

Mayor
Jeff Holt

Mayor Pro-Tem
Greg Baker

Board of Commissioners
Jimmy Garner
Phil Pittman
Bill Radford



Town Clerk
Connie N. Capps

Police Chief
Ashley Woodard

Public Works Supt.
Ray Stuckey

Rec. Coordinator
Scottie Hayes

**TOWN OF PINE LEVEL
MINUTES OF REGULAR
BOARD OF COMMISSIONERS MEETING
APRIL 19, 2021**

CALL TO ORDER

Mayor Jeff Holt called the regular meeting of the Pine Level Board of Commissioners to order at 7:00 p.m. on Monday April 19, 2021 at the Pine Level Town Hall with a quorum present.

ROLL CALL

- ✓ Mayor Jeff Holt
- ✓ Commissioner Greg Baker (Remotely)
- X Commissioner Jimmy Garner
- ✓ Commissioner Phil Pittman
- ✓ Commissioner Bill Radford

STAFF PRESENT

Attorney Chip Hewett, Consultant Dan Simmons, Police Chief Ashley Woodard, Recreation Coordinator/Zoning Administrator Scottie Hayes, Public Works Superintendent Ray Stuckey, and Town Clerk Connie Capps.

OTHERS PRESENT

Terry Rains, Rodney Cabe, and Adam Stuckey

INVOCATION

Mayor Jeff Holt ask that everyone remember Jackson Martin, the grandson of Al Rains who was involved in a baseball accident. He then gave the invocation.

PLEDGE- Terry Rains led in the Pledge of Allegiance to the flag.

AGENDA APPROVAL

Motion to approve: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

MINUTES FROM MARCH 8, 2021

Motion to approve: Commissioner Phil Pittman

Second: Commissioner Bill Radford

Vote: Unanimous

PUBLIC COMMENT

None

PUBLIC HEARING/MORATORIUM ON PLANNED UNIT DEVELOPMENTS

Mayor Holt informed everyone that a public hearing was called for in March to consider an Ordinance Establishing a Moratorium on Planned Unit Developments in the Town of Pine Level and the Extraterritorial Jurisdiction Area. The public hearing was duly advertised in the Johnstonian News on Wednesday, April 7, 2021 and also placed on the town's website.

Mayor Holt informed everyone that the subdivisions that have been previously presented to the board would not be affected by the Moratorium. He stated the recommendation from the Planning Board was to approve the Moratorium for a period of twenty-four months. He said a review of the ordinances is needed due to some of the verbiage in the ordinances may not be relevant or as restrictive as the board would like, therefore 24 months would give more time to review.

Attorney Chip Hewett stated that anyone wishing to speak during the public hearing should state their name and address for the record.

Rodney Cabe who resides at 86 Country Store Road spoke stating his concerns were the number of houses in the subdivisions, and developers building near Moccasin Creek. He asked would there be any holding ponds? Mayor Holt stated that Mr. Cabe had brought up some very good points to consider, but these questions would need to be asked at the planning board meetings where more review and discussion is held on each subdivision submitted. He said the purpose of the public hearing was whether or not to put a Moratorium on Planned Unit Developments.

Commissioner Greg Baker asked was there a reason for the time frame of two years. He said he did not want to put a strain on the town's existing infrastructure as well as other things. Scottie Hayes stated that the review of the ordinances may not take two years, but the planning board wanted to make sure they had enough time for review. Scottie said at any time the board could repeal the ordinance.

Commissioner Phil Pittman made a motion to close the public hearing and Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote and the public hearing was declared closed.

Commissioner Bill Radford made a motion to adopt the Ordinance on Establishing a Moratorium on Planned Unit Developments for a period of twenty-four months effective today.

Commissioner Phil Pittman seconded the motion. The motion passed by a unanimous vote. The Ordinance is hereby incorporated and made a part of these minutes.

REPORTS FROM COMMITTEES

Planning Board- The Planning Board submitted a memo recommending approval of a minor subdivision final plat submitted by Randy Holloman and Jackie Holloman Lee with the condition that the official stamp will be added to the map. Mayor Holt said the final plat did not require town board approval, only a signature from the zoning administrator.

Mayor Holt stated that Attorney Chip Hewett's firm had reviewed and updated the town's zoning and subdivision ordinances to be in compliance with the legislative updates required in order to comply with NC General Statute Chapter 160D by June 30, 2021. He said the Planning Board had received and reviewed a copy of the Draft Ordinance with the proposed amendments and has recommended approval. Commissioner Phil Pittman made a motion to call for a public hearing to be held on May 10, 2021 for the purpose to consider adopting the amendments to the Town of Pine Level's Unified Development Ordinance. Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote. Mayor Holt thanked Attorney Hewett and his firm for their assistance.

DEPARTMENT REPORTS

POLICE- Chief Ashley Woodard stated there had been a rash of car break-ins in the northern part of the county and they found their way into Pine Level. He said Officer Cuddington had caught one in the process and placed into custody. He also said the new police car should be here soon.

