



TOWN OF PINE LEVEL
MINUTES OF REGULAR
BOARD OF COMMISSIONERS MEETING
DECEMBER 10, 2015
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 Thursday, December 10, 2015 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

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

INVOCATION AND PLEDGE

Commissioner Baker gave the invocation and Commissioner Garner led the Pledge of Allegiance.

APPROVAL OF AGENDA

Commissioner Garner asked to table any further discussion on item 10 (B), the police department's proposal to utilize "Nixle Engage."

MOTION TO APPROVE: Baker
SECOND: Anderson
VOTE: unanimous

APPROVAL OF MINUTES: 11-12-15

MOTION TO APPROVE: Anderson
SECOND: Garner
VOTE: unanimous

PUBLIC HEARING ON REQUEST FOR SPECIAL USE PERMIT

At 7:05 p.m., the mayor opened a required public hearing on a request from Teresa Arthur for a special use permit, said hearing having been duly advertised on November 25th and December 2nd in *The Kenly News*. The special use permit would allow the Arthurs to construct duplex apartment buildings on N. Pine Street, in an RH district. The mayor welcomed Elliot Arthur to the meeting, as a representative of the property owners. Scottie Hayes reported that the Planning Board reviewed the permit request and voted unanimously to recommend approval of the special use permit, with the condition that a 10' boundary be allowed on the north side of the property (toward the railroad) instead of a 50' boundary, since the Arthurs own the property on both sides of the railroad tracks and they are not developing a subdivision. Mayor Holt said that requirements for the special use permit appeared to have been fulfilled. He asked if there were any further comments or questions. Hearing none, he declared the hearing closed and questioned the board's wishes concerning the request. The board voted unanimously to accept the recommendation of the Planning Board and to approve the special use for the Arthurs accordingly.

MOTION: Pittman

SECOND: Anderson

VOTE: unanimous

PUBLIC COMMENT

The mayor then asked if anyone wished to comment on a non-agenda item. Mr. Kester Kornegay, a Pine Level resident, commented that he appreciated the work of all the board members, although he might not always agree with the decisions made. Mayor Holt thanked Mr. Kornegay and he said the board members always appreciate public support from citizens, and the doors are always open to the public.

He also introduced Will Barham, who was filling in tonight for Frank Wood. He said Mr. Barham is a lifelong Pine Level resident, except for the time he served in the US Coast Guard, and that he is now an attorney with the firm of Hewett and Wood, PA.

REPORTS FROM COMMITTEES

PLANNING BOARD: Nester McClain said the Planning Board was not involved with any new issues.

SENIORS GROUP: Mr. McClain also reported that the Seniors group is still active and having good meetings.

REPORTS FROM DEPARTMENTS

STREETS: Commissioner Baker. No major issues at this time. Mayor commented that the men have been busy with leaf collection.

RECREATION: Commissioner Anderson. Things going well with recreation. Held Christmas dinner for committee members. Basketball getting underway. Scottie Hayes said the Christmas parade will be held at 2:00 p.m. this upcoming Sunday afternoon. He also said that he has tickets available for the recreation department's Reverse Raffle.

POLICE: Commissioner Garner. New car should soon be ready to put on the road. Holiday season upon us, citizens should keep an eye out for anything suspicious and report it to 9-1-1.

WATER/SEWER: Commissioner Pittman. Referred to Dan Simmons for a report on the ongoing SEARCH grant activity. Mr. Simmons said they have inspected the wastewater system, including 80 manholes, but he would like to meet with Ray Stuckey and discuss their findings with him. He said they have an idea of what is going on, with the infiltration in the sewer system. Commissioner Pittman asked if there is any further update on the proposed drainage project for West Main Street. Mayor Holt said yes, the DOT has received approval from the railroad and the project should soon move forward.

FINANCE: The town clerk mentioned budget amendments for 2015-2016, in the agenda packets. The board voted unanimously to approve the budget amendments as presented. A copy of the amendments is included with and hereby made a part of these minutes by reference.

MOTION TO APPROVE: Pittman

SECOND: Garner

VOTE: unanimous

2014-15 AUDIT REPORT FROM C. KEITH PEEDIN, CPA

The mayor then invited Mr. Peedin to come forward and present his findings for the 2014-2015 fiscal year. Mr. Peedin said it was a “clean opinion report” and he proceeded to quickly review the numerous exhibits in the audit report. He commented that the tax collection percentage rate was 99%, which was excellent. Mr. Peedin felt the town’s finances were in good shape. He said he would be happy to meet with the board at a future meeting if they should have questions. Mayor Holt said the summary reports at the back of the report were good for getting a snapshot of the town’s financial standing. He said the board was working to keep up with any issues and correct them as necessary. He said the report was a public document and anyone could review it at the town hall. The board voted unanimously to approve Mr. Peedin’s report.

