



**TOWN OF PINE LEVEL**  
**MINUTES OF REGULAR**  
**BOARD OF COMMISSIONERS MEETING**  
**DECEMBER 12, 2013**  
**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 12, 2013 at the Pine Level Town Hall.

**ROLL CALL**

  X   COMMISSIONER KAREN ANDERSON  
  X   COMMISSIONER JIMMY GARNER  
  X   COMMISSIONER ANTHONY GUDAC  
  X   COMMISSIONER PHIL PITTMAN  
  X   MAYOR JEFF HOLT

**STAFF PRESENT**

Town Attorney Frank Wood, Consultant Dan Simmons, Public Works Supt. Ray Stuckey, Police Chief Keith Sparks, Town Clerk Sharon Thompson

**INVOCATION AND PLEDGE**

Mayor Holt asked Commissioner Pittman to give the invocation and Commissioner Gudac led the Pledge of Allegiance. The mayor then welcomed everyone to the meeting.

**APPROVAL OF AGENDA**

The agenda was unanimously approved, with the addition of 9 (B) Special Recognition (JH).

*MOTION:* Gudac  
*SECOND:* Pittman  
*VOTE:* unanimous

**APPROVAL OF MINUTES: 11-14-13**

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

## **PUBLIC COMMENT**

Mayor Holt asked if anyone wished to comment on a non-agenda item. Kester Kornegay asked if it would be possible to combine two mobile home lots and to put a doublewide on the resulting combined lot. Mayor Holt said he would ask Scottie Hayes to contact Mr. Kornegay concerning his request, to determine if that would be allowable under zoning regulations.

## **REPORTS FROM COMMITTEES**

No committee reports.

## **REPORTS FROM DEPARTMENTS**

**WATER/SEWER:** Commissioner Gudac. Everything okay. Issue with pump at eastside station still unresolved. Pump has been ordered but has not come in. Have one other pump that can be rebuilt for use as a spare one; approved for Ray Stuckey to go ahead and get the parts and rebuild that pump to have on hand.

**RECREATION:** Commissioner Anderson. Basketball games to begin in January. Reverse raffle coming up in February; tickets available for \$50.00. Committee to look into Primitive Church property to consist of the mayor, Anthony Gudac, Janice White, Van Jones, Randy Holloman and Commissioner Anderson. Will meet after Christmas to review the property and the church's offer to the town to purchase it. Kester Kornegay asked about the use of porta-johns at the park for the recreation season. Commissioner Anderson said they worked out very well, although there were a couple of incidents where they were turned over.

**POLICE:** Commissioner Garner. Christmas season just around the corner, citizens need to keep their eyes open for any suspicious activity and to look out for their neighbors' homes. Hope to get a grant to purchase a police car for the department. Will have additional part-time officers on duty through the holiday season.

**STREETS:** Commissioner Pittman. Everything going well. Men are busy picking up debris and leaves by the streets. No problems reported with rain last week. Men just need to keep up the good work. Ray Stuckey mentioned that since the town offices will be closed Tuesday-Thursday for Christmas, the men will start garbage pickup on Friday, December 27th and get as far as possible that day. Will put trash collection message on sign in front of town hall.

## **REPORTS FROM STAFF**

Frank Wood advised the board that he reviewed the information given to him at the November meeting concerning the proposal from JC Tourism to perform a study of the recreational facilities in the county. He said the study would not require the town to do anything and the county would use the information as a tool to identify needs in the county. He suggested that in the interest of time, the board could address the matter at the next meeting.

Dan Simmons once again addressed the proposal from Johnston County that the county assume the responsibility for erosion and sedimentary review in the county, instead of NCDENR. He said the change in the county was effective as of December 1st, but it did not cover any incorporated areas or ETJ areas. Mr. Simmons said that the county has written a resolution for the municipalities to adopt if they wish to participate, and he sent the resolution to Frank Wood for review on behalf of the town. Mr. Wood said the arrangement could be cancelled at any time if both parties were in agreement. He also said that the county wants the municipalities to hold the county harmless in any future legal cases that might arise. The board approved the resolution on the following vote. A copy of the resolution is included with and hereby made a part of these minutes by reference. Mayor Holt asked Mr. Simmons to represent Pine Level in any meetings concerning this issue.

*MOTION TO APPROVE:* Pittman

*SECOND:* Garner

*VOTE:* yes – Pittman, Garner, Anderson, Holt  
no – Gudac

Mr. Simmons also informed the board that he spoke with the NCDOT and they seemingly had misplaced everything that was sent in concerning the sidewalk project in Pine Level on South Peedin Avenue. He said they located the information and they said it was approved and should go forward in January.

## **2012-2013 AUDIT REPORT**

The board then received the audit report from C. Keith Peedin, CPA. He said it was a clean opinion and he went on to quickly review the report with the board. He said Pine Level has a strong financial position and he felt good about Pine Level's status. Mayor Holt suggested that the board members take the report and review it on their own to digest more of its contents, but he said it sounded like the town was going in the right direction. The board unanimously accepted Mr. Peedin's report.

