



**TOWN OF PINE LEVEL**  
**MINUTES OF REGULAR**  
**BOARD OF COMMISSIONERS MEETING**  
**APRIL 10, 2017**  
**7:00 P.M.**

**CALL TO ORDER**

Mayor Jeff Holt called a regular meeting of the Pine Level Board of Commissioners to order at 7:00 p.m. on Monday, April 10, 2017 at the Pine Level Town Hall.

**ROLL CALL**

COMMISSIONER KAREN ANDERSON  
 COMMISSIONER GREG BAKER  
 COMMISSIONER JIMMY GARNER  
 COMMISSIONER PHIL PITTMAN  
 MAYOR JEFF HOLT

**STAFF PRESENT**

Town Attorney Will Barham, Consultant Dan Simmons, Planning Board Chairman Randy Jones, Lt. Ashley Woodard, Public Works Supt. Ray Stuckey, Recreation Coordinator Scottie Hayes, and Town Clerk Sharon Thompson

**INVOCATION AND PLEDGE**

Mayor Holt asked Commissioner Baker to give the invocation and the mayor then led the Pledge of Allegiance. Next, the mayor welcomed everyone to the meeting. He explained that Commissioner Garner's mother and father are both sick and have been in and out of the hospital and he is helping to take care of them.

**AGENDA**

Austin Barbour, who resides at 44 French Drive in Pine South Subdivision, asked to address the bathroom situation at the recreation park and the use of porta potties, and the possibility of a grant to make improvements at the park. Mayor Holt said they could consider those items under department reports.

*MOTION TO APPROVE:* Pittman

*SECOND:* Anderson

*VOTE:* unanimous

**MINUTES: 03-13-17**

*MOTION TO APPROVE:* Anderson

*SECOND:* Baker

*VOTE:* unanimous

## **PUBLIC COMMENT**

The mayor opened the floor for public comments. Randy Jones stated that he is the Vice-President of the Pine Level Lions Club. He said they are still interested in the Beautification Grant and using it toward constructing a new sign at the recreation park. Mayor Holt explained for them to complete an application for a beautification grant from the Frank George funds. The mayor commented on the new flag poles installed at the intersection of US Hwy 70 A and Peedin Avenue, at the stoplight. He said they were very attractive and that now he would like to see someone take on the project of landscaping the corner lot, around the new sign. Robert Wool and his wife asked about the proposal to establish a moratorium on subdivisions. Randy Jones said that was sent in a memo to the board from the Planning Board.

## **REPORTS FROM COMMITTEES**

PLANNING BOARD: The first topic to come up was the memo from the Planning Board, wherein they recommended (1) that the town establish a 60-day moratorium on subdivision development, and (2) that the town re-instate privilege licenses for all businesses in Pine Level, to be renewed yearly for a nominal fee. Chairman Randy Jones said there are no active subdivision applications on file at this time, and since the Planning Board has just completed a review of the Zoning Ordinance, they would like to take a quick look at the Subdivision Ordinance as well, and the sixty day time period would give them the chance to do that. He did not anticipate a lot of changes in the ordinance, although there will probably be some areas that need updating. After a brief discussion, the board voted unanimously to approve the sixty day moratorium on subdivisions, with the exception of the 41-acre subdivision on Gor An Farm Road, since they have already been at work drawing up plans for streets, water and sewer lines, etc., and it has been annexed. Mayor Holt asked about the subdivision that Dick Braswell has been working on, and he asked what will happen if changes are made in the ordinance and his plans no longer comply. Chairman Randy Jones said he did not think that it would really affect Mr. Braswell's development. The mayor commented that the town would therefore accept no new subdivision applications for the next sixty days.

*MOTION TO APPROVE:* Pittman

*SECOND:* Anderson

*VOTE:* unanimous

The board then considered the proposal to reinstate privilege licenses for a nominal fee for all businesses. Town Attorney Will Barham commented that privilege licenses are no longer allowed. Chairman Randy Jones explained that the Planning Board was not including existing businesses. He said the town had no way to know what businesses exist and what ones are opening up. Commissioner Anderson said the City of Raleigh did away with privilege licenses last year, but they still have state licenses. Mayor Holt said the town knows when the business makes application for water service, and he felt the town had dealt with that same subject time after time. Commissioner Anderson felt they should wait for the town attorney to research the matter before they make any decisions.