RECREATION- Recreation Coordinator Scottie Hayes reported that it was going to be busy at the park on Mondays, Tuesdays and Thursday nights. He said coach pitch teams were now playing, and there were 8 tee-ball teams, 2 baseball teams, and 2 softball teams. He said the regular season will begin next week.

Commissioner Bill Radford reported that he and Scottie had taken a survey of the park facilities and found that the Lions Club shelter is in need of major repairs, as well as a couple of sink holes. He said the jungle gym had been fixed and was working great. Public Works Superintendent, Ray Stuckey stated that he was a member of the Lions Club and the members were aware of the needed repairs. He said they have been discussing the repairs with Randy Holloman and would be making the repairs soon.

STREETS- Public Works Superintendent Ray Stuckey reported that garbage has not slowed down and that the town was taking about 25 tons per week to the landfill. Mayor Holt stated that the board does not like to raise fees, but we will have to consider this while working on the

upcoming budget. He said we may need to raise fees due to more trips to the landfill, gas, and also tipping fees. He said there was much to consider.

WATER/SEWER- Commissioner Phil Pittman reported that Adam Stuckey's crew was doing a great job on the water and sewer project. He said there had been some issues with the railroad and the weather. He stated where cuts were made in the streets, they have now been patched.

He also informed the board of the change in wording on the Utility Fees Information Sheet that was included with the agenda information. He said the term "Impact Fees" had been changed by the State to now be called "System Development Fees". He stated it was only a name change.

Commissioner Bill Radford said he would like to express his appreciation for the employees who fixed a water leak on Good Friday night. He said they worked quickly and efficiently. He said he was very proud of them!

STAFF- Attorney Chip Hewett stated that the Annexation ordinance for Pinecrest Subdivision that was included with the agenda items was only for clarification purposes due to the two-acre tract that was added to the subdivision. Town Clerk Connie Capps stated that the annexation had been recorded with the Register of Deeds on April 13, 2021.

Consultant Dan Simmons reported that he was still talking and working with the railroad company.

UNFINISHED BUSINESS

None.

NEW BUSINESS- PART-TIME PLANNING DIRECTOR

Mayor Holt stated that the board had received a copy of the Planning and Zoning Administration Services Contract between Triangle J Council of Government and the Town of Pine Level to hire a part-time Planner for one year. The Planner would be shared between the Town of Pine Level and the Town of Princeton. The Planner would work a minimum of 15 hours per week at a cost of \$2000 per month. He said the list of duties and job description is included in the agreement as Exhibit A. Mayor Holt stated that Scottie would be working directly with the Planner who would begin work on June 7th. He said the first month for the planner's salary would be in this year's budget and we would add a line item in the upcoming budget for the remainder of his salary. Commissioner Phil Pittman made a motion to enter into this agreement with Triangle J Council of Governments and Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote. Mayor Holt added that the contract could be renewed for another year if needed.

MAYOR'S MINUTE

Mayor Holt took a moment to inform the citizens at the meeting that most of the discussion tonight has been about growth coming to Pine Level and how to prepare for the growth. He stated that our town is very attractive and we need to prepare for what is coming. He said the first step is getting help in assisting with this growth. He said that is why we have hired a part-time Planning Director that is trained and educated in that field. He said other towns, larger

than Pine Level, hired help to bring their ordinances into compliance just as we did. He stated that most of the undeveloped property in Pine Level is located in the RA (Residential-Agricultural) zoning district. He said the well out at Starfield Acres will add more water availability, and we would need to upgrade our pump stations. He said the town is being proactive in handling all this growth. He said the proposed development near Moccasin Creek and along Micro-Pine Level Road will have the largest development we have seen thus far. He said those serving on the Moccasin Creek Drainage Committee will need to keep it maintained. He said there could be about 500 more houses in Pine Level within the next 7-10 years. He stated that Pine Level's Comprehensive Land Use Plan will look different than it did when it was first adopted. He said a Mayors' meeting will be held in May to discuss growth in all towns. He said there is a lot to consider right now, but it is all good!

ANNOUNCEMENTS

Mayor Holt read the following Proclamations and stated the board supports these proclamations and appreciates all the employees. He said the proclamations should be posted to the town's website.

Proclaiming May 2-8, 2021 as Municipal Clerks Week.

Proclaiming May 9-16, 2021 as National Police Week

Proclaiming May 16-22, 2021 as National Public Works Week

Motion to adopt: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

ADJOURNMENT

Mayor Holt thanked everyone for their attendance at the meeting. There being no further business to discuss, Commissioner Phil Pittman made a motion to adjourn the meeting. Commissioner Bill Radford seconded the motion. Motion passed by unanimous vote. The meeting ended at 7:50 p.m.

Connie N. Capps
Town Clerk

Jeff Holt, Mayor



Greg Baker
Mayor pro tem