*MOTION:* Gudac  
*SECOND:* Anderson  
*VOTE:* unanimous

## **SPECIAL RECOGNITION**

Mayor Holt commented that he wanted to recognize an outgoing board member, who has given much time through the years in service to the town and community. Commissioner Gudac served 28 years on the Pine Level Fire Department, 16 years as fire chief, 14 years as a commissioner, and he has worked with his church and other areas as well. The mayor said that he has been an asset to the town and he thanked Commissioner Gudac for what he has done for the town. He presented him with a plaque on behalf of the town, thanking him for his fourteen years of service on the board from 1999 to 2013. He also said that he attended the same type of ceremony for the Town of Smithfield recently, and they recognized some board members who were going off of their board, with a key to the city. He said he wanted to do something equally special for Commissioner Gudac, so he came up with a unique idea to present to him. He then uncovered a Pine Level city limit sign, affixed with a plaque commemorating Commissioner Gudac's years of service, and presented it to the commissioner. He also welcomed Anthony's wife, Jennifer, to the meeting, and he hoped that she and Commissioner Gudac would find a special place to display the Pine Level sign.

Commissioner Gudac said that this occasion was a humbling experience for him. He said he had experienced trying times, but through it all he always had a lot of support. He said Pine Level was indeed a great little town and that he chose to live in Pine Level. He said he had truly enjoyed his time on the board and that he would miss the good townspeople who came to the meetings and wanted to be a part of what was going on. He suggested that if a board member sees something that needs to be done, to just go and do it. He said the town has good employees who do a good job and he hoped that Pine Level will stay just as it is. He said he had no intention of not serving, and he would continue to be a public servant in some capacity. He said his time on the board has been a blessing to him and he appreciated it and would offer his assistance at any time to the town.

## **ADMINISTERING OF OATHS**

Next, the board came to the time of administering oaths for the newly elected board. First to be sworn in was Mayor Jeff Holt. The town clerk administered the oath of office to the mayor. Mayor Holt then administered the oath of office to the re-elected Commissioners Anderson, Garner and Pittman, collectively. Finally the mayor administered the oath to newly elected commissioner, Greg Baker, as he was surrounded by his wife, daughter and other family members. Mayor Holt then presented all of the commissioners with a Pine Level lapel pin. At 7:45 p.m. the meeting was recessed for everyone to enjoy refreshments in the town hall lobby.

## **ELECTION OF MAYOR PRO-TEM**

The meeting reconvened at 8:09 p.m. and the board continued with organizational procedures for the new board. The first order of business was to elect a board member to serve as mayor pro-tem in the absence of the mayor. Mayor Holt first welcomed Commissioner Baker to the board and advised him to feel free to contact any of the board members with any questions that might arise. He said the town has good employees who attend to most of the town's business and he congratulated Mr. Baker on his recent election to the board of commissioners. The board then voted unanimously on a nomination to elect Commissioner Phil Pittman as the mayor pro-tem. Mayor Holt also thanked Commissioner Pittman for accepting the position and for his recent service in that same position.

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

**ASSIGNMENT OF DEPARTMENTAL DUTIES**

The mayor proceeded to appoint the board members to serve over the town’s various departments:

WATER/SEWER:	Commissioner Phil Pittman
RECREATION:	Commissioner Karen Anderson
POLICE:	Commissioner Jimmy Garner
STREETS:	Commissioner Greg Baker
FINANCE AND PERSONNEL:	Mayor Jeff Holt

**2014 MEETING SCHEDULE**

Mayor Holt commented that the second Thursday of each month has worked out rather well for the board meetings and it has not conflicted with meetings of many other civic organizations in the area. The following dates were thus established as the meeting dates for 2014:

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

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

**ESTABLISH RULES OF PROCEDURE**

Mayor Holt said the meeting would be run according to parliamentary procedures established in Robert’s Rules of Order.

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

**NEW BUSINESS**

The mayor commented that this would be the 100th year of Pine Level School and that they would be having various events throughout the year to commemorate the occasion. He said he would like to adopt a resolution at some point in the year to recognize the school’s heritage. He also said that they would have a “Heritage Day” in May at the park and he hoped the recreation department could come up with an event, such as a run or a corn hole tournament, to participate in the occasion.

**ANNOUNCEMENTS**

Mayor Holt noted that the town’s annual employee Christmas luncheon would be held on Friday, December 13th at 12:30 p.m. He invited Commissioner Baker to come and join in the festivities, if he could get away from work for a short while.

**MEETING ADJOURNED**

There being no further business, at 8:18 p.m. the meeting was adjourned.

*MOTION:* Anderson  
*SECOND:* Pittman  
*VOTE:* unanimous

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**TOWN CLERK**

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MAYOR