



**A G E N D A**  
**September 10, 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: 08-13-18
5. Public comment
6. Special recognition
  - A. Scottie Hayes – 10 year anniversary, 09-03-18
  - B. Mrs. Grace White – 100th birthday, 09-21-18
  - C. Jeri Fitzgerald Board – *Wings of War*, book signing 09-29-18
7. Reports from committees
8. Reports from departments
9. Reports from staff
10. Unfinished business
  - A. Amendment to Animal Control Ordinance
  - B. Proposal for garbage truck
  - C. Town's recycling program
11. New business
12. Mayor's minute
13. Announcements
14. Adjournment





**TOWN OF PINE LEVEL**  
**MINUTES OF REGULAR**  
**BOARD OF COMMISSIONERS MEETING**  
**SEPTEMBER 10, 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 7:07 p.m. on Monday, September 10, 2018 at the Pine Level Town Hall.

**ROLL CALL**

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

**STAFF PRESENT**

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

**INVOCATION AND PLEDGE**

Mayor Holt gave the invocation and then asked Terry Rains to lead the Pledge of Allegiance.

**AGENDA**

ADDITIONS: Closed session for personnel (JH)

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

**MINUTES: 08-13-18**

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

## **PUBLIC COMMENT**

Next, the mayor opened the floor for public comment on non-agenda issues. He announced that he had the town's flags lowered to remember the passing of Jimmy McClain, a former town commissioner, fireman, deputy, etc. He said the McClain family had always played an important part in Pine Level history.

## **EMPLOYEE RECOGNITION**

The mayor then recognized Scottie Hayes, for reaching his tenth anniversary with the town. He said Scottie has lived in Pine Level all his life and his dad coached along with Commissioner Garner's father. He said Scottie was Pine Level's only full-time recreation director. He thanked Scottie for his service with the town and everyone gave him a round of applause.

## **100TH BIRTHDAY RECOGNITION**

Mayor Holt then presented a proclamation in honor of Mrs. Grace White, upon her reaching her 100th birthday. He said it was a momentous occasion and they would present her with the proclamation and with an American flag that will be flown at the Town Hall for her birthday. The board unanimously approved the proclamation in honor of Mrs. White.

*MOTION TO APPROVE:* Garner

*SECOND:* Pittman

*VOTE:* unanimous

## **PINE LEVEL AUTHOR**

The mayor then read a Proclamation in recognition of Mrs. Jeri Fitzgerald Board, who has now written her second novel, entitled *Wings of War*. There will be a book signing for Mrs. Board at 2:00 p.m. on Saturday, September 29th at the Pine Level Furniture and Hardware store. He said Mrs. Board grew up in Pine Level and went on to work in education. The proclamation names the day of the book signing as "Jeri Fitzgerald Board Day" in Pine Level. The board unanimously approved the proclamation in honor of Mrs. Board.

*MOTION TO APPROVE:* Pittman

*SECOND:* Baker

*VOTE:* unanimous

## **REPORTS FROM COMMITTEES**

The Seniors Group meets on Wednesday this week. Mrs. Janice White, Dannie and Rose Hayes, and Nester McClain are all stepping down from their roles of leadership with the Seniors Group. Mayor Holt said they are looking for someone to take over the leadership of that group. Commissioner Pittman said it was time for someone to step up and help out with them.

## **REPORTS FROM DEPARTMENTS**

RECREATION: Scottie Hayes. Football and cheering are starting up, soccer is right behind. Commissioner Anderson commented on the upcoming storm, Hurricane Florence.

STREETS: Commissioner Baker. Ray Stuckey got up a list of streets that could be paved. Mayor Holt said he would defer to Mr. Stuckey and Commissioner Baker to decide on the paving needs. He mentioned that it would be a good idea to wait on the streets that will be cut when the water and sewer project is completed. He also said that he had proposals for garbage trucks. Mayor Holt said there was a question on insurance and which was better, a rear loader or a side loader, but Alan West said there was no problem either way. Commissioner Garner said the smaller side loader might be better for the town. Mayor Holt said he wanted to check with USDA too, since they promote that they have money to loan for truck purchases. He said he would talk more with Mr. Stuckey and stay on top of the truck needs.

POLICE: Commissioner Garner. Hurricane coming up later this week, urged people to keep an eye out for their neighbor. Two apps were mentioned for assistance with the storm, "Ready NC.org" and "JOCO.com alerts." Chief Sparks said he would like for the board to go ahead and approve Halloween and upcoming turkey shoots. The board voted unanimously to approve trick or treating on October 31st, from 6-8 p.m.

*MOTION TO APPROVE:* Garner

*SECOND:* Pittman

*VOTE:* unanimous

They also gave their approval for the upcoming civic group turkey shoots.

*MOTION:* Garner  
*SECOND:* Baker  
*VOTE:* unanimous

WATER/SEWER: Commissioner Pittman. Deferred to Dan Simmons to report on the water/sewer project. Mr. Simmons said the Notice to Proceed on the well project has been delivered to the contractor and that September 4 starts his thirty day period to drill the new well, then he has thirty days to test it. Commissioner Pittman said he remembered when Hurricane Hazel came through Pine Level, but there weren't as many people living here then. He said Pine Level didn't fare too well with the "F" name storms, like Fran, Floyd, and now Florence. He said Pine Level has lots of trees and it is totally flat, so water is not going to run off immediately.

