

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  
NOVEMBER 8, 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, November 8, 2021 at the Pine Level Town Hall.

**ROLL CALL**

✓ Mayor Jeff Holt  
✓ Commissioner Greg Baker  
✓ Commissioner Jimmy Garner  
✓ Commissioner Phil Pittman  
✓ Commissioner Bill Radford

**STAFF PRESENT**

Attorney Chip Hewett, Consultant Dan Simmons, Consultant Marla Ashworth, Police Chief Ashley Woodard, Zoning Administrator/Recreation Coordinator Scottie Hayes, and Town Clerk Connie Capps.

**OTHERS PRESENT**

Fire Chief Brannan Barbee and Kevin Kornegay

**INVOCATION AND PLEDGE**

Invocation: The invocation was given by Mayor Jeff Holt.

Pledge of Allegiance: Police Chief Ashley Woodard led everyone in the Pledge of Allegiance.

**APPROVAL OF AGENDA**

Mayor Jeff Holt stated he would like to amend the agenda to add an item under New Business to consider and adopt:

- (A) Grant Project Ordinance for the Town of Pine Level American Rescue Plan Act of 2021  
Coronavirus State and Local Fiscal Recovery Funds

Commissioner Bill Radford made a motion to approve the agenda as amended with the addition and Commissioner Greg Baker seconded the motion. The motion passed by unanimous vote.

**MINUTES-OCTOBER 11, 2021**

Motion to Approve: Commissioner Greg Baker

Second: Commissioner Bill Radford

Vote: Unanimous

**PUBLIC COMMENT – None**

### **CALL FOR TWO PUBLIC HEARINGS**

A motion was made by Commissioner Phil Pittman and seconded by Commissioner Greg Baker to call for the following public hearings to be held on Monday, December 13, 2021 at 7:00 p.m.:

- (1) A Special Use Permit submitted by Duke Energy
- (2) Text Amendments for the Zoning and Subdivision Ordinances

The motion passed by unanimous vote.

### **DEPARTMENT REPORTS**

#### **Recreation**

Scottie Hayes reported that the first 50/50 raffle drawing would be held tonight. He said 220 tickets were sold at \$5 each totaling \$1100.00. He said the winner would win half of the money which would be \$550. Attorney Chip Hewett did the honors of drawing a ticket. He announced that Paul Bailey was the winner of the 50/50 drawing. Scottie also stated that all sports had finished the season, except basketball and cheerleading and he was still taking applications.

Scottie said that the Recreation Committee had a meeting last week and another meeting will be held tomorrow night.

#### **Water/Sewer**

Commissioner Phil Pittman stated that the water and sewer project was coming along good and the public works department was working diligently and doing a great job. Consultant Dan Simmons also stated that they were having issues with the supply chain on getting materials and that the USDA was working with them on the project.

The board discussed the consideration of purchasing sewer capacity from Johnston County. Mayor Holt stated that if the town decided to do so they would have to adopt an agreement between the town and Johnston County. The board agreed that more information would need to be obtained and they would need to review the town's fee schedule and System Development Fees. Attorney Chip Hewett was directed to review the agreement and bring back information to the board in December. Mayor Holt said we should have more information on this to present to the board in December.

#### **Streets**

Commissioner Greg Baker reported that the men were moving quickly on repairing potholes in town. He said the men were working hard and doing a good job. Mayor Holt asked if the police department, public works department, or Scottie would take on the project while patrolling over the town to make note of any street signs or state road signs that were leaning or down and have them replaced.

Commissioner Baker also stated that The Hair Cuttery, owned by Teresa Corbett on West Main Street has 2 parking spaces and one loading zone space in front of her beauty shop. He asked Police Chief Ashley Woodard if he would check to see if the loading zone space could be changed to a handicap parking space which would give the business three parking spaces. Commissioner Baker stated that it would give the Hair Cuttery a handicap space for the elderly ladies to park and they would not have to cross the busy street and intersection. Chief Woodard said he would check on this request.

#### **Police**

Chief Woodard stated that all was going well. He informed the board that he had started a grant for traffic safety. Commissioner Jimmy Garner stated that the new police car would be on the road soon.

### Fire Department

Fire Chief Brannan Barbee reported that all was going well. He said the department had received a grant for air pack replacements and radio replacements. He also stated that due to the time change and the holidays upon us, he encouraged everyone to check their smoke alarms. He said if anyone needed a smoke alarm, he had a few at the fire station.

### Staff

Town Clerk Connie Capps reported that the auditors from SP Douglas and Associates would be at the December meeting to present the audit for the fiscal year 2020-2021.

### UNFINISHED BUSINESS

The board held a discussion to consider changing the town elections to even years with other elections. Mayor Holt stated he would contact the Board of Elections to see what would be required if the board decided to do so. The board also discussed staggered terms. Mayor Holt stated that Attorney Chip Hewett could advise us on this if the board chose to do this.

### NEW BUSINES

The Grant Project Ordinance for the Town of Pine Level American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds was presented to the board for adoption. A motion was made by Commissioner Greg Baker and seconded by Commissioner Bill Radford to adopt the ordinance. The motion passed by unanimous vote.

Consultant Marla Ashworth reported that an email had been sent out by Johnston County stating that they had set aside 5.5 million dollars for the eleven municipalities to improve access to clean drinking water and support vital wastewater and stormwater infrastructure to benefit Johnston County's citizens. She said the towns could submit project proposals as long as the projects submitted meet all Project Requirements. She said the deadline to submit projects is June 30, 2022.

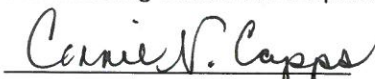
### MAYOR'S MINUTE

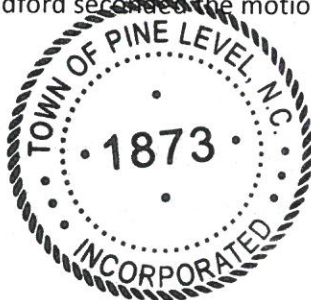
Mayor Jeff Holt reminded everyone that the Christmas Parade would be on Sunday, December 12<sup>th</sup> at 3 p.m. and the lineup will begin at 2:00 p.m. He said the parade will have the same route as the previous parades. Mayor Holt also announced that Commissioner Phil Pittman would be the Grand Marshall of the Parade this year. He said that when Phil finishes this two-year term, he will have served the town of Pine Level for a total of 30 years as either Mayor or Commissioner.

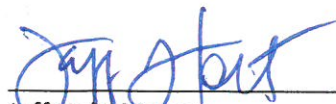
Mayor Holt also read a thank you note from Commissioner Greg Baker and wife Darlene on flowers sent to them due to the loss of Darlene's father, Mr. Charles Pierce who was a Pine Level citizen. Also mentioned were recent Pine Level citizens who had passed away: Mrs. Edna Creech and Mr. Tony Lester. He asked that everyone remember these families.

### ADJORNMENT

There being no further business to discuss Commissioner Greg Baker made a motion to adjourn the meeting and Commissioner Bill Radford seconded the motion. The motion passed by unanimous vote. The meeting ended at 8:10p.m.

  
Connie N. Capps, Town Clerk



  
Jeff Holt, Mayor