



**A G E N D A**  
**August 13, 2018**  
**7:00 p.m.**

1. Call to order and roll call
2. Invocation and Pledge of Allegiance
3. Approval of agenda
4. Approval of minutes: 07-09-18
5. Public comment
6. Public Hearing on proposed amendments to PL Animal Control Ordinance
7. Reports from committees
8. Reports from departments
9. Reports from staff
10. Unfinished business
  - A. Proposed amendments to Section 308 Zoning Ordinance
  - B. Budget amendments through 06-30-18
  - C. Other
11. New business
  - A. Award bid for new well – Barefoot’s Well Drilling and Pump Service
  - A. Appointment to Recreation Committee
  - B. Other
12. Mayor’s minute
13. Announcements
14. Adjournment





**TOWN OF PINE LEVEL**  
**MINUTES OF REGULAR**  
**BOARD OF COMMISSIONERS MEETING**  
**AUGUST 13, 2018**  
**7:00 P.M.**

**CALL TO ORDER**

Mayor Jeff Holt called a regular meeting of the Pine Level Board of Commissioners to order at 7:05 p.m. on Monday, August 13, 2018 at the Pine Level Town Hall.

**ROLL CALL**

COMMISSIONER KAREN ANDERSON  
 COMMISSIONER GREG BAKER  
 COMMISSIONER JIMMY GARNER  
 COMMISSIONER PHIL PITTMAN (in at 7:10 p.m.)  
 MAYOR JEFF HOLT

**STAFF PRESENT**

Town Attorney Will Barham, Consultant Dan Simmons, Police Chief Keith Sparks, Public Works Superintendent Ray Stuckey, Recreation Coordinator Scottie Hayes and Town Clerk Sharon Thompson

**INVOCATION AND PLEDGE**

Mayor Holt asked Commissioner Baker to give the invocation and then asked Terry Rains to lead the Pledge of Allegiance.

**AGENDA**

DELETION: 10. A. Proposed amendments to Section 308 of Zoning Ordinance (JH)

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

**MINUTES: 07-09-18**

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

## **PUBLIC COMMENT**

Next, the mayor opened the floor for public comment on non-agenda issues. Keith Barnes, who reports for *The Kenly News*, commented on the recent Seniors meeting and how good it was, and how he covered it for the newspaper. The mayor thanked Mr. Barnes for his coverage of town events.

## **PUBLIC HEARING ON PROPOSED AMENDMENTS TO ANIMAL CONTROL ORDINANCE**

Mayor Holt opened a public hearing on a proposal to amend the town's Animal Control Ordinance, to deal with animal cruelty/neglect. (Commissioner Pittman in at 7:10 p.m.) Mayor Holt said he would defer to Town Attorney Will Barham for an explanation of the proposal. Mr. Barham commented that the problem with the current town ordinance was clarity. He said the changes they proposed would eliminate that, and that in the future if an officer is informed of a possible violation, the ordinance would give them an avenue for a quick response. Mayor Holt asked Ms. Blakely if she felt satisfied with the proposal, but she said she was pleased with it and it looked good to her. Mr. Barham said there are still areas that are not "fleshed out" in the law, but it was as clear as they could make it. One issue, he said, was "abandonment," and how that was defined. Mayor Holt asked if there were other comments; Chief Sparks said he would like to add a couple of other areas from the county animal control ordinance to the town's ordinance, such as when tenants vacate a residence and leave their animals behind. Mr. Barham said he could add that in for the board's review before they adopt it. He said the town has an ordinance in place in the meantime, as well as state law to fall back on. Chief Sparks asked if the attorney will just make it read where they can take action. Ms. Blakely asked that a copy be sent to her as well. The board then voted unanimously to close the hearing. Mayor Holt stated that they could adopt the ordinance at the next regular meeting. He thanked everyone for their participation.

*MOTION:* Anderson

*SECOND:* Baker

*VOTE:* unanimous

## **REPORTS FROM COMMITTEES**

Terry Rains said the Planning Board did not meet last month, so they had nothing new to discuss. The mayor pointed out that the Seniors met last week, and had Scott Mason, the *Tar Heel Traveler*, as their guest. He said they had a big crowd, the town provided lunch for the group, and it was a successful day.

## **REPORTS FROM DEPARTMENTS**

**FIRE DEPT:** Greg Johnson reported the department has started their night time staffing and would have two on duty at the fire department at night. He said they hoped to enhance response time. He said October would be Fire Prevention Month and their Reverse Raffle was also coming up. The mayor asked about plans for the aged mobile homes on Herring Street, and the department's controlled burn efforts. Mr. Johnson said that sparks from one mobile home caught the other one on fire, and the old materials caught up quickly. Mayor Holt said they looked bad before, but they look even worse now and something needs to be done with them.

**RECREATION:** Commissioner Anderson. Reviewed a copy of the monthly park equipment inspection list, she said some of those issues need to be taken care of at the park. She said the old tennis courts are still a problem, and Scottie and Ray were getting prices on resurfacing the parking lot. Scottie Hayes reported that registration was on-going for football, cheering, and soccer, which would run from September through October. Electrical lighting base and fencing were repaired at the park. Mayor Holt said thanks for the update. He pointed out that he knew of a couple of Scouts that are close to needing their Eagle projects and he said some of the park projects might work for that. He then went on to explain that the Scouts held a day camp at the town's park a couple of weeks ago. He said they gave an award to Scottie Hayes for his help in making their camp successful, and he presented the award to Scottie. The mayor said they need a Cub Scout Pack Master for Pine Level, since Leo Creech is retiring.

