruedeman stated that he still wanted to do merit raises for employees that went above and beyond what is expected of them on their hire date anniversary.

Town Clerk, Betty McDuffie informed the Board that before merit raises could be done a policy would need to be in place and the funds would need to be in the budget.

After discussion the Board decided that they would discussion merit raise policy at a workshop.

Commissioner Ruedeman stated that he did not feel he could hire someone for summer help/part-time for less than \$15.00 an hour.

Town Clerk McDuffie informed Commissioner Ruedeman that the salary for the part-time street employee was discussed at the budget meetings and \$11.50 per hour was what was budgeted.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for April. He also informed the Board that the water valve that was leaking at Oakwood had been repaired.

Commissioner Ruedeman made a motion to accept the Water Department's reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Ruedeman informed the Board to repair the sewage pump at the transfer station at Oakwood would cost approximately \$12,000.00; to replace and shipping would cost approximately \$20,000.00.

After discussion, Commissioner Guy McGraw made a motion to purchase a new pump up to \$20,000.00 including shipping and handling. Commissioner Williams seconded. All ayes. Motion carried.

After the Board looked over the water and sewer rate increases. Commissioner Williams made a motion to increase the water and sewer rates by 10% for the July billing. Commissioner McGraw seconded. All ayes. Motion carried.

Parks, Recreation, and Cemetery:

After discussion, Commissioner Mike Thomas made a motion to accept the pine-straw contract with Mr. Juvenal Garcia for another year at a \$1.00 a bale to be paid to the Town by Mr. Garcia. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Thomas informed the Board that when he was at the Lake a couple of children were on their bikes riding across the dam and spillway, one of the children almost fell into the spillway. He would like to put up about 40 to 50 feet of fencing to cover the spillway to keep from any accidents happening. He stated he would get a quote.

Commissioner Thomas stated that he would like to table the lifeguard coverage area and responsibility until after he could get better clarification from the Town's attorney and liability insurance.

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

Commissioner Guy McGraw made a motion to put up signs "to allow swimming at your own risk". Commissioner Gene Crabtree seconded. 3 ayes. 2 nays (Commissioners Jerry Williams and Mike Thomas voted no). Motion carried.

After discussion, Commissioner Williams made a motion to rescind the vote to allow swimming at your own risk since Commissioner Thomas had tabled. Commissioner Thomas seconded. 2 ayes, 3 nays (Commissioners Guy McGraw, Gene Crabtree, and Skip Ruedeman voted no). Motion failed.

Building Inspection:

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

Administration:

Commissioner Gene Crabtree presented the monthly tax reports for April.

Commissioner Crabtree made a motion to accept the real property, personal property, and motor vehicle tax reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

After discussion, Commissioner Guy McGraw made a motion to renew the garbage collection contract with Roberson Unique Sanitation for another three (3) years starting July 1st, 2021 until June 30th, 2024 with a cost of living increase every year. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

The Board decided to table the discussion of hiring a cleaning person for the Library, Town Hall, and Community Center Buildings.

The Board decided to advertise for a new Finance Officer in the Pilot, at Sandhills Community College, and the Town's website.

Commissioner Ruedeman informed the Board that who ever we hire for the Finance Officer we needed to look at what software they are accustomed to using.

Unfinished Business:

None

New Business:

After discussion the Board decided to schedule a Work Session, Wednesday, June 2nd at 5:30 p.m. to discuss merit raises, Lake, and the Town's water system.

Other Business:

None

Announcements:

None

Adjournment:

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

Meeting adjourned at 9:55 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING**

June 28, 2021

The Board of Commissioners of the Town of Pinebluff held a Special Meeting, Monday, June 28, 2021 at 5:30 p.m. at the Town Hall to discuss hiring a new Fire Chief and three (3) full-time firefighters.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Gene Crabtree, and Guy McGraw. Commissioner Mike Thomas was absent. A Quorum was present.

Also, present was Finance Officer, Debbie Caulk.

Mayor Rachel Byrd called the Special Meeting to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Byrd explained the purpose of the Special Meeting was to discuss hiring a new Fire Chief and three (3) full-time firefighters.

The Board discussed the salary for the new Fire Chief ranging from \$46,000.00 to \$64,000.00.