SENIORS: The senior group meets this week on Wednesday. Nester McClain said they are expecting a good group and good fun.

## **REPORTS FROM DEPARTMENTS**

RECREATION: Commissioner Anderson and Scottie Hayes, Recreation Coordinator. Mr. Hayes said baseball season has started. He asked about July Fourth activities, if they should be on the 3rd or 4th of July. He said the fireworks company has a new technician that will be able to shoot fireworks on the fourth, if he passes the pyrotechnics test. Mayor Holt felt the celebration should stay on the fourth if possible. Commissioner Anderson said there was no rain date, either. Austin Barbour then addressed the board about the park bathrooms. He felt that it was wrong for the town to continue to spend \$2500 yearly to rent porta potties, when they could take the money and build bathroom facilities. Commissioner Anderson explained that the decision was made to use porta potties due to the extensive vandalism at the recreation park. She said they have had no issue since the porta potties were placed at the park. Mr. Barbour said other towns don't seem to have problems with park bathrooms, and other teams don't want to come to Pine Level because of the porta potties. Scottie Hayes said the concession stand bathrooms are always open when events are taking place at the park, but the porta potties are mostly used during daytime hours. Commissioner Anderson said they might need to update the concession stand bathrooms, but Mr. Hayes said it would be a bad idea to get rid of the porta potties. Mr. Barbour seemed to think that grant monies are available for park improvements. Commissioner Pittman commented that grants are the way to go. Commissioner Anderson said she would be glad to look into the issue and report back to the board, but she felt that large grants, like \$150,000 for instance, are not possible for Pine Level because they require engineering and the town would have to participate with matching funds. She said they have been working to clean up different areas of the park all along.

POLICE: Lt. Ashley Woodard reported there was an incident at the local bank and it has been turned over to the FBI. He said that otherwise, it was a light month in the police department.

WATER/SEWER: Commissioner Pittman. Everything going okay. Dan Simmons said the water/sewer project is in the final application stage with the USDA. In conjunction with the USDA application, the board approved a Legal Services Agreement with Charles L. Steel, attorney at law with Manning Fulton & Skinner, PA, to provide all legal services necessary to the organization, financing, construction and initial operation of a water and wastewater system. A copy of the agreement is included with and hereby made a part of these minutes by reference.

*MOTION TO APPROVE:* Pittman  
*SECOND:* Baker  
*VOTE:* unanimous

STREETS: Commissioner Baker. Things going well, no problems currently. Most recent employee (Carse Lucas) has completed his probationary period and is working out well.

#### **REPORTS FROM STAFF**

The clerk presented budget amendments for 2016-17 fiscal year. The board voted unanimously to approve the amendments, a copy of which is included with and hereby made a part of these minutes by reference.

*MOTION TO APPROVE:* Pittman  
*SECOND:* Baker  
*VOTE:* unanimous

Town Attorney Will Barham reported that he has been working with Dan Simmons to enable the town to move forward with the USDA application for the water/sewer project. Mayor Holt commented that the board will need to schedule a meeting later in April to comply with USDA requirements and complete the application process.

#### **MAYOR'S MINUTE**

Mayor Holt commented briefly on the budget for the upcoming fiscal year. He said the proposed water/sewer project should not have a big effect on it, since that will probably start in the next budget cycle. He said they have to address many areas, such as salaries, benefits, services, insurance, animal control, new equipment needs, park improvements, pending development around town, etc. He said the state is talking about keeping part of the sales tax allotment, and the county is talking about an increase in bulk water rates and sewer treatment, and all those things will affect the budget.

#### **MEETING RECESSED**

There being no further business to consider, the board voted unanimously to recess until 6:00 p.m. on Thursday, April 27, 2017 in order to meet with USDA representatives and receive the letter of conditions for the proposed water/sewer project.

*MOTION:* Pittman  
*SECOND:* Baker  
*VOTE:* unanimous

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**TOWN CLERK**

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**MAYOR**