FIRE DEPT: Fire Chief Brannan Barbee. Reported that upcoming hurricane may come in as a category 4 or 5, and could stall out over North Carolina and be a 4-6 day event, with 24-26" of rain. He said North Johnston Middle School would be an emergency shelter. Recommended that people go ahead and go to a shelter early. Emergency crews will not be dispatched after sustained winds reach 40 MPH, and services will be suspended by Johnston County. They will help as much as possible, but will not go out for trees or power lines down. EMS people say it could be the most historic event in the state's history. Reverse drawing coming up November 3, Fire Prevention Month is October.

FINANCE: Town Clerk said auditors have been at work at the town hall, and they are completing the town's annual audit.

#### **REPORTS FROM STAFF**

Town Attorney Will Barham announced that he completed the revisions on the amendment to the town's Animal Control Ordinance, to address cruelty to animals. Having already held a public hearing on the matter last month, the board voted unanimously to adopt the amendment as presented, a copy of which is included with and hereby made a part of these minutes by reference.

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

#### **PROPOSAL FOR GARBAGE TRUCK**

Mayor Holt said he has looked into some alternatives for purchasing a truck, such as a side loader versus a rear loader, but he wanted to talk with Ray Stuckey before they make a decision. He said he would get an update out to the commissioners as soon as possible.

#### **RECYCLING PROGRAM**

Mr. Barham reported that the town is not required to have a recycling program; however the town could lose eligibility for grants or maybe some tax revenues, like the Solid Wastes Grant. He said the town has to have a reduction program for solid wastes, and make a "good faith effort" and provide an annual report to DENR. He said they could not knowingly dispose of banned items in the landfill, such as aluminum, glass, etc. Mayor Holt asked if they could take action, but Commissioner Pittman said he thought they should continue with the recycling program as is, at this time. Mayor Holt said no action would be required then, but they would continue to monitor the recycling program and the costs involved.

#### **POSSIBILITY OF PAYMENT BY PHONE OR ONLINE**

Mr. Barham said he has reviewed another contract for credit payments, at no cost to the town, and it looks promising. He said there would be a percentage fee added to each transaction of 2.65% that would be attached to the bill to cover their services. The term of the contract would be one year and it would be governed by North Carolina law. The town would choose what payments would be allowable, and the company would be willing to send representatives to train personnel on how to use the program. Commissioner Anderson asked about paying a bill with your bank account, versus paying by credit, and whether that might be an option. Mr. Barham said he just needed someone to work with him on establishing the program. The board approved for the mayor to work with the attorney on ironing out the contract.

*MOTION:* Garner  
*SECOND:* Pittman  
*VOTE:* unanimous

### **MAYOR'S MINUTE**

Mayor Holt announced there were a couple of residents who wished to address the board with their concerns, and they came in late to the meeting. He then recognized Amy Ryan and Robert Liverman, who live in the apartment buildings near the town's water tank. Ms. Ryan and Mr. Liverman said their vehicles got paint on them when the town recently had the exterior of the water spray painted. They both said it has been since sometime in June and it has not been resolved yet, and they are ready to put it behind them. Chief Sparks said their issue was with the maintenance company that the town contracts with for tank maintenance. Mr. Liverman said the company has been contacted time and again but nothing has been done. Ms. Ryan said the company offered to send a man to come and clean the vehicles but that was not acceptable. Mayor Holt asked what kind of expenses they have incurred on their vehicles. Ms. Ryan said they turned in a quote on their vehicles; Chief Sparks said he would get the information and pass it along to the town attorney. Mayor Holt Mr. Barham could take it and send them notice from the town. Ms. Ryan commented that if they had been informed that the tank was to be painted, they would have moved their vehicles out of harm's way.

### **ORDINANCE TO AUTHORIZE MAYOR TO DECLARE A STATE OF EMERGENCY**

The board voted unanimously to adopt an ordinance to authorize the mayor to declare a State of Emergency and any necessary curfews, etc. in light of the upcoming Hurricane Florence. A copy is included with and hereby made a part of these minutes by reference.

*MOTION:* Garner  
*SECOND:* Pittman  
*VOTE:* unanimous

### **CLOSED SESSION**

At 7:58 p.m. the mayor opened a brief closed session to discuss a personnel issue. All of the board members, the town attorney and town clerk were in attendance. After a brief discussion, the closed session came to an end at 8:05 p.m. and regular session resumed.

### **PLANNING PERSONNEL**

The board voted unanimously to authorize Mayor Holt to negotiate with a possible part-time planning director for the town, who has thirty years of experience in construction, building inspections, contracting, etc.

*MOTION:* Anderson  
*SECOND:* Garner  
*VOTE:* unanimous

### **MEETING ADJOURNED**

There being no further business to discuss, the meeting was adjourned.

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**TOWN CLERK**

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**MAYOR**