



TOWN OF PINE LEVEL
MINUTES OF REGULAR
BOARD OF COMMISSIONERS MEETING
DECEMBER 9, 2019
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, December 9, 2019 at the Pine Level Town Hall.

ROLL CALL

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

STAFF PRESENT

Town Attorney Will Barham, Police Chief Ashley Woodard, Public Works Supt. Ray Stuckey and Town Clerk Sharon Thompson

INVOCATION AND PLEDGE

Mayor Holt asked Mr. Nester McClain to give the invocation and Terry Rains to lead the Pledge of Allegiance. He then welcomed everyone to the meeting. He especially thanked Mr. McClain for serving as the Parade Grand Marshal for 2019.

AGENDA

ADDITIONS: 13. Change to brief recess for refreshments (JH)

MOTION TO ADOPT: Anderson-Miller
SECOND: Baker
VOTE: unanimous

MINUTES: 11-18-19

MOTION TO APPROVE: Anderson-Miller
SECOND: Baker
VOTE: unanimous

PUBLIC COMMENT

Mayor Holt once again welcomed all of those in attendance and asked if anyone wished to address the board on a non-agenda item. The mayor recognized Mrs. Cindy Brookshire, who resides at 58 Addie Drive. She said she is a happy five-year resident of Pine Level. She encouraged the board to consider becoming a member of a local Chamber of Commerce. She noted that Pine Level is one of two towns in Johnston County that are not Chamber members. She felt it would be advantageous to the town, with the Eastfield Development coming just up the road toward I-95. She said it would allow Pine Level to have a voice in, and be part of the growth headed in this direction. She also encouraged the town to develop a Facebook page to be able to share information with residents. Mayor Holt thanked Mrs. Brookshire for her comments; he said the town had certainly had invitations to join a Chamber of Commerce, but up to this point, there had not been much development east of I-95, and there were probably very few Pine Level businesses that were members of the Chamber. He also said the town has not been extremely active on social media sites, although Commissioner Anderson-Miller said the recreation department did have a Facebook page.

Mr. Nester McClain thanked the town for how they have treated him through the years, and he thanked the board members for their support as well. Mayor Holt thanked Mr. McClain for his involvement with the town. Commissioner Baker said he was a blessing to Pine Level.

REPORTS FROM COMMITTEES

SENIORS GROUP: Commissioner Pittman said the Seniors visited the Rudy Theater in Selma to watch the Christmas Show. He said it was very enjoyable and he encouraged everyone to go see it. He said the Seniors did not have a regular meeting in December.

PLANNING BOARD: Terry Rains said the Planning Board "had nothing going on right now."

REPORTS FROM DEPARTMENTS

WATER/SEWER: Commissioner Pittman. Everything running smoothly. Still waiting for progress on the water/sewer project. Hope to see new post office in town in the new year.

POLICE: Commissioner Garner. Two new police cars finally came in and looking good with new graphics. Police department did a great job with the Christmas parade. Chief Woodard said they were waiting to install the emergency equipment on the new cars before they are put on the road. Encouraged residents to keep their eyes open during the holiday season to avoid break-ins, and advised them to not put boxes out by the street when they get new equipment like a new TV. Will have extra patrols for next few weeks to minimize incidents. Commissioner Garner said they would use extra part time for holiday patrols.

RECREATION: Commissioner Anderson-Miller. Christmas parade went well yesterday. Basketball practice underway, games to start in January. Park maintenance still a top priority. Reverse Raffle to come up in February.

STREETS: Commissioner Baker. Garbage truck has not come in yet. Appreciate help from police and public departments with the Christmas parade.

FINANCE: Awaiting audit report from Andrew Harris, CPA.

FIRE DEPT: President Greg Johnson said they had their Christmas party last week. They had good results from their reverse raffle, and they had a successful Breakfast with Santa last weekend.

REPORTS FROM STAFF

Nothing new to report.