The Board discussed Town Clerk, Betty McDuffie's absence and the affect it has had on the office.

Commissioner Skip Ruedeman asked about the qualifications for the lifeguards and what their duties were.

Commissioner Ruedeman informed the Board that he would like to discuss how Betty McDuffie is not doing her job.

Commissioner Jerry Williams informed Mr. Ruedeman to stop, this should not be discussed in an Open Meeting, this should be done in Closed Session.

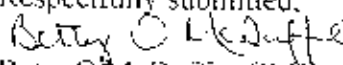
Finance Officer, Debbie Caulk explained Budget Amendment #13 - to decrease the Contingency Surplus by \$1,147.10 310-4100-9700 to increase Garbage Collection #10-4730-4720 by \$245.48 and increase Landfill Fees-Roberson Only by \$901.62. She also explained Budget Amendment #14 - to decrease Salaries Finance Officer #10-4100-0200 by \$903.85 and increase Salaries P/T Clerk #10-4100-0202 by \$903.85; to decrease Contracted Services #10-4210-4400 by \$2,500.00 and decrease Con't SVC-Planner #10-4210-4401 BY \$1,875.07 and increase Inspections-Clerk PT #10-4210-0201 by \$4,064.12 and increase FICA Expense @7.65% by \$310.95 for payroll expenses.

Commissioner Williams made a motion to accept Budget Amendment #13 and Budget Amendment #14. Commissioner Guy McGraw seconded. All ayes. Motion carried.

Commissioner Crabtree informed the Board that Finance Officer, Debbie Caulk said she would be willing to stay on. Also, he was going to meet with someone Friday that has worked for a municipality as a finance clerk and has done work as a town clerk. She is willing to work part-time or as needed, and she can help in both jobs.

With no further discussion, Commissioner Williams made a motion to adjourn. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Special Meeting adjourned at 6:30 p.m.

Respectfully submitted,

Betty O'McDuffie, CMC
Town Clerk

TOWN OF PINEBLUFF
PUBLIC HEARING/REGULAR MEETING
June 17, 2021

The Board of Commissioners of the Town of Pinebluff held their regularly scheduled meeting on Thursday, June 17, 2021 at 7:30 p.m. at the Town Hall.

Present were Mayor Rachel Byrd, Commissioners Jerry Williams, Guy McGraw, Skip Ruedeman, and Mike Thomas. Commissioner Gene Crabtree was absent. A Quorum was present.

Also, present were Finance Officer, Debbie Caulk and Deputy Fire Chief, Alan Holmes. Town Clerk, Betty O. McDuffie, Zoning Administrator, David Francis, and Police Chief, Pike Nordgren were absent. Citizen present Joree Sykes.

CALL TO ORDER:

Mayor Rachel Byrd called the meeting to order at 7:30 p.m.

Everyone stood for the Pledge of Allegiance.

DISCUSSION/ADJUSTMENT TO THE AGENDA:

Commissioner Jerry Williams presented the adjustments to the agenda: Public Address to the Board: Add "C" – Closed Session for Personnel – per G.S. 143-318.11. Water-Sewer: Add #4 – Water Leak Adjustment. #5 – ATEX Technologies. Parks, Recreation, and Cemetery: Add #2 – Lake Pins

Commissioner Jerry Williams made a motion to accept the adjustments to the agenda. Commissioner Mike Thomas seconded.

CONSENT AGENDA:

Approval of Items A through G.

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

PUBLIC ADDRESS TO THE BOARD:

Citizens' Time:

Joree Sykes informed the Board that he owned property (four (4) parcels) on South Apple Street but the street was not open all the way through. He wanted to know if could open it up as he goes.

After discussion the Board informed Mr. Sykes to keep in touch about the opening of the street.

Commissioner Skip Ruedema made a motion to go into Closed Session at 7:39 p.m. per G.S.143-318.11 for possible litigation and personnel. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to return to regular board meeting at 8:10 p.m. Commissioner Williams seconded. All ayes. Motion carried.

Commissioners Williams stated that no decisions were made.

DEPARTMENTAL REPORTS

Fire Department:

Deputy Fire Chief, Alan Holmes presented the Fire Department's monthly report for May.