**STREETS:** Commissioner Baker. Ray Stuckey got quotes together for replacing the town's aging garbage truck. Mayor Holt said the town has funds toward replacing the truck, and they need to make a decision and not wait until it quits working altogether. He asked if they would want to finance a truck or pay it off. Ray Stuckey said it would be the end of the year before they could get a truck, if they put in an order now. Mayor Holt said he would confer with Commissioner Baker and Ray before the September meeting, and they could decide what action to take. Mr. Stuckey said the quote he got was through the Sheriff's Organization.

WATER/SEWER: Commissioner Pittman. Dan Simmons said plans were going forward on the well project and he would like to talk with Commissioner Pittman and Ray Stuckey after the meeting. Commissioner Pittman suggested that the town review the recycling program, because it is a losing proposition. He asked if they need to continue it or not. Ray Stuckey said recycling is labor intensive and the town gets nothing out of it. He said they take recyclables to the county landfill and the county does not charge for dumping recyclables. Mayor Holt asked if there would be a downside to stopping the program, he asked Ms Blakely and Terry Rains what they thought about it. Carol Blakely said she liked to recycle but she would say to do away with it if it did not make sense financially. Will Barham asked about a drop off site somewhere in town, Ray Stuckey said they started out with that idea and it didn't work either. The clerk asked about the state mandates from past years, that towns had to increase their proportion of recycled materials from their waste streams. Ray Stuckey said Pine Level always had good participation from the citizens, but it cost about \$400 per ton for recycling and garbage cost about \$180 per ton. Mayor Holt said they would first need to settle the state mandated issues, Will Barham said he would check on that. Commissioner Pittman said they could continue the discussion next month and stop the program if necessary.

FINANCE: Town Clerk said the office staff has been working hard on closing out the fiscal year and getting ready for the auditor, who should come in the near future to complete the 2017-18 audit.

#### **REPORTS FROM STAFF**

Town Attorney Will Barham said he was continuing to talk with the county attorney about the town's Flood Damage Prevention Ordinance and the county agreement to enforce the ordinance, and whether or not it was still good or not. He also has checked out another on-line payment service that looks good so far. He said superficially, it checks all the boxes, but he would want to review their contract. Mayor Holt said it would be good to have a way to accept those payments. Mr. Barham said this was just another avenue for people to use to make their payments, and they choose to use it or not and to pay any associated fees.

#### **RECREATION COMMITTEE APPOINTMENT**

Commissioner Anderson commented that Jamie Ferguson applied to serve on the Recreation Committee. The board voted unanimously to appoint Ms. Ferguson to a three-year term on the committee. A copy of the resolution is included with and hereby made a part of these minutes by reference. Mayor Holt said they would like to invite all of the recreation members to come to a board meeting and meet the board members.

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

#### **SPEED ON BLANCHE STREET**

Commissioner Pittman pointed out that speeding on Blanche Street continues to be an issue. He said school is soon starting back and that speeding is a problem. Mayor Holt suggested the Police Department borrow the electronic speed sign again and set it up on Blanche Street.

#### **2017-2018 BUDGET AMENDMENTS**

The board voted unanimously to approve budget amendments for the end of the 2017-2018 fiscal year. A copy of the amendments is included with and hereby made a part of these minutes by reference.

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

#### **AWARD OF BID FOR NEW WELL DRILLING PROJECT**

Dan Simmons informed the board that bids were received on July 10, 2018 for drilling and testing the town's new well, and that Barefoot's Well Drilling and Pump Service of Newton Grove, NC, came in as low bidder, with a bid of \$35,500. He said that

Barefoot's was a reputable firm that the county had used for several projects, and that RDA had also reviewed and approved the results. He said they would hold a pre-construction call with RDA at the town hall on Wednesday, August 15, 2018 at 11:00 a.m. He advised the board to authorize the mayor and town clerk to sign the agreement and Notice of Award. The board voted unanimously to approve the agreement and Notice of Award and to authorize the mayor and clerk to sign them on the town's behalf.

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

The board then voted unanimously to approve the Notice to Proceed, subject to RDA approval, and for the mayor and town clerk to execute that as well.

*MOTION:* Baker  
*SECOND:* Anderson  
*VOTE:* unanimous

Mayor Holt said they hope to soon see progress being made on that project. He also said that someone had agreed to provide the land for a well or new tank if the town needs it.

### **ANNOUNCEMENTS**

Mayor Holt mentioned that Carol Blakely and Wilma Bisesi were approved for a \$3000 grant this year to place 15 concrete planters downtown and keep seasonal flowers planted in them. He mentioned how Mr. George came to the town and gave his endowment several years ago, to be used for beautification projects. He thanked Ms. Blakely for their interest and said they look forward to seeing it completed.

He then read a thank you note from Mrs. Janice White to the town for their participation Wednesday and for their help in welcoming Scott Mason to Pine Level at the Seniors meeting last week. She also said they appreciated the lunch that the town provided.

Commissioner Pittman pointed out that Pine Level resident Mrs. Grace White will celebrate her 100th birthday on September 21st. Mayor Holt said the town could do something to recognize that accomplishment and perhaps they could go and visit with her and take something to her in honor of her birthday. He said they could place an announcement on the sign on US 70-A.

### **MEETING ADJOURNED**

There being no further business to discuss, the meeting adjourned at 7:55 p.m.

*MOTION TO ADJOURN:* Baker  
*SECOND:* Anderson  
*VOTE:* unanimous

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**TOWN CLERK**

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**MAYOR**