UNFINISHED BUSINESS

Mayor Holt said the board was ushering in a new board member tonight, but they were also saying goodbye to an old board member. He asked Commissioner Anderson-Miller to come forward. He said she had served as a commissioner since 2007, and had elected to not run again and go out of office as a winner. He presented her with a bag of gifts and a plaque made from a home plate that read with grateful appreciation for her service to the town. He said she had also served as head of the Pine Level Pool and helped to keep it from going under, and they would miss her too. He said the town appreciated everything she has done over the past twelve years and everyone gave her a round of applause. She said she had followed in her daddy's footsteps, and those of her brother David. She said she had enjoyed her time on the board.

ADMINISTERING OF OATHS

Town Clerk Sharon Thompson first administered the Oath of Office to Mayor Jeff Holt. The mayor then called up Commissioners Pittman, Baker and Garner to administer the Oath of Office to them. He ended up with having Commissioner-Elect Bill Radford to come forward, along with his wife Alice. She held the Bible for the mayor to administer the Oath of Office to newly elected Commissioner Bill Radford. Commissioner Radford then took his seat at the table.

ELECTION OF MAYOR PRO-TEM

The board proceeded to discuss the election of a Mayor Pro-tem, to serve in the possible absence of Mayor Holt. As it has been tradition in Pine Level to elect the commissioner with the highest number of votes in the election as Mayor Pro-tem, Commissioner Pittman moved to nominate Commissioner Greg Baker to serve as Mayor Pro-tem. The board voted unanimously to elect Commissioner Baker.

MOTION: Pittman
SECOND: Garner
VOTE: unanimous

ASSIGNMENT OF DEPARTMENTAL DUTIES

Mayor Holt then assigned the board members to represent the following departments:

STREETS – Commissioner Greg Baker
RECREATION – Commissioner Bill Radford
POLICE – Commissioner Jimmy Garner
WATER/SEWER – Commissioner Phil Pittman
FINANCE/PERSONNEL – Mayor Jeff Holt

2020 MEETING SCHEDULE

The following dates were approved as the meeting schedule for the New Year, 2nd Mondays at 7:00 pm:

JAN 13	APRIL 13	JULY 13	OCT 12
FEB 10	MAY 11	AUG 10	NOV 9
MAR 9	JUNE 8	SEPT 14	DEC 14

MOTION TO APPROVE: Radford
SECOND: Garner
VOTE: unanimous

ESTABLISH RULES OF PROCEDURE

The board voted to follow Robert's Rules of Order for the conduct of meetings. Mayor Holt said they would try to follow those rules as closely as possible.

MOTION: Baker
SECOND: Radford
VOTE: unanimous

OTHER

Mayor Holt informed the board of the need to attend an Ethics Course, which usually is held in the Town of Clayton. He said they would get more information out on that possibility as it becomes available.

BRIEF RECESS

At 7:35 pm, the board observed a brief recess, and moved to the lobby for light refreshments.

MOTION TO RECESS: Baker
SECOND: Pittman
VOTE: unanimous

CLOSED SESSION

The mayor reconvened the meeting and announced the need for a short closed session to discuss personnel matters. The board voted unanimously to enter closed session, with all the board members, the town attorney and town clerk in attendance.

MOTION: Garner
SECOND: Pittman
VOTE: unanimous

REGULAR SESSION RESUMED

At 8:00 p.m. regular session resumed and the mayor made several announcements. He said the employees' annual Christmas Luncheon would take place this Thursday, December 12 at noon.

He announced no action taken in the closed session, that it was an informational session. He said that Town Clerk Sharon Thompson had decided to submit her application for retirement as of February 1, 2020, and would no longer be employed after January 31, 2020. The clerk has been employed with the town since September 1981, starting out as part-time, and since July 1983 as a full-time employee. He said he would work with the clerk to get an advertisement together for the job vacancy.

MEETING ADJOURNED

There being no further business to address, the meeting came to an end at 8:05 p.m.

MOTION TO ADJOURN: Garner
SECOND: Baker
VOTE: unanimous

TOWN CLERK

MAYOR