The Board discussed Fire Chief, John McKiver's funeral.

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

Police Department:

In the absence of Police Chief, Pike Nordgren, Commissioner Jerry Williams presented the Police Department's monthly report for May.

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

Zoning/Planning:

Mayor Rachel Byrd called the Public Hearing to order at 8:20 p.m.

Mayor Byrd informed the Board the purpose of the meeting was to discuss the proposed 2021-2022 Budget.

There was no discussion.

Commissioner Skip Ruedeman made a motion to accept the proposed 2021-2022 Budget. Commissioner Jerry Williams seconded. All ayes. Motion carried.

The Board adjourned the Public Hearing and returned to the regular meeting.

Streets:

Commissioner Skip Ruedeman added job description to the agenda. He stated that he added some information on the back.

Commissioner Jerry Williams stated that since it was discussed at a work session, he made a motion to accept the job description. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner Skip Ruedeman presented the Street Department's monthly reports for May and informed the Board of other duties that the guys had done during the month of May. He stated that the old gator was in the shop.

Commissioner Ruedeman made a motion to accept the Street Department's monthly reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Water-Sewer:

Commissioner Skip Ruedeman presented the Water Department's monthly reports for May.

Commissioner Ruedeman made a motion to accept the Water Department's reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Guy McGraw made a motion to give a water leak adjustment for Frederick Carty in the amount for \$24.97. Commissioner Jerry Williams seconded. All ayes. Motion carried.

The Board discussed the water line for Crumpler Funeral Home. Crumpler Funeral will be responsible for running the water line under US Hwy # 1 and maintaining it.

Commissioner Ruedeman informed the Board that ATEX Technology will be putting in a fire sur-pressure system in which they will put in a 40,000-to-50,000-gallon tank to pump water to the fire sur-pressure system. The water will come from the Town.

Parks, Recreation, and Cemetery:

Commissioner Mike Thomas informed the Board that there were a few shrubs at the Cemetery that need to be pulled out and replaced. He also informed the Board that he

got a quote for the fence at the Lake for \$3,850.00 but he would like to get a couple more quotes.

Commissioner Guy McGraw made a motion to spend up to \$2,000.00 for material for the dock project at the Lake and if any material left over return for a refund. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Commissioner McGraw made a motion to sell lake pins to citizens in the LITJ for \$50.00.

The Board discussed the motion but it died on the table.

Commissioner Thomas made a motion to table lake pins and discuss at a work session. Commissioner Jerry Williams seconded. All ayes. Motion carried.

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

Building Inspection:

Commissioner Jerry Williams made a motion to accept the Building Inspection Report for May. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

Administration:

In the absence of Commissioner Gene Crabtree, Commissioner Skip Ruedeman presented the monthly tax reports for May.

Commissioner Ruedeman made a motion to accept the real property, personal property, and motor vehicle tax reports. Commissioner Jerry Williams seconded. All ayes. Motion carried.

Commissioner Skip Ruedeman said he was working on the Personnel Policy and we should discuss it at a work session.

Commissioner Guy McGraw made a motion to table until a work session. Commissioner Williams seconded. All ayes. Motion carried.

Unfinished Business:

Commissioner Skip Ruedeman stated that he had talked to Mr. Gilbert Horner about filling in the 10 pot holes and the cost will be approximately \$4,857.20; to pave the intersection at East Chicago Ave and North Cherry St for \$16,500.00; to pave East Chicago Ave to East Charles Ave (two blocks) for \$27,600.00; and the parking lot at the Lake for \$17,425.00. The money can come out of Powell Bill.

Finance Officer, Debbie Caulk informed the Board that she did not think that Powell Bill will pay for the parking lot to be paved, but she will check to make sure.

Mayor Rachel Byrd informed the Board that we would need to try and get at least three (3) bids for the paving.

After discussion, Commissioner Guy McGraw made a motion to have the paving done with the contingency that we try and get at least three (3) bids and to take off the Lake parking lot if Powell Bill will not pay. Commissioner Jerry Williams seconded. All ayes.

Page 4
Regular Board Minutes
June 17, 2021

New Business:

After discussion the Board decided to schedule a Work Session, Tuesday, July 13th at 5:30 p.m. to discuss Personnel Policy, Lake pins, Building Inspection permits, and movies at the Lake.