MOTION: Pittman
SECOND: Baker
VOTE: unanimous

ADMINISTERING OF OATHS OF OFFICE

With a municipal election having been held in November, 2015, all five board members ran unopposed for the five board seats and they were re-elected. Since newly elected board members are to be seated in the December meeting following a municipal election, all of the board members were required to renew their oaths of office. The mayor, Jeff Holt, was first to be sworn in by the town clerk. After repeating his oath of office, he proceeded then to collectively swear in the remaining four board members, Commissioners Karen Anderson, Greg Baker, Jimmy Garner, and Phil Pittman. The board then proceeded to complete other required organizational procedures.

ASSIGNMENT OF DEPARTMENTAL DUTIES

Mayor Holt thanked all of the commissioners for their past service and their contributions to the board. He then announced the following departmental appointments, which left the mayor as head of FINANCE and PERSONNEL.

WATER/SEWER: Commissioner Pittman
POLICE: Commissioner Garner
RECREATION: Commissioner Anderson
STREETS: Commissioner Baker

ELECTION OF MAYOR PRO TEM

Next, the board elected a member to serve as Mayor Pro Tem in the unforeseen absence of Mayor Holt. Commissioner Pittman nominated Commissioner Garner to serve in that position. The mayor asked if there were any other nominations, but there were no other nominees. The board then voted unanimously to elect Commissioner Garner to serve as Mayor Pro Tem.

MOTION: Pittman
SECOND: Baker
VOTE: unanimous

2016 MEETING SCHEDULE

The board then voted to establish the following calendar for their regular board meetings in 2016.

January 14	March 10	May 12	July 14	September 8	November 10
February 11	April 14	June 9	August 11	October 13	December 8

Mayor Holt said if conflicts arise, the board can make other arrangements as necessary.

MOTION: Baker
SECOND: Garner
VOTE: unanimous

RULES OF PROCEDURE

Mayor Holt said the board would continue to operate meetings according to *Robert's Rules of Order*, as closely as possible.

OTHER

Commissioner Pittman said he would like to make a comment. He said that he has served many years on the board, both as commissioner and as mayor, and he would like to see other citizens step forward and serve on the board. He said he was not planning to seek re-election when the next municipal election rolls around in two years. Mayor Holt said they were not unique, as evidenced by the mayoral pictures on the wall of the conference room, but they all had a genuine concern for the welfare of the town.

JC PARKS AND RECREATION MASTER PLAN

The board next heard from Donna Bailey-Taylor, who heads up the JC Visitors Bureau. She said they began work two years back on a comprehensive recreation plan for the entire county. She brought a copy of the completed plan and she said it was a great tool for all parts of the county to use, as they look to expand and offer recreational opportunities for citizens. She stated that they have taken the plan to all municipalities in the county and asked them to adopt a resolution of support that they can take to the county commissioners in January. Mayor Holt said he had not read the entire plan, but he asked what would the town's endorsement of the plan mean to Pine Level, how would it benefit Pine Level recreation. Ms. Bailey-Taylor said it was a comprehensive plan for the entire county and that they surveyed 2500 citizens of Johnston County. She said it was a great planning tool and that it included recommendations that were intended to be countywide. The board voted unanimously to adopt the resolution in support of the Recreation Master Plan. A copy of the resolution is included with and hereby made a part of these minutes by reference.

MOTION: Anderson

SECOND: Baker

VOTE: unanimous

MAYOR'S MINUTE

Mayor Holt mentioned that Vietnam veterans would be serving as Pine Level's parade grand marshals this year. Commissioner Pittman commented that one person from Pine Level was killed in that war, Greg Stancil. The mayor went on to share bits of information from the Vietnam War, such as the fact that 58,000 were killed, 75,000 were severely disabled, of those killed 61% were less than 21 years old, the average age of those killed was 23, the oldest man killed was 62, 1875 people were still unaccounted for as of 2004, etc.

ANNOUNCEMENTS

The mayor announced that Pine Level's Christmas parade would be this Sunday at 2:00 p.m., which was one hour earlier than usual. The board members agreed to provide their own rides for the parade. He also noted the annual Employee's Christmas Luncheon would be at noon on December 21st.

MEETING ADJOURNED

There being no further business to discuss, the meeting was adjourned at 8:00 p.m.

MOTION: Garner

SECOND: Baker

VOTE: unanimous

TOWN CLERK

MAYOR