Other Business:

Commissioner Mike Thomas informed the Board that you have to have a permit or license to show a movie or you can contract it out.

Announcements:

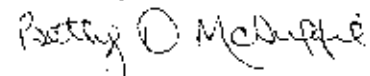
None

Adjournment:

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

Meeting adjourned at 9:15 p.m.

Sincerely,



Betty O. McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING**

June 14, 2021

The Board of Commissioners of the Town of Pinebluff held a Special Meeting, Monday, June 14, 2021 at 5:30 p.m. at the Town Hall for Closed Session.

Present were Mayor Rachel Byrd, Commissioners, Jerry Williams, Skip Ruedeman, Gene Crabtree, Mike Thomas, and Guy McGraw. A Full Board was present.

Also, present was Finance Officer, Debbie Caulk.

Mayor Rachel Byrd called the Special Meeting to order at 5:30 p.m.

Everyone stood for the Pledge of Allegiance.

Mayor Byrd explained the purpose of the Special Meeting was to go into Closed Session for Personnel.

Commissioner Jerry Williams made a motion to go into Closed Session for Personnel per G.S. 143-318.11 at 5:32 p.m. Commissioner Skip Ruedeman seconded. All ayes. Motion carried.

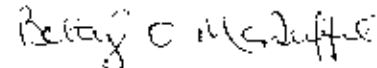
Commissioner Williams made a motion to return to the Regular Board Meeting at 6:00 p.m. Commissioner Gene Crabtree seconded. All ayes. Motion carried.

Commissioner Crabtree stated no decisions were made.

With no further discussion, Commissioner Crabtree made a motion to adjourn. Commissioner Ruedeman seconded. All ayes. Motion carried.

Special Meeting adjourned at 6:00 p.m.

Respectfully submitted,



Betty O McDuffie, CMC
Town Clerk

**TOWN OF PINEBLUFF
BOARD OF COMMISSIONERS
SPECIAL MEETING
WORK SESSION
June 2, 2021**

The Board of Commissioners of the Town of Pinebluff held a Work Shop on Tuesday, March 30, 2021 at 5:30 p.m. at the Town Hall to discuss agenda items.

Present were Mayor Rachel Byrd, Commissioners, Skip Ruedeman, Mike Thomas, Gene Crabtree, and Guy McGraw. Commissioner Jerry Williams was absent. A Quorum was present.

Also present was Finance Officer, Debbie Caulk. Town Clerk, Betty O. McDuffie was absent.

Mayor Rachel Byrd called the Work Session to order at 5:31 p.m.

Everyone stood for the Pledge of Allegiance.

Commissioner Skip Ruedeman informed the Board that grant for the upgrade on the waterlines will be filed again October 2021 and we will know something by February 2022.

Finance Officer, Debbie Caulk informed the Board that she had began the steps into getting the Federal Funding from American Rescue Plan (ARP). One of the things it mentions is that it can be used for water infrastructure.

The Board began to discuss the O'Malley situation with the right-of-way to Lift-station 17.

After discussion, Mayor Byrd asked Commissioner Gene Crabtree to contact the Town's attorney Brady Hermann about the lawsuit with O'Malley.

Commissioner Ruedeman that he would still like to implement merit raises.

The Board discussed putting a policy together or upgrading the pay scales in the Personnel Policy.

The Board discussed the Lake and the lifeguard duties and who will be allowed to swim at their own risk. They discussed having citizens of the Town and children 14 and older.

Finance Officer, Debbie Caulk informed the Board that she had ordered a temporary "Swim at your own risk" sign to put at the Lake.

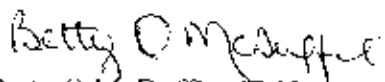
Commissioner Mike Thomas informed the Board that he has went down to the Lake and there are so many signs. He would like to do one sign and combine the information together.

Commissioner Gene Crabtree made a motion to adjourn the Work Session.

Commissioner Mike Thomas seconded. All ayes. Motion carried.

The Work Session adjourned at 7:10 p.m.

Respectfully submitted.


Betty O McDuffie, CMC
Town Clerk